



SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

Meeting to be held in on
Thursday, 16th June, 2011 at 10.00 am

(A pre-meeting will take place for ALL Members of the Board at 9.30 a.m.)

MEMBERSHIP

Councillors

M Rafique (Chair) - Chapel Allerton;
J Akhtar - Hyde Park and Woodhouse;
D Atkinson - Bramley and Stanningley;
D Cohen - Alwoodley;
G Hyde - Killingbeck and Seacroft;
M Lobleigh - Roundhay;
M Lyons - Temple Newsam;
J Matthews - Headingley;
V Morgan - Killingbeck and Seacroft;
M Robinson - Harewood;

1 x Liberal Democrat Vacancy

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

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A G E N D A

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

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATIONS OF INTEREST

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

All Wards;

CHANGES TO THE COUNCIL'S CONSTITUTION IN RELATION TO SCRUTINY

1 - 2

To note the report of the Head of Scrutiny and Member Development in respect of changes made to the Council's Constitution which directly relate to and/or impact on the work of Scrutiny Boards

(Report attached)

7

All Wards;

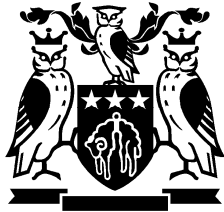
SOURCES OF WORK AND AREAS OF PRIORITY FOR THE SCRUTINY BOARD

3 - 22

To consider the report of the Head of Scrutiny and Member Development providing information and guidance on potential sources of work and areas of priority within the Board's Terms Of Reference to assist when considering areas of Scrutiny for the forthcoming Municipal Year.

(Report attached)

8	All Wards;	<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board’s work schedule for the forthcoming Municipal Year</p> <p>(Report attached)</p>	23 - 28
9	All Wards;	<p>CO-OPTED MEMBERS</p> <p>To consider the report of the Head of Scrutiny & Member Development seeking the Board’s formal consideration for the appointment of co-opted members to the Board</p> <p>(Report attached)</p>	29 - 32
10		<p>DATE AND TIME OF FUTURE MEETINGS</p> <p>To note the following arrangements:</p> <p>14 July 2011 22 September 2011 20 October 2011 1 December 2011 26 January 2012 23 February 2012 22 March 2012 19 April 2012</p> <p>All formal meetings commence at 10.00 am with a pre-meeting for Board Members only at 9.30 am</p>	



Report of the Head of Scrutiny and Member Development

Scrutiny Board (Sustainable Economy and Culture)

Date: 16th June 2011

Subject: Changes to the Council's Constitution in relation to Scrutiny

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of this report

- 1.1 This report provides the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 26th May 2011, which directly relate to and/or impact on the work of Scrutiny Boards.

2 Background information

- 2.1 The annual review of Scrutiny more often than not identifies a number of areas for amendment within Article 6 of the Constitution, the Scrutiny Boards' Terms of Reference and the Scrutiny Board Procedure Rules. These are either to ensure consistency in wording, to reflect legislative changes or to provide procedural clarity.

3 Main issues

- 3.1 The more significant amendments made to the Council's Constitution in relation to the Overview and Scrutiny function are summarised below.

Article 6

- 3.2 The inclusion of specific reference to the appointment of Scrutiny Chairs. To demonstrate and reinforce the importance of a non-political group approach to Scrutiny, Group spokespersons shall not be appointed to Chair a Scrutiny Board which corresponds to the same portfolio.

Scrutiny Board Terms of Reference

- 3.3 Five themed Scrutiny Boards have been established to mirror the current Strategic Partnership Boards. This approach promotes a more strategic and outward looking

Scrutiny function and focuses on the City Priorities. The terms of reference for the five Scrutiny Boards now determine a number of areas of review to be undertaken by the Boards as part of their workload during a municipal year.

- 3.4 A sixth Scrutiny Board has also been established and called Scrutiny Board (Resources and Council Services). Decisions made, or actions taken, in connection with the discharge of any functions which are the responsibility of the executive, which do not fall within the terms of reference of the five themed Scrutiny Boards, will be considered by the Scrutiny Board (Resources and Council Services).

Scrutiny Board Procedure Rules

- 3.5 Procedures in relation to Call In, which previously resided in the Scrutiny Board Guidance Notes, are now incorporated into the Scrutiny Board Procedure Rules to provide clarity.
- 3.6 Call-Ins will continue to be considered by the relevant Scrutiny Board. However, those requesting a Call In are now required to consider the financial consequences of Calling In the decision. The financial implications will be detailed to those Calling In the decision as part of the required pre Call In discussion with the relevant Director or Executive Board Member.
- 3.7 Previously, a Scrutiny Board Member could not be a signatory to a Call In if they were a member of the Scrutiny Board considering the Call In. This restriction has now been removed. A decision can be Called In by two non executive elected Members (who are not from the same political group) or any five non executive elected Members. Those Scrutiny Board Members not in a political group would be eligible but not co-opted Board members.
- 3.8 Added to the list of decisions exempt from Call In are decisions made during the development and approval of documents forming part of the Budget and Policy Framework. This amendment is in accordance with existing practice and procedure as the decision rests with full Council and not the Executive.
- 3.9 With regard to petitions, where a Scrutiny Board Chair receives in their capacity as a Scrutiny Chair a petition, the Chair will respond to the petition organiser only. Thereafter the Scrutiny Officer will be responsible for notifying the petition organiser of the date on which the petition will be considered and of the outcome of that meeting. The Scrutiny Officer will ensure the appropriate Executive Board Member receives a copy of the petition.
- 3.10 A minor amendment is made in relation to education co-optees on the relevant Scrutiny Board. This amendment clarifies the process of nomination and confirmation of education representatives to the Scrutiny Board.

4 Recommendations

- 4.1 In fulfilling the role and function of the Scrutiny Board, Members are requested to note the amendments to the Council's Constitution outlined in this report.

Background Papers

- Report of the Head of Scrutiny and Member Development on Overview and Scrutiny – Proposed Changes and Amendments to the Constitution. General Purposes Committee, 17th May 2011.
- Council's Constitution - Scrutiny Board Procedure Rules.



Originator: Peter Marrington

Tel: 3951151

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Sustainable Economy and Culture)

Date: 16th June 2011

Subject: Sources of work and areas of priority for the Scrutiny Board

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of this report

- 1.1 To assist the Scrutiny Board in effectively managing its workload for the forthcoming municipal year, this report provides information and guidance on potential sources of work and areas of priority within the Board's terms of reference.

2 Background information

- 2.1 Scrutiny Boards are responsible for ensuring that items of scrutiny work come from a strategic approach as well as a need to challenge service performance and respond to issues of high public interest.
- 2.2 The amendments made to the Overview and Scrutiny function this year encourage Scrutiny to be more strategic and outward looking in its operation and focus on the City Priorities.
- 2.3 City Priority Plans have recently been established to replace the Leeds Strategic Plan. These new city-wide partnership plans identify the key outcomes and priorities to be delivered by the Council, and its partners, over the next 4 years. The City Priority Plans are aligned to the new Strategic Partnerships who will own the plans and be responsible for ensuring the delivery of the agreed priorities.
- 2.4 The City Priority Plans 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.

3 Main issues

Scrutiny Board Terms of Reference

- 3.1 Five of the Scrutiny Boards are now themed to mirror the Strategic Partnership Boards. In doing so, the terms of reference for these Scrutiny Boards now determine a number of areas of review to be undertaken during a municipal year on behalf of the Council.
- 3.2 For this Scrutiny Board the focus of review is;
 - a) City Centre Development/Promoting economic growth in the City
 - b) Reducing CO2 emissions in the Local Authority Estate
 - c) the impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure.
 - d) The City's cultural development
- 3.3 These areas of review are focused around the City Priorities and therefore come from a strategic approach. However, all Scrutiny Boards remain autonomous in determining the scope of their reviews.
- 3.4 A copy of the terms of reference for the Scrutiny Board (Sustainable Economy and Culture) is attached for reference purposes (Appendix 1).

Other sources of Scrutiny work

- 3.5 In addition to the areas of review outlined with the Scrutiny Board's terms of reference, other sources of work will continue to be 'requests for scrutiny' and corporate referrals. The Scrutiny Board may also undertake further pieces of scrutiny work as considered appropriate.
- 3.6 However, over the last few years of Scrutiny Board work, experience has shown that the process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time. This view was echoed within the findings of the KPMG external audit report 2009 on the Scrutiny function in Leeds.
- 3.7 The Scrutiny Board Procedure Rules require Scrutiny Boards, before deciding to undertake an inquiry, to consider the current workload of the Scrutiny Board and the available resources to carry out the work.

4 Consultation

- 4.1 It is recognised that in order to enable Scrutiny to focus on strategic areas of priority, each Scrutiny Board needs to establish an early dialogue with the Director and Executive Board Member holding the relevant portfolio and the Partnership Chair.
- 4.2 The Acting Director of City Development and Executive Member for Leisure, Cllr Ogilvie and Executive Member for Development and the Economy, Cllr Richard Lewis, have therefore been invited to attend today's meeting to discuss the City Priorities in relation to the Board's terms of reference.
- 4.3 An extract of the draft City Priority Plan 2011 – 2015 relevant to the Board's terms of reference will follow and be made available prior to the meeting for the Board's

information. The full draft City Priority Plan is expected to be considered by the Executive Board in June 2011 prior to being approved by full Council.

4.4 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.

5 Recommendations

5.1 Members are requested to use the attached information and the discussion with those present at the meeting to;

- a) confirm the areas of Scrutiny for the forthcoming municipal year.
- b) authorize the Chair, in conjunction with officers, to draw up Inquiry Terms of Reference for subsequent approval by the Scrutiny Board

Background papers

None used

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Scrutiny Board (Sustainable Economy and Culture)

The Scrutiny Board (Sustainable Economy and Culture) is authorised to discharge the following overview and scrutiny functions¹.

1. to review or scrutinise the exercise of any council or executive function or any other related matter including:-
 - a) City Centre Development/Promoting economic growth in the City
 - b) Reducing CO2 emissions in the Local Authority Estate
 - c) the impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure.
 - d) The City's cultural development
2. To carry out such other reviews or policy development tasks as it may be requested to do by either the Executive Board or the Council.
3. to act as the appropriate Scrutiny Board in relation to the Executive's initial proposals for a relevant plan or strategy² within the Budget and Policy Framework³
4. to review or scrutinise executive decisions made that have been Called In⁴
5. to review and scrutinise the exercise by risk management authorities⁵ of flood risk management functions⁶ which may effect the Leeds City Council area⁷.
6. to receive and monitor formal responses to any reports or recommendations made by the Board
7. to review outcomes, targets and priorities within the Council Business Plan and City Priority Plans and to make such reports and recommendations as it considers appropriate;
8. to receive requests for scrutiny and councillor calls for action⁸ and undertake any subsequent work

¹ In relation to functions delegated to the Director of City Development under;

- the Officer Delegation Scheme (Council Functions) at paragraphs (a), (j), (q) to (v), (x) to (ee), (hh) to (jj), (mm) to (qq), (ss), and (uu) to (xx); and
- the Officer Delegation Scheme (Executive Functions) at paragraphs 2(h) and (m) to (q) whether or not those functions are concurrently delegated to any other committee or officer.

² Namely the Local Transport Plan and the Sustainable Economy and Culture City Priority Plan

³ In accordance with Budget and Policy Framework Procedure Rules.

⁴ In accordance with the Scrutiny Board Procedure Rules.

⁵ As defined by Section 6 Flood and Water Management Act 2010

⁶ As defined by Section 4 Flood and Water Management Act 2010

⁷ In accordance with Section 21F Local Government Act 2000

⁸ Including requests made in relation to health and social care matters in accordance with the Local Authority (Overview and Scrutiny Committees Health Scrutiny Functions) Regulations 2002 but not including requests in relation to crime and disorder matters.

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EXECUTIVE BOARD

WEDNESDAY, 18TH MAY, 2011

PRESENT: Councillor K Wakefield in the Chair

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

Councillors J Dowson and R Finnigan – Non-Voting Advisory Members

214 **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) Appendix 2 to the report referred to in Minute No. 225, under the terms of Access to Information Procedure Rule 10.4(1) and on the grounds that the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the fact that the information contained within the appendix relates to individuals who are current tenants of the properties leased by Leeds Federated Housing Association from the Council.
- (b) Appendix 1 to the report referred to in Minute No. 220, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the information contained within the appendix relates to the financial or business affairs of the Council. It is considered that it is not in the public interest to disclose this information at this point in time as it could undermine the Council's bid to the Department for Transport (DfT), particularly as the New Generation Transport bid will be submitted earlier than competing bids from other promoters. It is therefore considered that whilst there may be a public interest in disclosure, this information will be publicly available from the DfT after all bids from promoters have been received.

215 **Declaration of Interests**

Councillors Wakefield, Ogilvie, Murray, Yeadon, R Lewis, Dowson, Gruen and Blake all declared personal interests in the item entitled, 'Primrose High School', due to their respective memberships of the Co-operative Group (Minute No. 223 refers).

Councillors Murray and Golton both declared personal interests in the item entitled, 'Property Exchange with Leeds Federated Housing Association', due

to their respective positions as an Area Panel Member and a Board Director of Aire Valley Homes ALMO (Minute No. 225 refers).

Councillor Gruen declared a personal interest in the item entitled, 'John Smeaton Academy', due to his position as a Governor of John Smeaton High School (Minute No. 222 refers).

Councillor A Carter declared a personal interest in the item entitled, 'Submission of the Best and Final Bid for the NGT Scheme' due to being a member of the West Yorkshire Integrated Transport Authority (Minute No. 220 refers).

216 Minutes

RESOLVED – That the minutes of the meeting held on 30th March 2011 be approved as a correct record.

DEVELOPMENT AND REGENERATION

217 Scrutiny Board Recommendations - Leeds Bradford International Airport - Provision for Public Hire Taxis

The Head of Scrutiny and Member Development submitted a report providing a summary of the responses to the recommendations arising from Scrutiny Board (City Development) inquiry into 'Leeds Bradford International Airport: Provision for Public Hire Taxis' and inviting the Board to pronounce on the recommendation presented.

Councillor J Procter, the Chair of the Scrutiny Board (City Development) attended the meeting to present the Board's findings.

RESOLVED –

- (a) That the response to the Scrutiny Board (City Development) recommendation be noted.
- (b) That more detailed plans be drawn up for the provision of a hackney carriage stand at Whitehouse Lane adjacent to Leeds Bradford International Airport, with a further report being submitted to the September 2011 Board meeting, detailing the progress which has been made in respect of this matter and outlining a proposed way forward, with further negotiations being undertaken with all relevant parties in the meantime.

218 Natural Resources and Waste Development Plan Document: Formal Submission

Further to Minute No. 108, 3rd November 2010, the Acting Director of City Development submitted a report detailing the outcomes from the consultation exercise undertaken in respect of the Natural Resources and Waste Development Plan Document (DPD) and presenting the DPD to the Board, with the request that it was recommended to Council for the purposes of formal submission to the Secretary of State for Independent Examination.

RESOLVED - That Council be recommended to approve the Natural Resources and Waste Development Plan Document (together with the proposed changes, as detailed within Appendix 2 to the submitted report) for the purposes of submission to the Secretary of State for independent examination, pursuant to Section 20 of the Planning & Compulsory Purchase Act 2004.

(The matters referred to in this minute, being matters reserved to Council, were not eligible for Call In)

219 Proposal to Invest in Additional Energy Saving Measures for Street Lighting

The Acting Director of City Development submitted a report providing an overview of the current energy saving initiatives embedded within the current street lighting service and outlining the possible opportunities for further reductions in energy consumption with recommendations as to how they may be achieved.

The Board emphasised the importance of Ward Members' views being sought from the outset of the associated consultation exercise.

The report provided details of the Equality, Diversity, Cohesion and Integration Impact Assessment which had been undertaken in respect of the proposals on the 16th March 2011.

RESOLVED -

- (a) That the content of the submitted report and the efficiency measures already undertaken as part of the street lighting PFI be noted.
- (b) That the potential annual savings of the proposed programme of implementation, as outlined within paragraph 3.30 of the submitted report be noted.
- (c) That approval be given to officers beginning a process of consultation on the proposed programme of implementation, with a view to an injection into the capital programme of £334,700 for 2011 to 2014, resulting in an estimated net saving from a reduction in energy consumption of £940,860 by 2021.

220 Submission of the Best and Final Bid for the New Generation Transport (NGT) Scheme

The Acting Director of City Development submitted a report providing an update on proposals regarding the development of a high quality public transport system in Leeds, outlining details of the next key stage of the project, namely, a 'Best and Final Bid' to the Secretary of State for Transport, whilst also seeking approval for this application to be made at the most appropriate time, following consultation being undertaken with the Department for Transport (DfT).

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

RESOLVED –

- (a) That approval be given to the submission of the Best and Final Bid to the Department for Transport at the most appropriate time for the New Generation Transport scheme.
- (b) That the local contribution towards the scheme, as detailed within exempt appendix 1 to the submitted report, be agreed.
- (c) That agreement be given to the Council and Metro underwriting the risk of overspend on the project, as previously, any overspends have been reported as being shared 50/50 with the DfT.
- (d) That the development and undertaking of a lobbying campaign be agreed, which will support the Best And Final Bid from the wider Leeds community.

221 Interim Affordable Housing Policy

Further to Minute No. 166, 11th February 2011, the Acting Director of City Development submitted a report providing details of the public consultation exercise undertaken in respect of the Draft Interim Affordable Housing Policy and seeking agreement of the proposed amendments to the policy and its immediate implementation.

The Board emphasised the importance of the policy being kept under review, and that it remained flexible enough to adapt to changes within the housing market.

The report provided details of the equality, diversity, cohesion and integration screening process which had been undertaken on the proposed policy.

RESOLVED - That the proposed amendments to the draft Interim Affordable Housing Policy as set out within appendix A to the submitted report be agreed, and that approval be given to the draft Interim Affordable Housing Policy (as amended) being implemented with effect from 1st June 2011 (the policy would therefore apply to all relevant decisions made on or after 1st June 2011 – this allows for the call-in period after the Executive Board meeting on 18th May).

222 John Smeaton Academy

The Acting Director of City Development submitted a report seeking approval to the Heads of Terms for the leasehold disposal at nil consideration of John Smeaton Community College for the Academy scheme to John Smeaton Academy, who were the Council's selected operator for an Academy at this school.

RESOLVED - That the disposal of John Smeaton Community College for the proposed Academy on a 125 year lease at nil consideration be agreed, and

Draft minutes to be approved at the meeting to be held on Wednesday, 22nd June, 2011

that the Acting Director of City Development be authorised to agree the final terms, as detailed within paragraph 3 of the submitted report.

223 Primrose High School

The Acting Director of City Development submitted a report seeking approval to the Heads of Terms for the leasehold disposal at nil consideration of Primrose High School to the Co-operative Academy scheme, who were the Council's selected operator for an Academy at this school.

In response to enquiries raised regarding the legal costs associated with the proposals detailed within Minute Nos. 222 and 223, officers undertook to provide details to the Member in question.

RESOLVED - That the disposal of Primrose High School for the proposed Academy on a 125 year lease at nil consideration be agreed, and that the Acting Director of City Development be authorised to agree the final terms as detailed within paragraph 3 of the submitted report.

NEIGHBOURHOODS AND HOUSING

224 Land at West Grange Road, Belle Isle, Leeds, LS10

The Director of Environment and Neighbourhoods submitted a report regarding the proposed disposal of land at West Grange Road, Belle Isle, to Leeds Federated Housing Association at less than best consideration.

RESOLVED - That the disposal of the land at West Grange Road, Belle Isle, at less than best consideration be approved.

225 Property Exchange with Leeds Federated Housing Association

The Director of Environment and Neighbourhoods submitted a report outlining proposals in relation to the transfer of 14 Council owned miscellaneous properties to Leeds Federated Housing Association (LFHA) in exchange for 15 properties, which would contribute towards the wider regeneration of the area.

The submitted report presented the following three options:

Option A: Do nothing

Option B: The purchase of LFHA properties within the Garnets demolition area

Option C: The exchange of LFHA properties within the Garnets demolition area for other council owned miscellaneous properties.

Following consideration of appendix 2 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(1), which was circulated, considered in private and subsequently retrieved at the conclusion of the meeting, it was

RESOLVED -

(a) That the transfer of 15 LFHA properties in the Garnets clearance area to LCC in exchange for 14 Council owned miscellaneous properties to

LFHA be authorised, with the difference in value being contributed by LFHA towards the costs of demolition on the scheme.

- (b) That all properties detailed within exempt appendix 2 to the submitted report be declared as surplus for disposal to LFHA.
- (c) That the Acting Director of City Development be authorised to approve the detailed terms of the transaction.

CHILDREN'S SERVICES

226 Basic Need Programme 2012 - Outcome of Consultation on Proposals for Primary Provision for 2012

Further to Minute No. 203, 30th March 2011, the Director of Children's Services submitted a report presenting the outcome of work which had been undertaken following the conclusion of the consultation exercise on proposals to expand primary provision at three schools in Leeds from September 2012. In addition, the report also sought permission to publish a statutory notice for one of those schools concerned.

RESOLVED -

- (a) That individual approval be given to the publication of a statutory notice for the following:-
 - **Proposal two:** Change the age range of Roundhay School Technology and Language College to 4-18, with a reception admission limit of 60, and use land off Elmete Lane for the primary provision.
- (b) That it be noted that further work will be completed by officers prior to bringing forward a recommendation on the following:-
 - **Proposal three:** Change the age range of Allerton Grange School to 4-18, with a reception admission limit of 60, and use land next to the school for the primary provision.
 - **Proposal six:** Expand the capacity of Little London Primary School from 210 to 630 using land off Cambridge Road.

227 Outcome of Feasibility on Providing Girls Only Education at a Central Location in Leeds

Further to Minute No. 220, 7th April 2010, the Director of Children's Services submitted a report providing an update on the feasibility work undertaken in respect of single sex education provision for girls at a central location in the city.

RESOLVED -

- (a) That the Local Authority does not move to establish girls-only education in Leeds at this time.
- (b) That the Local Authority continues to undertake a choice and diversity survey each year during its admissions process in order to inform its statutory duty.

- (c) That the Local Authority continues to take account of parental responses around choice and diversity, and effectively integrates emerging academies and free schools into strategic planning.

228 Scrutiny Board Recommendations - Outdoor Education Centres

The Head of Scrutiny and Member Development submitted a report providing a summary of the responses to the recommendations arising from the Scrutiny Board (Children's Services) inquiry into Outdoor Education Centres.

RESOLVED - That the responses to the recommendations of the Scrutiny Board (Children's Services) arising from its inquiry into Outdoor Education Centres be noted.

LEISURE

229 Leeds Libraries and Information Service: Proposals for the Future

Further to Minute No. 135, 15th December 2010, the Acting Director of City Development submitted a report providing the outcomes of the consultation exercise undertaken in relation to the proposals outlined within, 'A New Chapter for Leeds Libraries' and seeking the Board's agreement to the resultant proposals for future library provision in the city.

Further to the recommendations detailed within the submitted report, Members were asked to consider some updated proposals, specifically that Cow Close library remained open for a year whilst further consideration was given to its future, and that Rawdon library remained open for a year whilst further discussions were undertaken with interested parties regarding community asset transfer opportunities.

Members highlighted the importance of the mobile provision and the need to ensure that those users affected by the proposals were able to access such provision.

The report provided details of the reviews which had been undertaken in respect of the impact that the proposals would potentially have on various communities.

RESOLVED -

- (a) That the recommendations, as defined within Section 7 of the submitted report, including the changes to the opening hours as identified within paragraph 7.2, modified by the impact of the inclusion of the updated proposals detailed above, be supported.
- (b) That the change in the method of delivering the library service for 20 libraries, as outlined within paragraph 7.3.1 of the submitted report be approved, with the inclusion of the updated proposals detailed above and as reported at the meeting.

- (c) That mobile provision be developed across the City as outlined within paragraph 7.4 of the submitted report.
- (d) That, for a limited period, a consultation exercise be offered to the community on the asset transfer opportunities for the vacated libraries, and that after this designated period, the asset management team find the best solutions for the buildings.

230 Call In of Decision on Garforth Squash and Leisure Centre

Further to Minute No. 205, 30th March 2011, the Acting Director of City Development submitted a report advising that following the original decision taken by the Board, this matter was called in and subsequently considered by Scrutiny Board (City Development) on 20th April 2011, who resolved to refer the decision back to Executive Board for further consideration. The report recommended that the original decision taken on 30th March 2011 by Executive Board was reaffirmed.

RESOLVED – That the decision taken by the Executive Board at its meeting on 30th March 2011 regarding Garforth Squash and Leisure Centre (Minute No. 205 refers) be reaffirmed.

(The matters referred to in this minute, having been the subject of a previous Call In process, were not eligible for Call In)

231 Long Term Supply of Burial Space

The Acting Director of City Development submitted a report advising that as a result of a call in meeting, Scrutiny Board (City Development) had referred back to Executive Board for further consideration, its decision concerning proposals to consult on the Draft Informal Planning Statement for Whinmoor Grange, including plans for a cemetery on the site. In addition, the report considered the issues which had been raised by the Scrutiny Board during the Call In process and detailed proposals in respect of how such issues could be progressed.

The Board was informed that the duration of the consultation period had been extended from 4 weeks to 6 weeks, in order to ensure that all potential stakeholders had a greater opportunity to engage in the process.

RESOLVED –

- (a) 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 a six week period, with the findings being reported back to Executive Board in due course.
- (b) That the expenditure on Capital Scheme Number 1358 be held in abeyance pending the outcome of the consultation exercise referred to in resolution (a).

(The matters referred to in this minute, having been the subject of a previous Call In process, were not eligible for Call In)

232 Scrutiny Board Recommendations: Cemeteries and Crematoria Horticultural Maintenance

The Head of Scrutiny and Member Development submitted a report providing a summary of the responses to the recommendations arising from Scrutiny Board (City Development) inquiry into 'Cemeteries and Crematoria Horticultural Maintenance' and inviting the Board to pronounce on the recommendation where there had been a difference of opinion between the Scrutiny Board and Director/Executive Member.

Councillor J Procter, the Chair of the Scrutiny Board (City Development) attended the meeting to present the Board's findings.

Having discussed the process by which responses to Scrutiny Board inquiry reports were considered by the Executive, it was suggested that the Chair of the Scrutiny Board which had conducted the inquiry approved the summary covering report prior to its submission. In addition, responding to concerns raised, it was also suggested that further consideration was given to the extent and nature of the information provided to Executive Board Members when considering Scrutiny Board inquiries, in order to ensure that they had access to all relevant details.

RESOLVED –

- (a) That the responses to the Scrutiny Board (City Development) recommendations arising from its inquiry into Cemeteries and Crematoria Horticultural Maintenance be noted.
- (b) That in respect of recommendation two of the Scrutiny Board Inquiry Report, further work on this matter be undertaken with a report being submitted to a future meeting of the Executive Board outlining proposals for a way forward.

ADULT HEALTH AND SOCIAL CARE

233 Review of Consultation Process for Building Based Services

The Director of Adult Social Services submitted a report advising that following the resolutions made by Executive Board at its meeting on 11th February 2011 (Minute No. 163 referred) regarding mental health day service provision, representations on such matters had been made to the Scrutiny Board (Adult Social Care) and therefore, the report invited Executive Board to review the decisions taken in February 2011.

In response to enquiries, Members were provided with reassurance regarding the nature and extent of the consultation process which was proposed.

RESOLVED -

- (a) That in view of the issues highlighted within the submitted report, the decision of the February 2011 Executive Board regarding the consolidation of buildings based services to one site not be implemented.

- (b) That the Board's support for the other recommendations, as outlined in paragraph 2.4 of the submitted report, regarding the direction of travel for the modernisation of Mental Health Day Services in Leeds be noted and confirmed.
- (c) That it be noted that the consultation process regarding the decision to consolidate the day service buildings base will be specific and will focus upon an interim model of provision for in house service, and that the findings from the consultation process will be joined with the consultation on the future commissioning of all community based mental health services
- (d) That a further report be submitted to the Executive Board detailing the outcomes from the consultation process.

234 Councillors Murray, Dowson and A Blackburn

On behalf of the Board, the Chair paid tribute to and thanked Councillors Murray, Dowson and A Blackburn for their services to the Board, as this marked their final meeting as Executive Board Members.

DATE OF PUBLICATION: 20TH MAY 2011

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 27TH MAY 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12noon on 31st May 2011)



**FORWARD PLAN OF KEY DECISIONS
(Relevant to Sustainable Economy and Culture
Scrutiny Board)**

1 July 2011 – 31 October 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)
<p>Adult Learning Award of contract(s) following a procurement exercise, to deliver Adult Learning provision from September 2011.</p>	<p>Director of Environment and Neighbourhoods ()</p>	<p>1/7/11</p>	<p>Consultation with Executive Member and strategic internal and external partners including Job Centre Plus, Skills Funding Agency and Post 16 learning providers.</p>	<p>Report summarising outcome of procurement exercise and DDN.</p>	<p>Sue Wynne sue.wynne@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer (To whom representations should be made and email address to send representations to)
<p>Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority to:</p> <p>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.</p>	<p>Chief Officer (Highways and Transportation) ()</p>	<p>1/7/11</p>	<p>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</p>	<p>Delegated decision report</p>	<p>andrew.hall@leeds.gov.uk</p>
<p>Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval required</p>	<p>Executive Board (Portfolio: Development and the Economy)</p>	<p>27/7/11</p>	<p>Equality Impact Assessment</p>	<p>The report to be issued to the decision maker with the agenda for the meeting.</p>	<p>Director of City Development john.ramsden@leeds.gov.uk</p>

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)
Chapelton Enterprise Network - Asset Transfer Community Asset Transfer of Chapelton Enterprise Centre and Leeds Media Centre to Unity Enterprise Ltd	Executive Board (Portfolio: Development and the Economy)	27/7/11	Ward Members, Exec Member	The report to be issued to the decision maker with the agenda for the meeting	neil.charlesworth@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 the Economy)	27/7/11	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



Originator: Peter Marrington

Tel: 39 51151

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Sustainable Economy and Culture)

Date: 16th June 2011

Subject: Work Schedule

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of this report

- 1.1 The purpose of this report is to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

2 Main Issues

- 2.1 Further to the discussions already held with the Director during today's meeting, Members are now requested to translate the decisions made around the chosen topics for Scrutiny into a work schedule for the forthcoming municipal year.

Draft Work Schedule

- 2.2 A draft work schedule is attached. As the scope of each review is yet to be considered and agreed by the Board, the draft work schedule only seeks to prioritise the timing of the Board's reviews at this stage.
- 2.3 Already included within the draft work schedule are the traditional items of Scrutiny work. These involve performance monitoring, recommendation tracking and Budget and Policy Framework Plans.
- 2.4 The draft work schedule is subject to change pending the Board's decision to conduct any further pieces of work in accordance with its terms of reference.

3. Recommendations

3.1 Members are asked to:

- a) Prioritise the topics identified for Scrutiny

Background papers

None used

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

First meeting template

Area of review	Schedule of meetings/visits during 2011/12		
	June	July	August
City Centre Development/Promoting economic growth in the City	Consider potential scope of review SB @ 10am	Agree scope of review SB @ 10 am	
Reducing CO2 emissions in the Local Authority Estate	Consider potential scope of review SB @ 10am	Agree scope of review SB @ 10 am	
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure	Consider potential scope of review SB @ 10am	Agree scope of review SB @ 10 am	
The City's cultural development	Consider potential scope of review SB @ 10am	Agree scope of review SB @ 10 am	
Board initiated piece of Scrutiny work (if applicable)	Consider potential areas of review		
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

Key: SB – Scrutiny Board (Sustainable Economy and Culture) Meeting

WG – Working Group Meeting

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	September	October	November
City Centre Development/Promoting economic growth in the City			
Reducing CO2 emissions in the Local Authority Estate			
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure			
The City's cultural development			
Board initiated piece of Scrutiny work (if applicable)			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	December	January	February
City Centre Development/Promoting economic growth in the City			
Reducing CO2 emissions in the Local Authority Estate			
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure			
The City's cultural development			
Board initiated piece of Scrutiny work (if applicable)			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2011/2012 Municipal Year

Area of review	Schedule of meetings/visits during 2011/12		
	March	April	May
City Centre Development/Promoting economic growth in the City			
Reducing CO2 emissions in the Local Authority Estate			
The impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure			
The City's cultural development			
Board initiated piece of Scrutiny work (if applicable)			
Budget & Policy Framework Plans			
Recommendation Tracking			
Performance Monitoring			

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Originator: Peter Marrington

Tel: 39 51151

Report of the Head of Scrutiny and Member Development

Scrutiny Board (Sustainable Economy and Culture)

Date: 16th June 2011

Subject: Co-opted Members

Electoral Wards Affected: All

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

1 Purpose of this report

- 1.1 The purpose of this report is to seek the Scrutiny Board's formal consideration for the appointment of co-opted members to the Board.

2 Background information

- 2.1 For a number of years the Council's Constitution has made provision for the appointment of co-opted members to individual Scrutiny Boards. For those Scrutiny Boards where co-opted members have previously been appointed, such arrangements have tended to be reviewed on an annual basis, usually at the beginning of a new municipal year. However, the appointment of co-opted members has not been considered consistently across all Scrutiny Boards.

3 Main issues

General arrangements for appointing co-opted members

- 3.1 It is widely recognised that in some circumstances, co-opted members can significantly aid the work of Scrutiny Boards. This is currently reflected in Article 6 (Scrutiny Boards) of the Council's Constitution, which outlines the options available to Scrutiny Boards in relation to appointing co-opted members.

3.2 In general terms, Scrutiny Boards can appoint:

- Up to five non-voting co-opted members for a term of office that does not go beyond the next Annual Meeting of Council ; and/or,
- Up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.

3.3 In the majority of cases the appointment of co-opted members is optional and is determined by the relevant Scrutiny Board. However, Article 6 makes it clear that co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board. Particular issues to consider when seeking to appoint a co-opted member are set out later in the report.

3.4 There are also some legislative arrangements in place for the appointment of specific co-opted members. Such cases are also set out in Article 6 (Scrutiny Boards) of the Council's Constitution and relate to Education representatives and the Crime and Disorder Committee (Scrutiny Board (Safer and Stronger Communities)).

Issues to consider when seeking to appoint co-opted members

3.5 Currently, there is no overarching national guidance or criteria that should be considered when seeking to appoint co-opted members. As a result, there is a plethora of methods employed within Councils for the appointment of co-optees to Overview and Scrutiny Committees (Scrutiny Boards). For example, some Councils use "job descriptions", some carry out formal interviews and some advertise for co-optees in the local press, with individuals completing a simple application form which is then considered by Members.

3.6 The Constitution makes it clear that 'co-option would normally only be appropriate where the co-opted member has some specialist skill or knowledge, which would be of assistance to the Scrutiny Board'. In considering the appointment of co-opted members, Scrutiny Boards should be satisfied that a co-opted member can use their specialist skill or knowledge to add value to the work of the Scrutiny Board. However, co-opted members should not be seen as a replacement to professional advice from officers.

3.7 Co-opted members should be considered as representatives of wider groups of people. However, when seeking external input into the Scrutiny Board's work, consideration should always be given to other alternative approaches, such as the role of expert witnesses or use of external research studies, to help achieve a balanced evidence base.

3.8 When considering the appointment of a standing co-opted member for a term of office, Scrutiny Boards should be mindful of any potential conflicts of interest that may arise during the course of the year in view of the Scrutiny Boards' wide ranging terms of reference. To help overcome this, Scrutiny Boards may wish to focus on the provision available to appoint up to two non-voting co-opted members for a term of office that relates to the duration of a particular and specific scrutiny inquiry.

3.9 Despite the lack of any national guidance, what is clear is that any process for appointing co-opted members should be open, effective and carried out in a manner which seeks to strengthen the work of Scrutiny Boards.

4 Recommendations

4.1 In line with the options available outlined in this report, Members are asked to consider the appointment of co-opted members to the Scrutiny Board.

Background Papers

- The Council's Constitution
- KPMG Scrutiny Review May 2009

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