

SCRUTINY BOARD (CITY DEVELOPMENT)

**Meeting to be held in Civic Hall, Leeds on
Tuesday, 5th April, 2011 at 10.00 am**

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

MEMBERSHIP Councillors

J Akhtar	-	Hyde Park and Woodhouse;
B Atha	-	Kirkstall;
D Atkinson	-	Bramley and Stanningley;
J Elliott	-	Morley South;
G Harper	-	Hyde Park and Woodhouse;
J Jarosz	-	Pudsey;
J Procter (Chair)	-	Wetherby;
R Pryke	-	Burmantofts and Richmond Hill;
M Rafique	-	Chapel Allerton;
M Robinson	-	Harewood;
S Smith	-	Rothwell;
M Lobley	-	Roundhay;
B Woroncow	-	Co-optee (Non Voting)

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

**Agenda compiled by:
Stuart Robinson
Governance Services
Civic Hall
LEEDS LS1 1UR
Tel: 24 74360**

**Principal Scrutiny Adviser:
Richard Mills
Tel: 24 74557**

CONFIDENTIAL AND EXEMPT ITEMS

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

9.0 Confidential information – requirement to exclude public access

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

9.2 Confidential information means

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

10.0 Exempt information – discretion to exclude public access

10.1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
 - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
 - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 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. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If so, to formally pass the following resolution:- <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>Agenda Item 16 – Implementing Audit Report Recommendations under Access to Information Rules 10.4 (1, 2, 4, 6) and Article 6 Human Rights Act 1998</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			LATE ITEMS To identify items which have been admitted to the agenda by the Chair for consideration. (The special circumstance shall be specified in the minutes.)	
4			DECLARATION OF INTERESTS 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.	
5			APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES To receive any apologies for absence and notification of substitutes.	
6			MINUTES OF THE PREVIOUS MEETING To confirm as a correct record the minutes of the meeting held on 8 th March 2011.	1 - 12
7			CLOSURE OF EAST LEEDS LEISURE CENTRE AND MIDDLETON POOL AND REDUCED OPENING HOURS GARFORTH SQUASH AND LEISURE CENTRE To consider a report of the Head of Scrutiny and Member Development concerning the closure of East Leeds Leisure Centre and Middleton Pool and reduced operating hours at Garforth Squash and Leisure Centre.	13 - 28
8			REQUEST FOR SCRUTINY THE ROUTE 5 CYCLE TRACK To consider a report of the Head of Scrutiny and Member Development on a request for scrutiny concerning the Route 5 cycle track.	29 - 58

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			LEEDS BRADFORD INTERNATIONAL AIRPORT - PROVISION FOR PUBLIC HIRE TAXIS To consider a report of the Head of Scrutiny and Member Development regarding a request for a hackney carriage stand on Whitehouse Lane.	59 - 72
10			REQUEST FOR SCRUTINY CONCERNING THE FUTURE LIBRARY PROVISION IN THE CITY To consider a report of the Head of Scrutiny and Member Development on a request for scrutiny on the future library provision in the city.	73 - 74
11			PRELIMINARY FLOOD RISK ASSESSMENT (PFRA) To consider a report of the Acting Director of City Development on the Preliminary Flood Risk Assessment. (Copy to follow)	
12			NEW STRATEGIC PLANS 2011-15 To consider a report of the Chief Executive and Acting Director of City Development presenting the Scrutiny Board with proposals for the new set of strategic planning documents for advice and consideration before they are submitted to Executive Board and Council for approval.	75 - 92
13			CITY DEVELOPMENT SCRUTINY BOARD PERFORMANCE REPORT QUARTER 3 2010/11 To consider a report of the Head of Policy and Performance presenting performance information summarising the authority's progress against the Leeds Strategic Plan relevant to the City Development Scrutiny Board for the third quarter of 2010/11 which is the final year of delivery of this plan.	93 - 104

Item No	Ward/Equal Opportunities	Item Not Open		Page No
14			ANNUAL REPORT 2010/11 To consider a report of the Head of Scrutiny and Member Development presenting the Board's Annual Report for 2010/11.	105 - 116
15			WORK PROGRAMME, EXECUTIVE BOARD MINUTES AND FORWARD PLAN OF KEY DECISIONS To consider a report of the Head of Scrutiny and Member Development on the Board's work programme, together with a copy of the latest Executive Board minutes and the Forward Plan of Key Decisions.	117 - 144
16		10.4(1, 2, 4, 6)	IMPLEMENTING AUDIT REPORT RECOMMENDATIONS To consider a report of the Head of Scrutiny and Member Development on implementing Audit Report Recommendations.	145 - 166

SCRUTINY BOARD (CITY DEVELOPMENT)

TUESDAY, 8TH MARCH, 2011

PRESENT: Councillor J Procter in the Chair

Councillors J Akhtar, B Atha, J Elliott,
P Grahame, R Grahame, G Harper,
P Latty, R Pryke, M Rafique and
M Robinson

B Woroncow (Co-optee)

116 Chair's Opening Remarks

The Chair welcomed everyone to the March meeting of the Scrutiny Board (City Development) held in the Lord Mayor's Banqueting Hall due to a large number of people in attendance.

117 Late Items

The Chair agreed to accept the following documents as supplementary information:-

- E mail correspondence received from Tim Brigstocke, Executive Chairman, Rare Breeds Survival Trust; Sarah Hill and Mike Sandison, Chairman Shetland Cattle Breeders' Association (and keeper of Shetland and North Ronaldsay sheep) in relation to a request for scrutiny of the Farming Operations at Home Farm, Temple Newsam (Agenda Item 9) (Minute 122 refers)
- E mail correspondence received from Steve Grubb; Helen Cowley, Club Secretary, Kippax and District Harriers; Sue Corbally; Ian Cowie and Natalie Mitchell in relation to a request for scrutiny on the reduced hours to be introduced at Garforth Leisure Centre (Agenda Item 10) (Minute 124 refers)
- E mail correspondence received from S Leatham and E Leatham ; Pat Cooney,; Claire Haysom; Alan Scott; Gail Schuster; Debbie Beattie; David Thorton and Craig Pease in relation to a petition regarding the closure of East Leeds Leisure Centre (Agenda Item 11) (Minute 125 refers)

118 Declaration of Interests

The following personal interests were declared at the meeting:-

- Councillor R Grahame in his capacity as a Member on Plans Panel (East) and also a Member of the Credit Union (Agenda Item 12) (Minute 126 refers)
- Barbara Woroncow in her capacity as a Member of the Vision Steering Group (Agenda Item 13) (Minute 127 refers)

119 Apologies for Absence and Notification of Substitutes

Apologies for absence were received on behalf of Councillors D Atkinson, J Jarosz and M Lobley.

Notification had been received for Councillor R Grahame to substitute for Councillor D Atkinson; Councillor P Grahame to substitute for Councillor J Jarosz and Councillor P Latty to substitute for Councillor M Lobley.

120 Minutes of the Previous Meeting

RESOLVED –

(i) That the minutes of the previous meeting held on 8th February 2011 be confirmed as a correct record.

(ii) The Chair referred to Minute 109 and confirmed that he had met with the Leader of Council concerning the request by the Market Traders to be provided with at least an outline of a market strategy by the 11th February 2011.

121 Outcome of Consultation on Proposed Withdrawal of Remaining Crèche Provision at Leisure Centres

Referring to Minute 84 of the meeting held on 7th December 2010, a report of the Head of Scrutiny and Member Development was submitted on the outcome of consultation on the proposed withdrawal of remaining crèche provision at Leisure Centres.

Appended to the report was a copy of a document entitled 'Crèche Provision in Council Leisure Centres – Report of the Acting Director of City Development' for the information/comment of the meeting.

The following representatives were in attendance and gave evidence to the Board and responded to Board Members' queries and comments:-

Councillor A Ogilvie, Executive Member Leisure
Richard Mond, Chief Recreation Officer, City Development Directorate
Mark Allman, Head of Sport and Active Recreation, City Development Directorate
Lisa Kitching, Spokesperson for Crèche Users

The Board noted that both Councillor M Lobley and Councillor J Matthews who had instigated the original request for scrutiny had conveyed their apologies for this item.

At the request of the Chair, Councillor A Ogilvie, Executive Member; Leisure reported on the outcome of the consultation and thanked everyone who had contributed to it. Councillor Ogilvie announced that as a consequence of users concerns he had decided to keep four crèches open at Scott Hall, Rothwell, Pudsey and Kippax Leisure Centres for a further six months. Work would continue to seek alternative provision and on assessing the viability of the crèches with the increased prices by the Early Years Services Business Advisers Team and the Managers at each Leisure Centre. However, he reported that there would be an increase in the fee charged for children

attending these crèches from £2.00 per hour to £4.00 per hour with the Leeds Card discount and Leeds Card extra continuing to apply as appropriate.

The Chair thanked the Executive Member, officers and the spokesperson for their contribution and attendance at the meeting.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That this Board notes and welcomes the decision of the Executive Member to keep crèche facilities open at Scott Hall, Pudsey, Rothwell and Kippax Leisure Centres for a further 6 months whilst potential alternative operators continue to be sought as now outlined.
- c) That no further action be undertaken on this matter.

122 Request for Scrutiny of the Farming Operations at Home Farm, Temple Newsam as a Consequence of the Farming Operations - Consultation Document from Parks and Countryside

The Head of Scrutiny and Member Development submitted a report on a request for scrutiny regarding the proposals in the farming operations consultation document issued by the City Development Directorate on the future of Home Farm at Temple Newsam and its work to promote rare breeds and the farms many conservation activities.

Appended to the report were copies of the following correspondence for the information/comment of the meeting:-

- Letter from Yvonne Froehlich, Breed Secretary, White Park Cattle Society dated 31st January 2011
- Letter from Mr G L H Alderson, Founder President/Trustee Rare Breeds International dated 30th January 2011

In addition to the above correspondence, copies of e mails received from Tim Brigstocke, Sarah Hill and Mike Sandison were circulated with attachments as supplementary information.

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

Richard Mond, Chief Recreation Officer, City Development
Mr P Titley, Rare Breed Survival Trust
Mr G L H Alderson, Founder President/Trustee, Rare Breeds International
Mr T Brigstocke, Rare Breed Survival Trust (RBST)

The Chair invited Mr Titley, Mr Alderson and Mr Brigstocke to outline the main points of their concerns regarding the proposals in the farming operations consultation document issued by the City Development Directorate on the future of Home Farm at Temple Newsam and its work to promote rare breeds and the farms many conservation activities.

The Chair then invited Richard Mond, Chief Recreation Officer, City Development to respond to the main points.

Board Members then questioned the representatives.

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

- The decision to reduce the budget at Home Farm by £100,000 in 2011/12
- The fact that the reduction in the acreage at Home Farm from 257 hectares to 45 hectares and consequent reduction in livestock will reduce this farm to a visitors centre and end 30 years of cutting edge development of rare breeds
- The lack of detail provided by the Directorate in their consultation document and whether or not the RBST case had been presented to the department
(The Principal Scrutiny Adviser confirmed that the additional information provided by the RBST had been circulated to all Members of the Board today and that the City Development Directorate had received their submission)
- The importance of Home Farm and the offer by the RBST and other groups to work with the Council to try and maintain Home Farm as a rare breed centre and find ways to significantly reduce the costs of the farm (use of volunteers etc)
(Mr Brigsocke, Rare Breeds Survival Trust offered to develop with the Council a robust business plan for Home Farm, but warned that this could take a couple of years before significant savings could be achieved. He referred to the success of other local authorities in obtaining Heritage lottery funding and support with apprenticeship schemes for their rare breed centres. He stressed that Home Farm was internationally recognised as a rare breed centre and further discussions needed to take place with all partners to identify ways of saving it)
(The Chief Recreation Officer stated that the consultation was now complete and his budget for this service in 2011/12 had already been cut, but welcomed the suggestions and range of offers put forward by the various organisations and looked forward to working with them to see how costs could be reduced)
- clarification of the timescales in relation to the cessation of rare breeds at Temple Newsam
(The Chief Recreation Officer responded and agreed to consult with the Head of Parks and Countryside with a view to circulating this information to the Board)
- The need for a detailed paper setting out the income and expenditure of Home Farm and clarification as to whether all income is allowed to remain in the Farm's accounts or whether it was vired to other vote heads
- The view that this issue would also have an effect on the operations at Lineham Farm

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the request for scrutiny regarding the future of the Rare Breed Centre at Home Farm following completion of the consultation undertaken by the City Development Directorate be approved.
- c) That a time-limited working group be established to consider the offers made by the Rare Breed Survival Trust and Rare Breeds International Trust regarding the future of Home Farm.
- d) That the Chief Recreation Officer prepare a report for consideration by the Working Group setting out the facts following the Council Budget meeting to include a balance sheet showing income and expenditure for 2009/10, 2010/11 and 2011/12 projected and clarification as to whether all income is retained in the farming operations or whether any was vired to other vote heads.

123 Inquiry on the Future of Kirkgate Market - Session 4

Referring to Minute 109 of the meeting held on 8th March 2011, the Head of Scrutiny and Member Development submitted a report on the fourth session of the Board's Inquiry to consider the Future of Kirkgate Market.

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

- Scrutiny Board (City Development) – Inquiry to Consider the Future of Kirkgate Market – Terms of Reference
- Inquiry on the Future of Kirkgate Market – Session 4 Evidence for Scrutiny – Report of the Acting Director of City Development

The following representatives/witnesses were in attendance and gave evidence to the Board and responded to Board Members' queries and comments:-

Paul Stephens, Chief Economic Development Officer, City Development
Sue Burgess, Markets Manager, City Development
Jo Williams, Consultant, National Market Traders' Federation (NMTF) (Kirkgate Branch)
Liz Laughton, National Market Traders' Federation (NMTF) (Kirkgate Branch)
Michele Hocken, National Market Traders' Federation (NMTF) (Kirkgate Branch)
Lucky Singh, National Market Traders' Federation (NMTF) (Kirkgate Branch)
John Perriton, National Market Traders' Federation (NMTF)
Sara Gonzalez, Friends of Kirkgate Market

Prior to discussing this issue, the Chair and Councillor G Harper wished to place on record their sincere thanks and appreciation to the market traders arising from their respective roles as 'Market traders for the day' in Kirkgate Market on 7th March 2011.

The Chair invited the Chief Economic Development Officer to give a brief introduction on the key points referred to within the Acting Director of City

Development's report. The Chief Officer also outlined the discussions undertaken at a recent a Markets Workshop (at the request of scrutiny) with the NMTF and Friends of Kirkgate Market where there was consensus on three specific areas namely; the need for major investment, the need for faster decision making processes and the potential for the market to become a major visitor destination. Whilst opinion was divided on the best ownership and management model there was no support for the market being wholly owned and managed by either the traders or the private sector, with the majority present giving an arm's length company as their first choice.

Councillor G Harper in his capacity as Chair of the Markets Forum also reported on the outcome of discussions at recent meetings of the Market Forum and on the topics to be discussed at future meetings.

The Chair then invited further comments in response to the above issues from Jo Williams; Liz Laughton, Michelle Hocken and Lacky Singh from the National Market Traders' Federation (NMTF) Kirkgate Branch, together with John Perriton, National Market Traders' Federation and Sara Gonzalez, Friends of Kirkgate Market.

The Board noted the comments made and acknowledged that many of the issues raised had been discussed at previous meetings as part of the ongoing Inquiry.

The Chair then invited the Chief Economic Development Officer and the Markets Manager to respond to the individual comments made.

Board Members then questioned officers and witnesses on the evidence presented.

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

- ownership and management models
- concerns of the Chair following his attendance at the market on 7th March 2011
- concerns at the market rents and discounts offered
- promotion of the market as a retail outlet to attract new customers
- service charges and the number of markets' staff that this funds
- operational and management concerns at the market
- communication issues
- reference to the Eastgate development

The Chair then allowed the Chief Economic Officer and the Markets Manager, together with Joe Williams and Liz Laughton to sum up.

The Chair informed the meeting that the next stage of the Inquiry was for a number of draft recommendations to be drawn up for consideration by the Board at it's meeting on 5th April 2011.

In concluding, the Chair, on behalf of the Board, thanked officers and witnesses for their attendance and contribution to the Inquiry.

Draft minutes to be approved at the meeting
to be held on Tuesday, 5th April, 2011

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That following the conclusion of its inquiry to review the future of Kirkgate Market, a draft final report and recommendations be submitted to the Board's next pre meeting for consideration.

124 Request for Scrutiny on the reduced hours to be implemented at Garforth Leisure Centre

The Head of Scrutiny and Member Development submitted a report on a request for Scrutiny on the reduced hours to be implemented at Garforth Leisure Centre.

Appended to the report was a copy of an e mail received from Natalie Mitchell dated 22nd February 2011 for the information/comment of the meeting.

The Chair also reported the receipt of a petition to keep Garforth Squash and Leisure Centre open.

A number of e mails received from residents opposed to the reduced hours were circulated as supplementary information.

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

Richard Mond, Chief Recreation Officer, City Development
Mark Allman, Head of Sport and Active Recreation, City Development
Ms Natalie Mitchell who submitted the request for scrutiny, together with three regular users of Garforth Leisure Centre

The Chair invited Ms Mitchell and her colleagues to outline the main points of their concerns regarding the proposals for reduced hours to be implemented at Garforth Squash and Leisure Centre.

The Chair then invited Richard Mond, Chief Recreation Officer and Mark Allman, Head of Sport and Active Recreation, City Development to respond to the main points.

Board Members then questioned the representatives on the issues raised.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the request for scrutiny of the reduced hours to be implemented at Garforth Leisure Centre be approved.
- c) That the Acting Director of City Development submit a report to the next Scrutiny Board meeting on 5th April 2011 which sets out the facts concerning the budget position of this centre and the rationale behind the decision to reduce its operating hours.

125 Petition Regarding the Closure of East Leeds Leisure Centre

The Head of Scrutiny and Member Development submitted a report on a petition regarding the closure of East Leeds Leisure Centre on 31st March 2011.

Appended to the report was a copy of the front page of a petition received from the Temple Newsam Learning Partnership Trust which set out their case for keeping the Leisure Centre open for the information/comment of the meeting.

A copy of the full petition was made available at the meeting.

Prior to discussing this issue, the Chair also referred to an additional request for scrutiny received from Mr Ardeshir Durrani in relation to the proposed closure of Middleton Pool which was not included on today's agenda. Following discussions, Board Members agreed to consider this request at today's meeting, in conjunction with the closure of East Leeds Leisure Centre.

a) Petition regarding the closure of East Leeds Leisure Centre

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

Richard Mond, Chief Recreation Officer, City Development
Mark Allman, Head of Sport and Active Recreation, City Development
Spokesperson 1
Spokesperson 2
Spokesperson 3

A number of e mails received from residents opposed to the closure of were circulated as supplementary information.

The Chair invited the spokespersons to outline the main points of their concerns regarding the proposals to close East Leeds Leisure Centre.

The Chair then invited Richard Mond, Chief Recreation Officer and Mark Allman, Head of Sport and Active Recreation, City Development to respond to the main points.

Board Members then questioned the representatives on the main points.

b) Proposed Closure of Middleton Pool

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

Richard Mond, Chief Recreation Officer, City Development
Mark Allman, Head of Sport and Active Recreation, City Development
Mr Ardeshir Durrani, Spokesperson

The Chair invited the above spokesperson to outline the main points of his concerns regarding the proposals to close Middleton Pool.

The Chair then invited Richard Mond, Chief Recreation Officer and Mark Allman, Head of Sport and Active Recreation, City Development to respond to the main points.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the request for scrutiny in relation to the closure of East Leeds Leisure Centre be approved.
- c) That the Acting Director of City Development submit a report to the next Scrutiny Board meeting on 5th April 2011 which sets out the facts concerning the budget position of East Leeds Leisure Centre and the rationale behind the decision to close it.
- d) That the request for scrutiny in relation to the proposed closure of Middleton Pool be approved.
- e) That the Acting Director of City Development submit a report to the next Scrutiny Board meeting on 5th April 2011 which sets out the facts concerning the budget position of Middleton pool and the rationale behind the decision to close it.

126 City Development Scrutiny Board Performance Report Quarter 3 2010/11
(This item was withdrawn until the 5th April 2011 meeting)

127 New Strategic Plans 2011-15
(This item was withdrawn until the 5th April 2011 meeting)

128 Grants to Culture and Sport Related Organisations Working Group
Referring to Minute 54 of the meeting held on 5th October 2010, the Head of Scrutiny and Member Development submitted a report on progress in relation to the Grants to Culture and Sport Related Organisations Working Group.

The Board's Principal Scrutiny Adviser presented the report and responded to Members' queries and comments.

Board Members commented on a number of issues including:-

- clarification of the process in relation to the percentage reduction of grants for the Leeds Carnival; Irish Festival and Asian Festival
- the further work being undertaken on grants will be reported to the working group
- the lack of information available on the income raised by organisations at events supported by the Council

RESOLVED – That the report and appendices be noted.

129 Cemeteries and Crematoria Horticultural Maintenance Working Group

Referring to Minute 88 of the meeting held on 7th December 2010, the Head of Scrutiny and Member Development submitted a final report and recommendations of the Cemeteries and Crematoria Horticultural Maintenance Working Group following a review of this issue.

Sean Flesher, Head of Parks and Countryside, City Development was in attendance and responded to Board Members' queries and comments.

In accordance with the scrutiny procedure rules the Board's Principal Scrutiny Adviser reported that the Acting Director of City Development and the Executive Board Member Leisure had been invited to comment on the proposals. Whilst they supported recommendations 1 and 3 of the report they had concerns about recommendation 2.

They believed that implementing this recommendation in full would present difficulties on grave plots already in place and therefore do not think that a retrospective approach was practical due to difficulties associated with enforcement and related costs (particularly legal) that are likely to be involved. They also believed that a preferable solution would be to implement current conditions (with a degree of sensitivity given the nature of the service) on new graves within existing cemeteries (but not re-opened graves), cemetery extensions and new cemeteries.

RESOLVED –That having read the comments of the Acting Director of City Development, to approve the Board's final report and recommendations as originally proposed for consideration by the Executive Board in accordance with the agreed procedures.

(Councillors P Grahame and G Harper left the meeting at 1.50pm during discussions of the above item)

130 Request for Scrutiny of the Events Section, City Development Directorate

The Head of Scrutiny and Member Development submitted a report on a request for scrutiny of the Events Section of the City Development Directorate.

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

Paul Stephens, Chief Economic Development Officer, City Development
Mark Turnbull, Head of Property, Finance and Technology, Chief Executive's Department

Board Members commented on a number of issues including:-

- advice from the legal officer concerning exempt information
- the need for the Board to consider whether there were any failings by the department in implementing recommendations of an Internal Audit report published in November 2010

- the need to discuss any weaknesses identified in the process and procedures and not individuals
- clarification as to whether Internal Audit report recommendations were monitored or tracked by audit once the report was issued to a Director

RESOLVED –

- a) That the contents of the report be noted.
- b) That request for scrutiny of the Events Section of the City Development Directorate be approved.
- c) That the Acting Director of City Development be requested to submit a report to this Board on 5th April 2011 which sets out the progress made in implementing the recommendations of the internal audit report and attaches a copy of the internal audit report.

131 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 Executive Board minutes of 11th February 2011, together with the Forward Plan of Key Decisions for the period 1st March 2011 to 30th June 2011 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 11th February 2011, together with the Forward Plan of Key Decisions for the period 1st March 2011 to 30th June 2011 be noted.
- c) That the Board's Principal Scrutiny Adviser be requested to update the work programme in accordance with the decisions taken at today's meeting.

132 Date and Time of Next Meeting

Tuesday 5th April 2011 at 10.00am (Pre meeting for Board Members at 9.30am)

(The meeting concluded at 2.10pm)

This page is intentionally left blank

Originator: Richard Mills

Tel: 2474557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Closure of East Leeds Leisure Centre and Middleton Pool and Reduced Opening Hours of Garforth Squash and Leisure Centre

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1.0 Introduction

1.1 At the last Board meeting Members considered requests for scrutiny and or petitions concerning the closure of East Leeds Leisure Centre and Middleton pool and reduced operating hours at Garforth Squash and Leisure Centre.

1.2 **The Board** agreed to undertake further scrutiny of these proposals. Members asked that the Acting Director of City Development submit a report to today's meeting setting out the facts concerning the budget position of each of these operations and the rationale that has been applied to identify selection for closure or reduced operating hours.

2.0 City Development Directorate

2.1 The report of the Acting Director of City Development is attached for consideration of the Board.

3.0 Recommendations

3.1 The Scrutiny Board is asked to:

- (i) Consider the report of the Acting Director of City Development.
- (ii) Determine what, if any, further information the Board requires to complete its investigation.

Background Papers - None

This page is intentionally left blank

Report of the Chief Recreation Officer

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Scrutiny of Council Budget Decisions on Leisure Centres

Electoral Wards Affected: All

☐

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

Summary

The reduced hours and closures of sports facilities discussed in this report were designed to achieve savings, required as a result of the Council's budget strategy, with the lowest negative effect on the benefits of the service. A range of considerations was used to determine which sites should be reduced, in order to come to a balanced set of proposals.

1.0 Introduction

- 1.1 The Scrutiny Board meeting of 8 March 2011 received requests to scrutinise the reduced hours to be implemented at Garforth Leisure Centre and the closure of East Leeds Leisure Centre, and following discussion the Board agreed to do so. The Board also heard a similar request on the closure of the swimming pool at Middleton Leisure Centre and agreed to consider this as well.
- 1.2 These arose from the decision by Council at its meeting on 23 February 2011 to approve the recommendations of a report on the Revenue Budget and Council Tax 2011/12. The City Development part of this included at paragraph 3.4.1 the following:

"The 2011/12 budget for Sport and Active Recreation includes savings of £1m to be realised from a review of the implementation of the 10 year vision for Council leisure centres. Proposals include the closure of East Leeds Leisure Centre on the 31 March 2011 but to make it available for community asset transfer in line with the proposals outlined in the 2010/11 budget report. In addition, following a review of the level of subsidy across sport centres and swimming facilities and the availability of alternative facilities the following proposals are also included in the 2011/12 budget; to progress a proposal for community asset transfer for Garforth

Leisure Centre as from summer 2011 with a reduction in opening hours to 31 hours a week from 1 April 2011. Facilities at Middleton Leisure Centre will be enhanced by planned capital investment to playing pitch provision and changing room refurbishment and as part of the proposal to develop Middleton Leisure Centre as a dry side centre the swimming pool will close from September 2011. A reduction in the opening hours at Bramley Baths to 29 hours per week will also be implemented from this date”

1.3 Constitutional advice has been taken which confirms that a new resolution by Council, accompanied by balancing financial measures, would be required to vary these decisions. Therefore the closure of East Leeds Leisure Centre and the move to reduced hours of Garforth Leisure Centre have been implemented as of 1 April 2011. The budget decision by Full Council is not subject to call-in; neither did Scrutiny Board propose that its implementation be delayed.

1.4 This report sets out the service and financial context for the recommendations to Council and responds to specific issues raised in the requests for Scrutiny.

2.0 Financial Context

2.1 It has been widely acknowledged that the City Council faces a significant budget challenge over the next few years. For 2011/2012 alone the Council has had to find £90m of savings. In addition, in setting this budget the Council has been conscious of the need to protect, where possible, care services in the Children’s Services and Adult Services directorates. On this basis the City Development Directorate needed to deliver £14m of budget savings in 2011/2012 from its current net operating of £77m. Given the scale of this financial challenge, the Directorate has recognised the imperative to deliver savings from the start of the financial year to ensure that it is best placed to meet its budgetary responsibilities.

2.2 The Recreation budget was drafted to take account of the Council’s intention that reductions should not be achieved by “salami slicing” but should be driven by the budget strategy as approved at December 2010’s Executive Board, with a clear sense of priority, and should include radical adjustment of existing provision where this will deliver improved value for money.

2.3 The budget for Recreation required net £2.5m cuts (12.8% of net controllable budget), to which facilities savings in sport contribute £1m. This is Year 1 of a 4 year spending review programme, and further reductions are to be expected in future years. In addition to the reduction in the Sport’s budget, the corporate property maintenance budget was reduced by £1m (15.6%). This budget supports the decorative condition of buildings as well as background maintenance, and leisure buildings draw heavily on it, so a reduction without a corresponding reduction in facilities is likely to result in less attractive buildings and reduced income in the medium term.

3.0 Sports Facility Strategy – the Vision for Leisure Centres

3.1 The Vision for Council Leisure Centres, approved in August 2009, included plans to replace worn out or poorly located centres with fewer, higher quality, better located facilities. Their higher quality and better location would attract more participation, delivering one of the fundamental aims of sports provision, despite the number of sites being reduced. Increased participation would increase income, while the reduced number of sites would reduce the staffing and maintenance burden and enable resources to be focused on further improvement on customer service. Overall, this would result in a much more sustainable revenue budget. This strategy echoes similar strategies elsewhere in the UK, and the evidence is that these aims are

credible. The strategy in Leeds is at an early stage of implementation but participation has increased following the replacement of Armley and Morley centres, despite the closure of South Leeds.

- 3.2 Although the cuts have changed the programming and some of the detail of the Vision for Leisure Centres, they have sought to retain its fundamental aims and analysis.
- 3.3 The Vision was based on geographical analysis and assessment of the performance, accessibility and suitability of existing buildings and locations for refurbishment or renewal. It also took account of the predicted funding picture, although it noted that “it is vitally important that the plan retains sufficient flexibility to respond to funding decisions and any future opportunities...”.
- 3.4 The Vision aimed to provide Wellbeing centres to replace East Leeds & Fearnville, and Middleton. In both cases the resolution was “with a commitment to deliver and resource by 2013/15”. When the Vision was approved in 2009, the Council hoped to get Private Finance Initiative (PFI) funding for these replacement facilities. The PFI funding bids did not progress, and as there is no other short term source of funding, it is now clear that the resolutions for these areas will not be delivered on schedule. This alone required a review of these areas in the Vision; but plainly, the Council’s financial position required a wider review and reprogramming of the strategy. This needs a combination of performance assessment, with the aim of retaining the most cost beneficial sites, and geographical analysis, with the aim of retaining a geographically coherent network of sites.

4.0 Approach to assessment

- 4.1 There is no doubt that cuts in sports provision reduce the service’s benefits to individuals and the wider community. The eloquent presentations made by the petitioners to Scrutiny Board on 8 March set these out well. However even in “good” financial periods, the Council cannot afford to provide unlimited services, and choices have to be made – as described above, the Vision for Council Leisure Centres proposed a net reduction in the number of leisure centres. In order to decide on the “least bad” set of cuts, officers followed a largely (though not entirely) economic analysis. This is not a case of “knowing the cost of everything and the value of nothing” but of trying to compare the values and the costs of several options, and making informed choices.
- 4.2 In formulating proposals for savings, officers aimed to take account of a balanced set of information rather than a single simplistic indicator. Appendix A sets out some key indicators used to assess the performance of leisure centres. A significant proportion of the cost of leisure centres is staffing, and Scrutiny Board should note that another part of the service’s budget plan is to reduce the staffing costs of leisure centres as part of a restructuring; the figures in Appendix A assume these savings are made. If current staff costs were used instead of these figures, the financial performance of all sites would appear worse and the savings from rationalisation would be greater than shown. Appendix B provides some further analysis of income and expenditure for each of the directly affected sites whilst Appendix C sets out further analysis of bodyline users per site.
- 4.3 In the first analysis, the column showing subsidy per user is useful as it is a helpful indicator of cost-efficiency. These figures vary widely, with East Leeds requiring the highest subsidy, at £2.98 per visit.
- 4.4 In assessing this, one consideration is the high cost of running swimming pools compared to the dry side, because of their high staffing and energy requirements.

Since the Council's intention is to sustain accessible swimming facilities as well as dry side facilities, comparisons between sites on the basis of subsidy cost per visit need to take account of this. In similar fashion, the average catchment of pools is larger than the catchment of dry facilities.

- 4.5 Another complication is that if a leisure centre closes – or if hours are reduced – some users will stop using the service altogether, but a proportion will transfer to other sites. The experience gained during the closure for rebuilding of Armley and Morley gave the service some useful understanding of the potential impact of these transfers. The proportion of users who will transfer will vary from site to site, because the accessibility of other sites to displaced users is not the same from site to site. The column in Appendix A on “projected lost visits if closed” is the service's best estimate of this. This column presents estimates based on informed judgment, not certainty. There is objective information to support the estimates, for example analysis of visits by card holders shows that 75% of those visiting Bramley, 63% at East Leeds, 62% at Garforth and 43% at Middleton had used another Council leisure centres between April and December 2010, compared to 25% at Wetherby. These estimates add the understanding of the comparisons between sites, and the consequences of different options. They highlight the geographical dimension; for example, users of more isolated sites like Wetherby and Aireborough would be much less likely to transfer to other leisure centres than users of more centrally placed sites, so loss of these sites was projected to lose 80% and 70% of users, compared to the more typical 50% to 60%. In this case, in both service terms and in economic terms, there is a good case for retaining a coherent geographical spread of sites.
- 4.6 Officers considered the capacity of alternative sites, and the ability of specific groups to transfer. For all the sites affected by the budget plan, the assessment was that the remaining Council sites could absorb their usage including school swimming and other swimming lessons, as well as club usage.
- 4.7 Of course, the picture is further complicated if reduced hours is an option alongside full closure; but in order to give usable like-for-like comparisons, the table sets out the estimated transfers for individual site closures.
- 4.8 In general, the savings from reduced hours would be much less than the savings from full closure, because significant costs are retained. However, although less effective, reducing hours still increases efficiency because peak usage hours can be retained, while off-peak costs are shed.
- 4.9 Transfers of patronage have a financial significance as they increase the overall saving to the Council. Virtually all the costs of the old centre are lost (if it closes) but some of the income is retained elsewhere. The columns in Appendix A on “Projected income lost if closed”, “Projected Saving including income transferring” and “projected saving per visit lost” work through the economic implications of this.
- 4.10 The Council aims to provide a leisure service accessible to all Leeds' residents. Accessibility is affected by geographical distribution as noted above. It is also affected by several demographic factors – wealth, health, age, etc. Some of the social and health benefits of the service apply particularly to people who are comparatively worse off on some of these scales. The information in Appendix A on number of Leeds Card Extra visits is a simple indication of whether closure of any particular site would have a disproportionate impact on these individuals and groups. Leeds Card Extra provides additional financial discounts to those offered by normal Leeds Card – typically, around 50% of the standard full rate. Leeds Card Extra is available to people on a range of benefits so a high level of use by Extra holders indicates a high level of

use by disadvantaged people. A parallel set of comments applies to Leeds Card 60+ which is also shown in Appendix A.

- 4.11 Although Appendix A does not directly refer to health, the best assessment that could be made of the health impact of different options, is as a combination of the likely loss of participation (“projected lost visits”) and the particular impact on more deprived communities as indicated by Leeds Card Extra visits (especially since disability benefit is one of the qualifying factors). Elderly users are likely to have particular health benefits and are also rather less likely to travel to other sites, so the Leeds Card 60+ information is also relevant to health.
- 4.12 Some important factors are not shown in Appendix A. In particular the grouping of leisure facilities. Officer analysis largely followed the geographical principles set out in the Vision for Council Leisure Centres, particularly the pairing of East Leeds and Fearnville, and of Kippax and Garforth. In these cases,
- Although East Leeds is a newer and better building than Fearnville it attracts many fewer visits overall and from Leeds Card Extra holders, and its economic performance is far worse. Fearnville also supports a large range of playing pitches including an all-weather pitch.
 - Garforth has much better financial performance and slightly higher usage than Kippax. However Kippax has a swimming pool, meaning that closure or reduced hours has a wider impact on a priority activity, and partially explaining the higher subsidy per visit. It also attracts more Leeds Card Extra users.
- 4.13 Finally, Appendix A does not assess the likelihood of achieving a successful Community Asset Transfer (CAT). This varies greatly – at Garforth there is a good prospect of success, whereas at some sites it is much less likely and indeed, attempts to achieve it to date for both South Leeds and East Leeds have failed.

5.0 Summary of update of the Vision for Council Leisure Centres.

Site	2009 Proposals	Current position and impact of Full Council decision.
South Leeds	CAT or close when Morley reopens	Now closed.
East Leeds and Fearnville	Replace with a new Well Being centre. Existing sites to remain until new centre is confirmed or suitable organisation for CAT “has been identified”.	East Leeds to close at end of March. No change to strategic intention to provide a single new centre in the medium term.
Garforth and Kippax	Replace with a new or refurbished leisure centre	Garforth to operate on reduced hours from 1 April, and CAT to be pursued. No change to strategic intention to provide a single new centre in the medium term.

Middleton	Replace with a new Well Being centre or CAT	Close pool but enhance remainder using S106 funding, with indoor refurbishment and new outdoor facilities including 3 rd generation artificial turf pitch
Bramley Baths	Refurbish	Move to reduced hours
Refurb sites	Refurbish Aireborough, Pudsey, Rothwell, Kirkstall, Bramley, Otley, Scott Hall, Wetherby	Bramley as noted above. At other sites, confirm intention to complete refurbishment programme when funding is available.
Holt Park	Vision assumes successful PFI scheme	PFI scheme is under review by DoH.

6.0 Considerations for individual sites covered by budget decision.

East Leeds

- 6.1 The budget for 2010/11 assumed the leisure centre would be subject to CAT in the course of that financial year, with therefore no budget provision to be made in 2011/12. The attempt to date to achieve CAT has failed, visits continue to fall and the estimated deficit per visit is the highest in the city. There is no capacity to re-establish the budget except by diverting support from other, better value for money sites and programmes. However, until alternative plans for the site are formulated and agreed, the Council remains open to receiving new expressions of interest for CAT.
- 6.2 The other services operating from this building were consulted over the impact of closing the leisure centre. The One Stop Shop was affected by other rationalisation plans and it was decided to consolidate this service in Osmondthorpe. The service has asked the provider of the ATM machine at their existing site to relocate an ATM to the Osmondthorpe site. The ALMO offices (which did not have a public reception) also moved out. The Youth Service has been planning for some time to make significant savings by rationalising its use of offices so is vacating this office on 31 March 2011. At the time this report was drafted the Youth Service was reviewing whether service delivery could continue in this building or transfer to another local site.
- 6.3 The strategic intention remains to provide a new leisure centre serving the combined east Leeds catchments of Fearnville and East Leeds, when funding conditions permit.

Garforth

- 6.4 At Garforth two factors made the likelihood of achieving an early asset transfer very good:-
- the presence of a community orientated secondary school run by a successful and dynamic Third Sector organisation with business skills
 - the synergy between the school's and the community's need for sports facilities, meaning that dual use is inherently efficient.

- 6.5 The transfer would enable restoration in full or large part of standard community opening hours. In the meantime, on 22 March the Outer East Area Committee decided to provide additional funding for Garforth to enable the opening hours to be increased from 31 per week. Constitutional advice has been taken which confirms that this does not conflict with the resolution of Council, whose decision means that the City Development budget cannot be used to fund more than 31 hours per week opening, but does not prohibit other appropriate funding sources being used.

Middleton Pool

- 6.6 A significant proportion of local swimming participation is now at the John Charles Centre for Sport, and another group of users moved to the new Morley pool when it opened in 2010. Although the Aquatics Centre at the John Charles Centre for Sport is geographically closer, it is still not fully perceived as the local pool for Middleton, and further measures will be taken to change this. The subsidy per user at Middleton is the highest in Leeds after East Leeds and Kippax/Garforth. Sport England's analysis in 2008/9 using their Facilities Planning model was that there is a role for the dry side but the pool was surplus to Leeds' sporting requirements. The proposal is to close the pool from the start of September (after the school summer holidays) while retaining and enhancing the dry side of this centre.
- 6.7 Investment in the dry side will be funded from a S106 sum of £1.9m which will fund improving the outdoor pitches served from the centre, including a new 3G artificial turf pitch, and improving the Leisure Centre changing rooms and entrance which also service the pitches. In addition Adult Social Care plans to invest in creating space in the centre suitable for day care centre use. Together, these create the prospect of a thriving community sports centre. In combination with the closure of the pool this could operate on a sustainable financial basis.
- 6.8 The Vision for Leisure Centres proposed Community Asset Transfer as a fall back, if the PFI bid in progress at that time failed. However officers consider the prospect of CAT is unlikely, at least if the pool is retained, in view of the centre's poor trading performance and high need for maintenance.
- 6.9 At Scrutiny Board, the view was expressed that the John Charles Centre for Sport is not seen as being for local users. This is a commonly expressed concern and it is accepted that there is a problem to deal with, although mapping the postcode origins of (card) users shows a heavy preponderance of use by local people. A number of responses are planned including improvements to the external environment round the centre, and outreach and sports development work to improve links with local communities.

Bramley Baths

- 6.10 Bramley is a cherished and attractive pool with architectural and social heritage, but the constrained site and constrained car parking space prevents the development of a wider range of leisure options which would normally provide cross subsidy. Moreover, although the site appeals strongly to a core of users, most users prefer more modern facilities. Since the opening of the new Armley leisure centre, a significant proportion of users have transferred from Bramley, and user numbers have dropped by approximately 30%. Pudsey is also in reasonable distance. Bramley now accounts for only 17% of the visits to these three sites. If the Holt Park Well Being Centre is confirmed, its catchment would be further eroded. In view of these factors, which have substantially increased the subsidy per visit at Bramley, the proposal is to reduce opening to 29 hours per week in September after the school summer holidays.

7. Conclusion

- 7.1 The information outlined above highlights the background to the budget decisions made with respect to leisure centres. It is acknowledged that Full Council had to make difficult budget decisions that, however, given the financial strain that the sports services had operated within in recent years, reductions in service were unavoidable. This position, coupled with the need to make immediate savings from 1 April 2011 resulted in the resolutions passed by Full Council on 23 February 2011.

8. Recommendations

- 8.1 Members are asked to note and comment on the information provided.

Appendices

- A Leisure Centres key statistics**
- B Analysis of income and expenditure**
- C Bodyline Analysis**

Background Papers

None used

Leisure Centres Key Statistics 2010/11

Appendix A

Year built	FTEs	Income 2010/11 Forecast £000s	Costs Note 5 £000s	Deficit excl. maint. £000s	Visits Note 6	Deficit per visit excl. maint. £	Maint- enance Note 4 £000s	Projected impact if closed (note 7)				LeedsCard 09/10 "Extra" Visits	60+ Visits		
								visits	Income	saving					
								lost Note 2	lost income transfer £k	per lost visit					
AIREBOROUGH	1967	31	827	899	-71	340,000	-£0.21	50	238,000	70%	319	£	1.34	8,682	18,399
ARMLEY (note 1)	2010	28	876	735	142	318,684			not estimated						
BRAMLEY BATHS	1904	19	384	516	-131	119,500	-£1.10	40	47,800	40%	362	£	7.57	9,054	8,639
EAST LEEDS	1985	23	304	646	-342	137,307	-£2.49	50	68,654	50%	494	£	7.20	9,649	7,389
FEARNVILLE	1980	25	451	661	-210	222,611	-£0.94	50	133,567	60%	390	£	2.92	14,060	7,898
GARFORTH	1970s	18	432	533	-101	135,000	-£0.75	30	67,500	50%	317	£	4.70	3,088	4,916
HOLT PARK	1976	25	517	792	-275	200,000	-£1.37	60	130,000	65%	456	£	3.51	12,460	12,836
JOHN CHARLES	2007	72	1,709	2,806	-1,097	854,320	-£1.28	100	598,024	70%	1,610	£	2.69	12,730	19,480
JOHN SMEATON	2007	28	788	795	-7	320,886	-£0.02	30	176,487	55%	361	£	2.05	9,618	9,473
KIPPAX	1973	18	280	534	-254	120,000	-£2.12	40	72,000	60%	366	£	5.08	4,002	7,647
KIRKSTALL	1983	25	655	799	-144	230,000	-£0.63	40	115,000	50%	472	£	4.10	14,134	13,032
MIDDLETON (note 3)	1970s	16	225	455	-230	116,000	-£1.98	40	58,000	50%	342	£	5.90	10,977	3,939
MORLEY (note 1)	2010	33	1,499	1,021	478	499,620			not estimated						
OTLEY	1974	2	97	137	-39	64,969	-£0.61	15	38,981	60%	78	£	2.00	n.a.	n.a.
PUDSEY	1928	33	728	805	-77	250,000	-£0.31	50	163,500	65%	329	£	2.01	11,327	19,022
ROTHWELL	1974	37	990	931	59	340,000	£0.17	60	238,000	70%	238	£	1.00	11,615	18,133
SCOTT HALL	1980	34	770	792	-22	350,000	-£0.06	40	245,000	70%	253	£	1.03	19,767	11,542
WETHERBY	1975	21	453	618	-166	191,000	-£0.87	40	152,800	80%	256	£	1.68	4,604	16,000
ALL SITES		488	11,986	14,473	-2,487	4,809,896	-£0.52	735						155,767	178,345

Note 1: PFI site figures are not comparable - they exclude unitary charge (including energy, maintenance and many running costs)

Note 2: some visits would transfer to other centres; this estimate is based on geography, known use patterns and experience elsewhere.

Note 3: Middleton figures are for the whole leisure centre, but the proposal is to close just the pool.

Note 4: figures are typical historic figures. Most centres need increasing maintenance to stay open.

Note 5: costs exclude maintenance and are 2010/11 forecast less savings projected from current staff review

Note 6: historic figure plus projected full year effect of ending free swimming schemes.

Note 7: Full year effect. It is not proposed to close Bramley, Garforth or Middleton, but this presentation allows like-for-like comparison.

This page is intentionally left blank

Leeds City Council**Analysis of Income & Expenditure****Sport & Active Recreation****Key Statistics 2010/11****Detailed Forecasts**

	Garforth	Bramley	East Leeds	Middleton
	2010/11	2010/11	2010/11	2010/11
	Forecast	Forecast	Forecast	Forecast
Income (no Corporate cards or costs)	406,386	358,326	321,424	215,699
Cost of Sales	33,633	10,164	14,249	16,448
Net Income	372,753	348,162	307,174	199,251
Income/Payroll	84%	70%	63%	55%
Payroll	484,425	497,404	510,074	359,299
Gas, Electricity & Water	38,334	44,891	79,892	44,816
NNDR	32,499	14,232	55,676	40,986
Other Premises	8,745	5,285	60,444	7,188
Running Costs	33,509	25,917	30,154	15,299
	597,512	587,728	736,241	467,587
Deficit per centre accounts	-224,759	-239,566	-429,066	-268,335

before adjustments for restructure savings and corporate Bodyline income

<i>Less effect of staff restructure</i>	77,500	62,000	77,500	7,000
<i>Less central bodyline income</i>	59,000	36,000	0	26,000
<i>Minor adjustments</i>	-12,742	10,566	9,566	5,335

Deficit per Appendix A

-101,000	-131,000	-342,000	-230,000
-----------------	-----------------	-----------------	-----------------

Visits

Key Activity	97,254	89,500	69,000	41,015
Other	38,256	30,000	33,691	80,000
Total	135,510	119,500	102,691	121,015

Centre deficit per visit

-£1.66	-£2.00	-£4.18	-£2.22
---------------	---------------	---------------	---------------

Savings if closed (assumptions)

<i>Costs saved</i>	100%	100%	100%	100%
<i>Income retained at other sites</i>	50%	60%	50%	50%
<i>Income Lost</i>	50%	40%	50%	50%

<i>Payroll saved</i>	484,425	497,404	510,074	359,299
<i>Other costs saved</i>	113,087	90,324	226,166	108,288
<i>Income lost</i>	-186,377	-139,265	-153,587	-99,626

Net potential saving

411,135	448,463	582,653	367,961
----------------	----------------	----------------	----------------

before adjustments for restructure savings and corporate Bodyline income

<i>Less effect of restructure</i>	-77,500	-62,000	-77,500	-7,000
<i>Less central bodyline income</i>	-29,500	-18,000	0	-13,000
<i>Minor adjustments</i>	12,865	-6,463	-11,153	-5,961

Potential Savings per Appendix A

317,000	362,000	494,000	342,000
----------------	----------------	----------------	----------------

<i>Visits lost</i>	67,755	47,800	51,345	60,508
Local cost savings per visit lost	£6.07	£9.38	£11.35	£6.08
<i>Visits lost per £10,000 savings</i>	1,648	1,066	881	1,644

This page is intentionally left blank

Leeds City Council

Bodyline Analysis

Sport & Active Recreation

Latest Annual Figures for Visits by Bodyline Cardholders

Bodyline Card Visits 2009/10	Aireborough	Armley (Est)	Aquatics	Bramley	East Leeds	Fearnville
Gym Stations	53	100		32	33	15
Bodyline Gym	41,059	85,000		30,018	19,963	4,923
Pool related	6,622	15,000	24,539	7,334	4,449	6,974
Fitness & other	8,497	15,000	14,785	3,516	6,218	11,076
Total Member Visits	56,178	115,000	39,324	40,868	30,630	22,973

Reopened 18
May 2010

Bodyline Card Visits 2009/10	Garforth	Holt Park	John Smeaton	kippax	kirkstall	Middleton	Morley (Est)
Gym Stations	44	26	58				150
Bodyline Gym	41,440	19,075	72,955				150,000
Pool related		6,052	9,773	2,606	13,720	1,241	25,000
Fitness & other	14,998	5,678	5,351	2,524	22,389	1,639	20,000
Total Member Visits	56,438	30,805	88,079	5,130	36,109	2,880	195,000

Reopened 22
June 2010

Bodyline Card Visits 2009/10	Pudsey	Rothwell	Scott Hall	S Leeds	Stadium	Wetherby	TOTAL
Gym Stations	65	103	65	12	70	28	576
Bodyline Gym	79,249	101,068	60,000	7,014	76,889	24,124	529,307
Pool related	9,656	10,614	10,000	5,406		6,205	106,799
Fitness & other	11,003	10,901	12,000	10,290	966	3,231	107,483
Total Member Visits	99,908	122,583	82,000	22,710	77,855	33,560	743,589

This page is intentionally left blank

Originator: Richard Mills

Tel: 2474557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Request for Scrutiny of the Route 5 Cycle Track

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1.0 Introduction

- 1.1 A request for scrutiny has been received from Mr Bill McKinnon, Chair, Friends of Woodhouse Moor concerning the Route 5 cycle track.
- 1.2 The reasons stated for his request arises from a report outlining this scheme which was presented to Leeds City Council's Executive Board on 14 October 2009. The report gave no details of proposed routes and claimed at paragraph 3.2.1 that :

"Initial consultation on the project proposals was undertaken during June 2009. Ward members and community groups were informed by letter which included the project leaflet and links to more detailed plans placed on the internet".

He states that "there was no consultation with any of the community groups in the Hyde Park area. But on the strength of this report, Highways were given approval to proceed with the scheme and awarded £1.5 million. This is the second time in recent years that Highways have claimed there has been consultation when there has been none. In 2008, they wrongly claimed that they had consulted local community groups about their proposal to widen the A660 where it crosses Woodhouse Moor".

- 1.3 A copy of the Executive Board report which was considered at its meeting on 14th October 2009 and the relevant minute is attached for members reference.

2.0 City Development Department

- 2.1 The Acting 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 the Chair of Friends of Woodhouse Moor.
 - (ii) Consider the response of the Acting Director of City Development to the issues raised.
 - (iii) Determine what further information, if any, the Board requires in order to determine whether it wishes to undertake further scrutiny of this matter.

Background Papers

None

Agenda:

Originator: Tim Parry

Tel: 2476385

Report of the Director of City Development

Executive Board

Date: 14 October 2009

Subject: LEEDS CORE CYCLE NETWORK PROJECT

Electoral Wards Affected:

All except Wetherby, Otley & Yeadon, Guiseley & Rawdon, Kippax & Methley



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 provides an overview of proposals now being developed to implement a strategic approach to the longer term development of cycle facilities and routes within Leeds. The proposals build on a scheme submitted for Major Scheme funding to the Regional Transport Board early in 2009 which was not supported for funding.

It is intended to take the project forward in phases. The Leeds Core Cycle Network which is the subject of this report will form the first phase of the project for development over the next few years as resources allow. Further work is in progress to identify extensions to this initial network capable of forming a Core Network 2 Project together with the intention to commence the early review of facilities provided within the City Centre. It is intended to progress the scheme from within the Local Transport Plan and the third Local Transport Plan from 2011 onwards, and to consider the scheme as a potential candidate for Major Scheme funding as opportunities arise.

The first phase Leeds Core Cycle Network Project will provide a series of continuous safe and convenient cycle routes, primarily for commuting. The project is designed to implement policies for greater levels of cycling which will relieve congestion, benefit the environment and improve the health of Leeds residents. The routes that make up the network have been designed in outline, and the initial consultation was launched in June during Bike Week in Leeds.

The report seeks endorsement to the continued development of the project and seeks approval to take forward the implementation of the first tranche of four routes from within the project.

1 PURPOSE OF THIS REPORT

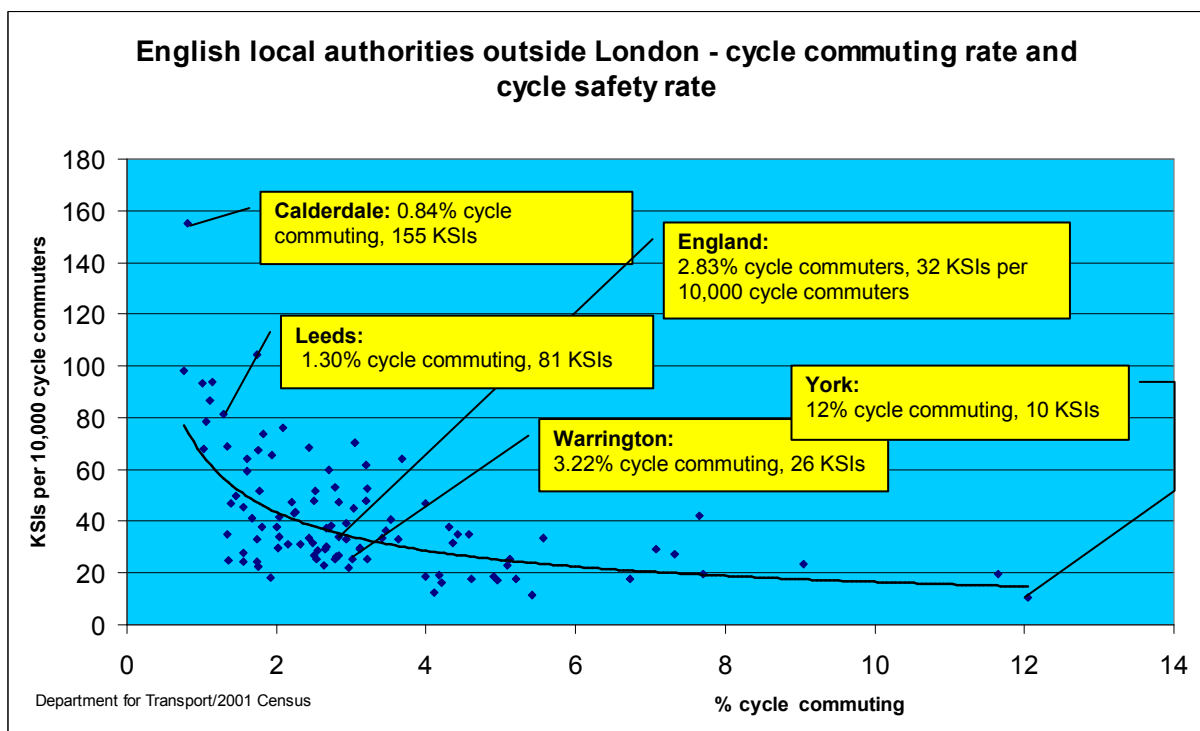
1.1 The purpose of the report is to:

- inform Executive Board of the key issues in providing a core cycle network for urban Leeds and seek approval to continue progressing the detailed proposals; and
- seek financial approval to commence implementation of specified routes.

2 BACKGROUND INFORMATION

- 2.1 Work to improve conditions for cycling in Leeds has been undertaken over a period of more than ten years, albeit at a modest level. Currently there are some routes of variable quality but, with exceptions, the facilities are typified by being discontinuous, with would-be cyclists deterred by areas where conditions are poor.
- 2.2 The level of cycling in Leeds at 1.30% of all trips to work is below that of most other major UK cities: Birmingham 1.4%, Liverpool 1.73%, Newcastle 1.75%, Manchester 3.24%, Nottingham 3.67%, Leicester 4.0%, Bristol 4.58%. It is also very substantially below leading examples in the UK and Europe for example York and Copenhagen, where 12% and 46% respectively of journeys to work are by bicycle and where there are goals to further increase these levels.
- 2.3 A bid was submitted for Regional Funding Allocation (RFA) for the Leeds Core Cycle Network Project in October 2008. The bid performed strongly and met RFA criteria, but due to other regional funding pressures was not prioritised. The project may be supported in the future.
- 2.4 Cycling has the potential to provide benefits to the population of Leeds in terms of congestion, air quality and health, but issues described below prevent the benefits from being realised.
- 2.5 Whilst the level of cycling in Leeds remains comparatively low, overall trends in levels of adult cycling in Leeds over the past five years are showing strong growth:
- an 86% increase in journeys into the city centre, where many of the cycle trips within Leeds are made (1) (References in Appendix 1),
 - a 76% increase in cycling to work (2); and
 - a 20% increase in cycling predominantly on trunk and major roads, excluding canal towpaths and other minor routes (3).
- 2.6 While the trend in adult cycling journeys has been strongly upwards, the number of adult cycling injuries (4) has not increased in line with the upward trend of use, indicating that the risk cyclists experience on their journeys has diminished. For children the number of injuries has decreased (5).
- 2.7 The evidence from a recent analysis of UK cities, Figure 1 below, shows that as cycling levels increase the casualty rate for cyclists gradually declines. The changing figures for Leeds over the past five years are broadly consistent with this observation. Leeds is currently positioned towards the lower cycling rate and higher cycle accident rate end of the spectrum of English local authorities, but appears to be moving in the direction of higher use/lower accident rate.

FIGURE 1: CYCLE COMMUTING RATES AND CYCLISTS KILLED AND SERIOUSLY INJURED (KSI) RATES



- 2.8 While many people express a wish to cycle, many new or potential cyclists find road conditions and the fear of injury a deterrent. Public consultations for the Local Transport Plan 2 revealed that 15% of Leeds respondents identified a “continuous door to door cycle network” as “a measure to reduce my car use”. This showed a demand for the opportunity to cycle that was equal to the demand for those selecting bus priority measures and increased frequency of public transport services.
- 2.9 The cost of physical inactivity in Leeds is estimated at £123 million per year or £172 per year for each adult taking account of lost work time and medical costs, to which greater levels of cycling have the potential to make a significant impact. For example cyclists have been shown to have a 39% lower rate of all cause mortality. It has been calculated that the health benefits of cycling outweigh the costs by a factor of 20:1 (6) and The National Institute for Clinical Excellence has estimated that investment in high quality provision for cycling can be very cost effective with the potential for benefit cost ratio of around 11 to 1 when taking account of all the positive effects that arise from cycling.
- 2.10 There is severe congestion on traffic routes to the city centre yet 35% of people who drive to work in the city centre are undertaking journeys that are 8km/5miles or less, which is a distance suitable for cycling. Average peak time journey speeds by car on many routes are at a level that can be compared to cycling i.e. 10-15 mph. This represents a substantial opportunity to relieve congestion on urban roads at peak times. Congestion can be reduced by providing facilities that encourage people to leave their car at home and cycle instead on short commute and other journeys.
- 2.11 Local air quality deteriorates as a consequence of journeys made by motor vehicles. Seven of the eight Air Quality Management Areas in Leeds are associated with NO_x and road traffic emissions. Cycling produces no air quality deterioration and substitution of motoring journeys by cycling is a complete solution to local air quality deterioration for those substituted journeys.

2.12 Greenhouse gases are produced by motor vehicles. The UK road transport sector currently produces 24% of the total UK CO2 burden. It is the only major sector where CO2 emissions are not reducing (WYLTP2 p96). Cycling produces no CO2 burden and substitution of motoring journeys by cycling is a complete solution for CO2 production for those substituted journeys.

3 MAIN ISSUES

3.1 Design Proposals/Scheme Description

3.1.1 To address the issues above it is proposed to develop a network of cycle routes across the city. This work is planned to progress in stages as resources allow so that ultimately a high level network of routes exists across the city, convenient for people to access from their own local areas and feeding into routes to school and other measures. The elements are as follows:

- i) Leeds Core Cycle Network, which is the subject of this report, and which will form the initial stage of development.
- ii) Core Network 2, this would form a further extension of the network to provide more extensive coverage of the District. Routes for inclusion in this second stage are currently being evaluated for input to the preparation of the third Local Transport Plan.
- iii) City Centre Links. Further work is to commence to examine how best improved connectivity and linkages can be provided into and within the city centre. This work will dovetail with the wider work of the Renaissance Leeds programme.

3.1.2 The Core Cycle Network has previously been submitted for consideration by the Regional Transport Body for priority as a major scheme. Whilst the scheme displayed strong positive benefits and fit with regional policy, and may be supported in the future, the demands on the regional transport budget were such that the scheme was not selected for the regional programme. It is therefore proposed that the project is progressed incrementally from within the Local Transport Plan Integrated Transport block allocation. The city wide network provides a strong basis for contributions by developers to its construction.

3.1.3 In terms of the future developments, these will be put forward during the development of the third Local Transport Plan (LTP3) which will come into effect in April 2011. Programmes, funding priorities and the budget for LTP3 have yet to be established.

3.1.4 The initial Core Cycle Network Project consists of a core network of 17 connected cycle routes. The routes complement existing facilities and take advantage of areas where cycling conditions are adequate, such as traffic calmed roads, linking these into continuous routes. The routes are mainly radial, connecting the urban area of Leeds to the city centre 'transport box'. At the same time they provide access to schools, employment sites, regeneration areas, housing developments, stations and green space.

3.1.5 Cycle Routes included within the Project:

Route 1	East Middleton Spur
Route 2	Leeds City Station to Universities
Route 3	Middleton to City Centre
Route 4	Adel Spur
Route 5	Cookridge to City Centre (Headingley Cycle Route Extension)
Route 6	North Morley Spur

Route 7	Scholes – City Centre Route
Route 8	Rothwell to City Centre
Route 9	Chapel Allerton - City Centre
Route 10	Bramley to City Centre
Route 11	Farnley to City Centre
Route 12	Garforth to City Centre
Route 13	South Morley – City Centre
Route 14	A64 improvements
Route 15	Alwoodley to City Centre
Route 16	Wyke Beck Way
Route 17	Penda's Way – Crossgates to Thorner

- 3.1.6 Further details of each route and a map showing the Leeds Core Cycle Network Project are appended.
- 3.1.7 Funding for maintenance has not been included in the estimates. Arrangements for maintenance may be achieved by different means:
- on all purpose highways, maintenance will be undertaken by Highways Maintenance;
 - away from all purpose highways, routes may be declared as cycle tracks or public rights of way and accordingly maintained as (minor) highway.
 - a small proportion of the routes concerned lies off the public highway on land controlled by the Parks & Countryside Service; in terms of the routes for which consent to implement is being sought, in principle agreement has been reached on maintenance matters;
 - future tranches of the network will be discussed concerning future maintenance, which will be reported at the appropriate time.
- 3.1.8 Promotional activities to increase awareness of the network and encourage uptake will be a key element in the campaign to increase the number of people cycling across the City. This will be undertaken as part of the council's wider Smarter Travel Choices promotional work. Other current work such as ensuring that highway schemes and developments are compatible with demands for cycling will continue.
- 3.1.9 The project is being managed as a whole and being taken forward in stages. It is intended to complete the routes over the next five years subject to approvals and funding. The overall cost of the Core Cycle Network Project is presently estimated at £9 million. However, this cost takes full account of all early project risks and is expected to reduce as elements of the project are advanced to the more detailed stage.
- 3.1.10 The outline-designed routes when taken together with existing routes provide a network for radial and orbital cycle journeys in the urban area. While each of the individual routes provides continuity, many additional benefits will be realised when the project is completed overall because a whole network will aid the idea of cycling in the city as a normal activity. In the interim the criteria for prioritising development of routes are that:
- there should be even development across the city, while
 - taking advantage of possible external funding when it is available for individual routes, to provide the greatest economy, and
 - taking advantage of routes that have already received a degree of detailed design.

3.1.11 This first report includes a request for approval of the first tranche of the proposed works.

3.1.12 It is proposed to commence implementation of some elements of the network this financial year. These first elements for implementation have been selected to give a geographic spread across the city and to maximise opportunities for external funding:

- Route 16 Wyke Beck Way, section between the lake in Roundhay Park and to the south of the A58 Easterly Road.
- Route 5 Cookridge - City Centre
- Route 3 Middleton – City Centre
- Route 15 Alwoodley – City Centre

(For description of routes and maps, see Appendices 2 and 3)

3.1.13 Usage of the routes will be monitored before and after implementation. The estimated monitoring cost per route is £2000 for one count of base year and two counts in post implementation years.

3.2 Consultations

3.2.1 Initial consultation on the project proposals was undertaken during June 2009. Ward members and community groups were informed by letter which included the project leaflet and links to more detailed plans placed on the internet. Leaflets have also been placed at doctors surgeries, libraries and similar locations. Exhibitions have been held in Millennium Square, at the Leonardo Building offices and elsewhere. Responses are generally supportive and framed around detailed suggestions for revisions.

3.2.2 Ward member consultation letters were sent between 09/04/09 and 08/06/09 to all wards through which the routes pass. Responses have been supportive or provided detailed comments which are being considered. (Outline design on Route 2 has not commenced and no consultations have been undertaken). Ward members will be consulted again as a part of the detailed design process.

3.2.3 As the report explains the Project is being progressed in stages. Outline design consultations have been conducted for all routes, as above, and further consultations will be undertaken for each route as detailed design progresses.

3.3 Scheme benefits

3.3.1 The key output of the scheme is a 115km network of cycle routes in urban Leeds distributed between existing roads and off-road tracks, contributing to an estimated increase in cycling of 80% over six years which will provide the following benefits:

- **Economic benefits:** Economic benefits of the Core Cycle Network Project were calculated as part of the aforementioned bid for Regional Funding Allocation and found a benefit/cost ratio (BCR) of 3.39. This figure, which was considered to be a conservative estimation, falls well within the Department for Transport's high value for money criteria. It is considered that if a future such bid was to become possible this would have a high probability of success.
- **Delivering Accessibility:** The scheme improves access to jobs, education and other key services for everyone, and key locations would include Aire Valley Leeds, East and South East Leeds and West Leeds Gateway.
- **Tackling Congestion:** Each route has been designed to encourage people to choose to cycle, especially for the journey to school/university and the commute to

work. Many of the schemes, such as the Cookridge to City Centre and the Aberford to Crossgates routes provide alternatives to cycling on busy arterial routes and offer significant journey time savings for cyclists.

- **Safer Roads:** All of the cycling schemes are being developed with safety in mind and are subject to a review of the road injury data and safety audit as part off the design process. The off-road routes will improve safety by ensuring that more cyclists have an alternative to cycling on busy arterial routes and where on-road provision has been proposed, there will be a step-change in both quality and safety from the existing provision on these sections.
- **Better Air Quality:** The cycling schemes will improve air quality as it reduces the number of vehicle journeys being made. This will improve local air quality.
- **Health:** The scheme will result in more people incorporating physical activity into their daily lives. The Council's Physical Activity Strategy recognises that physical inactivity is one of the top ten leading causes of death and disability in the developed world, and one of the four key components of the strategy relates to increasing levels of Active Travel.

4 IMPLICATIONS FOR COUNCIL POLICY AND GOVERNANCE

4.1 Compliance with Council Policies

4.1.1 Environmental Policy: The project directly contributes to the objective to encourage and support more sustainable transport in Leeds by enabling cycling.

4.1.2 Mobility: There are no specific implications for people with mobility problems.

4.1.3 Ethnic minorities, women and disabled people: There are no specific implications for ethnic minorities or women. The proposals comply with the Disability Discrimination Act.

4.1.4 Local Transport Plan: The cycle routes identified within this package will contribute towards the following objectives within West Yorkshire's Second LTP:

- Delivering Accessibility: To improve access to jobs, education and other key services for all.
- Tackling Congestion: To reduce delays to the movement of people and goods.
- Safer Roads: To improve safety for all highway users.
- Better Air Quality: To limit transport emissions of air pollutants, greenhouse gases and noise.

4.1.5 Leeds City Council Leeds Strategic Plan 2008 to 2011: Leeds City Council has identified an Improvement Priority to deliver and facilitate a range of transport proposals for cycling.

4.1.6 A Healthy City, Physical Activity Strategy for Leeds 2008 to 2012: The strategy recognises that physical inactivity is one of the top ten leading causes of death and disability in the developed world. Active Travel provides one of the four key components of the strategy.

4.1.7 LTP Policy Approval: The scheme has been instigated by the Transport Strategy Group and is included in the LTP programme.

4.2 Community Safety

4.3 The proposals contained in the report do not have implications for community safety.

5 LEGAL AND RESOURCE IMPLICATIONS

5.1 Legal

5.1.1 Paths to be designated as legal Cycle Tracks may be identified during detailed design. Conversion of existing legal Footpaths is not anticipated.

5.2 Scheme Estimate

5.2.1 The breakdown costs of the routes where approval is sought from the Executive Board are:

Works and Monitoring	£1,311,500
Supervision and Monitoring	£135,500

5.2.2 Design costs have previously been approved at Highways Board. Items for approval at Executive Board are indicated below in bold.

Route Name	Design (£)	Works, staff supervision fees and monitoring (£)***	Overall Cost (£)	LTP cost 09/10 (£)	LTP cost 10/11/12 (£)	External funding bids** (£)
Route 16 Wyke Beck Way	72,000	362,000	434,000*	150,000	284,000	120,000
Route 5 Cookridge - City Centre	62,000	546,000	608,000	208,000	400,000	243,128
Route 3 Middleton – City Centre	33,000	291,000	324,000	150,000	174,000	129,593
Route 15 Alwoodley – City Centre	28,000	248,000	276,000	60,000	216,000	110,401
Total (£)	195,000	1,447,000	1,642,000	568,000	1,074,000	603,122

* Implementation of section between Roundhay Park and Easterly Rd. Overall cost for entire Route 16 is £894,893. Approval to implement further sections will be sought in the future.

** If obtained, external funding support would reduce LTP09/10 and LTP10/11 costs.

*** Monitoring costs of £2000 per route included.

5.3 Funding

Previous total Authority to Spend on this scheme	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
LAND (1)	0.0						
CONSTRUCTION (3)	0.0						

FURN & EQPT (5)	0.0						
DESIGN FEES (6)	195.0		195.0				
OTHER COSTS (7)	0.0						
TOTALS	195.0	0.0	195.0	0.0	0.0	0.0	0.0

Authority to Spend required for this Approval	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
LAND (1)	0.0						
CONSTRUCTION (3)	1311.5		547.5	690.0	74.0		
FURN & EQPT (5)	0.0						
DESIGN FEES (6)	135.5		42.5	78.0	15.0		
OTHER COSTS (7)	0.0						
TOTALS	1447.0	0.0	590.0	768.0	89.0	0.0	0.0

Total overall Funding (As per latest Capital Programme)	TOTAL £000's	TO MARCH 2009 £000's	FORECAST				
			2009/10 £000's	2010/11 £000's	2011/12 £000's	2012/13 £000's	2013 ON £000's
Transport Supplementary Grant	1642.0		785.0	768.0	89.0		
	0.0						
Total Funding	1642.0	0.0	785.0	768.0	89.0	0.0	0.0
Balance / Shortfall =	0.0	0.0	0.0	0.0	0.0	0.0	0.0

West Yorkshire Local Transport Plan Funding

- 5.3.1 It is proposed to progress the scheme in stages using LTP Integrated Transport block funding. Funding for these four stages is included in the approved Capital Programme and is eligible for 100 % Government Funding. However, as the scheme progresses, funding will continue to be sought from external sources including Regional Funding Allocation, Sustrans, Cycling England and developers where appropriate.

External Funding

- 5.3.2 The value of current bids for external funding is indicated in the table above. Funding is being sought for individual routes or parts of routes. For each selected route, funding is considered to be less likely to be available in following years, and brief details of the funding bid are:

- Route 16 Wyke Beck Way, section between the lake in Roundhay Park and to the south of the A58 Easterly Road. Sustrans has indicated without commitment that funding is likely for this section from Connect2, which is part of the Big Lottery award that Sustrans won. An undertaking to start implementation this financial year will increase the probability of support, which is likely to be of between one third and one half of the total cost for the section.
- Route 5 Cookridge - City Centre is eligible for UTravel Active funding through Cycling England's Links to School Programme. 40-50% of scheme cost is potentially available for this financial year that will not be available next year.
- Route 3 Middleton – City Centre may be awarded 40-50% of scheme cost from the Safer Routes to School Programme (not limited to this financial year, but availability not certain for next year).
- Route 15 Alwoodley – City Centre may be awarded 40-50% of the scheme cost from the Safer Routes to School Programme (not limited to this financial year, but availability not certain for next year).

6 Risk Assessment

- 6.1 External funding is not awarded to Leeds. It is unlikely that the scheme will receive no external funding. Should such funding be less than anticipated, the scheme will be funded from LTP over a longer time period than currently anticipated.
- 6.2 Leeds Core Cycle Network is not progressed. Aspirations and policies for health, road safety, congestion, pollutant reduction, greenhouse gas reductions and the popular desire to cycle will all be unsatisfied.
- 6.3 Technical difficulties encountered with one or more routes. Feasibility work has not identified insuperable problems. Routes are flexible and alternatives can be found.
- 6.4 Costs are greater than anticipated. Costs have been estimated for potential difficulties identified during initial feasibility, giving a maximum cost of £9.4m, compared to £9m considered the most likely overall cost.
- 6.5 Levels of cycling do not increase. In conjunction with other initiatives to change travel behaviour, this outcome is considered improbable given the benefits to individuals arising from cycling, the publicity given to cycling and the stated wishes of the public. Evidence from Cycling England's Demonstration Towns indicates that growth can be achieved by taking appropriate measures.

7 Conclusions

- 7.1 The proposed network of 17 continuous cycle routes will improve access to the city centre, shops, education and workplaces by bicycle within the urban area of Leeds. Implementation will lead to reduced levels of congestion and air pollution, with improvements to sustainability and health. The project has received outline design and is the subject of public consultation. Detailed design of selected routes is underway with a view to implementation commencing this financial year.

8 Recommendations

- 8.1 Executive Board is requested to:
 - i. Approve progressing the design and implementation of the proposed Leeds Core Cycle Network Project, subject to financial approvals and regulation.
 - ii. Give authority to incur £1,311,500 works and £135,500 supervision fees and monitoring, for the following routes that form part of the proposed Core Cycle Network Project, to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme:
 - Route 16 Wyke Beck Way (Roundhay Park to Easterly Rd section)
 - Route 5 Cookridge - City Centre
 - Route 3 Middleton – City Centre
 - Route 15 Alwoodley – City Centre.

Background Papers

There are no background papers

APPENDIX 1

References

- (1) From city centre cordon survey in morning peak period (from 571 to 1064 crossing the cordon).
- (2) Based on “snapshot” survey of employees cycling to work within companies (226 of 11807 respondents in 2005 to 775 of 22945 respondents in 2009)
- (3) Based on the National Traffic Census covering, district wide, all non-motorway road types 47.2, 2002-2004 to 57.0 2006-2008 average at 94 sites, 12 hr count,
- (4) Change from 28, 2003-2005 to 30, 2006-2008 adult ksi 3yr annual moving average
- (5) Change from 46, 2003-2005 to 44 2006-2008 child all casualty 3yr annual moving average.
- (6) Meyer Hillman M, Cycling and the promotion of health 1992

APPENDIX 2

Cycle Routes included within this Scheme

Route	Description	Links with other routes/initiatives
Route 1 East Middleton Spur	Spur intended to extend scope of Middleton to City Centre Route.	Links to Middleton to City Centre Route
Route 2 Leeds station to Universities (Cookridge Street contra-flow)	Provision of a contra-flow cycle route along Cookridge Street, completing a link from the University of Leeds and Leeds Metropolitan University City Centre campuses to Leeds City Station.	Links with package of routes for LTP3 between university halls of residence. Links with quiet road route to Cookridge and Becketts Park campus, university campuses and halls of residence.
Route 3 Middleton to City Centre	Links areas of low employment to the City Centre and Aire Valley Employment Area. Also provides links to a major school and sports facilities.	Route includes Middleton Woods and there may be leisure links including with the Middleton Steam Railway. Links to Holbeck village
Route 4 Adel Spur	Spur intended to extend scope of Alwoodley to City Centre Route, to include Adel and student accommodation	
Route 5 Cookridge to City Centre (Headingley Cycle Route Extension)	Provides link to Leeds Metropolitan University and Proposed development at Horsforth Woodside.	Links with Cookridge Street contra-flow cycle link.
Route 6 North Morley Spur	Spur to extend scope of South Morley- City Centre route and connects Gildersome	
Route 7 Scholes – City Centre Route	Provides links to several schools, and a commuter route through Swarcliffe, Harehills and Burmantofts.	Connects to Penda's Way and Wyke Beck Way,
Route 8 Rothwell to City Centre	Provides alternative for City Centre commuters to the busy A61 / M621 / M1 interchange.	Connects to Middleton to City Centre Route and Aire Valley Employment area.
Route 9 Chapel Allerton - City Centre	Links Moor Allerton with Chapel Allerton, Potternewton and City Centre	Links with Cookridge Street contra-flow cycle route (2)
Route 10 Bramley to City Centre	Provides link from Bramley to the City Centre	Links with Leeds-Bradford Connectivity work.
Route 11 Farnley to City Centre	Links Farnley with Wortley	Links to Route 10 (Bramely to City Centre)
Route 12 Garforth to City Centre	Arterial long distance commuting route.	Provides links to Leeds and Aire Valley Employment Area and City Centre.
Route 13 South Morley – City Centre	Connects Morley, Beeston and Holbeck to city centre	Passes through Holbeck Regeneration Area and past White Rose Shopping Centre
Route 14	Arterial commuting route	Connects with Wyke Beck

A64 improvements	passing through deprived areas in East Leeds.	Way and would provide crossing points for numerous routes to schools.
Route 15 Alwoodley to City Centre	Provides links to Sugarwell Hill Park, Chapel Allerton, Meanwood Park and Eccup Reservoir. Arterial commuting route and Greenway.	Part of Meanwood Urban Farm Strategy and Public Right of Way Strategy. Also may form part of a Lottery Funded Active Travel project.
Route 16 Wyke Beck Way	Links deprived areas of the city with Aire Valley employment area. Also important as it connects major schools and important green spaces.	Provides connection to East Leeds Radial Link, Aire Valley Employment Area, Temple Newsam, Roundhay Park and, ultimately, Rothwell and Trans Pennine Trail,.
Route 17 Penda's Way – Crossgates to Thorner section	Utilises disused Leeds to Wetherby rail line. Links Crossgates station with major development site at Vickers Tank Factory and surrounding villages.	Crosses Scholes – City Centre Route and connects to A64 Corridor Route. The route would also open up improved access to the countryside for walkers, wheelchair users and horse riders.

APPENDIX 3

Leeds Core Cycle Network Project Overview

Dwg No HDC/299224/CON/01

**EXTRACT FROM THE EXECUTIVE BOARD MINUTES
of the Meeting held on 14th October 2009**

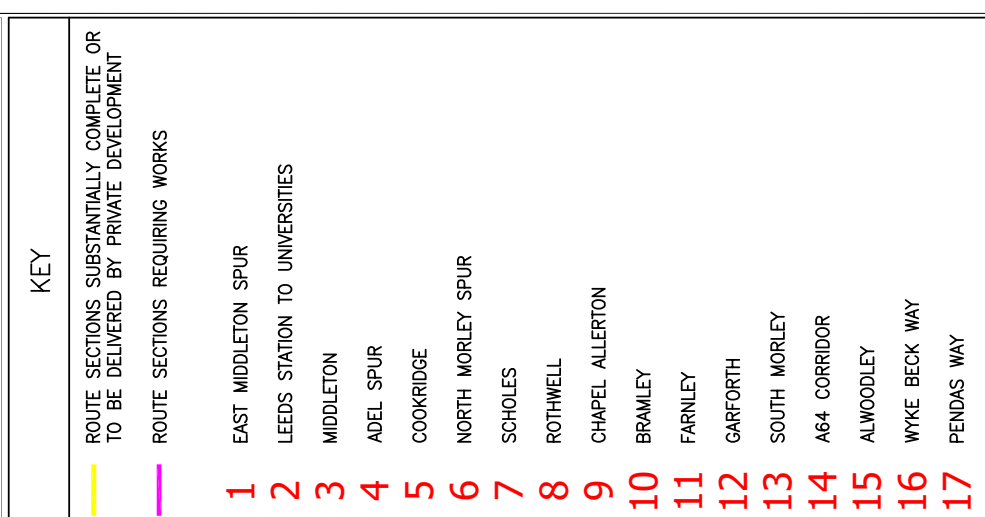
Minute 100 Leeds Core Cycle Network

The Director of City Development submitted a report providing an overview of proposals being developed to implement a strategic approach to the longer term development of cycle facilities and routes within Leeds.

RESOLVED –

- (a) That the design and implementation of the proposed Leeds Core Cycle Network Project be approved, subject to financial approvals and regulation.
- (b) That authority be given to incur £1,311,500 works and £135,500 supervision fees and monitoring, for the following routes that form part of the proposed Core Cycle Network Project, to be funded from the Integrated Transport Scheme 99609 within the approved Capital Programme:
 - (i) Route 16 Wyke Beck Way (Roundhay Park to Easterly Rd section)
 - (ii) Route 5 Cookridge - City Centre
 - (ii) Route 3 Middleton – City Centre
 - (iv) Route 15 Alwoodley – City Centre.

This page is intentionally left blank



FIRST APPROVED AMENDMENTS		MR		DRAWN		CHECK		DATE	
DRAWING NUMBER:									
HDC/299224/CON/01									
DATE: June 2009									



Leeds

CITY COUNCIL

ENGINEERING SERVICES		SCALE	
		DATE	N.T.S
		12/08	12/08
SHEET NO. A3 OF 12			
CHECKED BY		INITIALS	DATE
DRAWN BY		MR	12/08
AutoCAD BY		ENW	12/08
CHECKED BY		RD	6/09

This drawing is the property of Leeds City Council. It must only be used for the purpose for which it was originally supplied. It must not be copied, published or transmitted by any means to any third party, without the express permission of the originator. Modification or manipulation of all or part of this drawing is strictly forbidden unless specifically requested or approved by the originator.

LEEDS CORE CYCLE NETWORK
PROPOSED CYCLE NETWORK – OVERVIEW PLAN

This page is intentionally left blank

Report of the Director of City Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: LEEDS CORE CYCLE NETWORK PROJECT – CONSULTATION

Electoral Wards Affected: All



Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

Executive Summary

The Leeds Core Cycle Network is a programme for creating a network of cycle routes that link local communities together and connect with the city centre to provide for local journeys and travel into the city centre.

Proposals for the funding and implementation of the first four routes were considered and approved by the Executive Board on 14 October 2009. Prior to this Leeds City Council undertook a consultation exercise covering all the routes involved which is detailed in this report.

Subsequently issues arose particularly concerning consultation in relation to proposals in the vicinity of Woodhouse Moor and this report addresses a request for scrutiny of this matter.

1.0 Purpose Of This Report

- 1.1 This report provides an overview of the Leeds Core Cycle Network project and the associated consultation process in relation to subsequent issues raised by Hyde Park residents groups.

2.0 Background Information

- 2.1 The Leeds Core Cycle Network is a network of 17 cycle routes intended to provide connectivity between local communities, major employment centres and to the city centre. The project is designed to cater for all types of cycle journeys on a network designed to meet national standards. It is expected to make local travel by cycle easier as well as supporting commuting, providing safer routes to school and access to leisure and recreation with the aim of decreasing transport related CO2 emissions

and congestion whilst contributing improved accessibility and health for local communities.

2.2 The package of routes was originally assembled as a bid for a major transport scheme in early 2009. Unfortunately, although a high cost / benefit ratio was demonstrated, the scheme was not made a regional priority. Alternative proposals for developing the scheme on an incremental basis through Local Transport Plan funding and by seeking grant funding from Sustrans were therefore pursued centred on a smaller package for four key routes as below: .

- Route 3 – Middleton to City Centre
- Route 5 – West Park to City Centre
- Route 15 – Alwoodley to City Centre
- Route 16 – Wyke Beck Way (Phase 1)

2.3 The core network proposal and the four priority routes were approved by the Executive Board meeting on the 14th October 2009.

2.4 The four routes including Route 5 are expected to be substantially complete by the end of March 2011 and it is anticipated that the City Council, in line with the agreements with Sustrans will be awarded grant funds totalling approximately £595,000 from the Sustrans Links to School and Connect2 programmes. This includes £180,000 earmarked for Route 5.

3.0 Main Issues

3.1 Consultation for the Leeds Core Cycle Network (LCCN) as a whole was largely undertaken in the summer of 2009. This timing enabled consultation to tie in with Bike Week and take advantage of the heightened media interest. Consultation at outline design took the form of

- Letters, including outline design drawings sent to Councillors in all Wards covered by the network and where relevant affected by the four route schemes.
- Details of the Leeds Core Cycle Network as a whole, plus outline designs for each individual route, were posted on the Leeds City Council website.
- Posters and leaflets were sent to Community Centres directing those interested to outline drawings posted on the Council's internet pages.
- Exhibitions took place in the Leonardo Building reception, Central Library and Millennium Square (as part of a Bike Week event)
- Bike Week publicity including a two page spread on the project in the Bike Week leaflet which was sent to libraries, doctors surgeries, schools, businesses and individuals.
- Bike Week press release which centred on core network and attracted substantial media coverage.
- Presentation at Cycling Consultation Forum and the June 2009 North West Inner Area Committee Transport Sub-group.

3.2 Consultation response rates varied across the city. In total there were around 41 written responses with many more responses made face to face or at meetings. Feedback was generally positive but often included requests for changes to the proposals. These requests were all responded to and, in several cases led to substantial design changes, and further detailed engagement.

- 3.3 Additional consultation specific to Route 5 was posted to:
- Friends of Woodhouse Moor
 - North Hyde Park Residents Association
 - South Headingley Community Association
 - Leeds Metropolitan University Cycle network
 - University of Leeds
 - Sustrans
- 3.4 Further consultation specific to Route 5 was undertaken after detailed design was substantially complete:
- Frontage consultation in October 2009 (at locations affected by proposals)
 - Councillor Consultation in March 2010
 - Site notices (section 23) related to installation of a proposed crossing.
- 3.5 Further details of all consultation undertaken is provided in Appendix 1.
- 3.6 Consultation responses related to Route 5 followed the same general pattern as in paragraph 3.2. Particularly in-depth dialogue took place with members of both of the universities' Bicycle User Groups and the Ash Road Residents Association. Specific issues, including the route alignment through Batcliffe Woods, Church Woods and along Cardigan Road were discussed in-depth with relevant Ward Councillors, cyclists, community groups and individuals, and these discussions led to significant changes to the route alignment. Strong support for the proposals came from the universities, student unions and members of the Leeds Cycling Consultation Forum.
- 3.7 In terms of the Route 5 proposals in the Hyde Park area, the consultation process at outline and detailed design was followed in good faith using the postal system. However, it transpired as works began on site that local community groups and some residents had not seen the consultation letters nor, it appears, the site notices required for a new pedestrian cycle crossing. This has been investigated but no obvious reason for non delivery of the correspondence has been identified and apologies have been offered to the groups and individuals concerned. Processes for future consultation have also been re-evaluated.
- 3.8 As well as the complaints about a failure to consult, the community groups were concerned about elements of the scheme in the vicinity of Woodhouse Moor. Essentially the proposal was to integrate the existing Headingley cycle route established in 1995 into the route proposals. As such the works in and around Woodhouse Moor were to be limited to improved paths in the vicinity of the Wellington monument and the existing Toucan crossing at Clarendon Road, and to provide a new Toucan crossing over Hyde Park Road near to its junction with Brudenell Road. The aim of these proposals was to improve access to and from the existing perimeter cycle track on the Moor. (Appendix 2 shows the route)
- 3.9 When it became clear that there had been a problem with the consultation, detailed discussions were held with councillors, concerned residents and community groups on the Hyde Park area between December 2010 and March 2011. In response to the concerns proposals for new toucan crossing on Hyde Park Road are being reconsidered and an alternative option for a raised table traffic calming measure is being investigated with a view to instigating further formal consultation shortly.. The proposed new path at Clarendon Road has been withdrawn due to there being no consensus from consultees, including the universities on the merit of the proposals.

4.0 Legal And Resource Implications

4.1 This report raises no specific legal and resource implications.

5.0 Conclusions

5.1 The consultation has been undertaken for Route 5 as described in the Executive Board report. All correspondence was sent in good faith through the postal system. However a number of intended recipients, in the Hyde Park area, have not seen the correspondence and as a result issues concerning the proposals were raised at a late date. These issues have been fully followed through by officers working with local members and has led to the steps to modify the scheme proposals in the environs of Woodhouse Moor as described in this report.

6.0 Recommendations

6.1 Members of the Scrutiny Board are requested to note and comment on the content of this report.

7.0 Background information

7.1 The following background documents are appended to the report:

- Appendix 1 – Consultation Summary
- Appendix 2 – Leeds Core Cycle Network Route 5

Appendix 1

Consultation Summary

Consultation Details – Leeds Core Cycle Network

Below is a list of all consultations relating to Leeds Core Cycle Network Route 5 and the Leeds Core Cycle Network as a whole where it includes Route 5

7th May 2009 – Consultation letters and feasibility drawings sent to Ward Members (City & Hunslet, Headingley, Horsforth, Hyde Park & Woodhouse and Kirkstal).

7th and 14th May 2009 – Consultation letters and feasibility drawings sent to Emergency Services and Metro.

June 2009 – Consultation letters, posters and leaflets sent to Community Groups and centres around the City, 68 in total were contacted.

Consultation letters and feasibility drawings also sent to:

Friends of Woodhouse Moor (no postal address was available. Additionally an online (Headingley.org) address for the group did not function so delivery was arranged via South Headingley Community Association.)
North Hyde Park Residents Association
South Headingley Community Association
Leeds Metropolitan University Cycle Network
University of Leeds

June 2009 Bike Week– The Core Cycle network played a central part in Bike Week 2009. A double page spread was included in the Bike Week leaflet and this was distributed widely to surgeries, libraries, schools, businesses etc Posters specific to Leeds Core Cycle Network were also included in the mail outs. All these events were promoted in Bike Week related literature and press releases. Press coverage included a double page spread in the Evening Post.

LCCN related Bike Week events included drop-in sessions in the Leonardo Building Reception and libraries and a stand in Millennium Square during 'Cycle Try-out sessions' All sessions were advertised on posters at venues and on the LCC website prior to them taking place. Outline design drawings were made available at drop-n sessions and on the LCC website.

June 2009 – September 2010 – Feasibility and then Detailed Design drawings on internet for viewing by Ward Councillors

17th June 2009 – Details presented to North West Inner Area Committee Transport Sub-group.

June 2009 A link to the consultation was mounted on the Council's internet website through Talking Point.

July 2009 – Further consultation with University of Leeds and Leeds Met University.

16th October 2009 and 18th December 2009 Following substantial completion of detailed design the following frontages were consulted. A total of 112 frontages were consulted. Three responses were received from residents and two further responses were received from Royal Mail indicating delivery was not possible

In the Hyde Park the following frontagers were mailed:

231 Hyde Park Road
1 to 29 Kensington Court (individual letters to each flat)
161 Hyde Park Road

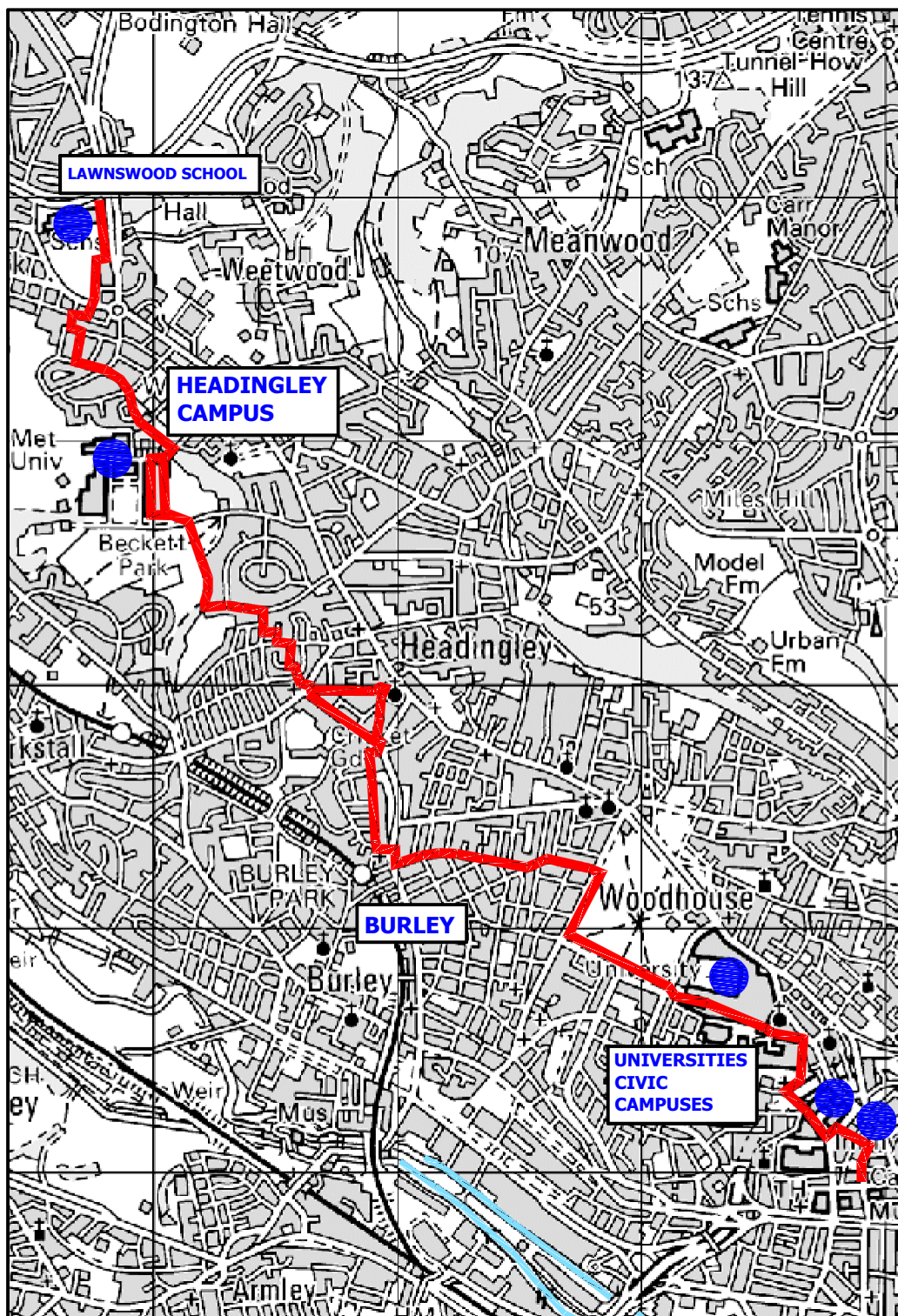
16th October 2009 – Formal Section 23 Notice of establishment of a pedestrian crossing (site visit on 23/10/09 showed notice had been removed and was therefore replaced).

5th March 2010 – Consultation email set to all affected Ward Members (City & Hunslet, Headingley, Horsforth, Hyde Park & Woodhouse and Kirkstall).

L:\TRANSPORT STRATEGY\Sustainable Transport\TPP 30-32 Cyc\TPP 32-2 LCCN\TPP 32-2-005 Route 5, Cookridge to City Centre\Hyde Park Consultation Dec 10\Scrutiny info\Appendix 1 Consultation 20110325.doc

Appendix 2

Leeds Core Cycle Network Route 5



This page is intentionally left blank

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: LEEDS BRADFORD INTERNATIONAL AIRPORT – PROVISION FOR PUBLIC
HIRE TAXIS

Electoral Wards Affected: All

☐

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

1.0 Introduction

- 1.1 At the Board meeting on 8th February 2011 Members heard from representatives of the Hackney Carriage trade concerning their request for a hackney carriage stand on Whitehouse Lane.
- 1.2 The Acting Director of City Development was requested to submit a report and on their proposal for consideration of the Board.

2.0 Recommendations

- 2.1 The Scrutiny Board is asked to
- (i) Consider the report of the Acting Director City Development.
 - (ii) Determine what, if any, further information the Board requires to conclude this matter.

Background Papers

None used

This page is intentionally left blank

Report of the Director of City Development

Scrutiny Board (City Development)

Date: 5 April 2011

Subject: LEEDS BRADFORD INTERNATIONAL AIRPORT – PROVISION FOR PUBLIC HIRE TAXIS

Electoral Wards Affected: Otley & Yeadon

X

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

Executive Summary

Work undertaken to investigate taxi congestion in the city centre developed initial proposals for a rank on White House Lane adjacent to Leeds Bradford International Airport. Initial consultation with local ward members and other stakeholders was undertaken.

The hackney carriage trade would like to see these proposals introduced. Local Ward members are broadly supportive of the proposal. However, LBIA are opposed to the rank on strategic, safety and operational grounds.

The necessary improvements to implement a successful pedestrian route to the proposed rank would have to be delivered with the co-operation of LBIA and ultimately officers question the extent to which a solution which is unilaterally imposed on LBIA will contribute to an integrated surface access strategy.

1.0 Purpose Of This Report

- 1.1 This report provides a briefing on the issues surrounding the initial development of a proposal for a taxi rank on Whitehouse Lane adjacent to Leeds Bradford International Airport. The report also summarises the consultation undertaken to date.

2.0 Background Information

- 2.1 At the Scrutiny Board meeting 8th February 2011 there was an action: that the Board's Principal Scrutiny Adviser, in consultation with the Acting Director of City Development, be requested to submit a report and recommendations on a Surface

Access Strategy and proposals for a Hackney Carriage rank for consideration at a future meeting of the Board.

- 2.2 Leeds Bradford International Airport (LBIA) provides a vital service to the city and gateway to the Leeds City Region and beyond which was used by over 2.7 million last year and presently serves 74 different destinations. LBIA contributes to the regional economy in the order of 3,000 direct / indirect jobs within City Region which equates to a total Gross Value Added (GVA) contribution of £98.5 million. In terms of access to the airport taxis catered for 15.4% of all surface passengers journeys in 2010.
- 2.3 As a result of the terrorist incident at Glasgow Airport which led to new Department for Transport imposed security requirements and the airport company's desire to progress its surface access strategy to improve public access and egress to the terminal a remodelling of the forecourts area was undertaken during 2007. The new arrangements for vehicular access were prioritised in favour of bus access and provided for a dedicated facility to deliver the service level agreement for Arrow Cars including DDA pick up and drop off. A separate area for pick up and drop off including Hackney and other private hire operators was provided where provision for 10 minutes waiting free of charge in this area.
- 2.4 In December 2009 a planning application for an extended terminal building with improved internal facilities and associated landscaping works was granted permission. A Section 106 agreement included details of travel plan measures, targets and management and requires a review of Surface Access Strategy in 2011. LBIA are starting the consultation for this review in March and a meeting is to be scheduled with officers from Leeds City Council.
- 2.5 There are a total of 537 licensed hackney carriages in Leeds. The 2009 Hackney Carriage Demand Survey study has identified that there is no evidence of significant unmet demand for hackney carriages in Leeds. This conclusion is based on an assessment of the implications of case law that has emerged since 2000, and the results of the consultant's analysis.

3.0 Main Issues

- 3.1 Prior to January 2008, the provision of taxis at LBIA was delivered through the ATA (Airport Taxi Association). The ATA operated from a dedicated taxi rank at the front of the terminal building with competing operators permitted to use the remainder of the forecourt. Competing operators were not allowed to ply for trade on airport premises, which was the subject of a commercial contract with ATA.
- 3.2 Following an extensive and compliant tender process, in January 2008 the contract was awarded to Arrow Cars. The tender process included a service level agreement with a monitoring regime which ensures availability of cars at all times, all cars are less than 4 years old and are DDA compliant. The SLA also ensures availability of cars will increase in line with airport growth.
- 3.3 The hackney carriages which formerly plied for hire at the airport have been dispersed to other parts of the city - and in practice the city centre, primarily at the railway station. The station offers a large volume of fares in one location and as such the hackney carriages are attracted to this location. One consequence of the changes to airport contract was that an increasing number of taxi operators began trading from the city centre which resulted in increased traffic congestion and delays at some key locations. As a result it was necessary to take action and the Council's traffic engineering sections investigated a number of measures. This included

improved management arrangements for managing taxis queuing to use the station rank which were subsequently implemented in conjunction with the taxi proprietors with some success. One option to further address the issues within the city centre which was raised during discussions with representatives from the taxi companies, was an examination of the airport situation. The taxi operators are of the opinion that the restoration of a facility at the airport would remove at least the 70 vehicles originally displaced into the city centre and reduce the congestion issues within the city.

- 3.4 Recognising that the changes to the ranking provision at the airport was one of the factors in the congested city centre situation, options were investigated for providing for taxis at the airport. This resulted in the development of an option for an on-highway taxi rank in the vicinity of the airport on White House Lane. The original concept was to consider providing a rank on the highway by virtue of road markings and the relevant Traffic Order i.e. a relatively low cost option; however, the narrow width means that it is only possible to provide a rank within the extents of the adopted public highway by widening the carriageway into highway verge. The cost of implementing this scheme has been estimated at £80,000. A mini roundabout provides a turning facility to ensure that the A658 is used to access the roundabout and not the minor roads within the surrounding area. The proposal is shown on the attached drawing at appendix A.

Consultation

- 3.5 At the time of developing the proposals an initial consultation exercise was undertaken by the Council's Traffic Engineering Section on 6th October 2010. The consultees have also been contacted during the preparation of this report to ensure their current views were obtained. The views are summarised below.

Ward Members

- 3.6 Ward members for Otley and Yeadon broadly support the proposals, believing hackney carriages provide an alternative means of accessing the airport and a rank on Whitehouse Lane will prevent taxis parking on the roads surrounding the airport while waiting for a fare, hence reducing congestion. Doubts were expressed about the siting of the rank, being too far from the airport entrance, however, given LBIA's position no other short term alternative seemed available.

Taxi operators

- 3.7 The representative for Leeds Taxi Owners Ltd, Streamline/Telecabs made reference to a number of issues at 8th February scrutiny board including:-
- The fact that hackney carriages provide a public service
 - That the loss of the taxi contract at the Leeds Bradford International Airport some years ago had created hackney carriage congestion in the city centre
 - The need to offer the public using the airport a choice between private hire and hackney carriages
 - The suggestion that a hackney carriage rank could be provided on Whitehouse Lane with a commitment that his Associations would part fund this venture
 - The lack of disabled taxis at the airport by the current operator

Access Committee for Leeds

- 3.8 Consultation response not received at time of writing, verbal update to be given at the board.

Emergency Services

- 3.9 The police questioned the safety and legibility of pedestrian routes to the rank from the terminal building. No other responses were received.

Leeds Bradford International Airport

- 3.10 LBIA are opposed to the rank on Whitehouse Lane on the following grounds:
- The proposals raise serious safety concerns for the operation of the airport. The proposals could impede the ability of our emergency services to respond to airport incidents. It is critical that traffic flows freely along Whitehouse Lane. This is why there are currently double yellow lanes across this entire frontage.
 - The proposals raise serious safety concerns for pedestrians. The proposals do not provide safe waiting areas for customers, the pavement width is insufficient, there is no shelter and there is no safe or practical route for customers to walk to the proposed taxi rank from the terminal building. Taxi drivers would also be forced to navigate traffic when entering and exiting their vehicles. Furthermore there is also no facility or potential location for a facility to store trolleys and the gradients make pushing trolleys impractical.
 - The proposals prejudice future airport development. The appearance of the airport street frontage is being assessed as part of the review of the airport masterplan. The airport has already delivered a significant investment in the remodelling of a new forecourt, will be delivering further considerable improvement to the appearance of the airport through the terminal extension and in the future is now planning to create a distinctive and cohesive approach to its street frontage to create an airport that represents a gateway to Leeds and the region, which we can all be proud. These proposals prejudice future options being considered through the review of the masterplan. These have been shared with the Local Planning Authority.
 - The proposals prejudice the airport's surface access strategy and s106 agreement for the terminal extension. LBIA is committed to developing a co-ordinated and sustainable surface access strategy. A critical element is to manage taxi operations and other traffic within and adjacent to the airport and the movement of people within and adjacent to the forecourt. Surplus taxi movements within the forecourt and around the local highway network will undermine the surface access strategy and impact on the s106 agreement in respect of the review scheme. The movement of passengers across the forecourt to local roads would with the forecourt arrangement and car park management, and would be impractical and unsafe. This also conflicts with the airport's surface access strategy.

Issues

- 3.11 White House Lane is public highway and Leeds City Council has the powers to introduce a Hackney Carriage rank at this location.
- 3.12 Given the safety concerns expressed by the police and LBIA an independent expert view on safety issues was sought from Leeds City Council's road safety team. They expressed concerns regarding the lack of a convenient continuous pedestrian route

from terminal to the proposed rank and as such felt these safety concerns would need to be addressed to provide a successful scheme. They also expressed a view that the proposed mini-roundabout to allow u-turn access to the rank would require review to achieve a safer arrangement.

- 3.13 In order to provide a safe pedestrian route to the proposed rank the co-operation of LBIA would be required to enhance the route across their forecourt and parking areas. Plan shown at appendix B shows the available pedestrian routes from the terminal to the rank. The distances range between 260m for the shortest route across the pick up / drop off area and 440m for the accessible route.
- 3.14 Passengers arriving at the airport unfamiliar with the city are not likely to understand the difference between the airport contracted private hire operator and the hackney carriage off site provision. With no signing or explanation of choice given they will most likely use the airport contracted option that they would be naturally guided to. Therefore the potential use of the hackney carriage rank is limited to those passengers familiar with the city and airport layout, and willing to negotiate an extended route to the proposed rank, in order to receive a perceived improved and cheaper service.
- 3.15 LBIA has a duty to produce a Masterplan and Surface Access Strategy. Within this strategy the provision for Hackney Carriages is limited to a pick up and drop off area. Taxi provision is provided on a contracted basis to a single company with a standard of service guaranteed with a service level agreement. The addition of a competing provision would be confusing to passengers and would reduce the airport companies ability to control the quality of provision.
- 3.16 The airport is also obligated to meet passenger mode share targets as part of the recent application for the terminal extension (details were presented in a report to February Scrutiny Board). Payments are incurred for failure to meet these targets and without the control over surface access provision LBIA would be hindered in delivering these targets.
- 3.17 Funding of the proposal; since the development of the proposal, significant budget cuts have been announced by Central Government which have significantly affected the Integrated Transport Block element of the Local Transport Plan and the Traffic Management Capital Programme. Whilst the external offer of a £20k contribution is noted and appreciated, this would still leave £60k to be found from Leeds City Council Highways and Transportation Budgets, which would be difficult at the present time.

4.0 Consultation

- 4.1 Initial consultation on the proposal was conducted by Traffic Management in October 2010. Following the last two sessions of the Scrutiny Board, Ward Members and previous consultees have been invited to confirm their position and these are summarised in the previous section.

5.0 Legal And Resource Implications

- 5.1 This report raises no specific legal implications.

6.0 Conclusions

- 6.1 The proposal for a hackney carriage rank at the airport was one option investigated and developed in response to issues within the city centre and representations from the hackney carriage trade regarding service levels at the airport.
- 6.2 The road safety team have concerns with the proposals due to issues with the pedestrian route and the proposed mini-roundabout.
- 6.3 Any improvement to the pedestrian route to the proposed rank would have to be delivered with the co-operation of LBIA.
- 6.4 In order to solve the congestion issue within the city centre the officer view is that other more localised solutions should be considered. Whilst the proposed rank has some support from Ward Members and the taxi operators, the proposals are not supported by LBIA and the pedestrian routes are unsuitable.
- 6.5 To solve any issues regarding taxi provision at the airport the officer view is that Leeds City Council should work with LBIA to provide an integrated solution within a agreed surface access strategy.
- 6.6 It is clear from the consultation responses that there is no common opinion and the opposing views are unlikely to be reconciled. Therefore scrutiny board must consider the balance between the views expressed and understand the potential implications of any recommendations.

7.0 Recommendations

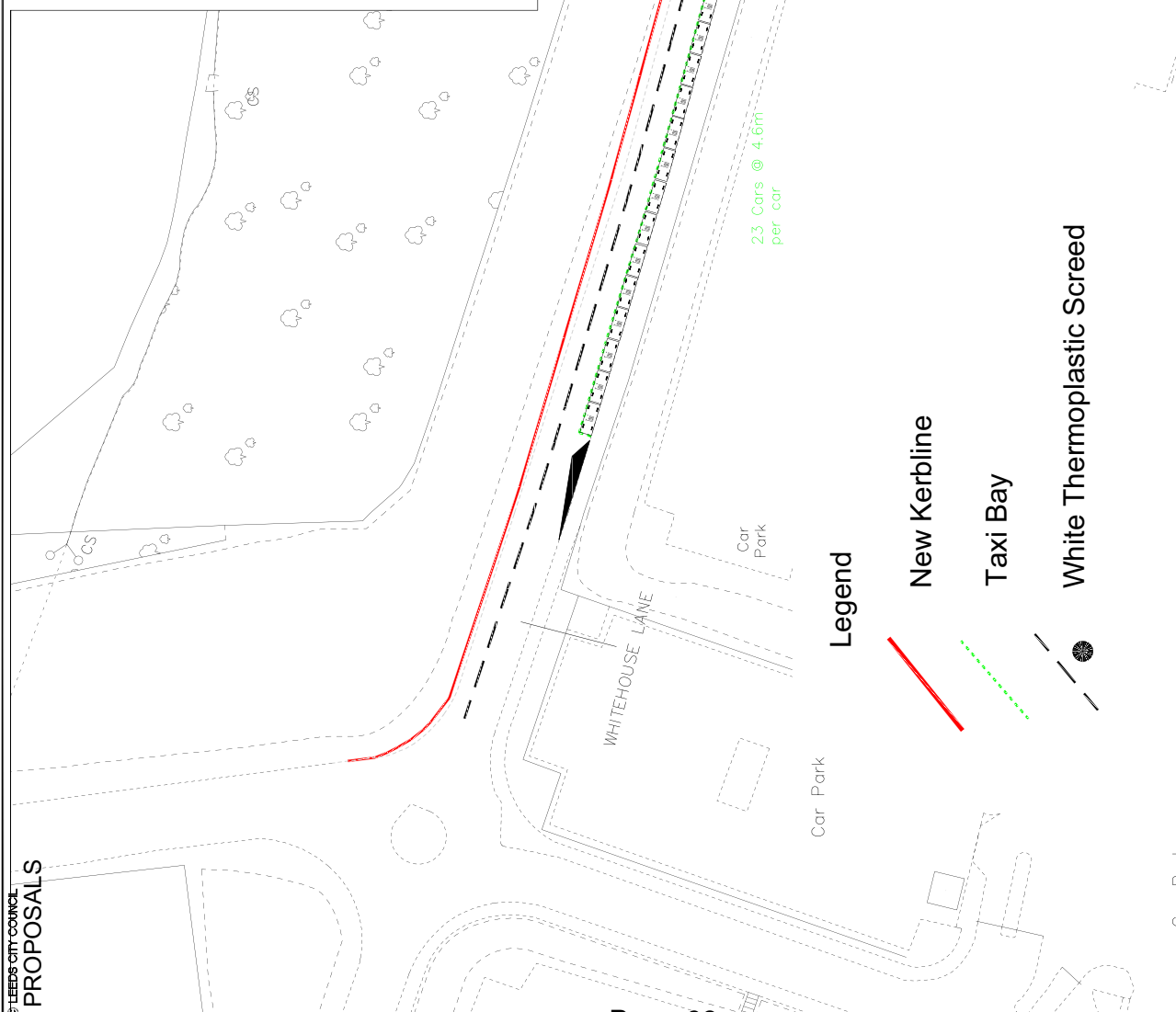
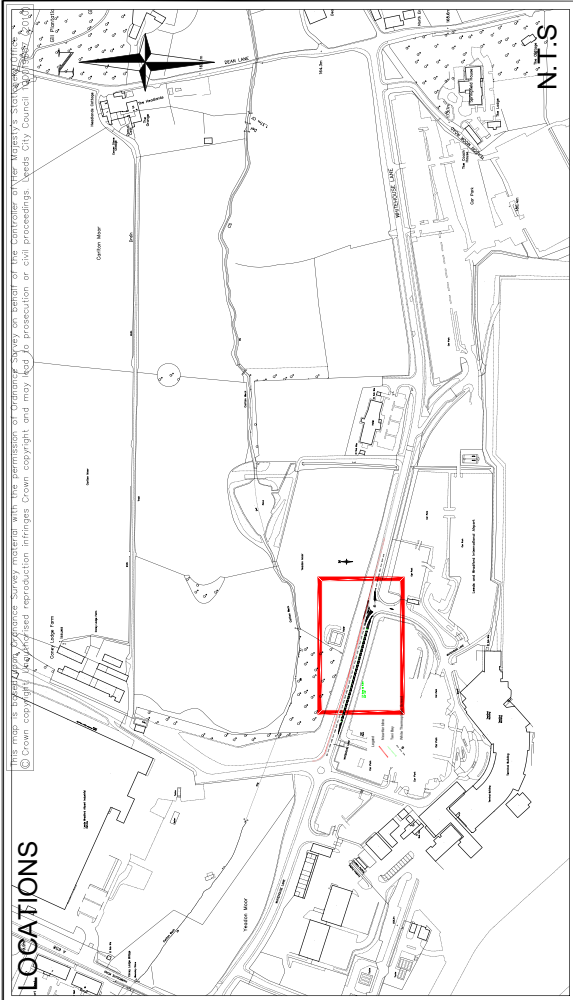
- 7.1 Members of the Scrutiny Board are requested to consider and comment on the content of this report.

8.0 Background information

- 8.1 Background documents relating to this report are as follows:
 - i. Leeds Bradford International Airport Master Plan 2005 – 2016
<http://www.leedsbradfordairport.co.uk/airportcompany-airportmasterplan.php>

Appendix A – Scheme drawing for proposed White House Lane rank

Appendix B – Pedestrian routes to proposed rank



23 Cars @ 4.6m
per car

Legend

- New Kerbline
- - - Taxi Bay
- - - ● White Thermoplastic Screed

WHITEHOUSE LANE
YEADON

PROPOSED MINI ROUNDABOUT AND TAXI RANK



HIGHWAYS AND TRANSPORTATION

DRAWN BY		SCALE	
INITIALS	DATE		
TR	2/10		
AL	2/10		
TR	2/10		
AL	2/10		
TR	2/10		
AL	2/10		
TR	2/10		
AL	2/10		

This drawing is the property of Leeds City Council. It must only be used for the purpose for which it was prepared and must not be used for any other purpose without the written permission of the City Council. The City Council is not responsible for any loss or damage caused by the use of this drawing for any other purpose.

SCALE 1:500

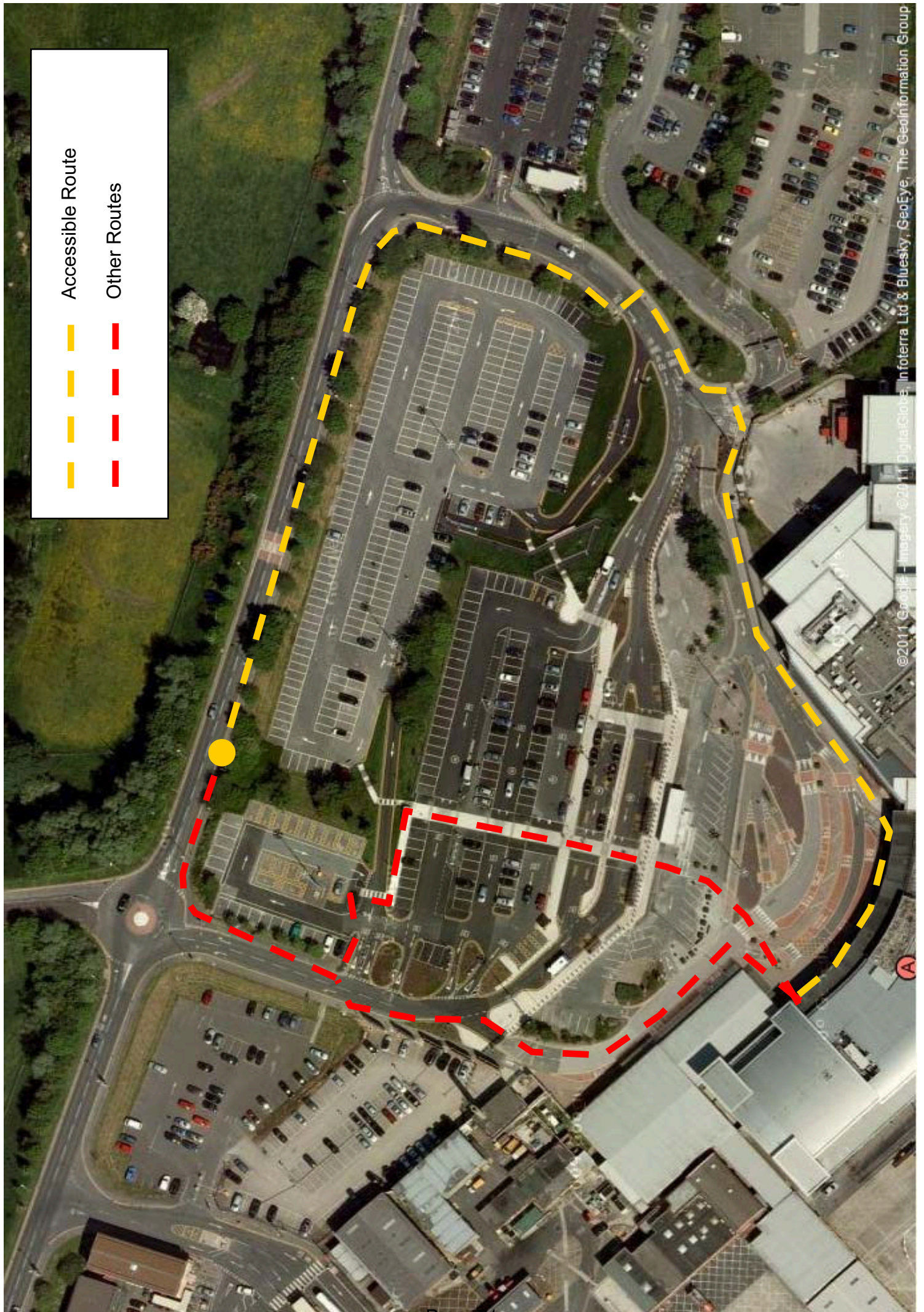
DRAFT

DRAWING NUMBER:
TMW/27.1./1526
DATE: February 2010
PLOT CREATED BY: 20064456 DATE: 5/2/10

This page is intentionally left blank

Accessible Route

Other Routes



This page is intentionally left blank

Originator: Richard Mills

Tel: 2474557

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Request for Scrutiny Concerning the Future Library Provision in the City

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

1.0 Introduction

- 1.1 A request for scrutiny has been received from Councillor Matthew Robinson concerning the future library provision in the city.
- 1.2 The reason for this request is his concern for the future of this service and that the results of the consultation exercise undertaken in relation to 'A new chapter for Leeds libraries' will shortly be submitted to the Executive Board.

2.0 City Development Department

- 2.1 The Acting 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 Councillor Matthew Robinson.
- (ii) Consider the response of the Acting Director of City Development to the issues raised.
- (iii) Determine what further information, if any, the Board requires in order to determine whether it wishes to undertake further scrutiny of this matter.

Background Papers

None



Originator:
Heather Pinches
Tel: 22 43347

Report of the Chief Executive and Director of City Development

Meeting: City Development Scrutiny Board

Date: 5th April 2011

Subject: New Strategic Plans 2011-15

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1 Executive Summary

- 1.1 This report presents for Scrutiny the proposals for the new set of strategic planning documents for advice and consideration before these go to Executive Board and Council for approval. This includes the proposals for the long term partnership strategy for the city, the Vision for Leeds 2011 to 2030, as well as the set of delivery plans for the first 4 years. These proposals have been developed in light of the current financial situation which means that we need our priorities to be much more focused than in previous plans. These proposals also take into account the results of two recent public consultations on the Vision for Leeds and the Spending Challenge.

2 Purpose of the Report

- 2.1 Scrutiny of the proposals for the most important plans and strategies, as specified within the Budget and Policy Framework, ensures that these plans are robust and include the issues that are important to local people. Therefore, this report brings to the Board the proposals for the new Vision for Leeds 2011 to 2030 along with the first set of priorities which will be delivered by the council, and its partners, over the next 4 years. In addition this report also includes the relevant priority from the Council Business Plan including the shared cross council priorities and the objectives for the Director of City Development for the next 2-4 years.

3 Background Information

- 3.1 In December Executive Board considered changes to the partnership and planning framework which would enable a better alignment between the partnership structures, strategic plans and our supporting performance management arrangements. Allied to this in the current financial climate there is a need for our strategic plans to focus on a smaller number of priorities to provide a more targeted and focused approach to delivering our long-term ambitions for the city.
- 3.2 In particular, a number of changes to the planning framework are in the process of being discussed and approved with amendments to the Council's Budget and Policy Framework (contained in Article 4 of the Constitution) in train. These changes are scheduled to go to the General Purposes Committee in March and Full Council in April. The new city planning

framework is shown in appendix 1 and the role and function of each of these plans is detailed below:

- 3.2.1 **Vision for Leeds 2011 to 2030** - is the Leeds Sustainable Community Strategy which sets-out the long term ambition and aspirations for the city. It is being developed by the Leeds Initiative in conjunction with all local partners, including the public, private, and third sectors. The draft Vision was subject to an extensive consultation with the public and stakeholders through the 'What if Leeds' campaign.
- 3.2.2 **City Priority Plans 2011 to 2015** – these are new city-wide partnership plans which identify the key outcomes and priorities to be delivered by the council, and its partners, over the next 4 years. They replace the Leeds Strategic Plan and are aligned to the new Strategic Partnerships which are listed below. .
- Children's Trust Board
 - Safer and Stronger Communities Board
 - Sustainable Economy and Culture Board
 - Regeneration Board
 - Health and Wellbeing Board

These partnerships will own the plans and be responsible for ensuring the delivery of the agreed priorities. They are structured around a small set of short term (4 years) priorities each of which is measured through a headline indicator. As such they are the "must-do" priorities or "obsessions" for each partnership and may be supported by more detailed plans as the partnership sees fit. They are not the only things the partnerships will be responsible for but for the next 4 years they will be their top priorities.

The priorities are to be written in clear, simple language that will be meaningful to everyone including the public. The headline indicators are crucial and have been carefully selected in order to galvanise efforts to drive improved outcomes across the partnership and should also bring with it progress across a wider set of outcomes. For example increasing the proportion of people in Leeds who are physically active will in turn improve mental health, reduce cardiovascular disease, reduce sickness levels, prevent falls in the elderly, reduce obesity (for adults and children), reduces risk of premature death etc. In this way we can ensure that the effort of the partnership is sufficiently focused but as many of the proposed priorities are closely linked to other areas of challenge they will also drive the delivery of a broader range of outcomes across the city.

- 3.2.3 **Council Business Plan 2011 to 2015** – this is the single plan for the council that brings together all the priorities for the council alongside the medium term financial plan. It has two main elements; a small number of cross council priorities and a set of directorate priorities. The cross council priorities are clearly aligned to the council's values and will drive change across the whole of the organisation. The directorate element of the plan will outline the Directors own objectives and as such may include service transformation, service delivery and any significant contributions to the relevant City Priority Plans so that that are the most significant 'must do' priorities for the directorate.
- 3.3 These plans will run for a period of 4 years in order to align better to our financial planning cycles but will be reviewed after two years. They will be supported by more detailed service and locality plans so they will not include everything we do just the priorities. Service plans will continue to be published to provide members with a more detailed picture of the actions and activities happening across the authority. For this year in order to enable service plans to better reflect these priorities the deadline for completion has been extended until 30th June 2011.
- 3.4 The timeline for approval of the plans is for them to go to Executive Board in May; and for approval by Council in July 2011. However Members should note that the City Priority Plans for Regeneration and Sustainable Economy and Culture may have to follow a different timetable as the relevant Strategic Boards do not currently exist and need to be constituted first.

4 Main Issues

- 4.1 The ambition of the draft Vision for Leeds 2011 to 2030 proposes that Leeds should aim to be locally and internationally recognised as the “best city in the UK” – an aim which was well supported in the public consultation. The Council Business Plan also proposes the ambition to be the “best city council in the UK”. We recognise that these are challenging ambitions but having this clear goal provides some clarity on what we need to tackle first in order to achieve this aim. It is also important that we set out clearly what this means in order to be able to judge our progress and ultimately our success. The five City Priority Plans and the Council Business Plan seek to do this and set out the first set of the “must-do” priorities that will help us achieve our ambition. In addition direct links can be seen from the Vision to the City Priority Plans where Boards have described what ‘best city’ means for each theme, e.g. ‘the best city for children and families’.
- 4.2 Performance reporting arrangements are currently being developed but will be focused around the priorities in these plans. In addition it is anticipated that the Main Partnership Board will have a role to provide challenge to the 5 Strategic Boards in the following areas:
- Is there a sufficient level of ambition within the plans ie is each board doing enough to work towards the achievement of the aim to be the Best City?
 - Examining how well the city is doing overall in tackling poverty and inequality looking across all 5 boards and challenging whether sufficient progress is being made.
- 4.3 In drawing up our new long term Vision and 4-year delivery plans we have had to balance a number of conflicting demands. This is as a result of the difficult situation we find ourselves in with the toughest local government funding settlement in many years. This is on top of a ‘funding gap’ arising from changes to the make up of the city like an aging population, rising birth-rates and the overall growth of the city. At the same time the city is experiencing a difficult economic climate with for example rising unemployment, inflationary pressures, increasing demands for social housing and reforms to the welfare systems. Many of these factors are resulting in greater demands on local authority and partner services as well as reductions in our income. This has led us towards the approach proposed where our plans are focused on the absolute “must-do’s” and, therefore, inevitably do not include everything. The challenge for us is to ensure that we have got the right balance between focus while still including the most important issues for the city. As well as balancing our ambition for the city with what is realistic and achievable in light of the agreed Budget.
- 4.4 In light of this overall context then the further development of our partnership working arrangements is essential. Each Director has a clear leadership role to develop strong and productive working relationships with partners in order to create the environment for effective partnership working in their area. This will ensure that as a city we can maximise the opportunities to provide truly joined-up and efficient services for the people of Leeds. Therefore, this has been included specifically as a priority for each Director.
- 4.5 The priorities of relevance to the City Development Scrutiny Board are set out in Appendix 2 and includes the following elements:
- Vision – overall Vision aim to be recognised as ‘the best city in the UK, locally and internationally’ as well as the three supporting aims, to be a city which is:
 - fair, open and welcoming;
 - prosperous and sustainable; and
 - successful.
 - City Priority Plans – the appendix includes the outline of all 5 City Priority Plan in order to enable Members to look across the entirety of the city’s priorities. The Board may wish to particularly focus their attention on the Sustainable Economy and Culture and Regeneration Plans. However it is important the Board understands the overall picture.
 - Council Business Plan – the Board are asked for their views on the 5 Cross Council Priorities as well as the draft Directorate Priorities for City Development.

4.6 Members are asked to look across the proposed set of strategic priorities and consider the following questions:

- Are the plans clear, simple and meaningful to all relevant audiences?
- Do the draft City Priority Plans and Council Business Plan clearly articulate the absolute must-do's for the next 4 years?
- Work is currently on-going to develop the indicators and targets and Members as asked for their views/input into these - bearing in mind the need to balance ambition with what is realistic and achievable in the current financial climate?

Public Consultation

- 4.7 We have recently received the results of two major consultation exercises (on the Vision for Leeds 2011 to 30 and the Spending Challenge) and the outcomes of these consultations can be clearly seen within these proposed plans. Appendix 3 sets out the key issues that the public told us were important in these consultations and shows how these are included within the proposed set of priorities in the plans.
- 4.8 Clearly these plans with their stated aim of providing simplicity, clarity and focus do not include detail about what actions will be taken. It is proposed that each Cross Council and City Priority will be supported by an action plan and this will form the structure and focus for the performance reporting. Work is currently underway to develop these and it is proposed that these are brought to the relevant Scrutiny Board early in 2011/12.
- 4.9 The delivery of many of the priorities are inextricably linked and there are a number of cross cutting areas that have been raised as important issues such as tackling child poverty and improving the wider social determinants of health (ie good housing, access to employment, income levels etc). Many of the specific drivers for making improvements in these areas are already priorities which are included within the 5 City Priority Plans but it is recognised that we might want to bring these together to ensure progress is sufficient. Further work is underway to consider the role of the Main Partnership Board in challenging progress in these cross cutting areas. Once the action plans underneath have been developed (see above) a piece of work will be undertaken to identify these cross cutting areas that will inform further discussions about whether these are being adequately addressed.

5 Implications for Council Policy and Governance

- 5.1 The formal amendments to the Constitution to specifically include the City Priority Plans as a replacement to the Leeds Strategic Plan are underway but have not yet been completed. A report is being taken to the General Purposes Committee in March to consider these changes and make recommendations to full Council in April. Within this report it is proposed that all City Priority Plans are added into the Budget and Policy Framework alongside the Vision and the Council Business Plan which are already included. Provided that this amendment is agreed then the Vision for Leeds, the 5 City Priority Plans and Council Business Plan would collectively represent the medium and long term policy and strategy for the city. Therefore, they are being brought to Scrutiny at this time in line with the Budget and Policy Framework procedure rules for discussion and challenge.
- 5.2 Members should note that these priorities are also being consulted on with Partners across the city through the relevant strategic partnerships or with key stakeholders where these boards have not yet been constituted.

6 Legal and Resource Implications

- 6.1 It is important that the outcomes and priorities within our strategic plans are realistic and achievable and, in particular, that they align with the agreed budget. Members are specifically asked to consider this issue and provide their views as part of this consultation.
- 6.2 From April 2011 the Council will have a general public duty under the Equalities Act to

- eliminate unlawful discrimination, harassment, and victimisation
- advance equality of opportunity, and
- foster good relations

This is underpinned by specific duties which require public bodies to develop specific, measurable and reasonable equality objectives to further the aims of the general duty and to publish data and performance relating to these. As part of the specific duty the equality information needs to be accessible and the decision has been made in Leeds that the most pragmatic way of ensuring this is the case is to provide all the appropriate information in one place ie to produce an Equality Scheme. The priorities within these plans (as well as the action plans that sit underneath) will be used as the basis for the development of this Scheme.

- 6.3 During the consultation period work will be undertaken to consider equality in each of these plans and will be subject to the council's equality impact assessment process.

7 Conclusions

- 7.1 This report brings to the Board the long term Vision and strategic priorities for the next four years. Members are asked to look across these priorities and make sure that they provide enough focus while also including all the most important things for the next 4 years while at the same time being realistic and achievable in terms of the resources available. These plans will be our focus for the next 4 years and it is vital that Members can collectively own them and that they reflect Member's ambitions for the council and for the city.

8 Recommendation

- 8.1 Members of the Board are asked to provide their views and feedback on the proposals for the new Vision and first set of strategic priorities to deliver the Vision over the next 4 years. In particular Members are asked to consider the following questions:
- Are the plans clear, simple and meaningful to all relevant audiences?
 - Do the draft City Priority Plans and Council Business Plan priorities clearly articulate the absolute must-do's for the next 4 years?
 - Work is currently on-going to develop the indicators and targets and Members are asked for their views/input into these - bearing in mind the need to balance ambition with what is realistic and achievable in the current financial climate?

Background Papers

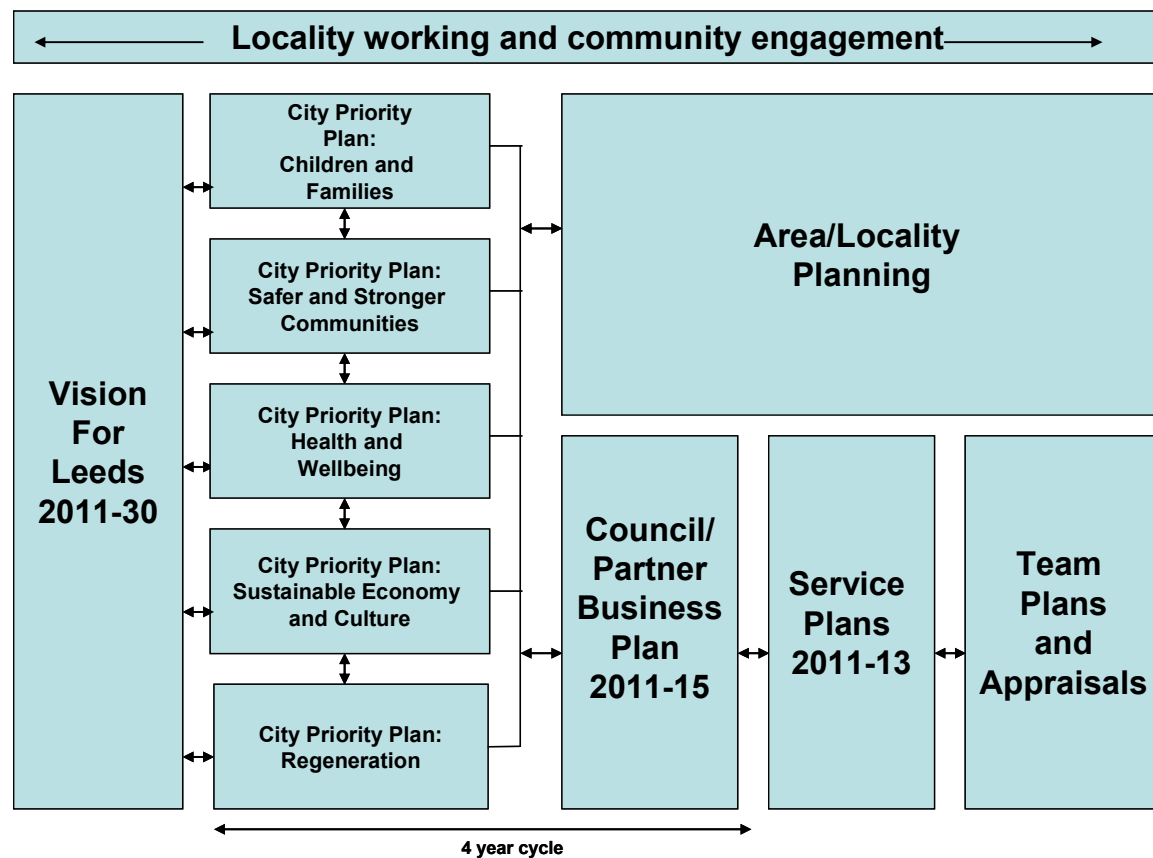
Executive Board Report on "Revenue Budget and Council Tax for 2011/12" 11th Feb 2011

Executive Board report on "Proposed changes to the Leeds Initiative Partnership and the City Planning Framework" 10th Dec 2010

Budget and Policy Framework Procedure Rules

This page is intentionally left blank

Appendix 1 - The new city planning framework



This page is intentionally left blank

Appendix 2 – Outline Framework

Vision for Leeds 2011 to 2030

'By 2030, Leeds will be locally and internationally recognised as the best city in the UK .

Our Aims

By 2030, Leeds will be fair, open and welcoming. Leeds will be a place where everyone has an equal chance to live their life successfully and realise their potential. Leeds will embrace new ideas, involve local people, and welcome visitors and those who come here to live, work and learn.

To do this Leeds will be a city where:

- people from different backgrounds and ages feel comfortable living together in communities;
- people are treated with dignity and respect at all stages of their lives;
- we all behave responsibly;
- people have a shared sense of belonging;
- there are good relations within and between communities;
- the causes of unfairness are understood and addressed;
- people feel confident about doing things for themselves and others;
- our services meet the diverse needs of our changing population;
- people can access support where and when it is needed;
- local people have the power to make decisions that affect us;
- people are active and involved in their local communities; and
- everyone is proud to live and work.

By 2030, Leeds' economy will be prosperous and sustainable. We will create a prosperous and sustainable economy, using our resources effectively. Leeds will be successful and well-connected offering a good standard of living.

Leeds will be a city that has:

- a strong local economy driving sustainable economic growth;
- a skilled workforce to meet the needs of the local economy;
- a world-class cultural offer;
- built on its strengths in financial and business services, and manufacturing, and continued to grow its strong retail, leisure and tourism sectors;
- world-class, cultural, digital and creative industries;
- developed new opportunities for green manufacturing and for growing other new industries;
- improved levels of enterprise through creativity and innovation;
- work for everyone with secure, flexible employment and good wages;
- high-quality, accessible, affordable and reliable public transport;
- successfully achieved a 40% reduction in carbon emissions (by 2020);
- adapted to changing weather patterns;
- increased use of alternative energy supplies and locally produced food; and
- buildings that meet high sustainability standards in the way they are built and run.

By 2030, All Leeds' communities will be successful. Leeds' communities will thrive and people will be confident, skilled, enterprising, active and involved.

To do this Leeds will be a city where:

- people have the opportunity to get out of poverty;
- education and training helps more people to achieve their potential;
- communities are safe and people feel safe;
- all Leeds' homes are of a decent standard and everyone can afford to stay warm;
- healthy life choices are easier to make;
- community-led businesses meet local needs;
- local services, including shops and healthcare, are easy to access and meet our needs;
- local cultural and sporting activities are available to all;
- there are high quality buildings, places and green spaces, which are clean and looked after.

City Priority Plans 2011 to 2015

Partnership Board Vision/Outcomes	4 Year Priorities	Headline Indicator
Best City... for Children – Children's Trust Board Leeds will be a Child Friendly City where children will: <ul style="list-style-type: none"> • be safe from harm • do well in learning and have skills for life • choose healthy lifestyles • have fun growing up • be active citizens who feel they have voice and influence 	Help children to live in safe and supportive families	Number of Looked after Children (LAC)
	Improve behaviour, attendance and achievement	Level of attendance / Rate of persistent absence (Primary and Secondary)
	Increase the levels of young people in employment, education or training	16 to 18 year olds that are not in Education, Employment or Training (NEET)
Best City... for Business – Sustainable Economy and Culture Board Leeds will be a great place for people and businesses, where <ul style="list-style-type: none"> • Significant new job opportunities are created; • Businesses are supported to start up, thrive and grow; • People enjoy a high quality and varied cultural offer • People choose sustainable travel options; and • We all benefit from a low carbon economy 	More jobs are created	The creation of xx new jobs ¹
	Improved skills	Number of apprentices recruited ²
	Supporting the recovery of the Leeds economy	Redevelopment of xx Ha of brownfield land ³
	More people get involved in the city's cultural opportunities	Proportion of adults and children who regularly participate in cultural activities
	Improved journey times and reliability of public transport	Reduced Bus journey time variability on the core network ⁴
	A better quality environment through reduced carbon emissions across the partnership	Gross reduction in CO2 emissions

¹ needs further development but intention is to link to identified work programme (e.g. Trinity, Eastgate Arena etc);

² needs further development to ensure measure does not just reflect spend;

³ needs further development but intention is to link to identified an identified area/quantity of land & work programme (e.g. MEPC, International pool site, Quarry hill, Sovereign Street etc)

⁴ needs further development to ensure business perspective is included

Partnership Board Vision/Outcomes	4 Year Priorities	Headline Indicator
Best City... for Communities – Safer Leeds Board Leeds will be an attractive place to live, where: <ul style="list-style-type: none"> • People are safe and feel safe • The city is clean and welcoming • All communities are truly empowered, valued and engaged • People get on well together 	Reducing crime levels and its impact across Leeds	Reduction in overall crime rate /head of population ⁵
	Effectively tackle and reduce anti-social behaviour in our communities	Improved Public perception rates that ASB is being managed effectively ⁶
	Ensure that local neighbourhoods are clean	Improvement on city-wide cleanliness measure (NI195 a – d)
	Increase a sense of belonging that builds cohesive and harmonious communities	% people who believe people from different backgrounds get on well together in the local area ⁷
Best City... for Health and Wellbeing – Health & Wellbeing Board Leeds will be a healthy and caring city for all ages where: <ul style="list-style-type: none"> • everyone lives longer, healthy lives • everyone has the opportunity to improve their health • people will live safe and fulfilling lives in their own homes • everyone has active and independent lives 	More people will make healthy lifestyle choices	Smoking prevalence in adults (over 18) ⁸
	More people live safely in their own homes	Rate of emergency admissions to hospital Rate of admission to residential care homes
	People will have choice and control over their health and social care services	Proportion of people with long-term conditions feeling supported to be independent and manage their condition

⁵ Improving our core cities position

⁶ baseline and % improvement to be agreed

⁷ previously measured through Residents Survey (and Place Survey) but the methodology and frequency of this is currently being revised but it is unlikely that we will be able to compare with other core cities so will have to aim to improve on the baseline position

⁸ With a possible stretch target for the most deprived SOA's

Partnership Board Vision/Outcomes	4 Year Priorities	Headline Indicator
<p>Best City... to Live - Regeneration Board</p> <p>Leeds will be a great place to live, where:</p> <ul style="list-style-type: none"> • The growth of the city is sustainable and provides long-term benefits for all • Regeneration activity is creating the right physical environment for the delivery of vibrant and sustainable communities • A range of quality housing exists in different types, sizes and tenures that can meet the full range of residents' needs in a growing city • Local people benefit from regeneration investment 	Maximise regeneration investment to deliver a range of housing options.	Number of new homes per year ⁹
	<p>Enabling growth of the city whilst minimising the impact on the environment or</p> <p>Enabling growth of the city whilst protecting the distinctive green character of the city</p> <p><i>We know the wording for this priority is not quite right yet. We are trying to capture the balance that needs to be achieved between accommodating the growing population of the city whilst maintaining the character of the city and the surrounding towns and villages as well as providing good quality green space.</i></p>	<p>TBA but may include:</p> <ul style="list-style-type: none"> • Quality of green space – but it is unclear how we might measure this • Improved local Biodiversity (proportion of local sites where positive conservation management has been or is being implemented)? • Public satisfaction of quality of the environment • Design Standard Mark • Investment in green space arising from S106 developments
	Improve housing conditions and energy efficiency	Number of properties enhanced with energy efficiency measures

⁹ target to be provided from the Corporate Planning Strategy due in summer 2011

Cross Council Priorities and Indicators

	Value	Improvement Priority (delivered over first 1 or 2 years)	Measure/Target
1.	Working as a team for Leeds	Staff have clear understanding of their role, have clear objectives and performance targets which are monitored through a quality appraisal	100% staff have had an appraisal
2.	Being open, honest and trusted	Staff are fully involved in delivering change and feel able to make an impact on how services are delivered	% staff who feel engaged ¹⁰
3.	Working with communities	We will consult with local people on changes that may affect their lives	% of key and major decisions which have evidence that consultation has taken place with local people ¹¹
4.	Treating people fairly	Equality Impact Assessments (EIA) influence council policy and decision making	% of key and major decisions where there is evidence that Equality issues have been fully considered ¹²
5.	Spending Money Wisely	All directorates/services deliver within their approved budget with no overspends	No variation from approved directorate level revenue budget in year

¹⁰ This indicator would require some form of staff survey to take place on a regular basis, perhaps on a sampling basis. Options are being developed in conjunction with HR. This would not be a direct question but would be drawn from a number of questions that assess the factors that influence staff engagement like communication and leadership.

¹¹ This is a new indicator that is being built into the new report writing guidance to be launched in the new municipal year and reported via Governance Services. This will include all Executive Board and key/major decisions and the guidance asks the authors to provide links to relevant consultation on Talking Point or provide a reason why consultation is not required for this decision.

¹² This is a new indicator that is being built into the new report writing guidance to be launched in the new municipal year and reported via Governance Services. This will include all Executive Board and key/major decisions and the guidance asks the authors to provide with the report either a screening form or an Equality Impact Assessment in addition the guidance specifies that the cover report includes any key actions taken to address issues raised by the EIA.

City Development Directorate Priorities

Create the environment for effective partnership working
Delivery of Sustainable Economy and Culture Board City Priority Plan
Refreshing and implementing a new asset management strategy for LCC including carbon and water management
Ensuring benefits from major projects impact across City Priority Plan themes; <ul style="list-style-type: none"> • Arena; Eastgate/Harewood; Trinity; City Park & South Bank; New Generation Transport; Flood Alleviation Scheme; Aire Valley; South Leeds; Leeds /Bradford corridor
Marketing and promotion of the city
Producing a new Local Development Framework that identifies targets for new housing in the city and then delivering agreed completions going forward.
Enhancing the quality and reputation of Leeds' parks ¹³
Ensuring the successful transition of library, sport and leisure services to new arrangements
Maximising income opportunities
Linking financial and workforce planning

Measures and indicators are currently being developed where appropriate along with supporting actions in respect of both plans.

A number of 'business as usual' indicators are available for consideration which broadly relate to

- Green flag parks
- Highway maintenance
- Road accidents
- Planning permissions

¹³ Needs further development but is likely to relate to Green Flag parks as a suitable measure

This page is intentionally left blank

Appendix 3 – How recent consultations are reflected in the new Plans

“What if Leeds..” Consultation on the new Vision	
Key Issues identified from the consultation	Where this appears in our delivery plans
Developing a sense of community, and doing things more locally;	This is broadly included in our developing approach to locality working which is a priority for Planning, Policy and Improvement but there is also a specific priority to: <ul style="list-style-type: none"> • Increase a sense of belonging that builds cohesive and harmonious communities
An acceptance that residents will need to do more for themselves and for their community;	This is broadly included in our developing approach to locality working which is a priority for Planning, Policy and Improvement as well as within the 2011/12 budget where a number of specific community asset transfers are proposed.
No list of capital projects, reflecting the current economic situation	This is reflected in the reduced capital programme
Environment, particularly in terms of cleanliness, but also in terms of developing green businesses, and businesses taking advantage of green technologies;	This is reflected in the following priorities: <ul style="list-style-type: none"> • Ensure that local neighbourhoods are clean • Enabling growth of the city whilst minimising the impact on the environment (wording not yet finalise) • More jobs are created and improved skills – together these should encourage green business but it did not seem sensible in the short term to restrict this to a specific sector
Transport, particularly improving public transport, especially cost and reliability;	This is reflected in the following priority: <ul style="list-style-type: none"> • Improved journey times and reliability of public transport
Jobs and work;	This is reflected in the following priorities: <ul style="list-style-type: none"> • More jobs are created • Improved skills
Tackling inequalities;	This is included across many of the City Priority Plans and will be a cross cutting issue that will be picked up within our Equality Scheme as well as specific issues within the performance reports for many of the priorities.
Better culture and entertainment;	This is reflected in the following priority: <ul style="list-style-type: none"> • More people get involved in the city’s cultural opportunities
A city that is friendly for everybody, both in the city centre and the communities.	This is reflected in the following priority: <ul style="list-style-type: none"> • Increase a sense of belonging that builds cohesive and harmonious communities

Spending Challenge Consultation	
Key Issues identified from the consultation	Where this appears in our delivery plans
Prioritising Services for Vulnerable People including the elderly and disabled	This is reflected in the increased budget allocation for Adult Social Care in 2011/12 and the further planned investment within the medium term Financial Strategy.
Supporting people to stay in their own homes	This is reflected in the following priority: <ul style="list-style-type: none"> • People will live safe and fulfilling lives in their own homes
Giving choice in social care services	This is reflected in the following priority: <ul style="list-style-type: none"> • People will have choice and control over their health and social care services
Tackling the worst anti-social behaviour	This is reflected in the following priority: <ul style="list-style-type: none"> • Effectively tackle and reduce anti-social behaviour in our communities
Encouraging more recycling	This is reflected in the following priority: <ul style="list-style-type: none"> • Ensure that local neighbourhoods are clean – there are also likely to be more specific priorities within the Environment and Neighbourhoods Directorate priorities but these are not yet confirmed
More Affordable Housing	This is reflected in the following priority: <ul style="list-style-type: none"> • Maximise regeneration investment to deliver a range of housing options.
Creating more jobs especially for local people	This is reflected in the following priorities: <ul style="list-style-type: none"> • More jobs are created
Improving transport infrastructure particularly public transport	This is reflected in the following priority: <ul style="list-style-type: none"> • Improved journey times and reliability of public transport
Encouraging the community to take responsibility for their own actions/place	This is broadly included in our developing approach to locality working which is a specific priority for the Planning, Policy and Improvement Directorate.
Being involved in decision making and service design	This is broadly included in our developing approach to locality working but more specifically there is a cross council priority and indicator to ensure that consultation is embedded in our decision making processes. Through monitoring this closely at the highest level this will also have an impact on the quality of consultation.
Better use of buildings	This is broadly reflected with the cross council value and priority to “Spend Money Wisely” and the Budget and medium term Financial Strategy include a number of specific actions. Also the Changing the Workplace programme is specifically about more efficient use of our buildings and this is a Directorate priority for Planning, Policy and Improvement albeit that it will involve all Directorates. In addition the City Development Directorate priorities includes the delivery of the Council’s Asset Management plan.

Report of the Head of Policy and Performance

Meeting: City Development Scrutiny Board

Date: 5th April 2011

Subject: City Development Scrutiny Board Performance Report Quarter 3 2010/11

Electoral Wards Affected:

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1 Executive Summary

- 1.1 This report presents the performance information summarising our progress against the Leeds Strategic Plan relevant to the City Development Scrutiny Board for the third quarter of 2010/11 which is the final year of delivery of this plan. The report includes one action tracker which is from the small number of key performance areas as identified by CLT in Dec 2009. The purpose of these extra trackers is to enable officers and members the opportunity to more closely performance manage these high risk areas and ensure that as necessary appropriate remedial action is taken. In addition a Performance Indicator (PI) report is provided and of the indicators which can be reported in year 60% are green and on track to hit target. However, the board should note that this represents just under half of the total indicator set as the rest are only available annually.

2 Purpose of the Report

- 2.1 The purpose of this report is to present an overview of performance against our priority outcomes so that the Board may understand our current performance and, as necessary, take appropriate action.

3 Background Information

- 3.1 The agreed performance reporting process provides PI reports only at Quarters 1 and 3 with Action Trackers and PI reports at Quarters 2 and 4. The action trackers report progress against our strategic priorities and bring together qualitative and quantitative information including progress against targets for aligned performance indicators, the delivery of key actions/activities and relevant challenges and risks. An overall traffic light rating is assigned by the Accountable Officer and agreed with the Accountable Director. This is supplemented by a direction of travel arrow that indicates whether progress is improving, static or deteriorating. In December 2009 CLT identified a small number of high risk performance areas where they wanted to receive a more regular update and for these areas actions trackers are produced on a quarterly basis.
- 3.2 A number of appendices of information are provided with this report and these are summarised below:

- **Appendix 1** – action tracker for the high risk performance area from the Leeds Strategic Plan which is relevant to the City Development Scrutiny Board. This tracker includes a contextual update as well as key performance indicator results.
- **Appendix 2** – performance indicator report showing the Q3 result and predicted year end traffic lights for all key performance indicators aligned to the LSP which are relevant to the City Development Scrutiny Board.

4 Main Issues

Analysis of Performance

Improvement Priorities

- 4.1 The table below sets out the overall progress rating of the one high risk improvement priority from the Leeds Strategic Plan which is relevant to the Board and how this has progressed over the past year. The tracker is currently static as a result of a substantial reduction in transport funding available from central government. This has required us to re-submit our on-going bids and the outcome of this process is not yet known.

Improvement Priority	2009/10 Q3	2009/10 Q4	2010/11 Q1	2010/11 Q2	2010/11 Q3
TR-1b Improve the quality, capacity, use and accessibility of public transport in Leeds	↔	↑	↔	↔	↔

Performance Indicators

- 4.2 An analysis of the Performance Indicators for the Board is shown below with 60% of these quarterly performance indicators are currently predicted to hit their 2010/11 targets. The comparison to the position at Q1 is also shown below.

Q3 2010/11	Number	%	Q1 Position
Red	3	20%	7% (1)
Amber	3	20%	14% (2)
Green	9	60%	79% (11)

- 4.3 In line with the Government's recent announcement that it no longer requires the reporting of performance against indicators within LAAs, the following will not be collected and reported by City Development at the end of the year:

- LSP-EE2a - Percentage of UK residents surveyed who regard Leeds as a 'great place to live'.
- LSP-EE2b - Improve Leeds' image as a major centre for business.

The survey which informs these indicators costs £30K to undertake and it is not considered that the information it provides is sufficiently robust to warrant this cost. In addition, the service is currently seeking to develop new and more meaningful indicators which are more cost effective."

5 Implications for Council Policy and Governance

- 5.1 The Leeds Strategic Plan is part of the council's Budget and Policy Framework. Effective performance management enables senior officers and Elected Members to be assured that the Council is making adequate progress and provides a mechanism for them to challenge performance where appropriate.

6 Legal and Resource Implications

- 6.1 None to report.

7 Conclusions

- 7.1 This report provides the City Development Scrutiny Board with a Q3 update of the performance against the high risk performance issues in the Leeds Strategic Plan. This report highlights areas where progress is not on track and Members need to satisfy themselves that these areas are being addressed appropriately and where necessary involving partners in any improvement activity.

8 Recommendation

- 8.1 Members are asked to consider the overall performance information provided against the strategic priorities and where appropriate, recommend action to address the specific performance concerns raised

This page is intentionally left blank

Improvement Priority – TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.

Accountable Officer – Gary Bartlett

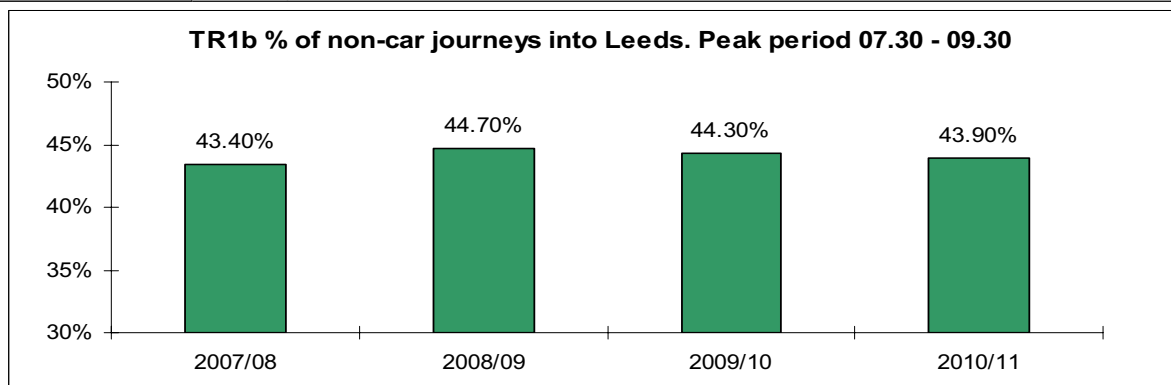
Accountable Director – Martin Farrington

Overall Progress



Why is this a priority

Public transport is a major concern for local people. Consultation performed to identify priorities indicated that improving the quality, accessibility and use of public transport was a priority for all groups. Improvements in public transport will also help ensure that the city is a place where people want to live and work.



Overall Progress to date and outcomes achieved

Overall Summary

The Comprehensive Spending Review and Local Transport Capital Expenditure Settlement have confirmed the financial picture for local transport over the next four years. This includes a significant reduction of over 40% for Integrated Transport Block (ITB) funding over the next three years. Work has been undertaken to submit Best and Final Funding Offers (BAFFO) on the Leeds Station Southern Entrance and expressions of continued interest for the Leeds Rail Growth Package and New Generation Transport have also been submitted, in addition to a pre-qualification 'expression of interest' (EOI) for Leeds Inner Ring Road major maintenance scheme. The 2010-11 ITB continues to be progressed in line with the reduced funding and revised priorities. Proposals for 2011-14 ITB programme are being prepared with Metro as part of the LTP3 Implementation Plan. Meanwhile the A65 Quality Bus Corridor scheme continues to programme with completion expected on-time and within budget in July 2012.

Achievements

- **New Generation Transport (NGT)** - An EOI has been submitted to the DfT confirming Metro and the Council's intention of progressing with the scheme. Exploratory work has been undertaken to investigate funding options to reduce the cost to DfT.
- **Leeds City Region Transport Strategy** – The Transport Strategy was launched at the Leeds City Region Summit in November 2009. Subsequently the DfT funded a Leeds City Region connectivity study Phase 1, which identified a 'medium' list of intervention options that was reported to the last meeting of the Transport Panel in July 2010. Further DfT funding is not anticipated. Therefore partners are prioritising the current list of interventions, with particular focus being given to those that promote carbon reduction and jobs growth.
- **Transport for Leeds (TfL)** – Following the withdrawal of DfT funding the TfL study has been concluded, with interim findings completed in summer 2010 which proposed a package with the city centre as the focal point. The emerging recommendations and priorities have been accepted in principle as the basis for future transport strategy by the Member Strategy Group subject to more detailed testing and appraisal, and options for generating local funding are being investigated. The priorities assume that other key schemes e.g. NGT, rail capacity increases and Leeds Southern Entrance are in place. This strategy and priorities are identified as the most effective way of achieving employment and carbon reduction goals. The Local Sustainable Transport Fund due to be announced shortly may be an opportunity for match funding LTP and other resources. The new Leeds Transport Model will be used for detailed analysis (it has been delayed during the validation stage but expected imminently).
- **Leeds Bus Partnership** - Metro has agreed to share with LCC bus patronage information in relation to specific corridors. This is a positive step forward for the partnership and will enable us to work together to identify ways to increase patronage and measure the success of such initiatives. Specific scheme progress as follows:
 - A65 Quality Bus Initiative – Currently on site with work progressing well. Completion expected June 2012.
 - Chapeltown Road Inbound Bus Lane – Completed in October 2010.
 - Roundhay Road Inbound High Occupancy Vehicle Lane – Unforeseen, essential works by the gas

Improvement Priority – TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.

Accountable Officer – Gary Bartlett

Accountable Director – Martin Farrington

company led to unavoidable delays to the scheme, due to be completed in November. These problems were compounded by the bad weather. The gas company works are now complete, and completion is expected in February 2011.

- **Armley A647 Quality Bus Improvements** – The scheme forms part of the Leeds-Bradford Corridor Initiative. Details of an outbound bus lane have been drawn up and Metro has agreed to fund the scheme. Implementation is to be confirmed but expected to be in the first year of LTP3.
- **Meanwood Road Bus Priority** – Currently on site at Cross Chancellor Street (Phase 1). Phase 2 has had funding confirmed and is due for delivery in Year 1 of LTP 3.
- **A653 Dewsbury Road** – Work continues with completion expected in summer 2011.
- **Pudsey Bus Station** – Scheme operational on 31st October before the official launch on 29th November.
- **Churwell Hill** – Funding agreed to the value of £100,000 by Metro.

Although funding for bus priority through the LTP is significantly reduced compared to previous years, there is now greater certainty over funding for Year 1 of LTP 3.

• **East Leeds Parkway (METRO)** - Network Rail are still progressing with their plans to resolve capacity issues with Leeds Station. DfT has confirmed that there is no major schemes funding available for the Parkway (Strategic Park and Ride) scheme at present. Further discussions over alternative options for delivery will continue with Network Rail.

• **Leeds Rail Growth Package (METRO):**

- **Kirkstall Forge** – The scheme was included with the DfT Development Pool in the October CSR and further work to 'enhance' BAFFO offer through increased local funding is being undertaken with the developer, CEG, and a revised EOI was submitted in January.
- **Additional Train Carriages** – In December, DfT confirmed that an additional 2000 carriages will be made available across the country however the position within Leeds is still uncertain. Lobbying as part of the All Party Parliamentary Rail Group continues, along with continued communication with the DfT and the Transport Select Committee.

• **Leeds Station Southern Entrance (METRO(LSSE))** – Funding was approved by the DfT in the "supported pool" of schemes subject to proposals being reviewed and re-submitted, to provide greater value for money. A workshop was held with Network Rail to reduce costs, the output from which was submitted to DfT in January.

Challenges/Risks

- **NGT** - Delay to the project timescales due to CSR and enforced pause in project development activity. 'Further analysis' to be conducted, and discussions with the DfT around the options for a BAFFO will determine how this scheme progresses to submission back to DfT later in the year.
- **LCR Transport Strategy and LCR Connectivity Study** – Funding cuts to transport investment are shaping future strategy. Intention is to develop a business case based on the findings of the Connectivity Study as the basis for the City Region case for investment to Government.
- **TfL** – Developing appropriate funding options including examining how local revenues could assist. The Leeds Transport Model is the appraisal tool for the TfL strategy work and is required for NGT. Completion has been delayed due to difficulties reaching DfT web tag standards. (Note: web tags are standards against which Transport Models should be validated in relation to journey times and flows).
- **Leeds Bus Partnership** - Leeds Bus Partnership – Uncertainty over funding of year 2 onwards of the LTP 3 remains a risk and will hinder scheme development.
- **East Leeds Parkway** – Funding for the scheme. Alternative options are being explored.
- **Leeds Rail Growth Package:**
 - **Kirkstall Forge** - DfT fail to approve revised proposal.
 - **Additional Train Carriages** – Leeds isn't allocated sufficient (or any) train carriages
- **LSSE** – DfT fail to approve revised proposal
- **Public Transport Fare Changes** – The increases in fare prices yet to be confirmed by operators may adversely affect patronage.
- **Free City Bus** – Risk of the service being withdrawn by Metro if LCC funding is not available. An Equality Impact Assessment has been completed to assess the impact of withdrawal of LCC funding on service users.
- **Bus Patronage** - Whilst operators cite the recession as the cause of bus passenger loss, Metro believes that resistance to sustained above inflation fare increases is also a significant factor. Major operators have also reduced service levels in 2009 in response to falling demand and, in some cases, the desire to maintain former profit margins. There is little prospect for short-term growth in the number of fare-paying passengers and a risk of

Improvement Priority – TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.

Accountable Officer – Gary Bartlett

Accountable Director – Martin Farrington

further decline unless alternative approaches to the current cycle of fare increases and service reductions are developed.

- Rail Patronage** - The number of passengers arriving at Leeds station during the weekday morning peak period (0730-0930) since 2003 have grown year on year. However, there has been a small dip of 4.6% between 2009-2010.

Approved by (<i>Accountable Officer</i>)	Gary Bartlett	Date	19/01/11
Approved by (<i>Accountable Director</i>)	Martin Farrington	Date	19/01/11

Improvement Priority – TR-1b. Improve the quality, capacity, use and accessibility of public transport services in Leeds.

Accountable Officer – Gary Bartlett

Accountable Director – Martin Farrington

Key actions for the next 6 months				
	Action (Desired Achievements)	Contributory Officer/Partner	Milestone / Actions	Timescale
1	NGT Develop “Best and Final Offer” which will set out the latest funding options and cost updates for NGT. A decision on NGT before the summer recess is possible, alternatively the future of NGT will be decided by the end of 2011.	Andrew Wheeler (LCC)	Submit “Best and Final Offer”	May 2011
2	Leeds Bus Partnership: Roundhay Road - Works continue on Roundhay Road Inbound Bus Lane	Gwyn Owen (LCC)	Roundhay Road Inbound Bus Lane complete	Mid Feb 2011
3	Work with DfT to ensure funding available for LTP3 schemes and progress further the designs.		Design of LTP3 schemes completed	June 2011
4	Leeds Rail Growth Package: Kirkstall Forge – Await decision by DfT on revised proposal	James Nutter (Metro)	DfT confirm approval of revised proposal	August 2011
5	Leeds Station Southern Entrance Await decision by DfT on revised proposal	James Nutter (Metro)	Approval granted by DfT	Mid Feb 2011
6	Leeds Free City Bus Decision made as to whether funding is available	Andrew Hall (LCC)	Decision made and publicised	23 rd Feb 2011




Ref	Title	Owner	Frequency & Measure	Rise /Fall	Baseline	2009/10 Full Year Result	2010/11 Target	2010/11 Full Year Result	Data Quality
LSP-TR1b(i)	Percentage of non-car journeys into central Leeds in the morning peak period*	Transport Policy	Annually %	Rise	42.3% (2004)	44.3%	45%	43.9%	*Some concerns with rail data collection.
LSP-TR1b(ii)	Local bus passenger journeys originating in the authority area	Transport Policy	Annually Number	N/A	80,424,891 (2009/10)	80,424,891	Not set	N/A	No concerns

*Data for this indicator is obtained from both the Leeds Central Cordon Modal Split Roadside Survey and rail passenger counts undertaken by Metro. There are concerns over the robustness of this indicator as the survey methodology for rail passenger counts has been changed by Metro, and any change in the number of rail passengers directly affects the percentage mode share of other modes. Metro are in the process of commissioning a review of their data requirements and have been requested by Leeds City Council to include the collection of bus and rail passenger numbers in this process. Please note that the confidence intervals for this indicator are +/-2.0%, and the indicator has fallen only 0.8% below the highest reported result in 2008/09 of 44.7%.

City Development PI Report Quarter 3 2010/11

	PI Type	Ref	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Quarter 3	Predicted Year End Result	Direction of Travel	Data Quality
1	Leeds Strategic Plan - Government Agreed	NI 185	CO2 reduction from local authority operations	Sustainable Development	Quarterly %	Rise	136,989 tonnes CO2	3.70%	3.40%	12.40%	4.20%	4.90%	5.00%	↑	No concerns with data quality
		<p>Overall performance in the first 3 quarters of 2010-11 has seen a 4.9% decrease against the equivalent period in the 2008-09 baseline year, which is very good performance. This compares to a 4.8% decrease in the same period last year and means that we are likely to achieve the year end target of a 3.4% reduction. In order of importance, building emissions have fallen (from 67042 to 61433 tonnes), a reduction of 8.4%; street lighting emissions have risen (from 16407 to 17714 tonnes), an increase of 8%; fleet vehicles have risen (from 8855 to 9006 tonnes), an increase of 1.7%; staff travel has fallen (from 2138 to 1790 tonnes), a decrease of 16.3%; and outsourced fleet has fallen (from 763 to 614 tonnes), a reduction of 19.6%.</p> <p>The higher than expected return for buildings was largely due to the extremely cold early winter weather, with a total of 926 degree days in 10/11 compared to 791 in 08/09. Degree days are a measure of how much lower than 15.5 C the average temperatures were, essentially a measure of how hard the heating system needed to work in a given month. However, the significant increase in street lighting emissions is of concern and will be investigated and reported in quarter 4. There were zero, or very low, returns for some staff travel categories and this means that a slightly higher than normal return is expected in the final quarter, although it is anticipated that the year end target will still be met.</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 3	Level 1	Level 2	Level 2	Level 3	↑	No concerns with data quality
		<p>All Level 2 tasks and three of the four Level 3 tasks have now been completed. The two short-term secondments to this area have been instrumental in making progress this year and will ensure that all of Level 3 and part of Level 4 is met by year end. The collaborative project with Kirklees to develop a West Yorkshire Adaptation Action Plan (WYAAP) template is now entering the next phase, with some Regional Improvement and Efficiency Partnership funded consultancy expertise available to fill in some gaps. The SMT presentations (as part of embedding climate impacts and risks across council decision making; and developing a comprehensive adaptation action), have gone well, although several have been postponed and will take place next quarter. The Service will follow up with key SMTs to ensure relevant actions are embedded in service plans.</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	63.49%	60.49%	75.00%	65.12%	78.45%	69.43%	69.00%	↑	No concerns with data quality
		<p>As expected, the performance in quarter 3 has reduced due to the unusually large number of less complex applications which were determined in the previous quarter. The strategy remains to determine major applications in time where possible, but also to conclude substantial developments where legal agreements are being completed. There are currently 65 'out of time' major applications. Action plans are in place to progress these and to deliver planning permissions wherever possible. However, there continues to be some reluctance from developers to complete s106 legal agreements in the current climate although more positive signs are being detected.</p>													
4	Leeds Strategic Plan - Partnership Agreed	LSP-EE1A	Support the establishment of 550 new businesses in deprived communities in Leeds by 2011.	Economic Development	Quarterly Number	Rise	12,397	12,883	12,947	12,991	13,044	13,128	13,200	N.A.	No concerns with data quality
		<p>The figure is ahead of target and showed an overall increase in the business stock of 84 in quarter 3 2010/11. The increase in the number of businesses in quarter 3 reflects a national trend, mirroring current national economic performance which is showing an increase in the number of businesses, particularly in start-up businesses.</p>													





City Development PI Report Quarter 3 2010/11

	PI Type	Ref	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Quarter 3	Predicted Year End Result	Direction of Travel	Data Quality
5	Leeds Strategic Plan - Partnership Agreed	LSP-CU1A(I)	Number of physical visits to libraries	Libraries and Information	Quarterly Number	Rise	4,181,923	3,823,562	4,100,000	889,880	1,920,770	2,811,963	3,705,969		No concerns with data quality
The adverse weather conditions in December 2010 resulted in a drop of 236,760 (4%) visitors when compared to December 2009, which was itself low due to a shorter period of bad weather. Without this the predicted year end result would have been higher than 2009/10, although it would still not have met the target in 2010/11. The number of visitors at the new Compton Road Library, and this quarter at the new Chapeltown Library, have increased. However, 20% of these visits are by library users who have transferred from other libraries (as opposed to new visitors), causing other libraries to lose visitors.															
6	Leeds Strategic Plan - Partnership Agreed	LSP-CU1A(II)	The total number of visits to Museums and Galleries.	Museums and Galleries	Quarterly Number	Rise	384,346	1,007,923	1,000,000	235,922	495,340	724,503	1,003,605		No concerns with data quality
The poor performance in quarter 3 is mainly due to exceptionally bad weather during December which resulted in periods of closure at some sites due to no water, frozen pipes or simply unsafe access conditions, which lost visitors even though overall the numbers remain very buoyant. The predicted slight decline (2.5%) is a result of several specific actions at three sites. Temple Newsam House initially saw a drop of 7,112 (30%) visitors in the first two quarters compared to the same period last year, but there are now signs of recovery. The initial enthusiasm following the opening of the City Museum is wearing off and numbers are stabilising. In addition, visitor figures for the Art Gallery fluctuate depending on which exhibitions are held.															
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)	Economic Development	Quarterly Number	Rise	6,700	3,113	3,000	639	1,213	1,715	2,200		No concerns with data quality
The annual target for this indicator is 3000 new customers on low incomes, the results of quarter 1 (639), quarter 2 (574) and quarter 3 (502) therefore, indicate that this target is unlikely to be met. During the year there have been closures of Leeds City Credit Union (LCCU) community branches in Morley, Wetherby and the North East Leeds branch in Harehills. This has reduced the number of LCCU cash branches from 10 to 7. These closures followed a major review of the credit union operation to reduce overall costs and, as a result, the opening hours of all branches were reduced to approximately 50% of previous hours. This has clearly affected the availability of the service and has impacted upon new business. The new information point facilities in the Joint Service Centres in Chapeltown and Harehills do not offer a full cash service and are unable to generate as much business as a full service cash branch.															
In addition, over the last 18 months there has been a fall in demand for consumer credit. According to the Bank of England, during late 2009 and the early part of 2010, unsecured consumer borrowing fell significantly and this was the first time in 16 years that borrowing had gone down. LCCU also report that they have experienced a drop in demand and this is reflected in the numbers of new members joining as most of the membership growth in recent years has been generated through the demand for credit. There are, however, proposals in the Council budget which will support the stabilisation of the LCCU's branch network at its current scale, and this will help to sustain and improve the membership growth position.															

City Development PI Report Quarter 3 2010/11

	PI Type	Ref	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Quarter 3	Predicted Year End Result	Direction of Travel	Data Quality
8	Local Indicator	LEGI1	Support the establishment of 550 new businesses in deprived communities in Leeds by 2013, with two thirds started by local residents.	Economic Development	Quarterly Number	Rise	0	244	366	263	304	341	370	N.A.	No concerns with data quality
		With support from the programme, 37 businesses were started in quarter 3 2010/11, continuing the strong performance shown in quarter 2 2010/11. Again, this reflects a national trend in small business starts, and also shows the maturing in performance of the start-up offer, which now includes the European-funded Enterprising Leeds project, run by Leeds Chamber. Remedial work, which was undertaken following the poor performance in quarter 1 of this year, has been effective in ensuring an increased focus on supporting the start of trading by the many pre-starts that are currently being supported.													
9	Local Indicator	LEGI2	To assist 650 existing businesses in deprived communities in Leeds to survive and grow by 2013.	Economic Development	Quarterly Number	Rise	0	743	520	825	854	854	854	N.A.	No concerns with data quality
		The figure remains well ahead of target and requires no further action - we have transferred our activities onto other areas of work. At the start of the programme a decision was made to employ staff with strong business to business sales was particularly effective in engaging businesses. More recently the programme has witnessed a very high demand from businesses seeking public support during the recession due to their difficult trading conditions however, where possible referrals are being made to other business support organisations within the city.													
10	Local Indicator	LEGI4I	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2013. Part i: To create 1,100 jobs.	Economic Development	Quarterly Number	Rise	0	484	730	504	549	596	640	N.A.	No concerns with data quality
		The current economic climate remains difficult, with unemployment figures continuing to rise, and the target will not be met this year. The programme has, however, supported the creation of 112 new jobs so far this year and nearly 600 over the past 3½ years which is a significant contribution to employment in the City.													
11	Local Indicator	LEGI4II	To create 1,100 jobs and move 800 people from deprived communities in Leeds into employment or self-employment by 2013. Part ii: Move 800 people from deprived communities in Leeds into employment or self-employment	Economic Development	Quarterly Number	Rise	0	391	555	410	437	480	520	N.A.	No concerns with data quality
		The current economic climate remains difficult with unemployment figures continuing to rise, and therefore the target will not be met this year as the predicted year end result indicates. It should be noted however, that the programme has supported 89 residents of target communities to get into work this year and nearly 500 over the past 3½ years which is a significant contribution to employment in the most deprived neighbourhoods in the City.													

City Development PI Report Quarter 3 2010/11

	PI Type	Ref	Title	Service	Frequency & Measure	Rise or Fall	Baseline	Last Year Result	Target	Quarter 1	Quarter 2	Quarter 3	Predicted Year End Result	Direction of Travel	Data Quality
12	Local Indicator	BV-170C	The number of pupils visiting museums and galleries in organised school groups	Museums and Galleries	Quarterly Numerical	Rise	23,939	38,628	39,000	11,175	17,083	28,633	40,369		No concerns with data quality
		The results for quarters 1, 2 and 3 have all increased when compared with last year's record figures. In addition, as quarter 4 has the largest number of term time days, there tends to be an increase in pupil visits which may result in exceeding the target.													
13	Local Indicator	CP-CU50B	Visits to the City Council's cultural facilities - Sport & Active Recreation	Sport and Active Recreation	Quarterly Numerical	Rise	4,552,263	4,497,638	4,571,920	1,048,042	2,062,109	3,004,937	4,200,000		No concerns with data quality
		The ending of the Free Swimming Initiative as part of government spending cuts has had an impact on figures. Free swimming for 60+ ceased from 1st August 2010 and for 16 and under from 1 September 2010. Junior swims are down by 34,681 (-19%) and adult swims by 7,881 (-2%) for quarters 1, 2 and 3 when compared to 2009/10. The prolonged snow and ice in December 2010 also had an impact on total visits with a reduction of approximately 70,000 compared to quarter 3 2009/10. Having the new Armley and Morley sites opened on 18th May 2010 and 22nd June 2010 respectively has not been enough to overcome these factors, particularly as much of the business at these sites has migrated from nearby council leisure centres. The continuing effect of the recession and inflation on household incomes appears to have reduced demand in certain activities and areas. There may also be a reaction to above inflation increases in prices from January 2009 (swim lessons and new Bodyline cards) and from January 2010 (existing Bodyline cards). Prices in January 2011 have been increased for VAT and inflation, but LeedsCard Extra prices were frozen at 2010 levels.													
14	Local Indicator	LKI 47	Cumulative number of people killed or seriously injured in road traffic accidents.	Transport Policy	Quarterly Numerical	Fall	365	321	332	141	233	260	320		Some concerns with data quality
		Performance on this indicator is reported a quarter in arrears and based on a calendar year. As such, the figures provided for quarter 3 cover the months of January 2010 - September 2010. The information to calculate this indicator is obtained from the WY Police. In June this year, the Police started to use a different system (NICHE) for data collection. LCC identified an error with the figures being reported by the Police. Investigations by the consultant identified issues resulting in data not being processed / delayed. These issues are currently being resolved, and therefore the reported result is slightly below what it should be. It is anticipated that these issues will be resolved at quarter 4 however, it is unlikely that these figures will change significantly and the year end target should be achieved. Safety schemes which became operational in September include a 20mph zone in Belle Isle East. Our performance has also been affected by reduced travel flows across the city as a result of the economic downturn.													
15	Local Indicator	LKI 48	Cumulative number of children killed or seriously injured in road traffic accidents.	Transport Policy	Quarterly Numerical	Fall	51	43	46	15	29	33	45		Some concerns with data quality
		Performance on this indicator is reported a quarter in arrears and based on a calendar year. As such, the figures provided for quarter 3 cover the months of January 2010 - September 2010. The information to calculate this indicator is obtained from the WY Police. In June this year the Police started to use a different system (NICHE) for data collection. LCC identified an error with the figures being reported by the Police. Investigations by the consultant identified issues resulting in data not being processed / delayed. These issues are currently being resolved, and therefore the reported result is slightly below what it should be. It is anticipated that these issues will be resolved at quarter 4 however, it is unlikely that these figures will change significantly and the year end target should be achieved. In addition to the safety scheme that became operational in Belle Isle in September, a number of training and education sessions have taken place in schools, which should have a positive impact on this indicator.													

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Annual Report 2010/2011

Electoral Wards Affected: All

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

1.0 Purpose of the report

- 1.1 The purpose of this report is to present the draft of the Board's contribution to the Scrutiny Boards Annual Report.

2.0 Introduction

- 2.1 Members will be aware that the operating protocols for Scrutiny Boards require the publication of an Annual Report to Council.
- 2.2 This is the Board's opportunity to contribute to that Annual Report.

3.0 Draft Annual Report

- 3.1 Attached is a draft of this Board's proposed submission which includes an introduction from the Chair and details of the work undertaken by the Board in this municipal year. It will require some further additions as there will be at least one additional Scrutiny Board meeting in the current municipal year in order to complete its outstanding work.

4.0 Recommendation

- 4.1 Members are asked to approve the Board's contribution to the composite Annual Report for 2010/11.

This page is intentionally left blank

Scrutiny Board (City Development)



Councillor John Procter
Chair of Scrutiny Board
(City Development)

Membership of the Board:

Councillor John Procter (Chair)
Councillor Javaid Akhtar
Councillor Bernard Atha
Councillor Denise Atkinson
Councillor Judith Elliott
Councillor Gerry Harper
Councillor Josephine Jarosz
Councillor Matthew Loble
Councillor Ralph Pryke
Councillor Mohammed Rafique
Councillor Matthew Robinson
Councillor Steve Smith
Ms Barbara Woroncow (Co-opted Member)

The Chair's summary

I am pleased to present this year's Annual Report for Scrutiny Board (City Development). It has been an extremely busy year and my thanks go to my colleagues on the Board who have been supportive throughout the year despite a number of long meetings.

This year the Scrutiny Board considered seven requests for scrutiny, two more than last year. Three requests involved the thorny issue of the department's proposals to close East Leeds Leisure Centre, Middleton Pool and reduce the hours at Garforth Leisure Centre. Whilst the Board has not been able to prevent the Directorate implementing these reductions in service we have challenged the rationale as to how these particular services were identified.

We were successful in stopping the closure of crèche facilities at four of our leisure centres following a request for scrutiny. We are grateful to the Executive Board Member for Leisure for listening to our concerns and for keeping the crèches open for a further 6 months from March 2011 in the hope of identifying alternative crèche operators.

We undertook an inquiry on the future of Kirkgate market. We spent a considerable amount of time hearing from a range of witnesses including the National Market Traders Federation, Friends of Kirkgate Market and individual traders. I and one or two of my colleagues on the Board were market traders for a day. We saw at first hand some of the problems in the market. It was certainly an eye opener. We made a number of recommendations to the Executive Board towards the development of a market strategy.

We considered a request for Scrutiny following the Council's decision to reduce the budget of Home Farm by £100,000. We heard from representatives of the Rare Breed Trust and Rare Breed International who offered to work with the Council to develop a robust business plan that would substantially reduce the farming operation costs. We have established a working group to investigate this further and hope that the Rare Breed Centre can be saved as it is internationally recognised as a centre of excellence.

We are grateful to the community groups and elected members who continue to raise issues of concern with us and wish to hold the Executive to account. We had over 40 Members of the public at our meeting in March 2011 which is extremely gratifying.

We undertook an inquiry on cemeteries and crematoria horticultural maintenance. We identified significant savings which could be made if the grave condition rules were strictly applied and alternative arrangements made for families to leave flowers, ornaments and trinkets as tributes. This would significantly reduce maintenance and grass cutting costs at our cemeteries.

We had four Call Ins this year. Two were officer delegated decisions concerning the Council's greenspace funds and LeedsCard and Breezecard and on both occasions we found it necessary to refer the decisions back for reconsideration. In the case of the LeedsCard and BreezeCard the proposal was to stop free entry to tropical world and Home Farm and replace it with a 20% discount. We considered there had been inadequate consultation and that they had not taken account of the introduction of a 'City Card'. The third Call-In was concerning the Directorate's proposals for 'A New Chapter: A Fresh Direction for Leeds Libraries and for Integrated Services. We referred this decision back to the Executive Board on the basis that the scope of the consultation document was too narrow, the depth of information provided insufficient and the timetable for consultation too short. We asked the Executive Board to extend the consultation period and include the criteria which had been applied to determine libraries which were being suggested for closure. We also asked that all the available data for each of the Council's libraries should be included when the results of the consultation are reported to the Executive Board. This issue is still ongoing. The fourth Call-In related to Whinmoor Grange Cemetery Design and Cost Report.

We have actively monitored and challenged the performance indicators of the City Development Directorate and received regular reports on the budget for 2010/11 and reviewed the Executive's proposals for 2011/12.

We have commented on a number of ongoing plans , strategies and service areas including the West Yorkshire Local Transport Plan 2011/2026, the Vision for Leeds 2011/2030 and a draft of the Preliminary Flood Risk Assessment (PFRA)

All in all a busy and successful year .

Councillor John Procter Scrutiny Board (City Development)

Inquiry to review Review the Future of Kirkgate Market

Summary

Anticipated service benefits

Our main recommendations



Inquiry into the Cemeteries and Crematoria Horticultural Maintenance

Summary

The purpose of the Inquiry was to consider whether horticultural maintenance costs could be reduced at our cemeteries and crematoria.

Anticipated service benefits

We are of the view that the implementation of our recommendations would make significant savings in the Council's horticultural maintenance costs at our cemeteries and crematoria. It would also improve the appearance of our cemeteries.

Our recommendations

- That due to the success and benefits the Council receives from groups like the Friends of Guiseley and Friends of Becket Street Cemetery, that these be encouraged to be established at all the Council's cemeteries and crematoria, with the work being done through the Area Committees and the Head of Parks and Countryside developing suitable information packs and leaflets on how such groups can be established and promoted in local communities.
- That the Acting Director of City Development enforce the grave conditions on lawned and non-lawned areas in all cemeteries and crematoria managed by the Council; to reduce the maintenance costs by 1400 hours per annum and,
- That the Acting Director of City Development consider the introduction of suitable stand/display boards in designated areas, in the strewing lawns in Council's cemetery and crematoria, for people to place flowers and other tributes on.

"It is important when setting up this kind of organisation that a small group of individuals in the community are identified to drive the process forward".

Mr Barry Bootland, Friends of Guiseley Cemetery

"We noted that, with the exception of Newcastle general regulations covering graves are not enforced by core cities, although some authorities are trying to enforce the rules in new extensions.

Councillor Matthew Robinson

"We do planting and weeding; maintenance of graves where no family members are living; and minor maintenance work".

Mr Barry Bootland, Friends of Guiseley Cemetery

Other work of the Board

Proposed Withdrawal of Crèche Provision at Leisure Centres

We considered a request for scrutiny on this matter. We were successful in delaying implementation of the proposed closures of these crèches until March 2011. Subsequently a further extension of 6 months was granted to keep crèche facilities open at Scott Hall, Pudsey, Rothwell and Kippax Leisure Centres whilst potential alternative operators continued to be sought.

Grants to Culture and Sport Related Organisations

We received details of the grant process to cultural and sporting organisations in Leeds and looked in detail at the amounts granted, the benefits to the city, the governance process and the in kind support provided by the Council. We reviewed the budget savings which were initiated in 2011/12 and monitored the changes being proposed with regard to West Yorkshire Grants and the Arts Council.

Marketing Leeds

We discussed the Marketing Leeds Annual report 2009 and Annual Review 2009. We sought clarification of the relationship between Marketing Leeds and the Council. We raised concerns that there was a perception held by many that Leeds was not always “punching-its-weight”. We welcomed the news that Leeds was now 23rd in the league table of 30 leading cities for business when it was not listed at all in 1999.

Leeds Libraries and Information Services – Proposed Staffing Structure

We considered a request for scrutiny concerning the proposed new staffing structure for the Leeds Libraries and Information Service and received detailed reports from the Acting Director of City Development. We decided not to undertake further scrutiny.

West Yorkshire Local Transport Plan 2011 - 2026

We were invited to comment on the West Yorkshire Local Transport Plan 2011-2012. We expressed a number of concerns as a Board and Members expressed a number of individual comments and suggestions and officers from the Council and Metro agreed to take them forward as part of the on-going consultation.

Section 106 and 278 Agreements

We suggested that the City Development Directorate produce a Guide for Elected Members on Section 106 and 278 Agreements. We were delighted with the booklet produced and having made a number of small changes the booklet was circulated to all Members of the Council.

Other work of the Board

Welcome to Yorkshire

The Chief Executive, Welcome to Yorkshire attended the Board and spoke on the work of his organisation. It was an extremely interesting and useful presentation. He spoke eloquently on a range of issues including the various campaigns to promote Yorkshire and the operating model for harnessing support from the private, public and third sectors. He reassured us that the organisation was very conscious of the cultural diversity in Yorkshire and expounded on the work undertaken by his organisation in this regard.

Budget 2010/11 and 2011/12

We received regular reports on the financial position of the City Development Directorate in 2010/11. We monitored closely the forecasted income and expenditure and actual results on a monthly basis. We also received details of the budget for 2011/12 which had been approved by Council in February 2011 in so far as it related to the City Development Directorate.

Call-In Leeds Libraries and Integrated Services

We considered a Call-In in respect of an Executive Board decision on 13th October 2010 in relation to "A New Chapter: A Fresh Direction for Leeds Libraries and for Integrated Services. We referred this back to the Executive Board for reconsideration on the grounds that the scope of the consultation document was too narrow, the depth of information provided insufficient and the timetable for consultation too short.

Leeds Bradford International Airport Surface Access Strategy

We were delighted that the Chief Executive of the Airport and the Director of Operations and Engineering attended the Board to talk about the surface access strategy for the airport. It was reported that a new strategy has to be in place by 2011 and this was being developed with all relevant partners. We also received details of the planning obligations which the airport has in relation to this strategy. We took the opportunity to raise a number of other issues at the airport including disability access and out of date post code navigation systems.

Call-In Greenspace Funds

We considered a Call-In in respect of Delegated Decision D36872 on 8th June 2010 approving the release of £201,654 from retained balances for Greenspace improvements in the area where the funding was generated. We referred this decision back to the Deputy Chief Planning Officer to incorporate additional supporting information that sets out the process applied in spending these residual sums and clarifies that Ward Members will be consulted in expenditure of these residual sums.

Other work of the Board

Home Farm Temple Newsam, Rare Breed Centre

We considered a request for scrutiny of proposals to cut £100,000 from the budget of Home Farm. We heard from representatives of the Rare Breed Trust, Rare Breed International Trust and other interested parties and agreed to undertake further scrutiny of this matter. We established a Working Group to consider the offers made by the Trusts to work with the Directorate see if significant savings could be made in the farming operation in order to save the Rare Breed Centre. **!!!!!!!Add bit more**

Call-In LeedsCard and BreezeCard entry to Tropical World and Home Farm

We considered a Call-In in respect of Delegated Decision D37181 on 16th August 2010 approving a recommendation that free entry to these attractions for LeedsCard and BreezeCard holders be replaced by a 20% discount from 1st September 2010. We referred this back to the Chief Recreation Officer in view of the additional information provided to us which was not included in the original report on which his decision had been based, inadequate consultation and the introduction of a "City Card".

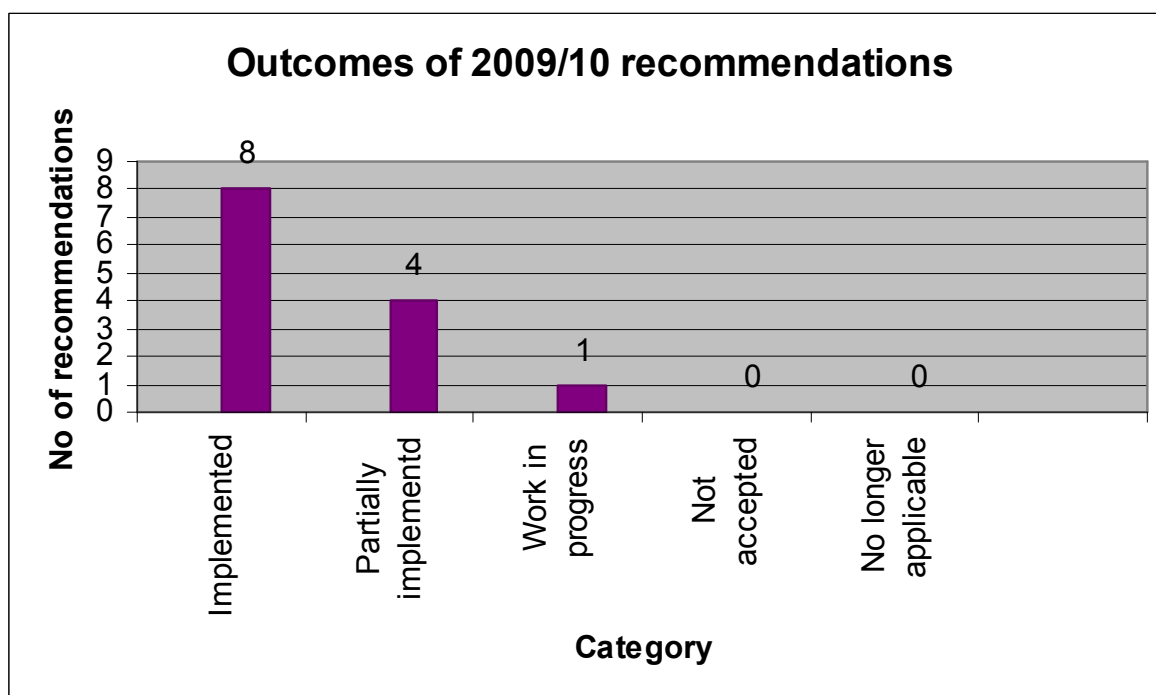
Three Requests for Scrutiny concerning Leisure Centres

We received a number of requests for scrutiny concerning the decision to close East Leeds Leisure Centre, reduce the hours at Garforth Leisure Centre and close Middleton pool. Whilst recognising that we could not prevent the implementation of these decisions we agreed to scrutinise the rationale behind the selection for closure and reduced hours. **Add something after next meeting**

Outcome of recommendations made in 2009/10

The Scrutiny Board (City Development) carried out an inquiry in 2009/10, which resulted in 13 recommendations. This section highlights some key examples of where these recommendations have resulted in service benefits, or otherwise added value.

- The inquiry was timely as it provided an opportunity to look at the ways in which planning applications are publicised and consulted on in the context of a period of considerable change in Leeds Planning Service.
- The review facilitated an opportunity to consider whether consultation and notification practices were operating effectively and giving value for money.
- The service benefits of this review has increased the support provided to those who submit or seek information on planning applications by delivering an improved consistent and transparent planning service across the city.



The Board's full work programme 2010/11

Requests for scrutiny

- Strategic Housing Land Availability Assessment (SHLAA)
- Withdrawal of remaining crèche provision at leisure centres
- Leeds libraries and information service – proposed staffing structure
- Farming operations at Home Farm, Temple Newsam
- Reduced hours of opening Garforth leisure centre
- Closure of East Leeds leisure centre

Review of existing policy

- Section 106 of the Town and Country Planning Act 1990 – process and procedures and guide for elected members
- Grants to culture and sport related organisations

Development of new policy

- Vision for Leeds 2011 / 2030
- Inquiry to review the future of Kirkgate Market
- Cemeteries and crematoria horticultural maintenance and development of further friends groups
- West Yorkshire local transport plan 2011/2026
- Leeds Bradford International Airport Surface Access
- Draft Preliminary Flood Risk Assessment (PFRA)

Monitoring scrutiny recommendations

- Inquiry which reviewed the methods by which planning applications are publicised and consultation undertaken

Performance management

- Planning performance targets NI 157 major planning applications
- Performance report year end 2009 /10
- Performance reports for quarter periods 2010/11
- New strategic plans 2011/2015

Briefings

- Current state of the city centre property market
- City Development Directorate 2010/11 periods 3 to10
- Long stay parking on vacant city centre sites
- Marketing Leeds annual report 2009 and annual review and activity plan 2010
- Budget 2010/11 and 2011/2012
- Welcome to Yorkshire
- The state of the roads in Leeds

Call Ins

- Review of delegated decision No D36872 - Greenspace Funds
- Review of delegated decision No D37181 – LeedsCard and BreezeCard entry to Tropical World and Home Farm
- A new chapter: a fresh direction for Leeds libraries and for integrated services
- Whinmoor Grange Cemetery Design and Cost Report

Report of the Head of Scrutiny and Member Development

Scrutiny Board (City Development)

Date: 5th April 2011

Subject: Work Programme, Executive Board Minutes and Forward Plan of Key Decisions

Electoral Wards Affected: All

☐ Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

1.0 Introduction

- 1.1 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 latest Executive Board minutes 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

This page is intentionally left blank

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
Meeting date: 5 th April 2011			Reports required by 18 th March 2011
Surface Access Strategy and Proposed Hackney Carriage Rank on Whitehouse Lane	To consider a report of the Acting Director of City Development on the Hackney Carriage Associations proposals for a rank on Whitehouse Lane	The Board at the last meeting in considering transport planning obligations of Leeds Bradford International Airport made a number of recommendations and heard from a representative of the Leeds Hackney Carriage Associations seeking support for a rank near the airport. The Chair was subsequently advised that before the Board makes any decision on this matter that it should receive all the facts and a report has now been requested from the department in consultation with Leeds Bradford airport, the Hackney Carriage trade and the Head of the Access Committee for Leeds	
City Priority Plan and Corporate Plan (March 2011)	The Scrutiny Board is asked to consider and comment on these plans	This was deferred at the last meeting	RP/DP
Draft Preliminary Flood Risk Assessment (PFRA)	To consider a draft of the PFRA which is being developed in collaboration with the Environment Agency and Yorkshire Water The timescales to develop this draft are short and it may be necessary to take this draft to an additional Scrutiny Board meeting in May 2011.	The Environment Agency national guidance states “that Overview and Scrutiny Committees should be encouraged to carry out a review of the PFRA to ensure it meets the required quality and consistency standards prior to submission to the Environment Agency by 22 nd June 2011”.	DP/RP

SCRUTINY BOARD (CITY DEVELOPMENT) – WORK PROGRAMME 2010/11 (LAST REVISED 18.03.2011)

ITEM	DESCRIPTION	NOTES	TYPE OF ITEM
East Leeds & Garforth Leisure Centres and Middleton Pool	To consider a report of the Acting Director of City Development which sets out the facts concerning the budget position of these centres and the rationale behind these decisions.	The Board considered requests for scrutiny at the last meeting and agreed to undertake further scrutiny of the closure of East Leeds Leisure Centre, reduced hours at Garforth Leisure Centre and the closure of Middleton pool.	RFS
Internal Audit Report Events Section	To consider a report of the Acting Director of City Development on progress in implementing the recommendations of the Internal Audit Report on the Events Section published in November 2010	The Board agreed to scrutiny of this matter at its meeting on 14 th March 2011	RP
Performance Report Quarter 3	To consider Quarter 3 performance report for the Directorate		PM
Annual Report	To consider the Board's contributions to the annual report.	Required under the Council's Constitution.	

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

Issues Identified by this Board but not yet included in Work Programme

- Transport Plan C in the event that funding for the trolley bus and other schemes for the city are scrapped
- That the Board's Principal Scrutiny Adviser be requested to invite a senior representative from First Bus to attend a future meeting (Scrutiny Board City Development on 2nd November 2010 requested this when considering the West Yorkshire Transport Plan 2011 - 2026)
- Open Source Planning – Deferred by the Chief Planning Officer
- Review of Legal costs within the City Development Directorate
- Leeds Athletics Club

This page is intentionally left blank

EXECUTIVE BOARD

WEDNESDAY, 9TH MARCH, 2011

PRESENT: Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, S Golton,
P Gruen, R Lewis, T Murray, A Ogilvie and
L Yeadon

Councillors J Dowson and R Finnigan – Non-Voting Advisory Members
Councillor J Procter – Substitute Member

176 Substitute Member

Under the terms of Executive Procedure Rule 2.3, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter.

177 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the public be excluded from the meeting during consideration of the following parts of the agenda designated as 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 A and B, together with Plans 1 to 3 to the report referred to in Minute No. 181, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the documents include exempt information relating to the financial or business affairs of a private developer and the Council and the public interest in maintaining the exemption outweighs the public interest in disclosing the information because if disclosed, it may prejudice the development of the project and may adversely affect the business of the Council and the interests of the private developer.
- (b) Appendix 2 to the report referred to in Minute No. 182, under the terms of Access to Information Procedure Rule 10.4(5) and on the grounds that it contains information relating to negotiations in connection with industrial relations and information in respect of which a claim to legal professional privilege could be maintained in legal proceedings. It is considered that in these circumstances that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing the information.
- (c) The Appendix to the report referred to in Minute No. 184, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that this report contains commercially sensitive information on the City Council's approach to procurement issues, and commercially

Draft minutes to be approved at the meeting
to be held on Wednesday, 30th March, 2011

sensitive pricing and information about the commercial risk position of the City Council's proposed Preferred Bidder, where the benefit of keeping the information confidential is considered greater than that of allowing public access to the information.

178 Declaration of Interests

Councillors Wakefield, Blake, Gruen, R Lewis, Murray, Ogilvie, Yeadon, Dowson, Golton and Finnigan all declared personal interests in the item entitled, 'Attendance and Exclusions Report 2009/2010' due to any positions they held in respect of school governorships. (Minute No. 190 refers).

Councillor Murray declared a personal interest in the item entitled, 'Eastgate Quarter: Amendment to Legal Documentation and Commercial Deal', due to being a Director of igen, an organisation occupying buildings within the Eastgate Quarter which were within the area covered by the related Compulsory Purchase Order. (Minute No. 181 refers).

A further declaration of interest was made at a later point in the meeting. (Minute No. 188 refers).

179 Minutes

RESOLVED – That the minutes of the meeting held on 11th February 2011 be approved as a correct record.

DEVELOPMENT AND REGENERATION

180 The Cardigan Centre

Further to Minute No. 83, 13th October 2004, the Chief Asset Management Officer submitted a report outlining proposals to grant the current occupier of the Cardigan Centre a sublease for a term equivalent to the remainder of the Council's ground lease less one day at a peppercorn rent.

The report noted that Equality, Diversity, Cohesion and Integration screening had been undertaken in respect of the proposals detailed within the submitted report, and that the outcomes from which were available upon request.

RESOLVED - That, being satisfied that the disposal of the land is likely to promote or improve the economic, social and/or environmental wellbeing of the area or of local residents, approval be given to the granting of a sublease of the subject property on a less than best basis for the remainder of the term held by the Council, less one day, to The Cardigan Centre.

181 Eastgate Quarter: Amendment to Legal Documentation and Commercial Deal

The Acting Director of City Development submitted a report providing an update on the Eastgate redevelopment scheme, whilst also seeking the necessary approvals to enter into deeds of variation in respect of the Compulsory Purchase Order Indemnity Agreement and the Development Agreement which were in place to facilitate the redevelopment project.

Following consideration of appendices A and B, together with plans 1 to 3 of the submitted 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 contents of the submitted report and the current position of the project be noted.
- (b) That approval be given to the proposed changes to the existing Compulsory Purchase Order (CPO) Indemnity Agreement and that the Acting Director of City Development request the Assistant Chief Executive (Corporate Governance) to complete all necessary legal documentation to vary the existing CPO Indemnity Agreement as per the information provided within exempt appendix A to the submitted report.
- (c) That approval be given to the Heads of Terms for the changes to the existing Development Agreement containing the commercial deal, and that the Acting Director of City Development request the Assistant Chief Executive (Corporate Governance) to complete all necessary legal documentation to vary the existing Development Agreement as per the information provided within exempt appendix B to the submitted report.
- (d) That if any further alterations, within the broad terms of the documentation, as set out within the exempt appendices A and B, are necessary to enable the completion of the legal documentation, approval be given for these to be dealt with under the appropriate scheme of delegation, with the concurrence of the Executive Member for Development and Regeneration.

(The matters referred to in this minute were designated as not being eligible for Call In, as a delay in the completion of the legal documentation as soon as practically possible could result in the Council losing the ability to use the existing Compulsory Purchase Order (CPO) within its current timeframe, which would result in the redevelopment not being able to proceed)

182 Future Options for Architectural Design Services

The Acting Director of City Development submitted a report summarising the options available regarding the replacement of the Council's internal design service and which sought in principle approval to transfer the service into a joint venture arrangement with Norfolk Property Services, subject to detailed consideration and a further report being submitted to Executive Board in July 2011.

The report noted that an Equality Impact Assessment had been completed in respect of the proposals detailed within the submitted report, and that the outcomes from which were available upon request.

The report presented the following options, which had been considered in relation to the Council's internal design service:-

- Option 1: Proposal submitted by staff
- Option 2: Jacobs secondment proposal
- Option 3: Local Authority Joint Venture arrangement with Norfolk Property Services
- Option 4: Separate procurement of design services for individual jobs and/or use available frameworks (e.g. Office of Government Commerce)
- Option 5: Usage of existing framework available within Leeds City Council (e.g. the Local Education Partnership or Public Private Partnerships Unit's technical advisor contract)
- Option 6: Procurement of a new external design framework
- Option 7: Procurement of a new design partner
- Option 8: Establishment of a Joint Venture arrangement with a private sector company
- Option 9: Shared service or Joint Venture arrangement with another local authority

Following consideration of appendix 2 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(5), which was considered in private at the conclusion of the meeting it was

RESOLVED -

- (a) That the formal consultation about ceasing the service be concluded, and that the proposal to cease the in-house Architectural Design Service in its current form be agreed.
- (b) That approval be given to beginning the process of decommissioning the service in the most appropriate way in order to optimise the current and future business needs.
- (c) That the establishment of a joint venture arrangement with Norfolk Property Services (NPS) be explored as the preferred route and subject to further detailed consideration, this matter be reported back to Executive Board in July 2011.
- (d) That further to resolution (c) above, officers also explore alongside this in more detail the option to separately procure design services using existing frameworks where appropriate e.g. Office of Government Commerce (OGC).

ENVIRONMENTAL SERVICES

183 2010 Domestic Energy Report

The Director of Environment and Neighbourhoods submitted a report presenting for approval the Domestic Energy Report for the period 1st April 2009 to 31st December 2010.

The 2010 Domestic Energy report was appended to Board Members' agendas for their consideration and had also been made available to others electronically.

RESOLVED –

- (a) That the content of the 2010 Domestic Energy Report be noted and approved.
- (b) That a further report be submitted to the 30th March 2011 Executive Board meeting in respect of energy efficiency and carbon saving initiatives currently being developed.

NEIGHBOURHOODS AND HOUSING

184 Little London and Beeston Hill and Holbeck PFI Housing Project - Final Business Case and Contract Award

Further to Minute No. 149, 9th December 2009, the Director of Environment and Neighbourhoods submitted a report outlining the final scope of the Little London and Beeston Hill and Holbeck Housing PFI Project, proposing the submission of the 'Pre-Financial Close Final Business Case' to Communities and Local Government (CLG) through the Homes and Communities Agency (HCA), detailing the anticipated affordability position for the Project and detailing proposals regarding the execution of the contract documentation for this Project.

The report noted that the Project had been the subject of an Equality Impact Assessment, which had been completed in January 2010 and subsequently reviewed in June 2010. In addition, the report provided details of the outcomes from the assessment process.

The Chair and the Executive Member for Neighbourhoods and Housing thanked Members for the supportive comments which had been received from all political groups in relation to the development of this Project.

The Chief Executive updated the meeting on the current status of the approval process for the Project, with Members noting that implementation of the close arrangements contained within the submitted report were dependent upon CLG approval of the Pre-Preferred Bidder Final Business Case (PPB FBC) being received.

Following consideration of the appendix and related annexes to the submitted 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 contents of the submitted report be noted.

- (b) That the final scope of the Little London, Beeston Hill and Holbeck PFI Project ('Project'), as set out within the submitted report, be confirmed.
- (c) That the submission of the Pre-Financial Close Final Business Case (PFC FBC) to the Homes and Communities Agency and Department for Communities and Local Government be approved, and that the Director of Environment and Neighbourhoods be authorised to approve any necessary amendments to the PFC FBC that arise.
- (d) That the financial implications for the City Council of entering into the Project be approved and that the anticipated affordability contribution for the City Council in relation to the Project in the first full year of service commencement, as set out within the exempt appendix to the submitted report, be noted.
- (e) That the financial issues covered within the exempt appendix of the submitted report, including the balance sheet treatment, be noted.
- (f) That it be noted that the proposed Preferred Bidder will be formally announced and appointed (under the terms of a preferred bidder letter) following HCA/CLG approval of the Pre-Preferred Bidder Final Business Case (PPB FBC) for the Project.
- (g) That approval be given to the arrangements to Financial Close and implementation of the Project, to include (but not by way of limitation) (following the appointment of the proposed Preferred Bidder) the award of contract to and entry into a PFI Project Agreement with a special purpose company, to be established under terms agreed between the City Council and the proposed Preferred Bidder, details of which are set out in the opening paragraph of the exempt appendix to the submitted report.
- (h) That the arrangements at section 7.0 of the submitted report be confirmed, and (for the avoidance of doubt) the Director of Environment and Neighbourhoods (or delegee) be authorised to exercise the delegated powers, as set out at Part 3 Section 3E of the Constitution regarding PPP/PFI and other Major Property and Infrastructure Related projects, in relation to this Project.
- (i) That authority be delegated to the Director of Environment and Neighbourhoods to approve the completion of the Project should the SWAP rate increase at the time of Financial Close, subject to the Project remaining within the maximum affordability ceiling approved by Executive Board and as set out within the exempt appendix to the submitted report.
- (j) That, without prejudice to the approvals under paragraphs (a) to (i) above, should it become necessary at any time for further decisions to be taken to amend the scope and/or affordability of the Project prior to the next scheduled meeting of Executive Board, authority to take such

decisions be delegated to the Director of Environment and Neighbourhoods, subject to Executive Board Members being consulted in the manner now discussed prior to the decisions being taken, and provided that any such decisions shall be reported back to the next scheduled meeting of the Board for information.

185 Government Office for Yorkshire and the Humber

Given the imminent closure of the Government Office for Yorkshire and the Humber, with the Board's agreement, the Chief Executive on behalf of the Board undertook to write to Felicity Everiss, Regional Director of the Government Office, and her staff, formally thanking them for their continued support and assistance on the development of numerous initiatives throughout the city, including the current Little London and Beeston Hill and Holbeck PFI Housing Project (Minute No. 184 refers).

CHILDREN'S SERVICES

186 Ofsted Annual Unannounced Inspection of Contact, Referral and Assessment Arrangements in Children's Services

The Director of Children's Services submitted a report providing details of the Ofsted Unannounced Inspection of Children's Services' Contact, Referral and Assessment Arrangements, which took place during January 2011.

On behalf of the Board, the Chair and the Executive Member for Children's Services paid tribute to and thanked all staff within Children's Services for the work they had undertaken to help achieve such a positive outcome.

RESOLVED -

- (a) That the outcomes of the Ofsted unannounced inspection be noted.
- (b) That the significant positive impact made overall since the unannounced inspection in July 2009 be acknowledged, and that the significant efforts of all those who have contributed towards this achievement be recognised.
- (c) That regular progress reports be submitted to the Board in relation to the 'Areas of Development' identified via the Unannounced Ofsted Inspection, particularly in relation to the development of a new ICT system.

187 Children's Services Improvement Update

Further to Minute No. 132, 15th December 2010, the Director of Children's Services submitted a report providing an update on the improvement and development activity in respect of children's services which had been undertaken since the consideration of the last update report in December 2010.

The report noted that an equality impact assessment was being undertaken in respect of the new Children and Young People's Plan, and that the outcomes from which would inform the final content of the plan.

RESOLVED -

- (a) That the stock take of progress made by the Improvement Board be noted.
- (b) That the significant positive impact made overall since the unannounced inspection in July 2009 be acknowledged.
- (c) That the use of outcomes based accountability as the central methodology to help drive the delivery of the priorities in the new Children and Young People's Plan be endorsed.
- (d) That the continuing progress made in respect of service design and transformation activity, to support better integrated working in children's services, be noted.

188 Basic Need Programme for Primary Schools 2011

Further to Minute No. 38, 21st July 2010, the Director of Children's Services submitted a report providing an update on the programme of approved expansions at Primary Schools in Leeds and proposing to consolidate into the programme, capital proposals which had been developed following the consideration of reports at previous Executive Board meetings. In addition, the report also sought the Board's approval regarding proposals in respect of the scheme's expenditure.

RESOLVED -

- (a) That the capital proposals outlined for the schools, as scheduled within the submitted report, be approved.
- (b) That scheme expenditure of £5,102,000 from 'Basic Need Primary Expansions 2011' capital scheme number 15821 be authorised in order to allow the Basic Need programme for 2011 to be delivered.
- (c) That the Director of Resources be authorised to give delegated approval to all of the schemes detailed within the submitted report, including those with an estimated cost of over £500,000, based on individual scheme reports which are to be submitted by the Chief Executive of Education Leeds / Director of Children's Services.

(Councillor A Blackburn declared a personal interest in this item, due to being a governor of Ryecroft Primary School, which was the subject of proposals within the submitted report).

189 Whitkirk Primary School - Basic Need and Physical Disabilities Resource Base

Further to Minute No. 237, 19th May 2010, the Chief Executive of Education Leeds submitted a report outlining proposals to proceed with a second phase of works at Whitkirk Primary School. In addition, the report also sought authority to incur the expenditure required to deliver the proposals.

In response to Members' comments, officers undertook to pursue enquiries regarding the inclusion of a 'pick up and drop off' point within the scheme.

RESOLVED -

- (a) That authority be given to proceed with Phase 2 of the capital works to provide Resource Provision status and create an additional 2 classrooms in order to allow for the increase in pupil numbers as part of the Basic Need programme at Whitkirk Primary School, at an estimated total scheme cost of £541,895.
- (b) That authority be given to incurring expenditure of £541,895 from capital scheme number 15821/WHI/000.

190 Attendance and Exclusions Report 2009/2010

The Director of Children's Services submitted a report providing detailed analysis and review of data with regard to levels of attendance and persistent absence, permanent and fixed term exclusions in Leeds schools during the period September 2009 and April 2010.

As part of a wider discussion, Members highlighted the potential role of school governors and Elected Members in reducing levels of persistent absence, in addition to permanent and fixed term exclusions.

RESOLVED -

- (a) That the contents of the submitted report be noted, and that the work of the range of partners, which include the Area Inclusion Partnerships, clusters, children's services and schools to promote inclusion and good attendance, be celebrated and endorsed.
- (b) That the conclusions and proposed and on-going actions detailed within the submitted report be endorsed.

LEISURE

191 Long Term Burial Supply for North East Leeds: Whinmoor Grange Cemetery Design and Cost Report and Draft Whinmoor Grange Informal Planning Statement

Further to Minute No. 153, 3rd December 2008, the Acting Director of City Development submitted a report providing an update on the progress made regarding the supply of burial space within north east Leeds, the preparation of a masterplan for the Whinmoor Grange site and the outcome of feasibility works undertaken to explore the potential to deliver a 5 acre cemetery on the site of the former Elmete Caravan Park. In addition, the report also sought approval of the Draft Planning Statement for Whinmoor Grange as a basis for public consultation, whilst also seeking approval to the incurring of related expenditure.

The report noted and provided details of an Equality Impact Assessment which had been undertaken in 2008 in respect of the proposed 50 year Burial Strategy, a matter which was considered by the Board at that time. However,

Draft minutes to be approved at the meeting
to be held on Wednesday, 30th March, 2011

since 2008, the report highlighted that there had been consultation with planning, legal, highways and specific faith groups, in addition to site visits with Ward Members, in relation to the proposals to develop Elmete and Whinmoor. The report also noted that the Equality Impact Assessment would be updated to reflect the ongoing consultations which were being undertaken with all faith groups in relation to the city's long term burial supply.

RESOLVED –

- (a) That the current position regarding the implementation of the proposals agreed at the Executive Board meeting in December 2008 be noted.
- (b) That the Draft Informal Planning Statement for Whinmoor Grange be approved for the purposes of a public consultation exercise which is to be undertaken over 4 a week period, with the findings being reported back to Executive Board.
- (c) That approval be given to the incurring of £309,579 expenditure on the construction of a 5 acre cemetery at Whinmoor (Cemetery Exts City Wide – Green Schemes, Scheme Number 1358).
- (d) That the proposal to move forward with a planning application for a cemetery at the former Elmete caravan park be noted.

DATE OF PUBLICATION: 11TH MARCH 2011

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 18TH MARCH 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12noon on 21st March 2011)



FORWARD PLAN OF KEY DECISIONS

City Development Directorate

1 April 2011 – 31 July 2011

LEEDS CITY COUNCIL

FORWARD PLAN OF KEY DECISIONS

For the period 1 April 2011 to 31 July 2011

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
Design and Cost Report - Highway Structures Capital Maintenance, Assessment and Strengthening 2011/12 Capital Scheme Number: 99508 Authority for the design and implementation of a programme of Highway Structures Capital Maintenance works comprising maintenance, assessment and strengthening works for 2011/12	Chief Officer (Highways and Transportation)	1/4/11	Internal, Members	Design and Cost Report	carolyn.walton@leeds.gov.uk

Highway Maintenance To approve the Local Transport Plan: Highway Maintenance Programme 2011/12	Chief Officer (Highways and Transportation)	1/4/11	No consultation will be undertaken but Councillors will be informed of work to be done in their ward on this programme	Report to Chief Officer Highway and Transportation	peter.mcgouran@leeds.gov.uk
Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority to: Approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.	Chief Officer (Highways and Transportation)	1/4/11	The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders	Delegated decision report	andrew.hall@leeds.gov.uk

Horsforth Cragg Hill and Woodside Conservation Area The designation of the Horsforth Cragg Hill and Woodside Conservation area and the approval of the Horsforth Cragg Hill and Woodside Conservation Area Appraisal and Management Plan	Chief Planning Officer	1/4/11	Undertaken in June/July and November 2010	Report and Conservation Area Appraisal and Management Plan	Stephen Bairstow matthew.bentley@leeds.gov.uk
Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance	Chief Planning Officer	1/4/11	Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies	Report and Morley Conservation Area Appraisal and Management Plan	Director of City Development phil.ward@leeds.gov.uk
Rawdon Littlemoor Conservation Area To approve the Rawdon Littlemoor Conservation Area and Management Plan as non-statutory planning guidance.	Chief Planning Officer	1/4/11	Ongoing consultation with local community, Ward Members, and other bodies.	DDN Report	Chief Planning Officer phil.ward@leeds.gov.uk

Yeadon Conservation Area To approve the Yeadon Conservation Area and Management Plan as non-statutory planning guidance.	Chief Planning Officer	1/4/11	Ongoing consultation with local community, Ward Members, and other bodies	DDN Report	Chief Planning Officer phil.ward@leeds.gov.uk
Employee Sport Restructure To agree a new structure for the sport service	Director of City Development	1/4/11	Staff/Trade Unions	Delegated Decision Report	Richard Mond, Chief Recreation Officer richard.mond@leeds.gov.uk
Highways and Transportation Annual Capital Programme To approve the projects estimated to cost in excess of £5,000 for inclusion in the highway maintenance capital programme 2011/2012	Chief Officer (Highways and Transportation)	1/4/11	Each elected member was consulted on the proposed streets in their ward during September/October 2010	Report to Chief Officer Highways and Transportation	peter.mcgouran@leeds.gov.uk
Leeds Arena, Proposed Ongoing Legal Advice Authorise waiver of CPR 13 to award a contract to Cobbetts to provide ongoing legal advice on the Arena Project without the need to invite competitive tenders for the consultancy commission	Director of City Development	8/4/11	Executive Member Development and Regeneration, Assistant Chief Executive (Corporate Governance)	Report	Chris Coulson chris.coulson@leeds.gov.uk

Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval required	Executive Board (Portfolio: Development and Regeneration)	18/5/11	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting.	Director of City Development john.ramsden@leeds.gov.uk
Investment Strategy for South Leeds Approval of the Investment Strategy for South Leeds and approach for incorporating appropriate proposals into emerging planning policy	Executive Board (Portfolio: Development and Regeneration)	18/5/11	Consultation undertaken with ward members and the community throughout the process of preparing the draft strategy	The report to be issued to the decision maker with the agenda for the meeting	Phil Crabtree, Chief Planning Officer phil.crabtree@leeds.gov.uk
Leeds Library and Information Service: Proposals for the Future To agree the proposals for Leeds Library and Information Service following public consultation	Executive Board (Portfolio: Leisure)	18/5/11	Consultation ongoing with local people	The report to be issued to the decision maker with the agenda for the meeting	Catherine Blanshard, Chief Libraries, Arts and Heritage Officer, Learning and Leisure catherine.blanshard@leeds.gov.uk
Street Lighting Energy Saving Initiatives for street lighting To approve a strategy for the implementation of energy saving initiatives for street lighting	Executive Board (Portfolio: Development and Regeneration)	18/5/11	Exec member, Community Safety (inc CCTV) Police and other emergency services, wider member and public consultation	The report to be issued to the decision maker with the agenda for the meeting	andrew.molyneux@leeds.gov.uk

Submission of the Best and Final Offer for the New Generation Transport (NGT) Scheme Approval for the submission of the Best and Final Offer for the NGT Scheme to the Department for Transport (DFT)	Executive Board (Portfolio: Development and Regeneration)	18/5/11	Extensive consultation already carried out	The report to be issued to the decision maker with the agenda for the meeting	Andrew Wheeler andrew.wheeler@leeds.gov.uk
Mercury Abatement - Rawdon Crematoria Authority to spend £1.65m on replacement Cremators with mercury filtration	Executive Board (Portfolio: Leisure)	22/6/11	Executive Lead Member, Funeral Directors	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development martin.gresswell@leeds.gov.uk
Permit Scheme for Road Works To approve the implementation of a scheme that requires all work promoters to apply for a permit to work on part of the road network of Leeds	Executive Board (Portfolio: Development and Regeneration)	22/6/11	Full stakeholder consultation from 15/12/10 to 09/03/11	The report to be issued to the decision maker with the agenda for the meeting	Director of City Development philip.mitchell@leeds.gov.uk

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

Resources and Corporate Functions	Councillor Keith Wakefield
Development and Regeneration	Councillor Richard Lewis
Environmental Services	Councillor Thomas Murray
Neighbourhoods and Housing	Councillor Peter Gruen
Children's Services	Councillor Judith Blake
Leisure	Councillor Adam Ogilvie
Adult Health and Social Care	Councillor Lucinda Yeadon
Leader of the Conservative Group	Councillor Andrew Carter
Leader of the Liberal Democrat Group	Councillor Stewart Golton
Leader of the Green Group	Councillor Ann Blackburn
Advisory Member	Councillor Jane Dowson
Advisory Member	Councillor Richard Finnigan

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

LEEDS CITY COUNCIL

BUDGET AND POLICY FRAMEWORK DECISIONS

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Budget	Council	23 rd February 2011	Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Resources
Council Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	
Children & Young People's Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Council Business Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Crime and Disorder Reduction Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Environments and Neighbourhoods
Development Plan	Council		Via Executive	Report to be issued to the	Director of City

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
documents			Board	decision maker with the agenda for the meeting	Development
Local Transport Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Plans and alterations which together comprise the Development plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Youth Justice Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Children's Services
Licensing Authority Policy Statement	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Corporate Governance)
Leeds Strategic Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Assistant Chief Executive (Policy, Planning and Improvement)
Health and Wellbeing Plan	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Adult Social Care
Economic Development Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development

Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be considered by Decision Maker	Lead Officer
Climate Change Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of City Development
Leeds Housing Strategy	Council		Via Executive Board	Report to be issued to the decision maker with the agenda for the meeting	Director of Neighbourhoods and Environment

NOTES:

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

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

This page is intentionally left blank

Exempt / Confidential Under Access to
Information Procedure Rules 10.4 (1, 2, 4, 6)

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank