



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 14th September, 2011 at 1.30 pm

Members of the Council are invited to attend and transact the following business:

1. Minutes

To confirm the minutes of the Council Meeting held on 13th July 2011.

2. Declarations of Interest

To receive any declarations of interest from Members

3. Communications

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate

4. Deputations

To receive deputations in accordance with Council Procedure Rule 10

5. Reports

To consider reports as follows (the Monitoring Officer considers that these reports are appropriate to be received at this meeting in accordance with Council Procedure Rule 2.2(f))

That the report of the City Solicitor on appointments be approved.

J LEWIS

6. Questions

To deal with questions in accordance with Council Procedure Rule 11

7. Minutes

To receive the minutes in accordance with Council Procedure Rule 2.2(i)

8. White Paper Motion - Community Policing

The containment of isolated incidents of violence in Leeds, during national riots in August, has once again demonstrated that a strong partnership between Leeds City Council, West Yorkshire Police and other representatives on the Safer Leeds Executive, delivers positive outcomes for people in Leeds.

This Council extends its thanks and appreciation to community leaders, police officers, PCSOs and youth workers who worked to prevent further unrest. Council also recognises the hard work of street cleansing teams within communities affected by isolated incidents of disorder.

Strong leadership and a commitment to democratic engagement from Police Divisional Command was invaluable during this difficult period.

This Council believes that 20% budget cuts will make it harder for the police to keep the streets safe and maintain order.

Council therefore calls upon the Government to abandon plans to spend £100 million introducing directly elected police commissioners and to instead ensure forces have the resources they need to provide effective community policing.

Council instructs the Chief Executive to write to the Home Secretary and all Leeds MPs in order to highlight the importance of prioritising community policing, particularly at a time of budget reductions.

P GRUEN

9. White Paper Motion - Food Waste

This council welcomes Leeds City Council's continued commitment to much of the recycling improvement plan and the recent achievement of a 40% recycling rate.

However, this council believes it was wrong to abandon the expansion of the popular and successful Rothwell food waste collection pilot.

This council notes that the market for the outputs of food waste collection is expanding and that a plant to process it located in Leeds will lead to green jobs for the city and further notes that failing to recycle food waste will increase the volume of waste sent to Labour's planned incinerator for East Leeds.

This council resolves to expand the food waste collection scheme to one additional round in 2011/12 and further requests that a report be brought to Executive Board detailing how the scheme can be introduced to further areas in future years.

S GOLTON

**10. White Paper Submitted Under the Provisions of Council Procedure Rule 3.1(d)
- Yorkshire Heart Centre**

This Council notes with concern the ongoing discussions regarding the proposed reconfiguration of children's cardiac surgery services and the devastating effect this could have on the Yorkshire Heart Centre at Leeds General Infirmary and the families of this region.

The Council supports the demands of the cross party Joint Health Overview and Scrutiny Committee for West Yorkshire for the government to re-examine the way in which the decision is being made and ensure that the democratic process is not being ignored.

Council therefore urges the government to confirm that all available information will be examined before a decision is made which could force parents from Yorkshire to travel hundreds of miles should their children need cardiac treatment.

J BLAKE

**11. White Paper Submitted Under the Provisions of Council Procedure Rule 3.1(d)
- Smoke Alarms**

This Council supports the Private Members' Fire Safety (Protection of Tenants) Bill 2010-11 in the name of Adrian Sanders MP, which calls for it to become mandatory that all rented properties be fitted with functioning smoke alarms.

A McKENNA

Chief Executive

Civic Hall
Leeds
LS1 1UR

NOTE – The order in which White Paper motions will be debated will be determined by Whips prior to the meeting

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Proceedings of the Meeting of the Leeds City Council held
Civic Hall, Leeds on Wednesday, 13th July, 2011

PRESENT: The Lord Mayor Councillor Reverend Alan Leonard Taylor in the Chair

WARD

ADEL & WHARFEDALE

John Leslie Carter
Clive Fox
Barry John Anderson

ALWOODLEY

Dan Cohen
Peter Mervyn Harrand
Ronald David Feldman

ARDSLEY & ROBIN HOOD

Jack Dunn
Lisa Mulherin
Karen Renshaw

ARMLEY

James McKenna
Janet Harper
Alison Natalie Kay Lowe

BEESTON & HOLBECK

Adam Ogilvie
David Congreve
Angela Gabriel

BRAMLEY & STANNINGLEY

Ted Hanley
Neil Taggart
Angela Denise Atkinson

BURMANTOFTS & RICHMOND HILL

Asghar Khan
Ron Grahame
Ralph Pryke

WARD

CALVERLEY & FARSLEY

Joseph William Marjoram
Rod Wood
Andrew Carter

CHAPEL ALLERTON

Mohammed Rafique
Jane Dowson
Eileen Taylor

CITY & HUNSLET

Patrick Davey
Mohammed Iqbal
Elizabeth Nash

CROSS GATES & WHINMOOR

Pauleen Grahame
Peter John Gruen
Suzi Armitage

FARNLEY & WORTLEY

Ann Blackburn
John Hamilton Hardy
David Blackburn

GARFORTH & SWILLINGTON

Mark Dobson
Thomas Murray
Andrea McKenna

GIPTON & HAREHILLS

Arif Hussain
Kamila Maqsood

GUISELEY & RAWDON

Paul Wadsworth
Pat Latty
Graham Latty

HAREWOOD

Rachael Procter
Matthew James Robinson
Ann Castle

HEADINGLEY

Neil Walshaw
Martin Hamilton
Jamie Matthews

HORSFORTH

Dawn Collins

Christopher Townsley

HYDE PARK & WOODHOUSE

Gerry Harper
Javaid Akhtar
Penny Ewens

KILLINGBECK & SEACROFT

Veronica Morgan
Brian Michael Selby
Graham Hyde

KIPPAX & METHLEY

James Lewis
Keith Ivor Wakefield
John Keith Parker

KIRKSTALL

John Anthony Illingworth
Bernard Peter Atha
Lucinda Joy Yeadon

MIDDLETON PARK

Judith Blake
Kim Groves
Geoffrey Driver

MOORTOWN

Rebecca Charlwood
Sharon Hamilton
Mark Daniel Harris

MORLEY NORTH

Robert William Gettings
Thomas Leadley
Robert Finnigan

MORLEY SOUTH

Neil Dawson
Shirley Varley
Judith Elliott

OTLEY & YEADON

Colin Campbell
Ryk Downes
Graham Peter Kirkland

PUDSEY

Richard Alwyn Lewis
Mick Coulson
Josephine Patricia Jarosz

ROTHWELL

Karen Bruce
Barry Stewart Golton
Donald Michael Wilson

ROUNDHAY

Christine McNiven
Ghulam Hussain
Matthew Lobley

TEMPLE NEWSAM

Katherine Mitchell
Michael Lyons
William Schofield Hyde

WEETWOOD

Susan Bentley
Judith Mara Chapman
Ben Chastney

WETHERBY

Alan James Lamb
John Michael Procter
Gerald Wilkinson

19 Announcements

- a) The Lord Mayor reported the recent death of Lord Harewood, the Seventh Earl of Harewood and Council stood in silent tribute.
- b) The Lord Mayor reported that he had recently received a letter from the Duke and Duchess of Cambridgeshire thanking Council for their congratulations on their recent wedding.
- c) The Lord Mayor welcomed the Mayor of Durban and guests to the Council Meeting.

20 Minutes

It was moved by Councillor J Lewis, seconded by Councillor Lobley and

RESOLVED – That the minutes of the meeting held on 26th May 2011 be approved.

21 Declarations of Interest

The Lord Mayor announced that a list of written declarations submitted by Members was on display in the ante-room, on deposit in the public galleries and had been circulated to each Member's place in the Chamber.

The City Solicitor set out the position in respect of potential interests in relation to White Paper Motion 10 (Trade Union facilities), in the light of Counsel's advice on the matter.

Following an invitation to declare further individual interests, declarations in accordance with the Council's Member's Code of Conduct were made as follows:-

- a) Members declared personal interests in minute 24(c) of this meeting as follows:-
 - Cllr D Blackburn Chair of Climate Change and Environment Working Group, which is up for an allowance under this item
- b) Members declared personal interests in minute 28 of this meeting as follows:-
 - Cllr W Hyde Chair of Cross Gates Good Neighbours
 - Cllr L Carter Member of West Yorkshire Police Authority.
- c) Members declared personal interests in minute 33 of this meeting as follows:-
 - Cllr R Feldman Member, Leeds Jewish Care Services
 - Cllr D Cohen Member, Leeds Jewish Care Services
 - Cllr W Hyde Member, Scrutiny Board (Health and Well-Being and Adult Social Care)
Member, Halton Moor and Osmondthorpe Project for the Elderly
 - Cllr G Latty Member, Scrutiny Board (Health and Well-Being and Adult Social Care)

Cllr R Wood	Member, Robert Salter Charity
Cllr M Robinson	A member of family is in a care home in Leeds.
Cllr M Lobley	Member of CARE/WRVS, Leeds.

d) Members declared personal interests in minute 31 of this meeting as follows:-

Cllr B Anderson	Member, Leeds Initiative Executive
Cllr A Carter	Member, Calverley Charity – The Workhouse Allotment Member, Farsley Charity
Cllr R Feldman	Member, Leeds Jewish Care Services
Cllr P Harrand	Member, Leeds Learning Disabilities Partnership Board
Cllr G Latty	Member, Scrutiny Board (Health and Well-Being and Adult Social Care)
Cllr W Hyde	Member, Scrutiny Board (Health and Well-Being and Adult Social Care) Member, Halton Moor and Osmondthorpe Project for the Elderly
Cllr J Marjoram	Member, Calverley Charity – The Workhouse Allotment Member, Farsley Charity
Cllr R Wood	Member, Robert Salter Charity
Cllr D Atkinson	67 Valley Road, Bramley, Leeds LS13 1EU 21 Warrels Avenue, Bramley, Leeds, LS13
Cllr P Davey	56 Church Lane, Crossgates, Leeds LS15 8BD 3 Meadow Garth, Bramhope, Leeds LS16 9DY
Cllr N Dawson	38 Clarke Street, LS28 5NH 40 Clarke Street, LS28 5NH
Cllr M Dobson	24 Beech Grove Avenue, LS25 1EF 25 Lidgett Lane, Garforth, LS25 1EH 37c Stocks Rise, Leeds, LS14
Cllr A Hussain	13 Brompton Grove, Leeds, LS11 58 Bayswater Crescent, Leeds, LS8 5QQ 11 Kepler Grove, Leeds, LS8 7 Trafford Avenue, Leeds, LS9 9 Winfield Grove, Leeds, LS2 64 Easterly Road, Leeds, LS8 7 Kitchener Close, Leeds, LS9 36 Amberton Crescent LS8
Cllr G Hussain	2 Easterly Mount LS8 107 St Wilfred's Crescent LS8 283 Harehills Lane LS8

41 Foundry Place LS9
10 Potternewton View LS7
41 Bayswater Row LS8
65 Bayswater Road LS8
82 St Wilfred's Crescent LS8
33 St Wilfred's Grove LS8
51 Eilers Road LS8
93 St Wilfred's Avenue LS8
2 Bexley Avenue LS8
25 Thorn Crescent LS8
4 Compton Row LS9
458 Oakwood Lane LS8
18 Ashton Mount LS8
15 Sunningdale Walk LS17
17 Copgrove Road LS8
36 and 38 Amberton Approach LS8
1A Florence Street LS9
71 Upland Road LS8

Cllr M Iqbal

52 Headingley Mount LS6
54 Headingley Mount LS6
56 Headingley Mount LS6
11a Roundhay Mount, LS8
14 Roundhay Mount, LS8
31 Roundhay Mount, LS8
4 Roundhay Grove LS8
74 Headingley Avenue, LS6
13 Manor Drive, LS6
16 Manor Drive, LS6
25 Norwood Place, LS6
13 Norwood Road, LS6
39 Mayville Avenue, LS6
65 Headingley Lane, LS6
18 Autumn Avenue, LS6
5 Royal Park View, LS6
9 Milan Road, LS8
4 Berkeley Street, LS8
537 Harrogate Road, Leeds, LS17 9NA
17 Manor Drive, Leeds, LS6
11 Trentham Row, LS11

Cllr A Khan

17 Grovehall Drive, LS11 7LL
186 Tempest Road, LS11 7DH
21 Lucas Street, LS6

Cllr A Lowe

36 Sholebroke Avenue, LS7 3EY
52 Reginald Terrace, LS7 3HB

Cllr A McKenna

Mother is resident of a care home run by Southern Cross

Cllr C Macniven

5 Marshall Court, LS19 7ZD

Cllr K Maqsood

47 Savile Place, Chapeltown, LS7 3EP
75 Mexborough Place, Chapeltown, LS7 3EB
350A Dewsbury Road, Beeston, LS11 7BU

Cllr T Murray	Director of Learning Partnerships
Cllr K Parker	Granddaughter in receipt of Housing Benefit
Cllr M Rafique	43 Burley Lodge Road, Leeds 6 26 Bayswater Crescent, Leeds 8 25 Bayswater Terrace, Leeds 8 17 Baldoran Terrace, Leeds 8
Cllr E Taylor	39 St Martin's Road, LS7
Cllr Fox	Close relation in receipt of benefits.
Cllr A Carter	Close family member in receipt of disability benefit.
Cllr Akhtar	

e) Members declared personal interests in minute 30 of this meeting as follows:-

Cllr J Akhtar	Member of the GMB
Cllr S Armitage	Member of Unison
Cllr B Atha	Member of Equity
Cllr D Atkinson	Member of USDAW
Cllr J Blake	Member of the GMB
Cllr K Bruce	Member of Unite
Cllr R Charlwood	Member of Unite
Cllr D Congreve	Member of Unison
Cllr M Coulson	Member of the GMB
Cllr P Davey	Member of Unite
Cllr N Dawson	Member of Unison
Cllr M Dobson	Member of Unite
Cllr J Dowson	Member of Unite
Cllr G Driver	Member of UCU
Cllr J Dunn	Member of the TGWU and Unite
Cllr A Gabriel	Member of Unison
Cllr P Grahame	Member of the GMB
Cllr R Grahame	Member of the GMB

Cllr K Groves	Member of the GMB
Cllr P Gruen	Member of Prospect
Cllr S Hamilton	Member of Unison
Cllr T Hanley	Member of Unite
Cllr G Harper	Member of the GMB and Unite
Cllr J Hardy	Member of the GMB
Cllr J Harper	Member of Unison
Cllr A Hussain	Member of the GMB
Cllr G Hussain	Member of Unison
Cllr G Hyde	Member of UCATT
Cllr J Illingworth	Member of Unite and UCU
Cllr M Iqbal	Member of the GMB
Cllr J Jarosz	Member of the GMB
Cllr A Khan	Member of the GMB and CWU
Cllr J Lewis	Member of the GMB
Cllr R Lewis	Member of the GMB
Cllr A Lowe	Member of the TGWU and Unite
Cllr M Lyons	Member of ASLEF
Cllr C MacNiven	Member of Unison
Cllr K Maqsood	Member of Unison
Cllr J McKenna	Member of the TGWU
Cllr K Mitchell	Member of Unite
Cllr V Morgan	Member of the GMB
Cllr L Mulherin	Member of Unison
Cllr E Nash	Member of GMB
Cllr A Ogilvie	Member of Unite

Cllr M Rafique	Member of Unison
Cllr K Renshaw	Member of Unison
Cllr B Selby	Member of the GMB Panel Chair for Tribunals Service
Cllr E Taylor	Member of Unite
Cllr K Wakefield	Member of GMB
Cllr N Walshaw	Member of GMB
Cllr L Yeadon	Member of GMB
Cllr P Harrand	Member, West Yorks. Fire and Rescue Authority
Cllr K Parker	Son a member of a Union.
Cllr Campbell	Wife a member of the GMB and he is an NUT member.
Cllr Taggart	Member of Unite
Cllr Fox	Member of Action for Older People.

22 **Communications**

The Executive Member (Adult Health and Social Care) informed Council of the current position in Leeds following recent announcements in respect of Southern Cross Care Provider.

23 **Deputations**

Four deputations were admitted to the meeting and addressed Council, as follows:-

- 1) Tenfold, the Leeds learning disability forum regarding people with learning disabilities who live in Leeds.
- 2) Lingfields and Fir Trees Residents Group regarding resources in the Moor Allerton area with particular reference to the Open House Community Centre.
- 3) Carr Manor Road Safety Group regarding road safety issues in the Carr Manor area.
- 4) Morley Town Council regarding the possible closure of Knowle Manor.

RESOLVED – That the subject matter in respect of the deputations be referred to the Executive Board for consideration.

24 **Reports**

a) Appointments

It was moved by Councillor J Lewis, seconded by Councillor Lobleby and

RESOLVED –

- a) That the report of the City Solicitor on appointments, be noted, namely:-
- Councillor M Hamilton to Scrutiny Board (Safer and Stronger Communities).
 - Councillor M Hamilton to Development Plan Panel.
 - Councillor Feldman to replace Councillor J L Carter on the Standards Committee.
 - Councillor Cleasby to Scrutiny Board (Regeneration).
 - Councillor Bentley to Scrutiny Board (Sustainable Economy and Culture).
 - Councillors Charlwood and Akhtar to Member Management Committee.
 - Councillor Rafique to General Purposes Committee.
 - Councillor Ewens to replace Councillor Cleasby on Scrutiny Board (Regeneration).
- b) That the appointment of Councillor Maqsood as a Support Executive Member by the Leader of Council be noted.

b) Scrutiny Board's Annual Report

It was moved by Councillor Wakefield, seconded by Councillor J Lewis and

RESOLVED – That the report of the Chief Officer, Democratic and Central Services, presenting the Scrutiny Board's Annual Report to Council, prepared in accordance with Article 6 of the Constitution, be approved.

c) Independent Remuneration Panel – Members Allowances

It was moved by Councillor J Lewis, seconded by Councillor Nash that the report of the Chief Officer, Democratic and Central Services, presenting the report of the Independent Remuneration Panel, along with its recommendations and a response to those recommendations be approved, and that Council authorise the City Solicitor to move any consequential changes to the Members' Allowance Scheme.

An amendment was moved by Councillor J Matthews, seconded by Councillor M Hamilton to add at the end of the recommendation the following :-

'That Council ask that the Executive Board to formally establish a Climate Change and Environmental Working Group as an Advisory Committee to the Executive and that the Advisory Committee meet in accordance with Access to Information Procedure Rules, thus ensuring the meetings are held in public and publish proper Agendas and Minutes.'

On being put to the vote the amendment was declared lost and upon the motion being put to the vote it was

RESOLVED – That the report of the Chief Officer, Democratic and Central Services presenting the report of the Independent Remuneration Panel with suggested amendments, be approved and that the City Solicitor be authorised to make any consequential changes to the Members' Allowance Scheme.

25 Questions

Q1 Councillor Marjoram to the Executive Member (Development and the Economy):-

Does the Executive Board Member for City Development believe that private firms with enough money should be able control the actions of a Council registered Civil Enforcement Officer?

The Executive Member (Environmental Services) replied.

Q2 Councillor Hamilton to the Executive Member (Adult Health and Social Care):-

Would the Executive Board Member for Adult Health & Social Care outline current timescales the Council is taking to install adaptations to allow older people to remain in their homes?

The Executive Member (Neighbourhoods, Housing and Regeneration) replied.

Q3 Councillor Driver to the Leader of Council:-

Would the Leader of Council join me in welcoming the announcement that the new NHS National Commissioning Board will be based at Quarry House in Leeds?

The Leader of Council replied.

Q4 Councillor Finnigan to the Executive Member (Adult Health and Social Care):-

Can the Executive Board Member for Adult Services confirm the total number of places available in private residential care homes across the Morley area during week commencing 4th July 2011.

The Executive Member (Adult Health and Social Care) replied.

Q5 Councillor Renshaw to the Executive Member (Adult Health and Social Care):-

Would the Executive Member for Adult Health and Social Care please update council on progress to improve employment opportunities for people with disabilities?

The Executive Member (Adult Health and Social Care) replied.

Q6 Councillor J Procter to the Executive Member (Leisure):-

Can the Executive Board Member for Leisure please inform Council how many tickets to date have been sold for Opera in the Park and how much income his policy to charge for this event has generated?

The Executive Member (Leisure) replied.

Q7 Councillor Matthews to the Leader of Council:-

Does Councillor Wakefield still agree with me that members of the public are regularly being put at unacceptable risk in Headingley as a result of irresponsible private hire drivers illegally plying for hire?

The Executive Member (Environmental Services) replied.

Q8 Councillor Lowe to the Executive Member (Children's Services):-

Would the Executive Member for Children's Services please update Council on the performance of the Leeds Mentoring Service?

The Executive Member (Children's Services) replied.

Q9 Councillor Gettings to the Executive Member (Development and the Economy):-

Is it possible for Council to have a brief update on the progress of the Leeds Arena?

The Executive Member (Development and the Economy) replied.

Q10 Councillor Macniven to the Executive Member (Neighbourhoods, Housing and Regeneration):-

Can the Executive Board Member for Neighbourhoods, Housing and Regeneration update Members on efforts to tackle Leeds' longstanding burglary problem?

The Executive Member (Neighbourhoods, Housing and Regeneration) replied.

Q11 Councillor Lobley to the Leader of Council:-

Following recent local media reports does the Leader of Council have any plans to reduce staff mileage rates to the 45p per mile recommended by Government for 2011/12?

The Leader of Council replied.

Q12 Councillor Golton to the Leader of Council:-

Can the Leader of Council confirm his commitment to diverting waste from landfill?

The Executive Member (Environmental Services) replied.

At the conclusion of question time, the following questions remained unanswered and it was noted that, under the provisions of Council Procedure Rule 11.6, written answers would be sent to each Member of Council:-

Q13 Councillor K Bruce to the Executive Member (Leisure).

Q14 Councillor Khan to the Executive Member (Development and the Economy).

- Q15 Councillor Robinson to the Executive Member (Development and the Economy).
- Q16 Councillor Pryke to the Leader of Council.
- Q17 Councillor Jarosz to the Leader of Council.
- Q18 Councillor E Taylor to the Executive Member (Environmental Services).
- Q19 Councillor Harrand to the Leader of Council.
- Q20 Councillor Bentley to the Leader of Council.
- Q21 Councillor Gabriel to the Executive Member (Neighbourhoods, Housing and Regeneration).
- Q22 Councillor Walshaw to the Executive Member (Children's Services).
- Q23 Councillor Lamb to the Executive Member (Children's Services).
- Q24 Councillor Hamilton to the Executive Member (Adult Health and Social Care).
- Q25 Councillor Armitage to the Executive Member (Development and the Economy).
- Q26 Councillor Charlwood to the Executive Member (Children's Services).
- Q27 Councillor Lamb to the Executive Member (Leisure).
- Q28 Councillor Campbell to the Executive Member (Leisure).
- Q29 Councillor Mitchell to the Executive Member (Leisure).
- Q30 Councillor Lobley to the Leader of Council.
- Q31 Councillor Pryke to the the Executive Member (Environmental Services).
- Q32 Councillor Marjoram to the Leader of Council.
- Q33 Councillor Townsley to the Executive Member (Leisure).
- Q34 Councillor Marjoram to the Leader of Council.
- Q35 Councillor Pryke to the Executive Member (Development and the Economy).
- Q36 Councillor Marjoram to the Leader of Council.
- Q37 Councillor Marjoram to the Executive Member (Leisure).
- Q38 Councillor Marjoram to the Leader of Council.
- Q39 Councillor Lobley to the Executive Member (Environmental Services).

26 Recommendations of the Executive Board

- a) Natural Resources and Waste Development Plan Document: Formal Submission

It was moved by Councillor Wakefield, seconded by Councillor R Lewis and

RESOLVED – That the recommendations of the Executive Board, as presented by the report of the City Solicitor, with regard to the Natural Resources and Waste Development Plan Document: Formal Submission, be approved.

b) Children and Young People's Plan 2011/15

It was moved by Councillor Wakefield, seconded by Councillor Blake and

RESOLVED – That the recommendations of the Executive Board, as presented by the report of the City Solicitor, with regard to the Children and Young People's Plan 2011/15, be approved.

c) New Vision and Strategic Plans

It was moved by Councillor Wakefield, seconded by Councillor J Lewis and

RESOLVED – That the recommendations of the Executive Board, as presented by the report of the Assistant Chief Executive (Planning, Policy and Improvement), with regard to the Vision for Leeds 2011 to 2030, the City Priority Plan 2011 to 2015 and the Council Business Plan 2011 to 2015, be approved.

27 Recommendations of the Standards Committee

It was moved by Councillor Nash, seconded by Councillor Feldman and

RESOLVED – That the annual report of the Standards Committee be received in accordance with the recommendations of the report of the City Solicitor.

28 Minutes

It was moved by Councillor Wakefield, seconded by Councillor J Lewis, that the minutes be received in accordance with Council Procedure Rule 2.2(i) and that it be noted that the next meeting of the Executive Board will consider the amendment of minute 22 of the Executive Board meeting held on 22nd June 2011 to incorporate Councillor Andrew Carter's comments.

Councillor A Carter made further comment on this matter, particularly in respect of Phase 2 and 3 sites.

RESOLVED – That the minutes be received in accordance with Council Procedure Rule 2.2(i).

Council Procedure Rule 4, providing for the winding up of business was applied prior to all notified comments on the minutes having been debated.

29 Suspension of Council Procedure Rules

During the debate under minute 28 above, it was moved by Councillor Lobley, seconded by Councillor J Procter, that under Council Procedure Rule 22.1, Council Procedure Rule 3.1(a) be suspended to allow comments to be made on the minutes to the end of page 14 on the Order Paper.

Upon being put to the vote, the motion was lost.

On the requisition of Councillors J Procter and Lobley, the voting on the motion to suspend Council Procedure Rules in the name of Councillor Lobley was recorded as follows:-

YES

Anderson, Bentley, A Blackburn, D Blackburn, Campbell, A Carter, J L Carter, Castle, Chapman, Chastney, Cohen, Collins, Downes, Elliott, Ewens, Feldman, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, W Hyde, Kirkland, Lamb, G Latty, P Latty, Leadley, Lobley, Marjoram, Matthews, J Procter, Pryke, Robinson, Townsley, Varley, Wadsworth, Wilkinson, Wilson, Wood.

40

NO

Akhtar, Armitage, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Dawson, Dobson, Dowson, Driver, Dunn, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, A Hussain, G Hyde, Illingworth, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, MacNiven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Rafique, Renshaw, Selby, Taggart, E Taylor, Wakefield, Walshaw, Yeadon.

52

ABSTAIN

Davey.

1

(The meeting was suspended at 5.00 pm and resumed at 5.25 pm.)

30 White Paper Motion - Trade Union Facilities

As Councillor Lamb commenced the moving of the following White Paper Motion:-

This Council understands and recognises the valuable role played by Trades Unions in ensuring effective industrial relations and reaffirms the principle of providing reasonable support to Trades Unions including time off for stewards for this purpose.

However, this Council believes that given the current state of the public finances taxpayer subsidy of full time Trade Union officials should now be brought to an end. The £417,000 annual cost to taxpayers in Leeds for 15 full time convenors is now unjustifiable both in terms of the massive budget pressure faced by Leeds City Council and the programme of cuts to frontline services currently being undertaken by the Labour administration.

This Council also notes the wider context of the huge donations that Trade Unions are able to offer to the Labour Party.

Councillor J Lewis moved, seconded by Councillor Nash and it was

RESOLVED – That, in accordance with Council Procedure rule 13.2(g), debate be adjourned to allow further legal advice to be sought by Members.

31 White Paper Motion - Welfare Reforms

It was moved by Councillor Atha, seconded by Councillor Driver that this Council condemns the scale and severity of proposed Government welfare reforms, along with the speed with which they are being introduced.

Council notes with concern that these proposals risk denying vital support to those seeking a more independent life and will result in a welfare system that is unable to stabilise the lives of vulnerable people at times of economic or personal change.

Council further notes that these reforms risk increasing pressure on homelessness services and undermining wider efforts to establish stable, sustainable local communities.

Council requests that the Chief Executive writes to the Welfare Bill's sponsor Iain Duncan-Smith (Secretary of State for Work and Pensions) to call for Ministers to establish a sustainable system that protects those in need and promotes meaningful employment opportunities.

An amendment was moved by Councillor Golton, seconded by Councillor Hamilton to delete 'condemns' after 'This Council' and replace with *"notes the concerns of many over"*

Delete 'severity' in line one and replace with *"depth"*

After paragraph 1 insert new paragraph:-

"Council believes that the welfare system as it stands is unfit for purpose and unsustainable, in many cases penalising those it seeks to benefit and rewarding those it doesn't."

Delete 'with concern' in paragraph 2, line 1 and replace with *"concerns expressed by a range of individuals and organisations"*

Insert *"concerns"* after 'notes' in paragraph 3 line 1

After paragraph 3 insert new paragraph

"Council welcomes the constructive and consultative approach the government has taken with the elements of the Bill dealing with DLA where it listened to concerns of service users and stakeholders and adapted proposals accordingly. Council calls on the government to adopt the same approach with regard to the concerns noted above. Council further resolves to adopt an all-party approach to ensuring that the views of Leeds residents are effectively articulated to the Government."

The amended White Paper would read as below:-

'This council notes the concerns of many over the scale and depth of proposed Government welfare reforms, along with the speed with which they are being introduced.

Council believes that the welfare system as it stands is unfit for purpose and unsustainable, in many cases penalising those it seeks to benefit and rewarding those it doesn't.

Council notes concerns expressed by a range of individuals and organisations that these proposals risk denying vital support to those seeking a more independent life and will result in a welfare system that is unable to stabilise the lives of vulnerable people at times of economic or personal change.

Council further notes concerns that these reforms risk increasing pressure on homelessness services and undermining wider efforts to establish stable, sustainable local communities.

Council welcomes the constructive and consultative approach the government has taken with the elements of the Bill dealing with DLA where it listened to concerns of service users and stakeholders and adapted proposals accordingly. Council calls on the government to adopt the same approach with regard to the concerns noted above. Council further resolves to adopt an all-party approach to ensuring that the views of Leeds residents are effectively articulated to the Government.

Council requests that the Chief Executive writes to the Welfare Bill's sponsor Iain Duncan-Smith (Secretary of State for Work and Pensions) to call for ministers to establish a sustainable system that protects those in need and promotes meaningful employment opportunities.'

A second amendment was moved by Councillor Marjoram, seconded by Councillor Robinson, to delete wording between "This council" and "Council therefore requests" and replace with:

"notes the growth in benefit dependency witnessed in the UK over recent years. With over 5 million people claiming benefits in 2010 this Council believes that proposals contained in the Welfare Reform Bill (2011) bring a fresh approach to breaking cycles of deprivation by encouraging employment and by simplifying the benefits system to ensure that housing benefit costs are controlled and that resources can be allocated to the most vulnerable in society.

The Council encourages the Government to ensure that any concerns raised are examined and if necessary acted upon, but that the important work of breaking cycles of deprivation is prioritised and introduced as quickly as possible."

Delete all after "Council therefore requests" and replace with:

"that the Chief Executive writes to the Welfare Bill's sponsor Iain Duncan-Smith (Secretary of State for Work and Pensions) expressing support for the proposals contained in the Bill and urging him to continue in his efforts to introduce a simpler, fairer and employment focussed benefits system in the United Kingdom."

The amended White Paper would read as follows:-

"This council notes the growth in benefit dependency witnessed in the UK over recent years. With over 5 million people claiming benefits in 2010 this Council believes that proposals contained in the Welfare Reform Bill (2011) bring a fresh approach to breaking cycles of deprivation by encouraging employment and by simplifying the benefits system to ensure that housing benefit costs are controlled and that resources can be allocated to the most vulnerable in society.

The Council encourages the Government to ensure that any concerns raised are examined and if necessary acted upon, but that the important work of breaking cycles of deprivation is prioritised and introduced as quickly as possible.

Council therefore requests that the Chief Executive writes to the Welfare Bill's sponsor Iain Duncan-Smith (Secretary of State for Work and Pensions) expressing support for the proposals contained in the Bill and urging him to continue in his efforts to introduce a simpler, fairer and employment focussed benefits system in the United Kingdom."

The amendments were lost and, upon the motion being put to the vote, it was

RESOLVED – That this Council condemns the scale and severity of proposed Government welfare reforms, along with the speed with which they are being introduced.

Council notes with concern that these proposals risk denying vital support to those seeking a more independent life and will result in a welfare system that is unable to stabilise the lives of vulnerable people at times of economic or personal change.

Council further notes that these reforms risk increasing pressure on homelessness services and undermining wider efforts to establish stable, sustainable local communities.

Council requests that the Chief Executive writes to the Welfare Bill's sponsor Iain Duncan-Smith (Secretary of State for Work and Pensions) to call for Ministers to establish a sustainable system that protects those in need and promotes meaningful employment opportunities.

On the request of Councillors J Lewis and Nash, the voting on the first amendment in the name of Councillor Golton was recorded as follows:-

YES

Bentley, Campbell, Chapman, Chastney, Downes, Elliott, Ewens, Finnigan, Gettings, Golton, M Hamilton, Harris, Kirkland, Leadley, Matthews, Pryke, Townsley, Varley, Wilson.

19

NO

Akhtar, Anderson, Armitage, Atha, Atkinson, A Blackburn, Blake, Bruce, A Carter, J L Carter, Castle, Charlwood, Cohen, Collins, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Feldman, Fox, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, Harrand, A Hussain, G Hussain, G Hyde, W Hyde, Illingworth, Iqbal, Jarosz, Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Loble, Lowe, Lyons, MacNiven, Maqsood, Marjoram, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, J Procter, Rafique, Renshaw, Robinson, Selby, Taggart, E Taylor, Wadsworth, Wakefield, Walshaw, Wilkinson, Wood, Yeadon.

76

ABSTAIN

0

On the request of Councillors J Lewis and Nash, the voting on the second amendment in the name of Councillor Marjoram was recorded as follows:-

YES

Anderson, A Carter, J L Carter, Castle, Cohen, Collins, Feldman, Fox, Harrand, W Hyde, Lamb, G Latty, P Latty, Lobley, Marjoram, J Procter, Robinson, Wadsworth, Wilkinson, Wood.

20

NO

Akhtar, Armitage, Atha, Atkinson, A Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, Harris, A Hussain, G Hussain, G Hyde, Illingworth, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, MacNiven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Rafique, Renshaw, Selby, Taggart, E Taylor, Wakefield, Walshaw, Yeadon.

57

ABSTAIN

Bentley, Campbell, Chapman, Chastney, Downes, Elliott, Ewens, Finnigan, Gettings, Golton, M Hamilton, Kirkland, Leadley, Matthews, Pryke, Townsley, Varley, Wilson.

18

On the requisition of Councillors J Lewis and Nash, the voting on the motion recorded as follows:-

YES

Akhtar, Armitage, Atha, Atkinson, A Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, MacNiven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Rafique, Renshaw, Selby, Taggart, E Taylor, Wakefield, Walshaw, Yeadon.

56

NO

Anderson, Bentley, Campbell, A Carter, J L Carter, Castle, Chapman, Chastney, Cohen, Collins, Downes, Ewens, Feldman, Fox, Golton, M Hamilton, Harrand, W Hyde, Kirkland, Lamb, G Latty, P Latty, Lobley, Marjoram, Matthews, J Procter, Pryke, Robinson, Townsley, Wadsworth, Wilkinson, Wilson, Wood.

33

ABSTAIN

Elliott, Finnigan, Gettings, Harris, Leadley, Varley.

6

The provisions of Council Procedure Rule 3.1(d) were applied at the conclusion of the debate on this motion.

32 Motion Without Notice

Following the resolution earlier in the meeting to adjourn the debate in respect of the White Paper motion in the name of Councillor Lamb on Trade Union Facilities (minute 30 refers), Councillor J Lewis (for clarification purposes) moved, seconded by Councilor Nash and it was

RESOLVED – That in accordance with Council Procedure Rule 13.2(g), debate be adjourned on the White Paper in the name of Councillor Lamb to allow further legal advice to be sought by Members.

On the requisition of Councillors A Carter and J L Carter, the voting on the motion was recorded as follows:-

YES

Akhtar, Armitage, Atha, Atkinson, A Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Elliott, Finnigan, Gabriel, Gettings, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, A Hussain, G Hyde, Illingworth, Iqbal, Jarosz, Khan, Leadley, J Lewis, R Lewis, Lowe, Lyons, MacNiven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, Rafique, Renshaw, Selby, Taggart, E Taylor, Varley, Wakefield, Walshaw, Yeadon.

60

NO

Anderson, Bentley, Campbell, A Carter, J L Carter, Castle, Chapman, Chastney, Cohen, Collins, Downes, Feldman, Fox, Golton, M Hamilton, Harrand, Harris, W Hyde, Kirkland, Lamb, G Latty, P Latty, Lobley, Marjoram, Matthews, J Procter, Pryke, Robinson, Townsley, Wadsworth, Wilkinson, Wilson, Wood.

33

ABSTAIN

0

33 White Paper Motion - Residential Care Homes

It was moved by Councillor R Finnigan, seconded by S Golton that in light of the present financial challenges faced by Southern Cross Care Providers, concerns raised about private sector care standards in a private care hospital exposed by a recent Panorama programme and the Dilnot Commission on funding of care and support which is to report its recommendations next month, this Council agrees to withdraw its proposals to consider closing its residential care homes across the City Council area.

An amendment was moved by Councillor G Latty, seconded by Councillor Lobley, to delete all after “this Council” and replace with:

believes that a new approach to funding and delivery of social care is required.

“Council further believes that across the country, care standards in both public and privately operated care homes have, in some cases, been unacceptable and calls on the Care Quality Commission (CQC) to improve its approach to inspecting these facilities with a view to improving the overall standard of elderly care provided in residential care homes.

This Council understands the significant cost implications of continuing to deliver an “in-house” focused residential care service for the city’s older people alongside the urgent need to improve and rationalise Council owned facilities to meet decent standards and believes that through effective consultation with service users and their families a more financially sustainable service model can be achieved.”

Under the provisions of Council Procedure Rule 14.11, with the consent of the seconder and of Council, Councillor Yeadon withdrew the amendment in her name.

The amendment in the name of Councillor G Latty was carried and, upon being put as the substantive motion, it was

RESOLVED – That in light of the present financial challenges faced by Southern Cross Care Providers, concerns raised about private sector care standards in a private care hospital exposed by a recent Panorama programme and the Dilnot Commission on funding of care and support which is to report its recommendations next month, this Council believes that a new approach to funding and delivery of social care is required.

Council further believes that across the country, care standards in both public and privately operated care homes have, in some cases, been unacceptable and calls on the Care Quality Commission (CQC) to improve its approach to inspecting these facilities with a view to improving the overall standard of elderly care provided in residential care homes.

This Council understands the significant cost implications of continuing to deliver an “in-house” focused residential care service for the city’s older people alongside the urgent need to improve and rationalise Council owned facilities to meet decent standards and believes that through effective consultation with service users and their families a more sustainable service model can be achieved.

On the requisition of Councillors Finnigan and Matthews, the voting on the amendments was recorded as follows:-

YES

Akhtar, Anderson, Armitage, Atha, Atkinson, Blake, Bruce, J L Carter, Castle, Charlwood, Cohen, Collins, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Feldman, Fox, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, Harrand, A Hussain, G Hyde, W Hyde, Illingworth, Iqbal, Jarosz, Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lobley, Lowe, Lyons, MacNiven, Maqsood, Marjoram, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, J Procter, Rafique, Renshaw, Robinson, Selby, Taggart, E Taylor, Wadsworth, Wakefield, Walshaw, Wilkinson, Yeadon.

72

NO

Bentley, A Blackburn, Campbell, Chapman, Chastney, Downes, Elliott, Finnigan, Gettings, Golton, M Hamilton, Harris, Kirkland, Leadley, Matthews, Pryke, Townsley, Varley, Wilson.

19

ABSTAIN

0

On the requisition of Councillors Finnigan and Leadley, the voting on the substantive motion was recorded as follows:-

YES

Akhtar, Anderson, Armitage, Atha, Atkinson, Blake, Bruce, J L Carter, Castle, Charwood, Cohen, Collins, Congreve, Coulson, Davey, Dawson, Dobson, Dowson, Driver, Dunn, Feldman, Fox, Gabriel, P Grahame, R Grahame, Groves, Gruen, S Hamilton, Hanley, Hardy, G Harper, J Harper, Harrand, A Hussain, G Hyde, W Hyde, Illingworth, Iqbal, Jarosz, Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lobley, Lowe, Lyons, MacNiven, Maqsood, Marjoram, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, Parker, J Procter, Rafique, Renshaw, Robinson, Selby, Taggart, E Taylor, Wadsworth, Wakefield, Walshaw, Wilkinson, Yeadon.

72

NO

Bentley, A Blackburn, Campbell, Chapman, Chastney, Downes, Elliott, Finnigan, Gettings, Golton, M Hamilton, Harris, Kirkland, Leadley, Matthews, Pryke, Townsley, Varley, Wilson.

19

ABSTAIN

0

34 White Paper Motion - City of Sanctuary

It was moved by Councillor Matthews, seconded by Councillor Downes, that Council notes that City of Sanctuary is a national movement to build a culture of hospitality for people seeking sanctuary in the UK. Its goal is to create a network of towns and cities throughout the UK which are proud to be places of safety and which include people seeking sanctuary fully in the life of their communities.

This Council welcomes the extensive work already done by the Leeds City of Sanctuary Group towards gaining formal City of Sanctuary status for Leeds.

This Council therefore recognises the contribution of asylum-seekers and refugees to the City of Leeds and is committed to welcoming and including them in our activities and supports Leeds becoming a recognised 'City of Sanctuary' for refugees and asylum-seekers.

An amendment was moved by P Gruen, seconded by Councillor Murray to delete all after "our activities" and insert "where possible and supports the work being done to move towards Leeds becoming a recognised 'City of Sanctuary' for refugees and asylum-seekers."

The amendment was carried and upon being put as the substantive motion it was

RESOLVED – That Council notes that City of Sanctuary is a national movement to build a culture of hospitality for people seeking sanctuary in the UK. Its goal is to create a network of towns and cities throughout the UK which are proud to be places of safety and which include people seeking sanctuary fully in the life of their communities.

This Council welcomes the extensive work already done by the Leeds City of Sanctuary Group towards gaining formal City of Sanctuary status for Leeds.

This Council therefore recognises the contribution of asylum-seekers and refugees to the City of Leeds and is committed to welcoming and including them in our activities where possible and supports the work being done to move towards Leeds becoming a recognised 'City of Sanctuary' for refugees and asylum-seekers.

Council rose at 7.15 pm.



Report author: Kevin Tomkinson
Tel: 2474357

Report of City Solicitor

Report to Full Council

Date: 14th September 2011

Subject: Appointments

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

- 1 Appointments to Boards and Panels and to Joint Authorities are reserved to Council.
- 2 The relevant group which has requested membership changes as detailed in paragraph 3 of the report on various Boards/Panels.

Recommendations

1. That Council approve the appointments referred to in paragraph 3 of the report.

1 Purpose of this report

1.1 To make appointments to various Committees, Boards and Panels.

2 Background information

2.1 Appointments to Boards and Panels and to Joint Authorities are reserved to Council.

3 Main issues

That Councillor A McKenna replace Councillor Charlwood on Scrutiny Board (Children and Families)

That Councillor Charlwood replace Councillor A McKenna on Scrutiny Board (Health and Well-being and Adult Social Care)

That Councillor Hardy replace Councillor E Taylor on Scrutiny Board (Safer and Stronger Communities)

That Councillor Fox replace Councillor G Latty on Scrutiny Board (Health and Well-being and Adult Social Care)

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The relevant Group whip has been consulted in respect of the appointments.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 No implications.

4.3 Council Policies and City Priorities

4.3.1 No implications.

4.4 Resources and Value for Money

4.4.1 No implications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 No implications.

4.6 Risk Management

4.6.1 No implications.

5 Recommendations

5.1 That Council approve the appointments referred to in paragraph 3 of the report.

6 Background documents – None Used

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 14TH JULY, 2011

PRESENT: Councillor J Akhtar in the Chair

Councillors B Atha, S Bentley, J Chapman,
B Chastney, P Ewens, M Hamilton,
J Illingworth, J Matthews, N Walshaw and
L Yeadon

OFFICERS: Jane Maxwell, West North West Area Leader
Chris Dickinson, West North West Area Management
Jason Singh, West North West Environmental Locality
Manager
Toby Meekings, Environment and Neighbourhoods
Lynne Hamshaw, West North West Homes Leeds
Stuart Robinson, Chief Executive's Department

MEMBERS OF THE PUBLIC:

Dr Richard Tyler, Leeds HMO Lobby
Amanda Jackson, University of Leeds
Jo Johnson, Leeds Metropolitan Students Union
Ben Fisher, Leeds University Union
Sue Buckle, South Headingley Community
Association
Penny Bainbridge, Cardigan Centre
Marian Charlton, Cardigan Centre
John Christie, Queenswood Tenants and Residents
Association
Peter Jones, Queenswood Drive Resident
Darren Furness, Kendal Close Resident
M Aslam, Woodsley Kashmir Elder Association
M Latif, Woodsley Kashmir Elder Association
F Rehajan, Leeds Muslim Council

1 Chair's Opening Remarks

The Chair welcomed all in attendance to the first North West (Inner) Area Committee meeting of the new municipal year.

He also paid tribute to the previous Chair of the Area Committee, Councillor B Chastney.

2 Declarations of Interest

There were no declarations of interest made at the meeting.

However, Councillors J Akhtar, B Chastney and J Matthews indicated that they were Members of Plans Panel (West) and would be considering matters arising from the Headingley Rugby Club (Minute 4e) refers) at a later date in

Draft minutes to be approved at the meeting
to be held on Thursday, 22nd September, 2011

that capacity. They stated that they would remain in the meeting to listen to these issues. In order to avoid any perception of pre-determination, Councillors Akthar, Chastney and Matthews agreed that they would not be bound by any discussion or decision taken at the meeting when this issue came before Plans Panel (West) for determination, but would consider all representations and viewpoints presented at the planning meeting before reaching a conclusion based on the merits of the case.

3 Apologies for Absence

Apologies for absence were received on behalf of Councillor G Harper.

4 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee:-

a) City of Leeds Girls High School

Sue Buckle, South Headingley Community Association made reference to a recent newspaper article regarding a fourteen year old pupil from the City of Leeds High School who had his art work exhibited at a recent Art School Open day in Leeds.

The Committee noted and welcomed this fantastic achievement and acknowledged the brilliant work being undertaken at the school, in particular for those children with learning difficulties.

b) Batcliffe House

John Christie, Queenswood Tenants and Residents Association and Peter Jones, Queenswood Drive resident raised their serious concerns about the vandalism being caused to Batcliffe House which was on the border of Kirkstall/Headingley ward, near the junction of Queenswood Drive/Kirkstall Lane. It was reported that the un-occupied building was in a bad state of repair and they requested the Area Committee to take action in reprimanding the landlord.

Discussion ensued on the need for the police to take action and on protocol and legal standing of the Council of bringing back the property into Council ownership.

Jason Singh, Environmental Locality Manager who was in attendance reported on the current actions being taken to resolve the issues.

In concluding, the Area Committee requested the Environmental Locality Manager to convene a multi-agency meeting as a matter of urgency with the Police, Environmental Health and the Chair to address the issues of concern with a report back on progress at the next meeting.

In the interim period, the Chair also agreed to write to the Executive

Member Development bringing this issue to his attention.

c) Child Protection Issue – Kendal Carr Area

A local resident raised his concerns about a registered sex offender living in the Kendal Carr area and he requested the Area Committee to take appropriate action.

Jane Maxwell, WNW Area Leader responded and agreed to report this back to Children's Services.

d) Leeds Housing Strategy

Dr Richard Tyler, Leeds HMO Lobby reaffirmed the need for a Leeds Housing Strategy to be established.

He also referred to the Area Leader's report on the agenda and commented on the role and effectiveness of the Planning Sub Group, Environment Sub Group and the need to retain the Transport Sub Group in view of the major transport issues that existed within the area.

e) Leeds Rugby Club Application – Environmental Impact Plan

Marian Charlton, South Stand Alliance made reference to the current Leeds Rugby Club application and enquired if an Environmental Impact Plan had been attached to this development in relation to match day crowd control and noise nuisance to the area.

Discussion ensued on the proposals relating to the South Stand and Councillor M Hamilton put forward a proposal for individual Members to write to object to the planning application on the above grounds.

The proposal was supported.

f) Unity Day – 23rd July 2011

Sue Buckle, South Headingley Community Association informed the meeting that Unity Day would take place on 23rd July 2011. She also thanked the Area Committee for their funding support.

5 Minutes of the Previous Meeting

RESOLVED –

- a) That the minutes of the meeting held on 14th April 2011 be confirmed as a correct record.
- b) That the matters arising update from the 14th April 2011 meeting be noted.

6 Matters Arising from the Minutes

a) Former Royal Park School (Minute 80a refers)

Councillor B Chastney referred to the above issue and requested a report back on developments at the next meeting in September.

Following a brief discussion, the Area Committee requested the WNW

Area Leader to prepare a progress report on the former Royal Park School for consideration at the meeting in September.

Councillor M Hamilton referred to Headingley Primary School and the Current proposal to sell the existing site to the Headingley Development Trust to raise capital. It was noted that he had recently written to the Executive Member Development in support of this issue.

He requested the Area Committee to support the proposal for the Council to sell the building to the Headingley Development Trust at guide price and thereby taking the property off the market.

Following a brief discussion, the Committee agreed to this proposal.

b) Environment Sub Group (Minute 82b refers)

Councillor J Matthews referred to the Student Changeover Group and commented that it had been a most successful year for the group. Despite ongoing problems, he wished to place on record his thanks to the Greens Street Project from the Leeds University Union; Streetscene Services: Chris Firth and West North West Area Management for their excellent contributions.

It was noted that the Student Changeover Group would be looking at the role of landlords and flytipping.

c) Kirkstall Centre Development (Minute 85 refers)

Councillor L Yeadon referred to the above issue and was pleased to report that Ryan Platten, Community Planner had attended recent meetings on the proposed development. She expressed her concerns about the impact the proposed TESCO site at the Kirkstall Centre would have on the local highways network and requested the support of officers from Highways to consider these proposals.

7 Notification of Appointment of Area Committee Chair for 2011/2012 and Revisions to Area Committee Procedure Rules

The Chief Officer (Democratic and Central Services) submitted a report on the appointment of Area Committee Chair for 2011/2012 and revisions to Area Committee Procedure Rules.

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

- Extract from the Area Committee Procedure Rules (Appendix 1 refers)
- Agenda Items (Appendix 2 refers)

RESOLVED –

- a) That the contents of the report and appendices be noted;
- b) That the Area Committee notes the following specific issues identified within the report:-

- that Councillor J Akthar was elected as Chair of the North West (Inner) Area Committee for the duration of the 2011/2012 municipal year by Council at its Annual Meeting on 26th May 2011;
- the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and as reflected within the amended Area Committee Procedure Rules; and
- the revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees

8 Local Authority Appointments to Outside Bodies

The Chief Officer (Democratic and Central Services) submitted a report which outlined the procedure relating to local authority appointments to outside bodies and invited Members to consider making appointments to those outside bodies detailed within the report.

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

- Appointment to Outside Bodies Procedure Rules (Appendix 1 refers)
- Appointments Schedule (Appendix 2 refers)

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That approval be given to the following Outside Body appointments being made for the 2011/2012 municipal year:

Burley Lodge Centre – Committee of Management – Councillor J Akthar, together with a need to fill an outstanding vacancy at the next meeting in September following the resignation of Councillor P Ewens

Cardigan Centre – Councillor J Matthews

Ireland Wood Children's Centre Management Committee – Councillor S Bentley

ALMO Inner North West Area Panel – Councillor J Illingworth and Councillor J Chapman

Divisional Community Safety Partnership – Councillor S Bentley

Area Children's Partnership – Councillor P Ewens

Area Health and Social Care Partnership – Councillor L Yeadon

Area Employment, Enterprise and Training Partnership – Councillor N Walshaw

9 Area Committee Roles for 2011/12

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the meeting with a summary of Area Functions and Priority Advisory Functions for 2011/12.

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

- A summary of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 1 refers)
- Details of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 2 and 3 refers)

Jane Maxwell, West North West Area Leader presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the summary of approved Area Functions and designated priority functions for 2011/12 be noted.

10 Environmental Services Delegation - Update and Progress Report

The Director of Environment and Neighbourhoods submitted a report on an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees, including relevant information relating to the current review of street cleansing services.

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

- Area Committee Function Schedules Extract (Appendix A refers)
- Environmental Services – West North West Locality Team Structure (Appendix B refers)

Jason Singh, Environmental Locality Manager for West North West presented the report and responded to Members' queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- Clarification of the West North West Locality Team Structure with concerns expressed that staffing described as the Headingley Team provided support to the entire student area or Area of Housing Mix, which included parts of all four wards in the Inner North West (*The Environmental Locality Manager responded and outlined details for the deployment of resources. It was noted that the structure as presented included staffing for all of the West North West of Leeds*)
- The need for the structure to address the balance of need and to adhere to strict rules of governance with fairness and transparency
- The need for the Area Committee to be supplied with a map of 'hotspots' and to be proactive in defending the proposals and resources relevant to their areas

(The Environmental Locality Manager responded and informed the meeting that such detail would be available for discussion at the July workshop)

- Clarification of how this structure would be monitored and the need to work more closely with Housing/ALMOs
(The Environmental Locality Manager responded and outlined the proposed reporting structure arrangements. It was further noted that discussions were ongoing with the Chief Executive of West North West homes Leeds with a view to working more closely with Parks and Countryside and the ALMO)
- The need to be clear on areas of responsibility to ensure that services were achieved effectively

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the progress towards the establishment of a new locality based Environmental Service and the structure for the WNW Locality Team.
- c) That the progress towards the delegation to Area Committees including initial resource, budget and performance information to support the development of the first Service Level Agreement (SLA) be noted.
- d) That approval be given to the principles (as set out in section 36) on which to base the operational and service delivery proposals to be included in the Service Level Agreement (SLA) and to agree that this will form the basis for the July workshops with the final SLA to be presented at the September meeting for approval.
- e) That approval be given to the revised role and membership of the Member Environment Sub-group for Inner NW Area Committee to manage the detailed oversight of the delegated services with officer support.

11 Little London Community Centre - Allocation of Woodsley Road Centre Capital Receipt for Improvement Works

The Director of Environment and Neighbourhoods submitted a report updating the Area Committee on progress of the procurement of the Little London Housing PFI Project; the changes resulting from a Government value for money review and to request that part of a capital receipt held from the sale of community assets be used to meet the cost of improvement works to the Little London Community Centre.

Appended to the report was a copy of a survey and cost estimates document of Little London Community Centre and Retail Units, Oatland Lane, Leeds 7 prepared for Environment and Neighbourhoods by the Strategic Design Alliance for the information/comment of the meeting.

Toby Meekings, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

Discussion ensued on the proposals and the Area Committee welcomed the initiative, but raised concerns about the amount of money to be spent on such a short lived scheme.

In concluding, the WNW Area Leader informed the meeting that a report on a value for money review would be submitted to a future meeting for consideration.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That approval be given for the cost of urgent repairs to Little London Community Centre estimated at a cost of £40,000 be met from the capital receipt set aside from the sale of Woodsley Road Community Centre.
- c) That this Committee notes that these demolition and health and safety works would be carried out as a matter of urgency.
- d) That approval be given in principle for a further £105,000 of improvements to be met from the capital receipt set aside from the sale of Woodsley Road Community Centre subject to the outcome of a value for money review to be reported to Area Committee later in the year.
- e) That this Committee notes that following an approval from the value for money review, users and local residents would be consulted on the exact works to be funded from the remaining £105,000.

12 Leeds Anti-Social Behaviour Team

(Item withdrawn – to be considered at the next meeting on 22nd September 2011)

13 Hyde Park Neighbourhood Improvement Programme

The Assistant Chief Executive submitted a report updating the meeting on the Hyde Park Neighbourhood Improvement Programme.

Chris Dickinson, West North West Area Management presented the report and responded to Members queries and comments.

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

- To acknowledge that resident parking areas were welcome in some areas, but also a problem in other areas
- Clarification of the consultation process and timescales
- To raise concerns that recent increases in city centre parking charges would negatively impact on parking in Hyde Park and Woodhouse, requesting that S106 funds from university developments should be spent on addressing issues of parking in student areas
- The need to recognise that pay and display in the area could be used to generate revenue to fund parking improvements in the area
- The need to develop a better understanding of health inequalities within the area and to request the Scrutiny Board (Health and Well-

Being and Adult Social Care) to look into to this as part of their on-going work programme

- The need for public health statistics to be presented to a future Area Committee meeting

In concluding, the WNW Area Leader wished to place on record her thanks to the Hyde Park Tasking Team for their excellent work and commitment in undertaking the recent street audit and neighbourhood survey.

RESOLVED –

- a) That the contents of the report be noted.
- b) That this Committee notes the progress made in relation to the development of the Hyde Park Neighbourhood Board and Hyde Park Tasking Team as outlined in Section 3.0 of the report.
- c) That this Committee notes the emerging Hyde Park Neighbourhood improvement themes as outlined in Section 4.0 of the report.
- d) That authority be given for the Chair to write, on behalf of the Area Committee, to the Executive Member for Development to express the Committee's concerns that recent increases in city centre parking charges would negatively impact on parking in Hyde Park and Woodhouse, requesting that S106 funds from university developments should be spent on addressing issues of parking in student areas.

14 Wellbeing Fund Report

The Director of Environment and Neighbourhoods submitted a report on progress in relation to the Wellbeing Budget.

Appended to the report was a copy of the 2011-12 Wellbeing Budget Statement relating to revenue, capital and small grants for the information/comment of the meeting.

Chris Dickinson, West North West Area Management presented the report and responded to Members queries and comments.

Detailed discussion ensued on the contents of the report and appendices.

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

- the need for an options paper to be produced on the proportionality of Wellbeing grants within the Inner North West to enable a more equitable distribution of wellbeing funding in relation to deprivation and geography
- the lack of capacity building support available for groups who need assistance to develop funding proposals
- the need to address the pending decisions of small grants at the earliest opportunity and to consider the Far Headingley Design Statement project application as a matter of urgency

RESOLVED -

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the Wellbeing budget statement as outlined in Appendix 1 and agrees its format and content as indicated in Section 3.3 of the report.
- c) That this Committee notes the current status of the small grants approval process as outlined in Section 3.4 of the report.
- d) That West North West Area Management Team be requested to prepare an options paper in relation to the proportionality of small grants issue for discussion at the next meeting in September 2011.
- e) That approval be given to allocating £500 of small grants monies to the Far Headingley Design Statement Project.

15 Area Update Report

The Assistant Chief Executive submitted a report providing the meeting with information on a range of Area Committee business including key messages from forums and sub groups, project and service updates and details of proposed Area Committee venues for 2011-12.

Chris Dickinson, West North West Area Management presented the report and responded to Members queries and comments.

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

- Clarification of whether a reply had been received following a letter sent by the Chief Executive to both the University of Leeds and Leeds Metropolitan University to help fund the delivery of student changeover in future years
(Chris Dickinson, WNW Area Management responded and was not aware of a response to date. The meeting noted that the Environment Sub Group would be co-ordinating this issue)
- The need to protect the Queen's public house on Burley Road as a Heritage asset
- The need for a Leeds Housing Strategy to be produced without delay to reflect the housing issues specific to the Inner North West
- The need to address the continuing problems of Houses in Multiple Occupation
- The need to address the commencement time of meetings of the Planning Sub Group to make them more accessible
- The need for a dedicated officer support for administration of the Transport Sub Group

RESOLVED-

- a) That the contents of the report be noted.
- b) That this Committee notes the purpose of the Area Update report as outlined in Section 1.0 of the report.
- c) That this Committee notes and actions as appropriate the Key Messages from Forums and Sub groups as outlined in Section 2.4 of the report.

- d) That approval be given to the following ward representation, selection of chair and the resident representation for the Planning Sub Group as outlined in Section 3.4 of the report:-
 Councillor N Walshaw (Chair), Headingley Ward
 Councillor M Hamilton, Headingley Ward
 Councillor J Illingworth, Kirkstall Ward
 Councillor S Bentley, Weetwood Ward
 Councillor P Ewens, Hyde Park and Woodhouse Ward
- e) That in relation to the Planning Sub-Group's repeated requests for the Leeds Housing Strategy to reflect the housing issues specific to the Inner North West, the Chair be requested to write, on behalf of the Area Committee, to the Director of Environment and Neighbourhoods with a request that this matter be progressed without delay.
- f) That approval be given to the following ward representation, selection of chair and the resident representation for the Environment Sub Group as outlined in Section 3.8 of the report:-
 Councillor J Matthews (Chair), Headingley Ward
 Councillor J Akhtar, Hyde Park and Woodhouse Ward
 Councillor L Yeadon, Kirkstall Ward
 Councillor J Chapman, Weetwood Ward
- g) That approval be given to the following ward representation, selection of chair and resident representation for the Transport Sub Group as outlined in Section 3.13 of the report and to the proposal for the Chair of the Area Committee to write to the Chief Officer, Highways and Transportation to request dedicated officer support to provide for the continued administration of the Transport Sub Group:-
 Councillor J Illingworth (Chair), Kirkstall Ward
 Councillor B Chastney, Weetwood Ward
 Councillor G Harper, Hyde Park and Woodhouse
 Councillor N Walshaw, Headingley Ward
- h) That this Committee notes the arrangements for forum meetings as outlined in Section 4.0 of the report.
- i) That this Committee notes the project and service updates outlined in Section 5.0 of the report.
- j) That this Committee notes the Area Committee venues for 2011-12 as outlined in Section 6.0 of the report.

(Councillor S Bentley left the meeting at 9.00pm during discussions of the above item)

16 Date and Time of Next Meeting

Thursday 22nd September 2011 at 7.00pm at the HEART Centre, Bennett Road, Headingley, Leeds LS6 3HN.

(The meeting concluded at 9.05pm)

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NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 4TH JULY, 2011

PRESENT: Councillor G Wilkinson in the Chair

Councillors A Castle, D Cohen, P Harrand,
A Lamb, J Procter and M Robinson

1 **Chair's Opening Remarks**

The Chair welcomed all in attendance to the first North East (Outer) Area Committee meeting of the new municipal year.

In particular he also welcomed Councillor D Cohen, newly elected Member to the Alwoodley ward and Stuart Robinson, Governance Services to their first meeting of the Area Committee.

2 **Declaration of Interests**

The following personal declaration of interest was made:-

- Councillor M Robinson in view of his sister's involvement as a volunteer presenter on Radio Tempo (Agenda Item 16) (Minute 15 refers)

3 **Apologies for Absence**

An apology for absence was received on behalf of Councillor R Procter.

4 **Open Forum**

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

On this occasion, no such matters were raised under this item by members of the public.

5 **Minutes of the Previous Meeting**

RESOLVED – That the minutes of the meeting held on 21st March 2011 be confirmed as a correct record.

6 **Matters Arising from the Minutes**

- a) Area Delivery Plan 2011/12 (Minute 79 refers)

Councillor M Robinson referred to the affordable housing issue and enquired if there had been feedback on this.

It was noted and welcomed that Scrutiny Board (Regeneration) would be addressing this issue as part of their work programme for 2011/12.

7 Notification of Appointment of Area Committee Chair for 2011/2012 and Revisions to Area Committee Procedure Rules

The Chief Officer (Democratic and Central Services) submitted a report on the appointment of Area Committee Chair for 2011/2012 and revisions to Area Committee Procedure Rules.

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

- Extract from the Area Committee Procedure Rules (Appendix 1 refers)
- Agenda Items (Appendix 2 refers)

RESOLVED –

- a) That the contents of the report and appendices be noted;
- b) That the Area Committee notes the following specific issues identified within the report:-
 - that Councillor G Wilkinson was elected as Chair of the North East (Outer) Area Committee for the duration of the 2011/2012 municipal year by Council at its Annual Meeting on 26th May 2011;
 - the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and as reflected within the amended Area Committee Procedure Rules; and
 - the revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees

8 Local Authority Appointments to Outside Bodies

The Chief Officer (Democratic and Central Services) submitted a report which outlined the procedure relating to local authority appointments to outside bodies and invited Members to consider making appointments to those outside bodies detailed within the report.

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

- Appointment to Outside Bodies Procedure Rules (Appendix 1 refers)
- Appointments Schedule (Appendix 2 refers)

RESOLVED –

- (a) That the report and information appended to the report be noted;
- (b) That approval be given to the following Outside Body appointments being made for the 2011/2012 municipal year:

East/North East Homes Outer North East Area Panel – Councillor R D Feldman and Councillor G Wilkinson
Divisional Community Safety Partnership – Councillor A Lamb

Draft minutes to be approved at the meeting
to be held on Monday, 19th September, 2011

Area Children's Partnership – Councillor A Lamb
Area Health and Wellbeing Partnership – Deferred – to be reconsidered at the next meeting to enable the East North East Area Leader to have further discussions with the partnership
Area Employment, Enterprise and Training Partnership – Councillor M Robinson

(c) That in relation to the Aberford Almshouses Trust, this Committee notes that the Chairman of Aberford Almshouses Trust had indicated that Frank Watson no longer wishes to be on the trust and that the trust would be in agreement with only one Council representative (currently Councillor M Robinson).

9 Area Committee Roles for 2011/12

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the meeting with a summary of Area Functions and Priority Advisory Functions for 2011/12.

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

- A summary of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 1 refers)
- Details of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 2 and 3 refers)

Rory Barke, East North East Area Leader presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the summary of approved Area Functions and designated priority functions for 2011/12 be noted.

10 Outer North East Divisional Community Safety Partnership Annual Report

A report of the North East Divisional Community Safety Partnership was submitted providing the meeting with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams.

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

- North East Leeds – 2011/12 Targets (Appendix A refers)
- North East Division – Divisional Community Safety Partnership – Updated Structure (Appendix B refers)
- Summary of POCA Projects funded in the Outer North East area (Appendix C refers)

Beverley Yearwood, Area Community Safety Co-ordinator, Environment and Neighbourhoods presented the report outlining the key issues and responded to Members' queries and comments.

Inspectors Marcus Griffiths and Melanie Jones, West Yorkshire Police were also in attendance to provide the meeting with additional background information.

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

- Clarification of the composition of POCA and the criteria and procedure in applying for funding
(Arising from discussions, Councillor A Lamb agreed to be a member on the POCA Funding Panel which was duly noted and welcomed by the Area Community Safety Co-ordinator)
- Clarification if POCA funding had to be spent in the area where the crime took place
- Clarification as to whether or not checks were undertaken with those organisations receiving POCA funding in relation to receiving other sources of funding
- Clarification of the number of PCSOs deployed in each ward

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Area Committee supports the continuation of the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2011/12 through partnership work at neighbourhood level.

11 CCTV Report for Leeds City Council Community Safety - CCTV Service in North East (Outer) Area Committee

The Director of Environment and Neighbourhoods submitted a report highlighting the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in reducing the crime and facilitating the apprehension and detection of offenders in areas covered by mobile and fixed CCTV cameras.

Beverley Yearwood, Area Community Safety Co-ordinator, Environment and Neighbourhoods presented the report and responded to Members' queries and comments.

Inspectors Marcus Griffiths and Melanie Jones, West Yorkshire Police were also in attendance to provide the meeting with additional background information.

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

- Clarification of how active mobile CCTV units were within the Harewood ward

- Clarification of the location and number of fixed cameras in and around Wetherby
- To welcome the success of speed cameras on King Lane

RESOLVED–That the contents of the report and information appended to the report be noted.

12 Environmental Services Delegation - Progress Report

The Director of Environment and Neighbourhoods submitted a report on an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees, including relevant information relating to the current review of street cleansing services.

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

- Area Committee Function Schedules Extract (Appendix A refers)
- Environmental Services – East North East Locality Team Structure (Appendix B refers)

John Woolmer, Environmental Locality Manager for East North East presented the report and responded to Members' queries and comments.

Inspector Marcus Griffiths was also in attendance to provide the meeting with additional background information.

Detailed discussion ensued on the contents of the report and appendices.

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

- Clarification of East North East Locality Team Structure with reference to salaries and motivation levels
- Clarification around the allocation of resources with specific reference to litter on rural roads and the non existence of such roads in Inner North East
- The need to reflect and address within the Service Level Agreement the work carried out by Parish Councils/Voluntary Litter Groups and to recognise/involve the achievements and success stories i.e. Wetherby in Bloom Awards
- Clarification of the meaning of 'high obstruction housing'
(The Environmental Locality Manager responded and agreed to investigate this issue further with a report back at the next meeting)
- The need for more litter bins in lay-bys on the A168
- The need for the East North East Locality Team Structure to be flexible when deploying staff
(The Environmental Locality Manager responded and acknowledged this view. It was noted that such specific detail relating to the Service

Level Agreement would be reported back to the Area Committee in three months time)

- Clarification of the role and responsibilities of those staff employed within Community Enforcement and the need for Elected Members to identify their key enforcement issues within their specific wards
- Clarification of the ratio/balance of the East North East Locality Team Structure and the opportunities available for Elected Members to contribute towards this important process
- The need for Elected Members to be supplied with all the relevant background information prior to discussing this at the July workshop (*The Environmental Locality Manager responded and agreed to provide the relevant background information*)

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the progress towards the establishment of a new locality based Environmental Service and the structure for the ENE Locality Team.
- c) That the progress towards the delegation to Area Committees including initial resource, budget and performance information to support the development of the first Service Level Agreement (SLA) be noted.
- d) That approval be given to the principles (as set out in section 36) on which to base the operational and service delivery proposals to be included in the Service Level Agreement (SLA) and to agree that this will form the basis for the July workshops with the final SLA to be presented at the September meeting for further discussions.
- e) That approval be given to the revised role of the Member Environment Sub-group for Outer NE Area Committee to manage the detailed oversight of the delegated services with officer support and that the membership of the Member Environment Sub-group be discussed at Ward Member meetings with the East North East Environmental Locality Manager in attendance between now and September.
- f) That Councillor G Wilkinson be confirmed as the Environmental Champion for Outer NE Area Committee for 2011/12.

(Councillor D Cohen left the meeting at 7.30pm at the conclusion of the above item)

13 East North East Homes Leeds Work Programme 201/12

A report of the Chief Executive East North East Homes Leeds was submitted on a proposal for joint working between East North East Homes (Leeds) and the Area Committee.

Steve Hunt, Chief Executive, East North East Homes Leeds presented the report and responded to Members' queries and comments.

Discussion ensued on the contents of the report.

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

- The concerns raised that Area Panel's were not working and the need to work towards more shared objectives in the future
- To welcome the fact that the East North East homes Leeds had resolved that £50k of the revenue allocation must be spent on schemes agreed with Area Committee potentially through Community Leadership Teams or their equivalent
- Clarification of the number of Area Panels and details of their resource allocations
- Clarification of the monies committed in each of the three wards in Outer North East
(The Chief Executive responded and agreed to investigate this issue further with a report back to East North East Area Management)

RESOLVED –

- a) That the contents of the report be noted.
- b) That this Area Committee confirms it's agreement that a senior management representative of East North East Homes Leeds attends future Area Committee meetings.

14 Area Committee Work Programme and Forward Plan 2011/12

A report of the East North East Area Leader was submitted providing the meeting with a forward work programme for the 2011/12 municipal year.

Appended to the report was a copy of the Outer North East Area Committee Forward Plan 2011/12 for the information/comment of the meeting.

Rory Barke, East North East Area Leader presented the report and responded to Members'; comments and queries.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the updated forward plan of reports to Area Committee.
- c) That approval be given to the proposed Forward Work Programme for 2011/12 in accordance with the report now submitted.

15 Well Being Fund

The East North East Area Leader submitted a report on the Well Being Fund Update and New Applications.

Appended to the report was a copy of the Outer North East Area Committee Well-being Budget 2011 -12 (Appendix 1 refers), together with details of Capital allocations from 2004-10 (Appendix 2 refers) for the information/comment of the meeting.

Rory Barke, East North East Area Leader presented the report and responded to Members' comments and queries.

Detailed discussion ensued on the contents of the report and appendices.

Arising from discussions, Members sought clarification on whether or not project organisations were required to identify on their application form if other sources of funding had been applied for in addition to well-being funding.

The East North East Area Leader responded and agreed to make further inquiries in this regard with a report back on progress at the next meeting in September 2011.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the spend to date and current balances for 2011/12 be noted.
- c) That approval be given to pursuing Moor Lane tree planting Scheme through ward meetings and report to the Area Committee on completion of the project.
- d) That the following project proposals referred to in the report be dealt with as follows:--

MAEcare – promoting partnerships	Agreed £6,694
Northcall	Agreed £10,000
St Barnabas central heating	Agreed £4,000
Burglary Action Plan	Agreed £500
Kitchen and Lighting Refurbishment	Deferred pending further dialogue with the applicant
Cycle Shelter	Agreed £500 from MICE and to encourage the school to fundraise for the remaining amount
8 -12 Summer Project	Refused
Shadwell Fruit, Vegetable and Craft Show	Refused
Off road motorcycles	Agreed £170
Wetherby Festival	Agreed £750
Barleyfields radio (Radio Tempo)	Agreed £1,000
Wetherby skips	Agreed £853

Wetherby small grants	Agreed £3,000
Harewood skips	Agreed £712
Harewood small grants	Agreed £2,500

16 Harewood and Wetherby Town and Parish Council Forum Feedback Report

The East North East Area Leader submitted a report on feedback in relation to the Harewood and WetherbyTown and Parish Council Forum.

Appended to the report was a copy of the notes of the Harewood and Wetherby Town and Parish Council Forum held on 21st April 2011 for the information/comment of the meeting.

RESOLVED-

- a) That the contents of the report of the report and appendices be noted.
- b) That the issues raised be noted and through this Area Committee, the Parish Council Forum be supported in resolving those issues.

17 Date and Time of Next Meeting

Monday 19th September 2011 at 6.00pm at Boston Spa Children’s Centre, Deepdale Lane, Boston Spa, LS23 6EH.

(The meeting concluded at 8.00pm)

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EAST (OUTER) AREA COMMITTEE

TUESDAY, 5TH JULY, 2011

PRESENT: Councillor K Parker in the Chair

Councillors S Armitage, M Dobson,
P Grahame, P Gruen, W Hyde, J Lewis,
M Lyons, A McKenna, K Mitchell and
K Wakefield

1 Notification of appointment of Area Committee Chair for 2011/2012 and revisions to area committee procedure rules

The Chief Officer, Central and Democratic Services, submitted a report formally notifying the Area Committee of the appointment of Councillor Keith Parker as Chair of the Area Committee for the 2011/12 Municipal Year. The report also highlighted revisions made to the Area Committee Procedure Rules affecting arrangements for the annual election of Chairs and the items of business to be included on future agendas

RESOLVED - To note the following:

- i) That Councillor Keith Parker was elected as Chair of the East Outer Area Committee for the duration of the 2011/2012 Municipal Year by Council at its Annual Meeting on 26th May 2011
- ii) The revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and reflected within the amended Area Committee Procedure Rules
- iii) The revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, requiring the minutes from the Area Chairs' meetings to be formally considered by Area Committees

2 Chair's remarks

The Chair welcomed Councillor Mitchell to her first East Outer Area Committee

3 Declarations of Interest

The following Members declared 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

Well-Being Budget (Revenue) – Councillor Armitage declared a personal interest in relation to the continuing funding proposed for the gardening service for the elderly and disabled through being the Chair of Swarcliffe Good Neighbours (minute 11 refers)

Building Schools for the Future Phase 5 – E-ACT Leeds East Academy Project – Councillor Dobson declared a personal interest as a family member

taught at Parklands Girls' School, which would become Leeds East Academy from September 2011 (minute 14 refers)

Building Schools for the Future Phase 5 – E-ACT Leeds East Academy Project – Councillors Gruen, Lyons and Parker declared personal interests through being members of Plans Panel East which had received two pre-application presentations on the proposals and would determine the formal application. It was stressed that any comments they might make on the report would not relate to planning matters and would be confined to educational issues (minute 14 refers)

A further declaration of interest was made later in the meeting (minute 14 refers)

4 Apologies for Absence

Apologies for absence were received from Councillor Murray

5 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee

On this occasion, there were no matters raised by members of the public

6 Minutes

RESOLVED - That the minutes of the East Outer Area Committee meeting held on 22nd March 2011 be approved

7 Local Authority Appointments to outside bodies

The Chief Officer, Central and Democratic Services, presented a report outlining the procedures for Council appointments to Outside Bodies and requesting the Committee consider appointments for the 2011/2012 Municipal Year

RESOLVED - That the following appointments be made

Outside Body	Name (s)	Review Date
Cross Gates and District Good Neighbours Scheme	Councillor P Grahame	July 2012
HOPE (Halton Moor &	Councillor W Hyde	July 2012

Draft minutes to be approved at the meeting to be held on Tuesday, 13th September, 2011

Osmondthorpe project for Elders)	Councillor Lyons	
Neighbourhood Elders' Team	Councillor J Lewis	July 2012
Swarcliffe Good Neighbours Scheme	Councillor Armitage	July 2012
Outer East Area Panel of East North East Homes ALMO	Councillor Lyons	July 2012
Outer South East Area Panel of Aire Valley Homes Leeds ALMO	Councillor P Grahame Councillor Parker	July 2012
North East Divisional Community Safety Partnership	Councillor Mitchell	July 2012
Children Leeds East Leadership Team	Councillor Murray	July 2012
South East Leeds Health and Wellbeing Partnership	Councillor J Lewis	July 2012
Area Jobs, Employment and Training Partnership (JET)	Councillor Murray	July 2012

8 North East Divisional Community Safety Partnership Annual Report

Ms B Yearwood, Area Community Safety Co-ordinator and Chief Inspector M Jones of West Yorkshire Police attended the meeting to present the North East Divisional Community Safety Partnership Annual Report

The report provided an overview of the performance of the Partnership and ward based Neighbourhood Policing Teams and included details of the key initiatives delivered in the local communities to reduce crime and disorder during the previous year

Members were informed that overall there had been a reduction in the level of crime although there was an increase in the Cross Gates and Whinmoor Ward

Funding from the proceeds of crime to support local groups with community projects/activities had been spent and would continue to be provided up to 2012

The focus of the Police would remain on public confidence and satisfaction levels, particularly around communication as well as Anti-Social behaviour and burglary (dwelling)

The Committee discussed the report and raised the following matters:

- the timescale for incidents included in the report with concerns that some of these related to incidents which occurred in previous years, whereas some incidents had not been included
- that an incident which had been exaggerated had been included in the report which as a public document misrepresented the situation and created a negative view of the ward concerned
- the proposed changes by Government on ASBOs and how this was being dealt with
- the impact of reduced funding for the Police
- that the re-introduction of police motor cycle patrols was welcomed and had already made a positive impact

The following responses were provided:

- that the incidents raised in the report were representative and was not an exhaustive list. The information for the report came from issues raised in tasking meetings in the previous year
- regarding ASBOs, these were continuing as changes had not yet been made although staff had been fully trained on Community Behaviour Orders
- that whilst funding was a concern, there would be no changes to the resource levels set out in the report and that the priority was to maintain front-line staff

RESOLVED -

- i) To note the contents of the report of the North East Divisional Community Safety Partnership
- ii) That Members continue to support the Divisional Community Safety Partnership in relation to prioritising and tackling burglary (dwelling) during 2011/2012 through partnership work at neighbourhood level

9 CCTV Report for Leeds City Council Community Safety CCTV Services in East (Outer) Area Committee

The Director of Environment and Neighbourhoods submitted a report highlighting the services provided by LCC Community Safety CCTV Service (Leedswatch). The report demonstrated the effectiveness of the Service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras

Details of the costs of the provision and the Service Level Agreement were included within the report. Ms Yearwood presented the report and responded to questions from Members

The Committee raised the following issues:

- the effectiveness of CCTV footage in detecting crime and that Members would welcome some data demonstrating where it had been used to secure prosecutions

- the importance of monitoring CCTV
- the need to ensure CCTV footage was clear enough to be used and concerns that some cameras due to their locations could be obscured by trees. Specific details were provided which Ms Yearwood agreed to investigate
- the cost of CCTV and that consideration should be given to commissioning a report on this due to the large sums of money invested by the Council

Ms Yearwood suggested that examples could be provided to Ward Members of where CCTV had been used to good effect

RESOLVED –

- i) To note the report, the comments now made and that further information be provided on the effectiveness of CCTV cameras in prosecutions in the Outer East area
- ii) To request that appropriate reporting mechanisms are in place to highlight areas of concern within the community to local NPTs and for the NPTs to ensure there is a reciprocal line of communication back to the Area Committees and other Council Departments such as ASBU and enforcement services to ensure that CCTV, both fixed and mobile, are effectively used

10 Area Committee Roles for 2011/12

The Area Committee considered a report of the Assistant Chief Executive (Planning, Policy and Improvement) summarising the Area Functions and Priority Advisory Functions for 2011-2012. It was noted that amendments had been made to the environmental delegations, dealt with under a separate report, but that all other functions remained the same

A review of the effectiveness of the functions, locality operating arrangements and delegated powers would be undertaken during the 2011-2012 Municipal Year

In respect of the Area Committee's Role for Local Children and Young People's Plans, Members were informed of the need for the Area Committee to nominate a Corporate Carer to sit on the Council's Corporate Carer Group

RESOLVED - To note the summary of the approved area functions and designated priority functions for 2011-2012 appended to the submitted report and to note that Councillor Mitchell be appointed as the East Outer Area Committee representative on the Council's Corporate Carer Group for the 2011-2012 Municipal Year

11 Well Being Budget (Revenue) 2011/2012

The South East Area Leader presented a report including an overview of spending to date. The report also included monitoring information on projects previously funded, information on small grants awarded and an outline of new proposals seeking funding, these being:

- East Leeds Leisure Centre £10,000

- Hire of 'off road' motorcycles for West Yorks Police £3,000
- Cricket coaching for young people £5,000
- Summer programme for young people in Temple Newsam £7,000
- Summer programme for young people in Cross Gates and Whinmoor £7,000
- Summer programme for young people in Kippax and Methley £5,000
- To provide a celebratory week for older people £3,500

The Committee considered and commented on the report

Off Road Motorcycles – Members were informed that £3,000 of funding was being sought and that other Area Committees were expected to provide similar funding, apart from Outer North East Area Committee which had declined to do so

Cricket Coaching – that a small charge was being levied this year for this activity and the hope that numbers attending would be at the usual level. The Chair informed Members that some sponsorship had been obtained and that the five best players from the event would be selected to attend five hours of free professional coaching at Headingley in the hope that new, local talent would be unearthed

East Leeds Leisure Centre and One Stop Centre (Halton Moor Community Centre – that £10,000 had been provided from the Well Being Budget to keep the community centre section of the building open until October 2011 with concerns being raised about the position after this time. The Area Management Officer stated that the Council's Asset Management Section was looking at future proposals for the whole building and that if the community centre element was to remain open after October 2011, the Area Committee would not be asked for future funding. A discussion took place on funding proposals for the Council as a whole; expenditure and previous proposals for East Leeds Leisure Centre. Concerns about Traveller activity in the area and funding associated with this was raised. Concerns were also expressed about utility and cleaning bills for the use of the community centre by the Youth Service, with the Chair agreeing to take this matter up with Officers

Gardening scheme for the elderly and disabled – the spread of this service across the four wards was raised. The Area Management Officer explained that there was a need for the service to be efficient so jobs tended to be planned in close proximity. Members were assured that the funding provided to retain the Halton Moor Community Centre had not impacted on the funding for this scheme. The Chair informed the Committee that it was his intention to inspect some of the gardening work which had been undertaken and would take photographs to display at a future meeting

RESOLVED -

- i) That the current position of the Area Committee's Wellbeing budget as set out in the submitted report be noted
- ii) That Wellbeing funding be approved for the following projects:

- £10,000 – East Leeds Leisure Centre
 - £3,000 – hire of ‘off-road’ motorcycles for West Yorks Police
 - £5,000 – cricket coaching for young people
 - £7,000 –summer programme for young people in Temple Newsam
 - £7,000 – summer programme for young people in Cross Gates and Whinmoor
 - £5,000 – summer programme for young people in Kippax and Methley
 - £3,500 – to provide a celebratory week for older people
- iii) That the Outer East small grant position as set out in Appendix 1 of the submitted report be noted

12 Outer East Area Committee Business Plan 2011-2012

The South East Area Leader submitted a report informing the Committee of a proposal to replace the Area Committee’s Area Delivery Plan (ADP) with a new annual Business Plan which would outline local priorities and actions for the Outer East. A draft structure for the new plan was appended to the report

RESOLVED –

- i) That the contents of the report be noted
- ii) To agree an annual Business Plan replacing the Area Delivery Plan and incorporating the Community Engagement Plan
- iii) To agree to the structure and content outlined in Appendix 1 of the submitted report
- iv) To agree to the Area Management Team continuing to develop a Business Plan for the Outer East Area Committee and to provide an update to the next meeting

13 Delegation of Environmental Services Update

The Director of Environment and Neighbourhoods submitted a progress report on the establishment of a new locality based Environmental Service and its delegation to Area Committees. The report also highlighted the consultation on the Service Level Agreement (SLA) yet to be agreed between the new service and the East Outer Area Committee and the feedback on issues previously raised at Area Committee workshops. Andy Beattie, the Locality Manager for South and South East Leeds, attended the meeting and presented the report

The main functions to be delegated were outlined with Members being informed that if this proved to be successful other services might be delegated

In terms of staffing, appointments had been made to the management group with the structure being established

The service was currently working 7 days a week on a shift system and it was hoped that by working with Members at workshops, it would be possible to identify where improvements to the service could be made. A workshop

for the Outer East Area Committee would be held on 18th July where it was hoped that Members' input would inform the final SLA

Members were informed that the proposals offered the opportunity for fundamental reform of the service which would lead to long-term improvements. Amongst the aims of the delegation there would be:

- consideration of an effective mechanical sweeping service
- full integration with Environmental Enforcement
- how to address issues and resolve problems without detriment to other parts of the service
- working collaboratively with other agencies, particularly around enforcement issues with the help of PCSOs, Park Rangers and ALMOs

Andy Beattie stressed that whilst many of these issues could not be resolved quickly it was the intention to be more responsive when the new arrangements went live later in the year

Members commented on the following matters:

- that litter clearance schedules should be made available to Members
- street sweeping and that down time needed to be properly managed
- that greater consultation with Ward Members was needed
- that extensive consultation had been carried out on this service and that by delegating responsibility for environmental services to the Area Committees it would allow Ward Members to shape the service in their areas
- that the way in which litter and cleansing was dealt with was outdated and that it was hoped by agreeing a SLA which was deliverable that real improvements would be made

The Chair asked that information about litter clearance schedules in the Temple Newsam Ward be made available to the Ward Members

RESOLVED - That the contents of the submitted report be noted and the intention to submit, for approval, a full Service Level Agreement to the September meeting

14 Building Schools for the Future Phase 5 - E-ACT Leeds East Academy Project

The Director Children's Services submitted a report on proposals to build the new E-ACT Leeds East Academy on the site of Parklands Girls' High School and seeking the Committee's comments on the plans

Craig Taylor from the Public Private Partnership Unit and Amanda Jahdi from Children's Services attended the meeting and presented the report

Members were informed that the original intention had been to refurbish the existing buildings but due to the poor condition of many of these a new building to be sited to the rear of the current school was proposed, with the location of the building being the best value for money which could be achieved. The intention was to submit the formal planning application in the next week

Councillor Hyde declared a personal interest at this point through being a Governor of West Leeds Academy which had been involved with E-ACT, the sponsors of the proposed Leeds East Academy

Members raised the following matters:

- the governance arrangements for the Academy and whether this would be similar to the Board put together for West Leeds Academy which had proved to be very successful and effective
- the capacity of the Leeds East Academy and whether this would be large enough to provide what was needed in terms of Secondary provision in East Leeds
- that less funding was being proposed for the scheme and which areas this would affect

A discussion took place in terms of funding and the previous proposals for the school, with concerns being raised that the financial information being provided to the Area Committee differed from that given to Plans Panel East. Officers were also asked to provide demographic information and reassurances that the school was large enough to cater for the children in the area. Amanda Jahdi agreed to circulate this information to Members

RESOLVED – To note the comments now made and support for the proposals to build the new E-ACT Leeds East Academy on the site of Parklands Girls' High School

(During consideration of this matter Councillor James Lewis left the meeting)

15 Summary of key work

The South East Area Leader submitted a report which provided a summary of key work undertaken in the Outer East Area over recent months, including community engagement activities, partnership work and project work, for Members' information. Appended to the report were details of numbers visiting the Job Shop in Kirkgate Market, together with minutes from forum meetings

It was noted that Councillor Grahame's name had been put forward to represent Cross Gates & Whinmoor ward at the Outer East Environmental sub-group but this had not been included in the report

RESOLVED - To note the report and the comments now made

16 Date and Time of next meeting

Tuesday 13th September 2011 at 3.00pm in the Civic Hall, Leeds

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SOUTH (OUTER) AREA COMMITTEE

MONDAY, 4TH JULY, 2011

PRESENT: Councillor R Finnigan in the Chair

Councillors Dawson, J Dunn, J Elliott,
B Gettings, S Golton, T Leadley,
L Mulherin, K Renshaw, S Varley and
D Wilson

1 Declaration of Interests

Councillor Leadley declared a personal interest in Agenda Item 12 Children and Young People Out of School Activities Evaluation 2010/11 due to his position as a Governor of Westerton Primary School. (Minute No 6 refers).

Councillors Elliott, Leadley and Varley declared a personal interest in Agenda Item 13 Outer South Well Being Budget Report as Members of Morley Town Council particularly in respect of Morley Town Centre Management Board, Morley Town Hall Alexandra Hall refurbishment, Morley Literature Festival and Morley Christmas Lights (Minute no 10 refers)

Councillor Leadley declared a personal interest in Agenda Item 13 Outer South Well Being Budget Report as Chairman of Asquith and Ingles NIP.(Minute 10 refers)

Councillor Leadley declared a personal interest in Agenda Item 14 Summary of Key Work as Chairman of Asquith and Ingles NIP , Chairman of Morley Town Council Planning Committee and Member of Morley Town Council.(Minute 11 refers)

Councillors Elliott Leadley and Varley declared a personal and prejudicial interest in Agenda Item 14, Summary of Key Work , due to a proposal for Morley Elderly Action(MEA) to retain an underspend from the Outer South Garden Maintenance Service 2010/11 to support an enhanced service delivery in 2011/12 as they are all Members of MEA. They left the room during the discussion and consideration of this application. (Minute No 11 refers).

Councillors Elliott Leadley and Varley declared a personal interest in Agenda Item 14, Summary of Key Work , as Members of Morley Town Council particularly in respect of Morley Literature Festival and Morley Town Centre Management Board (Minute No 11 refers).

2 Apologies for Absence

Apologies were submitted on behalf of Councillor Bruce.

3 Minutes - 14 March 2011

RESOLVED – That the minutes of the meeting held on 14th March 2011, be confirmed as a correct record.

4 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, a member of the public raised the issue of Christmas Lights which would be addressed elsewhere on the agenda.

5 Notification of Appointment of Chair 2011/12 and Revisions to Area Committee Procedure Rules

The Chief Officer, Democratic and Central Services submitted a report formally notifying Members of the appointment made by Council, at its Annual Meeting to the position of South (Outer) Area Committee Chair for the 2011/12 municipal year. In addition, the report also advised of the revisions agreed at the same meeting in respect of Area Committee Procedure Rules, specifically regarding the future appointment of Area Committee Chairs and the consideration of the minutes from Area Chairs' Forum meetings.

RESOLVED –

- (a) That the appointment by Council, at its Annual Meeting on 26th May 2011, of Councillor Finnigan to the position of South (Outer) Area Committee Chair for the duration of the 2011/2012 municipal year, be noted.
- (b) That the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and as reflected within the amended Area Committee Procedure Rules, be noted.
- (c) That the revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees, be noted.

6 Children and Young People Out of School Activities Evaluation 2010/11

Further to minute 45 of the meeting held on 29th November 2010 the Outer South Cluster of Schools submitted a report which provided an interim evaluation of the Children and Young People Programme of Activities 2010-11.

The Chair welcomed Brenda Temple, Extended Services Adviser to the meeting.

RESOLVED - That the contents of the report be noted.

7 Area Committee Roles for 2011/12

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the meeting with a summary of Area Functions and Priority Advisory Functions for 2011/12.

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

- A summary of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 1 refers)
- Details of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 2 and 3 refers)

Tom O'Donovan , Area Management Officer presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the summary of approved Area Functions and designated priority functions for 2011/12 be noted.

8 Outer South Area Committee Business Plan

The South East Area Leader submitted a report proposing to replace the Area Committee's Area Delivery Plan with a new Annual Business Plan, the report presented a structure for the new business plan for Members to comment on and seeking Committee approval to its development.

Tom O'Donovan, Area Management Officer presented the report and responded to Members' queries and comments.

Councillor Neil Dawson requested a copy of the Area Delivery Plan 2008-11.

RESOLVED –

- (a) That the report be noted
- (b) That it be agreed that an annual Business Plan replaces the Area Delivery Plan and incorporates the Community Engagement Plan.
- (c) That the structure and content outlined in Appendix 1 be agreed.
- (d) That Ward Members be consulted.
- (d) That the Area Management Team continue to develop a Business Plan for the South (Outer) Area Committee and provide an update at the next meeting.

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

9 Delegation of Environmental Services Update

The Director of Environment and Neighbourhoods submitted a report on an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees, including relevant information relating to the current review of street cleansing services.

Andy Beattie, Environmental Locality Manager for South East and Tom Smith (from October 2011) presented the report and responded to Members' queries and comments.

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

- The need to achieve the overall principles in order to work more effectively
- The need to recognise that quality was also important, together with addressing the level of supervision and monitoring
- The need to resolve such issues as frequency, litter bin provision, new developments, dialogue with police, education, enforcement, weeds , prioritisation (competing with other Areas for resources), non delegated issues such as grass cutting and refuse collection
- Including education and enforcement in the services included in the delegation.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the report, and the intention to submit, for approval, a full Service Level Agreement to the September meeting be noted.

10 Well Being Report

The South East Area Leader submitted a report providing the following;

- Confirmation of the actual revenue spend in 2010/11
- Confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
- An update on both the revenue and capital elements of the Area Committee's budget.
- a summary of revenue spend already approved for 2011/12.
- Details of projects that require approval.
- A summary of all revenue and capital projects agreed to date.
- An update on the Small Grants budget.

Tom O'Donovan , Area Management Officer presented the report and responded to Members queries and comments.

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

RESOLVED –

- (a) That the report be noted.
- (b) That the position of the Well being budgets as set out in paragraph 3.0 be noted.
- (c) That the revenue amounts for 2011/12 as outlined in Appendix 1 be noted.
- (d) That the Well being capital projects already agreed as listed in Appendix 2 be noted.
- (e) That the Well being capital projects approved outside the Area Committee outlined in paragraph 3.3.3 be noted.
- (f) That the following project proposals be approved –
 - Christmas Trees and Lights 2011 - £10,890 revenue
 - John O Gaunt's Gardening Group - £1,139.93 capital
 - Alexandra Hall Improvements - £25,000 capital
 - Posts for Dog Fouling Signs - £284.80 capital
 - Rothwell Litterbins - £400 capital
 - Springbank Playing Fields - £2,000 capital
 - Victims Fund - £1,000 revenue
 - Rothwell Community Safety Projects - £3,995.78 revenue
- (g) That the unallocated balance of the revenue budget (£1,824) be reserved for Ardsley and Robin Hood Ward subject to an acceptable proposal from the Ardsley and Robin Hood Ward Members.
- (h) That the small grants situation in paragraph 5.1 be noted.

11 A Summary of Key Work

The South East Area Leader submitted a report bring to Members' attention a summary of key work which the Area Management Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provided opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

Tom O'Donovan, Area Management Officer presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the report be noted.
- (b) That the following Members be nominated to the Community Centres Sub Committee:
 - Councillor Mulherin
 - Councillor Wilson
 - Councillor Gettings

- Councillor Elliott
- (c) That Councillor Gettings be nominated as Chair of the Community Centres Sub Committee.
- (d) That the Terms of Reference for the Community Centres Sub Committee be agreed.
- (e) That the following Members be nominated to the Morley Town Centre Management Board:
 - Councillor Elliott
 - Councillor Finnigan
- (f) That Councillor Golton be nominated to the Corporate Carer's Group
- (g) That the following Members be nominated to the Cleaner Neighbourhoods Sub Group:
 - Councillor Dunn
 - Councillor Golton
 - Councillor Finnigan
 - Councillor Varley
- (h) That Councillor Finnigan be nominated as Chair of the Cleaner Neighbourhoods Sub Group
- (i) That Councillor Finnigan, as Chair of the Cleaner Neighbourhoods Sub Group be confirmed as the Environmental Champion
- (j) That the terms of reference for the Cleaner Neighbourhoods Sub Group be agreed.
- (k) That the recommendation from the Cleaner Neighbourhoods Sub Group in paragraph 6.6.5 of the report be noted.
- (l) That Morley Elderly Action retain the underspend figure from the Outer South Garden Maintenance Service 2010/11 to support an enhanced service delivery in 2011/12.

12 Local Authority Appointments to Outside Bodies

The Chief Officer (Democratic and Central Services) submitted a report which outlined the procedure relating to local authority appointments to outside bodies and invited Members to consider making appointments to those outside bodies detailed within the report.

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

- Appointment to Outside Bodies Procedure Rules (Appendix 1 refers)
- Appointments Schedule (Appendix 2 refers)

RESOLVED –

- (a) That the report and information appended to the report be noted;

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

(b) That approval be given to the following Outside Body appointments being made for the 2011/2012 municipal year:

Morley Town Centre Management Board – Cllrs Finnigan and Elliott
Morley Literature Festival Committee - Cllrs Elliott, Gettings and Varley
Outer South ALMO Panel - Cllrs Dunn and Varley
Divisional Community Safety Partnership - Cllr Dawson
Area Children’s Partnership - Cllr Gettings
Area Health & Social Care Partnership - Cllr Varley
Area Employment, Enterprise & Training Partnership – Cllr Renshaw

13 Dates, Times and Venues of Future Meetings

RESOLVED – That the Schedule of meetings for 2011/12 as set out on the agenda be agreed as follows;

- Monday 5 September 2011 Rothwell One Stop Centre
- Monday 17 October 2011 Thorpe Primary School
- Monday 5 December 2011 Drighlington Meeting Hall
- Monday 13 February 2012 Morley Town Hall
- Monday 26 March 2012 Rothwell One Stop Centre
- Monday 21 May 2012 Morley Town Hall

Members noted that a possible conflict with the meeting planned for 26 March 2012 and asked that it be arranged if required.

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WEST (OUTER) AREA COMMITTEE

FRIDAY, 8TH JULY, 2011

PRESENT: Councillor D Blackburn in the Chair

Councillors A Blackburn, M Coulson,
Dowling, J Hardy, J Jarosz, J Marjoram and
R Wood

Co-optees Rev Kingsley Dowling

1 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

3 Late Items

There were no late items, however Appendix 8 to agenda item 16 (Minute 16 refers) had been provided after the publication of the agenda, as it was not available at the time of the agenda dispatch.

4 Declaration of Interests

The following declarations of interest were made in relation to Agenda item 16 (Minute 16 refers) – Outer West Area Committee Well-Being Budget:

- Councillor A Blackburn – personal interest in respect of the application from Wortley Football Club, in her capacity as a Director of Wades Charity;
- Councillor D Blackburn – personal interest in respect of the application from Pudsey and Bramley Athletics Club, in his capacity as Chair of Green Leeds;
- Councillor Coulson – personal interest in respect of the application from Pudsey and Bramley Athletics Club, as he has worked closely with the officers responsible for the sporting provision at Priesthorpe School;
- Councillor Hardy – personal interest in respect of the application from Armley Juniors Project for Young People, as he uses the Armley Juniors site for ward surgeries; and
- Councillor Wood – personal interest in respect of the approved small grant applications, in his capacity as a member of the Rotary Club of Calverley.

A further declaration of interest was made at a later point in the meeting (Minute 16 refers).

5 Apologies for Absence

Apologies for absence were received from Councillors R Lewis and A Carter.

6 Open Forum

Reference was made to the provision contained in the Area Committee Procedure Rules for an Open Forum session to take place at every ordinary meeting of an Area Committee, whereby members of the public could ask questions or make representations on any matter which fell within the remit of the Area Committee. On this occasion, no such matters were raised.

7 Minutes - 25th March 2011

RESOLVED – That the minutes of the meeting held on 25th March 2011 be confirmed as a correct record.

8 Matters Arising from the Minutes

- West Leeds Visitor Centre – Disabled Access (Minute 90(a) refers): The Area Management Officer reported that disabled access was now available, but that further work was required and would be completed as soon as possible within the current financial year.
- Delegation of Environmental Services (Minute 90(c) refers): The Area Management Officer reported that there would be an opportunity for further discussion of any issues at agenda item 20, and at the workshop meeting which will be held on Friday 15th July.
- Area Leader's Report (Minute 94 refers): The Area Management Officer reported that the issue of stray horses at Tyersal Park had been resolved, and continued to be monitored. One small section of fence still requires repair, however Councillor Coulson had been informed that it would not be possible to use s106 monies to fund this.
- Dates, Times and Venues of Meetings 2011/12: The Chair reported that the venue for the Area Committee meeting to be held on 20th January 2012 would be Farsley Community Church rather than St John's Parish Church.

9 Notification of Appointment of Area Committee Chair for 2011/12 and Revisions to Area Committee Procedure Rules

The Chief Officer, Democratic and Central Services submitted a report notifying Members of the appointment of Councillor D Blackburn to the position of West (Outer) Area Committee Chair for the 2011/12 municipal

year, and explaining amendments made to Area Committee Procedure Rules 5 and 6.7, as approved at the Annual Meeting of Council.

RESOLVED –

- (a) That the appointment of Councillor D Blackburn as Chair of the West (Outer) Area Committee for the duration of the 2011/12 municipal year by Council at its Annual Meeting on 26th May 2011 be noted;
- (b) That the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on 26th May 2011 and as reflected within the amended Area Committee Procedure Rules, be noted;
- (c) That the revision to Area Committee Procedure Rule 6.7, as approved by Council on 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees, be noted; and
- (d) That Councillor Jarosz be appointed as Deputy Chair of the West (Outer) Area Committee for the duration of the 2011/12 municipal year.

10 Community Forum Minutes

RESOLVED – That the minutes of the Tyersal Community Forum meeting held on 25th May 2011 and the Pudsey and Swinnow Forum held on 12th April 2011 be received and noted.

11 ALMO Outer West Area Panel Minutes, 9th February 2011

RESOLVED – That the minutes of the ALMO Outer West Area Panel meeting held on 9th February 2011 be received and noted.

12 ALMO Outer West Area Panel Minutes, 13th April 2011

RESOLVED – That the minutes of the ALMO Outer West Area Panel meeting held on 13th April 2011 be received and noted.

13 Co-optees to the Outer West Area Committee

The Area Management Officer presented a report of the Chief Officer, Democratic and Central Services outlining proposals for the appointment of co-optees to the West (Outer) Area Committee.

Concerns were raised in relation to the low attendance of Liz Navin-Jones at Area Committee meetings. Some Members suggested that Reverend Paul Ayers could be appointed to the Committee to represent the faith sector and the wider Pudsey community. It was therefore suggested that further consideration be given to the appropriate co-optee to represent the Pudsey ward, and that this appointment be brought back to the Area Committee for approval at its next meeting. Members were reminded that they could appoint up to 5 co-optees.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Friday, 9th September, 2011

- (a) That Reverend Kingsley Dowling (Faith Representative) and Howard Bradley (Youth Representative) be appointed as co-optees to the West (Outer) Area Committee for the duration of the 2011/12 municipal year; and
- (b) That further consideration be given to the appropriate co-optee to represent the Pudsey ward, and that this appointment be brought back to the Area Committee for approval at its next meeting (Friday 9th September 2011).

14 Local Authority Appointments to Outside Bodies

The Governance Officer presented a report of the Chief Officer, Democratic and Central Services outlining the Area Committee's role in relation to Elected Member appointments to outside bodies and asking the Committee to agree nominations to those organisations which fall to the Committee to make an appointment to.

The Chair requested that further information be provided in relation to the Area Employment, Enterprise and Training Partnership, as he had never been invited to a meeting. The Area Management Officer had requested some information, however this had not yet been received.

RESOLVED – That the following appointments to outside bodies be made for the 2010/11 municipal year:

- ALMO West Outer Area Panel – Councillors R Lewis and R Wood.
- Joseph Lepton's Charity – Councillor M Coulson.
- Divisional Community Safety Partnership - Councillor J Jarosz.
- Area Children's Partnership – Councillor M Coulson.
- Area Health and Social Care Partnership - Councillor A Blackburn.
- Area Employment, Enterprise and Training Partnership – Councillor D Blackburn.

15 Area Committee Roles for 2011/12

The Area Leader presented a report of the Assistant Chief Executive (Planning, Policy and Improvement) providing the Area Committee with a summary of the Area Functions and Priority Advisory Functions for 2011/12.

RESOLVED – That the summary of approved Area Functions and designated Priority Advisory Functions for 2011/12, as appended to the report, be noted.

(Councillor Marjoram arrived at 1.30pm, at the conclusion of this item.)

16 Outer West Area Committee Well-Being Budget

The Area Management Officer presented a report of the Director of Environment and Neighbourhoods providing Members with an update on the current amount of capital and revenue funding available via the Area Committee Well-Being budget for wards in the outer west area, and seeking approval for new projects commissioned by the Area Management Team.

The Area Committee was reminded that it approved £3,700 capital funding at its September 2011 meeting for a leaf blowing machine to be deployed across the outer west area. Due to staffing issues and because the leaf blower would not be effective in wet weather, it was unlikely that it would be used. The Committee therefore agreed that the £3,700 should instead be added to the Area Committee's contribution to the Pudsey toilets scheme. It was confirmed that it would be possible to reallocate the funding even though it related to the previous financial year.

The report asked the Committee to reconsider well-being funding approvals for the Site Based Gardeners Scheme for 2010/11 and 2011/12, as no funding had been drawn down to support the project. However, the Area Management Officer reported that Parks and Countryside had since informed her that the funding would be drawn down, therefore the Committee agreed to confirm its 'in principle' decision to provide £23,301 to the Site Based Gardeners Scheme.

The Committee then considered the applications for well-being funding which had been submitted for their consideration. Representatives of Armley Juniors Project for Young People, Wortley Football Club, Pudsey and Bramley Athletics Club and the Youth Service attended the meeting and responded to Members' queries and comments regarding their respective applications.

(At this point in the meeting, Councillor Marjoram declared a personal interest as he had been approached by members of Pudsey and Bramley Athletics Club regarding their application.)

RESOLVED –

- (a) That capital funding of £3,700 be re-allocated from the leaf-blower project and added to the Area Committee's contribution to the Pudsey toilets scheme referred to in paragraph 2.2 of the report, resulting in a contribution of £16,551 for Pudsey toilets to be combined with Ward Based Initiative funding;
- (b) That the following 'in principle' funding decisions be confirmed:

Revenue 2011/12

- (i) I Love West Leeds - £18,000;
- (ii) Pudsey in Bloom - £4,000;
- (iii) Calverley in Bloom - £3,000;
- (iv) Farsley in Bloom - £3,000;
- (v) Site based gardeners - £23,301;

- (vi) Farsley festival - £3,500;
 - (vii) CCTV maintenance and monitoring - £30,000; and
 - (viii) Woodhall Road barrier - £1,572.
- (c) That the following decisions be taken in respect of the applications before the Committee today for consideration:

Revenue 2011/12

- (i) Armley Juniors Project for Young People - £15,000 – Approved on the condition that the Volunteer Co-ordinator reports on progress to the Area Committee on a quarterly basis, that work is undertaken with other agencies (including the Youth Service) in order to maximise the project's benefits, and that alternative funding sources are found in future years;
- (ii) Farsley Christmas lights event - £5,000 – Approved;
- (iii) Pudsey Christmas lights event - £8,000 – Approved;
- (iv) Outer West Youth Service - £9,350 – Approved;
- (v) Wortley Football Club - £3,575 – Approved; and
- (vi) Track and Jumps Facilities for Pudsey & Bramley Athletics Club - £20,000 – Approved.

Capital 2011/12

- (i) Calverley heritage lighting - £1,816 – Approved; and
 - (ii) Additional litter bins for Outer West - £2,400 – Approved.
- (d) That the sub-budgets for small grants and skips be confirmed as follows:

Revenue 2011/12

- (i) Small grants budget - £9,000; and
 - (ii) Skips budget - £1,500.
- (e) That the small grant approvals set out in Table 3 of the report be noted.

(Councillors Marjoram and Hardy left the meeting at 2.45pm, at the conclusion of this item.)

17 Environmental Services Delegation - Update and Progress Report

The Locality Manager presented a report of the Director of Environment and Neighbourhoods providing Members with an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees.

The Chair urged all Members of the Area Committee to attend the workshop which would be held on Friday 15th July. On behalf of the three Pudsey Ward

Councillors, Councillor Coulson thanked the Locality Manager for the excellent responses he had provided, and his grasp of the issues raised at Environment Sub-Group meetings. Members were advised to raise any Environmental Service related issues with the Locality Manager in the first instance.

RESOLVED -

- (a) That progress towards the establishment of a new locality based Environmental Service be noted;
- (b) That progress towards the delegation to Area Committees including outline resource, and information to support the development of the first Service Level Agreement (SLA) be noted;
- (c) That the principles on which to base the operational and service delivery proposals to be included in the SLA (as set out in paragraph 35 of the report) be approved, and the proposal that this will form the basis for the July workshops, with the final SLA being presented at the September meeting for approval, be agreed; and
- (d) That the role and membership of the Member Environment Sub-Group for the Outer West Area Committee, to manage the detailed oversight of the delegated services with officer support, be agreed.

18 Solar Photovoltaic Panel Scheme

George Munson, the Senior Climate Change Officer presented a report of the Director of Environment and Neighbourhoods providing the Area Committee with details of the solar photovoltaic (PV) panel scheme.

It was reported that tenant consultation would commence at the end of July, and that a Frequently Asked Questions document had been produced to assist with this.

RESOLVED – That the contents of the report be noted, and the implementation of the project be supported.

19 Area Progress Report

The Area Management Officer presented a report of the Director of Environment and Neighbourhoods informing Members of progress against the Area Management work programme for Outer West Leeds and local contributions to Council priorities.

RESOLVED –

- (a) That the content of the report be noted; and
- (b) That Councillor M Coulson be nominated as the Area Committee's representative to the Corporate Carers Group.

20 Community Safety Issues, Outer West Leeds

Inspector Richard Cawkwell and Gill Hunter, Divisional Community Safety Co-ordinator, presented a report giving an update on crime and community safety

issues in Outer West Leeds since the previous Area Committee meeting which was held on 25th March 2011.

It was reported that overall, crime levels had reduced in the Outer West area, and that the target hardening scheme, (to which the Area Committee had provided funding) had been successful. Inspector Cawkwell undertook to provide some further information on this scheme to the Area Committee. It was also agreed that the action plan from multi-agency meetings would be circulated to all Members in future, however it was highlighted that the information in this document was sensitive and should not be passed on by Members.

RESOLVED – That the update from West Yorkshire Police be noted.

21 Job Centre Plus Presentation

Simon Betts, Relationship Manager at Jobcentre Plus provided an update on Jobcentre Plus provision and responded to Members' queries.

RESOLVED – That the contents of the report and presentations be noted.

22 West North West Homes Leeds Involvement in Area Committees

Kevin Bruce, representing West North West Homes Leeds, presented a report outlining the purpose of West North West Homes Leeds' involvement in Area Committees, and exploring ways of making that involvement as meaningful and productive as possible.

A concern was raised, as issues reported by Members to West North West Homes Leeds are not always followed up and reported back to the Member concerned. It was reported that West North West Homes Leeds is developing its recording and monitoring structure, and that any difficulties encountered in receiving a response should be reported to Kevin Bruce.

RESOLVED –

- (a) That the report be noted; and
- (b) That West North West Homes Leeds provide a six monthly update to the Area Committee regarding progress on areas of mutual interest, with the first report being presented to the Committee's next meeting (9th September 2011).

23 Teenage Pregnancy

The Sexual Health Development Officer presented a report of the Director of Children's Services providing updated information on performance and action taken towards the reduction of teenage conceptions.

It was agreed that all Members would be invited to cluster partnership meetings in future. In response to Members' queries, it was reported that the joining up of services across inner and outer west Leeds had been a key

factor in improving rates of teenage pregnancy. The link between school attendance rates and teenage pregnancy was also discussed.

RESOLVED -

- (a) That the current picture in relation to teenage conceptions be noted;
- (b) That the proposed initiatives be endorsed;
- (c) That partners receiving funding from the Area Committee be encouraged to support and evidence their engagement with vulnerable groups such as Looked After Children and offer a no cost provision where possible;
- (d) That a structured, regular reporting system for teenage pregnancy updates via cluster partnerships, west leadership team meetings and annual reports to Inner and Outer West Area Committees be agreed; and
- (e) That all Members be invited to cluster partnership meetings in order that they can attend and increase strategic support for teenage pregnancy.

24 Forward Plan for September 2011 Meeting

RESOLVED – That the Forward Plan be noted.

25 Dates, Times and Venues of Future Meetings

Friday 9th September 2011 at 1.00pm, Pudsey Leisure Centre
Friday 14th October 2011 at 1.00pm, Farnley Hall
Friday 16th December 2011 at 1.00pm, Safety Central
Friday 20th January 2011 at 1.00pm, Farsley Community Church
Friday 23rd March 2011 at 1.00pm, Swinnow Community Centre
Friday 18th May 2011 at 1.00pm, Venue tbc

The meeting concluded at 4.00pm.

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EXECUTIVE BOARD

WEDNESDAY, 27TH JULY, 2011

PRESENT: Councillor K Wakefield in the Chair

Councillors J Blake, A Carter, M Dobson,
R Finnigan, S Golton, P Gruen, R Lewis,
A Ogilvie and L Yeadon

30 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 1 to the report referred to in Minute No. 47 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it relates to the financial or business affairs of the Council and it is therefore considered not to be in the public interest to disclose this information, as it would be likely to prejudice the Council's current negotiations.
- (b) Appendix 1 to the report referred to in Minute No. 48, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that this information relates to the financial or business affairs of a particular person and of the Council. It is therefore considered that since this information was obtained through one to one negotiations for the disposal of the property/land, then it is not in the public interest to disclose this information at this point in time. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.
- (c) The appendix to the report referred to in Minute No. 53, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the disposal of the property/land then it is not in the public interest to disclose this information at this point in time. Also it is considered that the release of such information would or would be likely to

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th September, 2011

prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (d) Appendix 2 to the report referred to in Minute No. 54, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the condition of the exemption is that in all of the circumstances the public interest in exempting should outweigh the public interest in disclosing. In the Council's judgment, the commercial information relating to this proposal should not be disclosed as the interests of potential bidders could be prejudiced if these financial terms became available to them.
- (e) Appendices 1 and 2 to the report referred to in Minute No. 55, under the terms of Access to Information Procedure Rule 10.4(3) and appendix 3 to the report referred to in the same minute, under the terms of Access to Information Procedure Rules 10.4 (3) and (5). This is due to the fact that the appendices contain commercially sensitive information on the City Council's approach to procurement issues, and commercially 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.

31 Declaration of Interests

Councillors Wakefield, Dobson and Ogilvie all declared personal interests in the item entitled, 'Design and Cost Report: Lotherton Estate Improvements', due to being Leeds Card holders (Minute No. 35 refers).

Councillors Finnigan, Blake and R Lewis all declared personal interests in the item entitled, 'Investment Partnership for South Leeds', due to being members of the Investment Partnership for South Leeds. (Minute No. 44 refers).

Councillors Ogilvie and Dobson both declared personal interests in the item entitled, 'Three Year Grant Funding for Culture', due to being members of the Leeds Initiative – Sustainable Economy and Culture Board. (Minute No. 34 refers).

Councillor R Lewis declared a personal interest in the item entitled, 'Arms Length Management Organisations (ALMO) and Tenant Management Organisations Annual Reports for 2010/11', due to being a member of the Outer West ALMO Area Panel. (Minute No. 56 refers).

Councillors Golton and Finnigan both declared personal interests in the items respectively entitled, 'Primary Basic Need 2012 – Outcome of Statutory Notices for the Expansion of Primary Provision in 2012' and 'Primary Basic Need Programme – Permission to Consult on Proposals for Expansion of Primary Provision in 2013 and 2014', due to their respective positions as governors of Primary Schools. (Minute Nos. 58 and 59 refer respectively).

Further declarations of interest were made at a later point in the meeting (Minute Nos. 55 and 56 refer respectively).

32 Minutes

RESOLVED – That the minutes of the meeting held on 22nd June 2011 be approved as a correct record, subject to the inclusion of the comments made by Councillor A Carter in respect of Minute No. 22 entitled, 'Housing Appeals – Implications of the Secretary of State's Decision relating to Land at Grimes Dyke, East Leeds', in which he emphasised the need to postpone the immediate release of all the Phase 2 and 3 housing allocations within the UDP, as recommended within the report, until after the outcomes from the related Inquiry undertaken by the Scrutiny Board (Regeneration) had been considered.

33 Matters Arising from the Minutes

In respect of Minute No. 22(g), "Housing Appeals – Implications of the Secretary of State's Decision relating to Land at Grimes Dyke, East Leeds", the Chair suggested that a forthcoming visit to be made by Greg Clarke MP, Minister for Cities, would provide an opportunity for an all party lobbying exercise to be undertaken in respect of issues such as the land banking practices of developers.

LEISURE

34 3 Year Grant Funding for Culture

The Chief Libraries, Arts and Heritage Officer submitted a report responding to requests from the large arts organisations to provide longer term funding arrangements. In addition, the report reviewed current approaches and looked to reflect the new strategic priority plan and impact of other agencies' decisions on future funding arrangements, whilst also proposing the introduction of a new, more robust and transparent process.

Members suggested that a report was submitted to a future meeting of the Board outlining the actions being taken to work with young people in order to identify, nurture and retain the sporting and musical talent within the city, in conjunction with the Leeds Arena development.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

RESOLVED –

- (a) That the introduction of 3 year grant funding to cultural organisations be approved.
- (b) That the introduction of Culture Leeds grants be approved.

35 Design and Cost Report: Lotherton Estate Improvements

The Director of City Development submitted a report seeking an injection into the capital programme for various improvement works at Lotherton Estate, which would be funded by prudential borrowing from additional income raised via changes to the current charging policy.

Members made several comments on the proposals regarding the site improvements and charging policy and suggested that a further report was submitted to the Board, which enabled the outcomes arising from the consultation exercise to be fully considered.

The report provided details of the equality impact assessment which was being undertaken in respect of the proposals.

RESOLVED –

- (a) That an injection of £160,000 in to the capital programme for improvements at Lotherton be approved, which will be funded by prudential borrowing from additional income raised from changes to the current charges for Lotherton.
- (b) That the authority to incur expenditure of £160,000 on improvements to Lotherton be approved.
- (c) That the charges for entry to all facilities on the Estate be approved.
- (d) That, following the conclusion of the consultation, any change to the Phase 1 improvements be delegated to the Director of City Development with concurrence of the Executive Board Member (Leisure).
- (e) That a further report be submitted to the Board, which enabled the outcomes arising from the consultation exercise undertaken to be fully considered.

ADULT HEALTH AND SOCIAL CARE

36 Charges for Non-Residential Adult Social Care Services

Further to Minute No. 141, 15th December 2010, the Director of Adult Social Services submitted a report regarding the outcome of the consultation exercise undertaken in respect of charges for non-residential services, whilst making recommendations for changes to such charges.

Members highlighted the need to ensure that consideration was given to the frequency of reviews undertaken on this matter and suggested that details

were provided to Board Members of those Local Authorities which had also altered their charges, in addition to information on the potential impact for Leeds arising from the Dilnot Commission's report.

In noting the cross party support for this matter, the Chair proposed that cross party discussions continued, so that the proposals could be progressed effectively.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

RESOLVED –

- a) That the outcomes of the consultation and the way in which they have been addressed, as set out within sections 4.6 to 5.7 of the submitted report, be noted.
- b) That the outcomes of the equality impact assessment and the way in which they have been addressed, as set out within sections 7.1 to 7.4 of the submitted report, be noted.
- c) That the changes to charges for non-residential services, as set out in sections 5.4 to 5.7 of the submitted report, effective from 1st October 2011, be approved.
- d) That the revised Adult Social Care Charging and Contributions Policy Framework, as set out within Appendix 6 of the submitted report be approved.
- e) That the further review of charges and the financial assessment methodology, together with the associated consultation process, as set out within sections 5.15 and 5.16 of the submitted report, be approved.
- f) That a further report on the outcomes of the further consultation process and proposals regarding charges and the financial assessment methodology be submitted to a future meeting of the Board.

37 Leeds Safeguarding Adults Partnership Annual Report 2010/2011

The Director of Adult Social Services submitted a report introducing the fourth annual report of the Leeds Safeguarding Adults Partnership Board and providing an update on the work of the Leeds Safeguarding Adults Partnership.

Copies of the Leeds Safeguarding Adults Partnership Board Annual Report for 2010/2011 had been circulated to Board Members for their consideration.

Professor Paul Kingston, Independent Chair of the Safeguarding Adults Partnership Board, was in attendance at the meeting and provided an introduction to the report.

In responding to enquiries, officers undertook to provide Board Members with a breakdown of the statistics regarding the locations of alleged abuse in respect of private and public service providers.

RESOLVED – That the content of the attached 2010/11 annual report be noted and that the work programme of the Adult Safeguarding Partnership Board for 2011/12 be endorsed.

RESOURCES AND CORPORATE FUNCTIONS

38 Financial Health Monitoring 2011/12 - First Quarter Report

The Director of Resources submitted a report presenting the Council's financial health position after three months of the 2011/12 financial year.

Enquiries were made into the current position of the Children's Services and Adult Social Care budgets. In response, Members were provided with information where available, with the undertaking that further detail regarding Children's Services would be provided in due course. In general, it was noted that more detailed information relating to those areas facing particular budgetary pressures would be made available at future meetings. Emphasis was then placed upon the Council's current financial pressures and assurances were given that the management of such budgetary pressures remained a priority.

RESOLVED –

- (a) That the projected financial position of the authority after three months of the financial year be noted.
- (b) That directorates continue to develop and implement action plans which are robust and which will deliver a balanced budget by the year end.

39 Treasury Management Annual Report 2010/11

The Director of Resources submitted a report providing a final update on Treasury Management Strategy and operations in 2010/11.

On behalf of the Board, the Chair thanked all of those officers who had been involved in the work of the Treasury Management Strategy and operations over the past year.

RESOLVED – That the treasury management outturn position for 2010/11 be noted.

40 Capital Programme Update 2011 - 2014

The Director of Resources submitted a report providing an update on the financial position for 2011/12 as at June 2011, which included details of capital resources, a summary of schemes which had been upgraded from 'Amber' status to 'Green' since February and which provided a summary of progress made on some major schemes. In addition, the report sought specific approvals to enable some schemes to progress.

Responses were received to Members' enquiries regarding the ICT related projects which were detailed within the submitted report.

RESOLVED –

- a) That the latest position on the general fund and HRA capital programmes be noted.
- b) That the transfer of schemes from the Amber to the Green programmes as set out in section 3.3 of the submitted report be noted.
- c) That the bringing together of a number of ICT schemes within the approved capital programme to form the ICT Essential Services Programme(ESP), with a total value of £5,800,000, as set out in Appendix C of the submitted report, be noted.
- d) That authority be given to incur expenditure of £2,130,000 on the migration to Microsoft technologies from Novell, as included in Appendix C to the submitted report.
- e) That authority be given to incur expenditure of £950,000 on the Storage Consolidation element of the ESP as included in Appendix C to the submitted report.
- f) That an injection into the capital programme of £4,389,500 to progress phase 1 of the Changing the Workplace programme be approved.
- g) That approval be given to the promotion of £168,900 from the reserved to the funded capital programme, in order to allow the demolition of the former Parklees (ASC) building to proceed.
- h) That an injection into the capital programme of £50,000 be approved in order to provide a grant to Clifford Parish Council.

41 Annual Risk Management Report

The Director of Resources submitted a report which providing an overview of the Council's corporate risks and the risk management work which had been undertaken by the Risk Management Unit (RMU) in the last year in support of the Council's Risk Management Framework. In addition, the report highlighted future areas of work to improve the management of risk and provided assurances on the strength of the risk management arrangements currently in place.

RESOLVED –

- (a) That the contents of the report, the risks on the corporate risk register and the progress made on enhancing the Council's risk management arrangements be noted.
- (b) That Executive Board Members continue to review and challenge the arrangements, particularly in relation to strategic decision-making and the delivery of the authority's new City and Council strategic priorities.

DEVELOPMENT AND THE ECONOMY

42 The Strategy for Kirkgate Markets

Further to Minute No. 123, 15th December 2010, the Director of City Development submitted a report providing an update on the findings from a public consultation exercise undertaken earlier in the year, on the petition organised by the Friends of Kirkgate Market Group and outlining the measures taken by the Council to address the issues raised. In addition, the report set out the strategy for Kirkgate Market in order to ensure the market was sustainable.

Having received responses to Members' enquiries regarding rental levels and the potential input of independent retailers into the running of the market, the Chair highlighted the levels of support for the long term future of the market which had been received.

The report noted that full equality impact assessments would be carried out on the different forms of arms-length companies and in determining the optimum size of the market.

RESOLVED –

- (a) That the Board restates its commitment to the long term future and success of Kirkgate Market.
- (b) That the vision and objectives for Kirkgate Market, as set out within Section 4 of the submitted report, be endorsed.
- (c) That the strategy for Kirkgate Market, as set out within Appendix II of the submitted report be endorsed, specifically in respect of the proposals to:-
 - i) move the management and ownership of Kirkgate Market to an arms length company and establish a Project Board and engage expert opinion to consider and recommend the form this should take;
 - ii) start consultation with staff and the Trades Unions to inform the recommendations to Executive Board;
 - iii) determine the optimum size for the indoor and open markets, after taking expert advice, and determine the necessary steps to reach that size.

43 Response to the Scrutiny Inquiry Report on the Future of Kirkgate Market

The Head of Scrutiny and Member Development submitted a report summarising the responses to the recommendations of the former Scrutiny Board (City Development) arising from its inquiry entitled 'Review of the Future of Kirkgate Market'.

RESOLVED – That the directorate responses to the recommendations of the former Scrutiny Board (City Development) arising from its inquiry into the future of Kirkgate Market be noted.

44 Investment Partnership for South Leeds

Further to Minute No. 9, 17th June 2009, the Director of City Development submitted a report presenting an update on the work undertaken to date, providing an overview of the Investment Strategy, whilst providing details of the consultation which had been undertaken and the forthcoming launch event for the strategy.

RESOLVED –

- (a) That the contents of the submitted report, together with the production of the Investment Strategy for South Leeds be welcomed, subject to the issues raised in paragraph 3.6 of the submitted report.
- (b) That the continuation of more detailed work to support the preparation of the Core Strategy and subsequent Site Allocations Development Plan Document be agreed.
- (c) That a review of the governance arrangements, as the work referred to in paragraph 7.2 of the submitted report progresses, be agreed.

45 Consolidation of Enterprise Assets in Chapeltown

The Director of City Development submitted a report on the proposed transfer of the Chapeltown Enterprise Centre, on a 99 year peppercorn lease basis to Unity Enterprise, and the extension of the management agreement for Leeds Media Centre to Unity Enterprise, as part of the Chapeltown Enterprise Network project.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

RESOLVED –

- (a) That the proposal from Unity Enterprise be noted.
- (b) That a 99 year full repairing and insuring lease be provided for the Chapeltown Enterprise Centre to Unity Enterprise on a peppercorn basis, subject to:-
 - i) no revenue grant support being payable;
 - ii) that the agreed refurbishment works are successfully completed.
- (c) That a 10 year service level agreement be provided to Unity Enterprise to manage Leeds Media Centre, subject to:-
 - i) no revenue grant support being payable;
 - ii) that the rent payable by Unity Enterprise is nil;

- iii) that the targets and outputs as part of the service level agreement are in line with those contained within the existing service level agreement for 2011/12.

46 Permit Scheme for Road and Street Works

The Director of City Development submitted a report on the proposed permit scheme and detailing the expected benefits of the initiative. In addition, the report also sought approval for the submission of an application to the Secretary of State regarding the operation of the permit scheme.

In response to Members' enquiries regarding the remit of the scheme, it was stated that such matters would be kept under review.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

RESOLVED – That officers be authorised to make an application to the Secretary of State to implement the permit scheme, as outlined within the submitted report.

47 Future Options for Design Services

Further to Minute No. 182, 9th March 2011, the Director of City Development submitted a report presenting a recommendation about the future provision of Architectural Design Services (ADS) following the extensive investigation of two options previously identified by the Board.

The report presented the following two options, which Executive Board had previously instructed officers to explore further:-

Option 1 - to explore to the establishment of a joint venture arrangement with Norfolk Property Services (NPS) as the preferred route.

Option 2 - to 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).

Members highlighted the need for this matter to be progressed without delay.

The report provided details of the equality impact assessment which had been undertaken in respect of the proposals.

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 Option 1 be pursued and that the establishment of a Joint Venture Company with Norfolk Property Services (NPS) be supported in principle.

- (b) That, subject to the agreement of detailed terms, the Director of City Development be given delegated authority to finalise contractual terms with NPS and to establish appropriate interim arrangements.
- (c) That, should negotiations with NPS not be satisfactorily concluded, Option 2 be pursued, with a further report being brought back to Executive Board should this situation arise.

48 Development Proposals for the Sovereign Street Site

The Director of City Development submitted a report informing of the outcomes from the consultation on the Draft Planning Statement for the Sovereign Street site and providing an update on the progress made to date on the potential to create a new city centre greenspace, in conjunction with a mixed use development on the site.

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 the progress made in relation to the development proposals for the Sovereign Street site be noted.
- (b) That the revised Sovereign Street Planning Statement be approved as a guide to future development proposals for the Sovereign Street site.
- (c) That the draft Heads of Terms agreed with KPMG and Sovereign Leeds Ltd, as detailed within exempt appendix 1 for site A be approved, and that authority be delegated to the Director of City Development in order to negotiate the detailed terms.
- (d) That a further six month exclusivity period be granted, for KPMG to complete their due diligence on the site and to complete the Agreement for lease.
- (e) That the marketing of the two remaining development sites be commenced upon completion of the Development Agreement with KPMG, expected in September 2011.
- (f) That the principle of using part of the KPMG receipt to deliver the proposed greenspace be approved.
- (g) That approval is given to appropriate land from highways to planning purposes to allow easements and other rights be overridden pursuant to S237 of the Town and Country Planning Act 1990 on the proposed KPMG (Site A).
- (h) That an injection into the Capital Programme and the authority to spend up to £100,000 of feasibility funding be approved, for the design

brief and scheme development which will enable the procurement of the new greenspace.

49 Low Emission Zones - Council Resolution 6 April 2011

The Director of City Development submitted a report addressing the request of Full Council for a feasibility study to be undertaken into the establishment of a Low Emission Zone in Leeds.

RESOLVED –

- (a) That the content of this response to Full Council's resolution requesting a study into the feasibility of establishing a Low Emission Zone in Leeds be noted.
- (b) That the bid which has been made to DEFRA in respect of funding be noted and endorsed.
- (c) That, subject to the DEFRA funding bid being successful, the further development of proposals for an initial feasibility study be approved, with a further progress report being received in due course.

50 National High Speed Rail Strategy Consultation

The Director of City Development submitted a report detailing the proposed response to the Government's consultation on a National High Speed Rail Strategy.

Members emphasised the need for the lobbying process in respect of this matter to continue.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That support for the Government's high speed rail strategy and network proposals be confirmed.
- (c) That the proposed response to the national high speed rail consultation, as appended to the submitted report, be approved.

51 Proposal to confirm an Article 4 Direction to require planning permission for a change of use from Use Class C3 to C4 in selected areas of Leeds

The Director of City Development submitted a report summarising the responses from the recent public consultation exercise in relation to the proposed Article 4 Direction in Leeds, and sought approval to confirm the Article 4 Direction.

In response to Members' enquiries, officers undertook to look into those geographical areas highlighted which were not referenced within the report.

RESOLVED –

- (a) That the contents of the submitted report and the responses received in relation to the Article 4 Direction public consultation exercise be noted.
- (b) That the principle of confirming the Article 4 Direction to cover the area proposed be approved and that the Chief Planning Officer be delegated the necessary authority to confirm the Direction.

52 Planning Applications Highways Issues (White Paper 16)

The Director of City Development submitted a report responding to full Council's resolution of 6th April 2011 requesting that Executive Board instructed the Council's Highways Department to ensure that consultation with Ward Members took place with regard to planning applications' highways matters prior to the Highways Department passing formal comment to planning officers.

The Chief Executive stated that correspondence had been received from Councillor Cleasby in respect of this matter, who had requested that the recommendations detailed within the submitted report be replaced by the resolution which had been formally agreed by Council on the 6th April 2011.

RESOLVED – That in light of the representations received in respect of this matter, the report be withdrawn from the agenda, with a further report being submitted for consideration in due course.

53 Site of the Former Wyther Park Primary School Victoria Park Avenue Armley Leeds LS5

The Director of City Development and the Director of Environments and Neighbourhoods submitted a joint report which sought approval to sell the subject site on the provisionally agreed terms, contained within the exempt appendix to the submitted report, which included deferring payment of part of the receipt until completion of the development.

Following consideration of the Appendix 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 the site of the former Wyther Park Primary School be sold on a deferred payment basis, on the terms outlined within the submitted report.
- (b) That approval be given to the use of the deferred payment received in a Local Investment Plan priority scheme.

ENVIRONMENTAL SERVICES

54 Solar Photovoltaic Panels Initiative - Corporate Buildings

The Director of City Development submitted a report regarding proposals to develop a scheme to install a maximum of £3,010,000 of investment in solar photovoltaic systems on Council buildings, including schools, which would generate an income over 25 years.

Following consideration of Appendix 2 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 the project proposal for installing photovoltaic in corporate buildings, including schools, be approved.
- (b) That the injection of £3,010,000 into the Capital Programme to be fully funded by Unsupported Borrowing be approved.
- (c) That delegated authority be given to the Director of Resources to authorise expenditure of up to any value on a scheme by scheme basis, up to a total of £3,010,000, which will be subject to a prior approval of a Business Case for each site by the Director of Resources.
- (d) That the Director of City Development be given delegated authority to approve the award of the contract and building selection.

NEIGHBOURHOODS, HOUSING AND REGENERATION

55 Little London, Beeston Hill and Holbeck PFI Housing Project: Confirmation of Amended Project Scope and Affordability

The Director of Environment and Neighbourhoods submitted a report providing an update on the outcome of the Government Value for Money Review of the national housing PFI programme and its impact upon the Little London, Beeston Hill and Holbeck PFI project, the resultant changes required to the project scope, the affordability of the project following such changes and on the recent Key Decision taken by the Director of Environment & Neighbourhoods.

Members received an update on the current position of the project.

The report provided details of the equality impact assessment which had been undertaken in respect of this matter.

Following consideration of the appendices 1 and 2 to the submitted report, designated as exempt under Access to Information Procedure Rule 10.4(3), and appendix 3 to the same report, designated as exempt under Access to Information Procedure Rules 10.4 (3) and (5), which were considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the outcome of the government value for money review be noted.
- (b) That the overall changes and cost variations to the project be noted.
- (c) That the re-submission of an amended Pre-Preferred Bidder Final Business Case under the Director Delegation Scheme as detailed in paragraph 7.1 of the submitted report, be noted.
- (d) That the revised overall affordability position, as detailed in exempt appendix 2 of the submitted report, be noted.
- (e) That it be noted (without affecting the resolutions of the meeting of this Board on 9th March 2011 including those granting authority to enable the Project to reach financial close) that it is anticipated that a further report be brought to a future Board meeting in due course with details of the Pre-Financial Close affordability.

(Councillors Finnigan and Dobson both declared personal interests in relation to this matter, due to their respective positions as Aire Valley Homes ALMO Board Members).

56 Arms Length Management Organisations and Tenant Management Organisations Annual Reports for 2010/2011

The Director of Environment and Neighbourhoods submitted a report presenting the in 2010/11 Annual Reports for the Arms Length Management Organisations (ALMOs) and Belle Isle Tenant Management Organisation (BITMO) which highlighted the achievements and performance results for the previous year.

The Board welcomed the four Chief Executives of the ALMOs and BITMO, who were in attendance to provide additional detail and answer any questions.

Following Members' enquiries regarding tenants' perception of the ALMOs and BITMO, it was proposed that a report was submitted to a future meeting of the Board in respect of such matters and the work being undertaken to improve tenants' satisfaction levels.

RESOLVED –

- (a) That the contents of the 2010/11 ALMO and BITMO annual reports and supporting papers be noted.
- (b) That a report be submitted to a future meeting of the Board regarding tenants' satisfaction levels, and the work being undertaken to improve such levels.

(Councillors Finnigan, Dobson and Blake all declared personal interests in relation to this matter, due to their respective positions as either Aire Valley

Homes ALMO Board Members or Belle Isle Tenant Management Organisation Board Members).

57 Gypsies and Travellers - Progress on Scrutiny Board Inquiry Recommendations

Further to Minute No. 168, 11th February 2011, the Director of Environment and Neighbourhoods submitted a report providing an update on the work undertaken following the Board's consideration of the response to the inquiry undertaken by the former Scrutiny Board (Environment and Neighbourhoods) Inquiry into site provision for Gypsies and Travellers in Leeds.

Members made enquiries into the content of the report, when compared to the current governmental guidance relating to site development for Gypsies and Travellers and due to the fact that the government was currently consulting on new planning policy for such sites. In response, Members received assurances in respect of their enquiries, including those in respect of external funding proposals, whilst officers undertook to circulate the relevant governmental guidance on this matter as appropriate. In addition, it was proposed that a further report was submitted to the Board in due course when the new governmental planning policy for Gypsy and Traveller sites had been released.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the instigation of a search for a new site or sites, in accordance with the principles set out at paragraph 3.9 and 3.10 of the submitted report, be approved.
- (c) That a further report be submitted to the Board in due course when the new governmental planning policy for Gypsy and Traveller sites had been released.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the decisions taken above, whilst Councillor Golton required it to be recorded that he abstained from voting on these matters).

CHILDREN'S SERVICES

58 Primary Basic Need 2012 - Outcome of statutory notices for the expansion of primary provision in 2012

Further to Minute No. 203, 30th March 2011, the Director of Children's Services submitted a report outlining the representations received as part of the consultation exercise on the proposals for expansion of primary provision from September 2012 and seeking a final decision on the proposals.

RESOLVED –

- (a) That the capacity of Wykebeck Primary School be expanded from 315 places to 420 places on its existing site.

Draft minutes to be approved at the meeting to be held on Wednesday, 7th September, 2011

- (b) That the former South Gipton Community centre site be earmarked for the expansion of Wykebeck Primary School.
- (c) That the capacity of Bracken Edge Primary School be expanded from 315 places to 420 places on its existing site.
- (d) That the age range of Carr Manor High School be changed from 11-18 to 4-18 years, with a reception admission limit of 30, with land next to the school being used for the primary provision.

59 Primary Basic Need Programme - Permission to consult on proposals for expansion of primary provision in 2013 and 2014

The Director of Children's Services submitted a report detailing the requirement for primary school places in the academic year 2013/14 and beyond, presenting a range of proposals to address the identified need and seeking permission to consult on some specific options and identifying further work required on others, prior to any statutory consultation.

Members received responses to their specific enquiries regarding particular school sites or geographical areas of Leeds.

RESOLVED –

- (a) That it be noted that Bramley St Peter's will be expanded from 315 to 420 places, with no requirement for a statutory process.
- (b) That formal consultation to expand existing schools be approved, as follows:-
 - i) Rawdon St Peter's Primary School from 315 to 420 places,
 - ii) Morley Newlands Primary School from 420 to 630 places;
- (c) That approval be given to the undertaking of formal consultation on two new 420 place primary schools, to be established on the site of the former South Leeds Sports Centre and on land at Florence Street, with the sites being earmarked for this purpose.
- (d) That further reports detailing the outcomes of these consultation exercises, and any further proposals to cover any remaining shortfall, be submitted to the Board at a later date.

DATE OF PUBLICATION: 29TH JULY 2011

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5TH AUGUST 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 8th August 2011)

Draft minutes to be approved at the meeting to be held on Wednesday, 7th September, 2011

Draft minutes to be approved at the meeting
to be held on Wednesday, 7th September, 2011

SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

MONDAY, 11TH JULY, 2011

PRESENT: Councillor P Grahame in the Chair

Councillors S Bentley, A Blackburn,
J L Carter, B Chastney, Dawson,
R Grahame, J Hardy, A Lowe, C Macniven
and R Wood

10 Declarations of Interest

Councillor J Hardy declared a personal interest in Agenda Item No.8 Customer Access Strategy as a Director of West North West Homes who were referred to in the submitted report (Minute No.14 refers)

11 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor A Gabriel

Notification had been received for Councillor R Grahame to substitute for Councillor Gabriel

12 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 17th June 2011 be confirmed as a true and correct record

13 Financial Performance - Outturn 2010/11

The Head of Scrutiny and Member Development submitted a report which set out details of the Council's Financial Performance for the year ending 31st March 2011

The following officers were in attendance and responded to Board Members questions and comments:

Alan Gay – Director of Resources
Helen Mylan – Head of Finance Corporate Services
Ian Williams – Human Resources Manager

The Chair, on behalf of the Board invited the Director of Resources to present his report

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

- The potential impact on the City Council's Budget of the governments proposals to change the way in which business rates are collected
- Tax Collection performance - Comparisons with other Local Authorities
- Reduction in staffing levels as a result of ELI and the subsequent affect on workforce planning, particularly retaining necessary skills and succession planning
- The requirement to recognise the need for service reconfiguration to meet budget pressures including the development of relationships with other providers
- The use of and management of agency staff
- Sundry Income Collection performance
- The management of Insurance Claims, real and potential

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That the Head of Scrutiny and Member Development schedule into the Boards work programme reports relating to the following issues:
 - Workforce Planning
 - Insurance claims
 - Sundry Income and collections
- (iii) That data on tax collections and comparisons with other Local Authorities be obtained and circulated to Board Members prior to the September meeting

14 Customer Access Strategy

Following a decision from the Board to invite Officers to discuss issues relating to the Customer Access Strategy 2011 – 2015.

The Chair welcomed to the meeting:

- Paul Broughton, Chief Officer (Customer Services)
- Lee Hemsworth, Chief Officer (Business Transformation)

The Chief Officer (Customer Services) delivered a brief presentation providing details of the Council's one stop service which included:

- 14 One Stop Centres, 2 Joint Service Centres
- Customer Services Excellence accreditation
- Statistics for 2010/11
- Customer satisfaction
- Opening Hours
- Recent Development
- Current Projects

The Chief Officer (Business Transformation) also addressed the Board and spoke about the rationale for change and the development of a new customer service strategy, and in doing so identified the strategic customer outcomes and highlighted the key deliverables.

Resolved –

- (i) That the presentation on the Customer Access Strategy be noted and welcomed
- (ii) That this Scrutiny Board should proactively monitor the progress of the development of the customer service strategy. The following key milestones were agreed for further scrutiny:
 - The redraft on the basis of feedback and consultation
 - Results of, and the use of the Customer Consultation
 - The development of the business case for phase 1
 - The delivery of phase 1
- (iii) The Head of Scrutiny and Member Development was asked to work with the Chief Officer (Business Transformation) and schedule these key milestones into the Board's work programme

15 Work Schedule

The Head of Scrutiny and Member Development submitted a report outlining the Board's work schedule for the forthcoming municipal year and also included an extract of the Council's Forward Plan relating to the Board's portfolio and a copy of the latest Executive Board minutes.

RESOLVED –

- (i) That the Executive minutes and Forward Plan be noted
- (ii) To agree the work schedule including the amendments made at today's meeting

16 Date and Time of Next Meeting

RESOLVED – To note that future meetings of the Board be scheduled as follows:

Monday 5th September 2011
Monday 3rd October 2011
Monday 7th November 2011
Monday 5th December 2011
Monday 9th January 2012
Monday 6th February 2012
Monday 5th March 2012
Monday 2nd April 2012

Minutes approved at the meeting
held on 5th September 2011

All meetings to held in the Civic Hall, Leeds commencing at 10.00 a.m.
(Pre-meeting for Board Members to commence at 9.30 a.m.)

(The meeting concluded at 11.50am)

SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 21ST JULY, 2011

PRESENT: Councillor J Chapman in the Chair

Councillors D Collins, G Driver, P Ewens,
B Gettings, P Grahame, A Khan, P Latty,
K Maqsood, M Rafique and K Renshaw

CO-OPTED MEMBERS (VOTING):

Mr E A Britten – Church Representative (Catholic)
Professor P H J H Gosden – Church Representative (Church of England)
Ms J Ward – Parent Governor Representative (Secondary)
Ms N Cox – Parent Governor Representative (Special)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote – Teacher Representative
Ms C Johnson – Teacher Representative
Mrs S Hutchinson – Early Years Representative
Ms T Kayani – Leeds Youth Work Partnership Representative
Ms A Choudhry – Leeds VOICE Children and Young Peoples Services Forum Representative

11 Chair's Opening Remarks

The Chair welcomed all in attendance to the July meeting of the Scrutiny Board (Children and Families).

12 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept a late report, agenda item 7, Children's Services Update, which was not available at the time of agenda despatch. (Minute No. 16 refers)

The Chair also admitted to the agenda the following supplementary information:

- Agenda item 9 – outstanding recommendation tracking response in relation to Entering the Education System (Minute No. 18 refers)
- Agenda item 10 – draft terms of reference in relation to External Placements. (Minute No. 19 refers)

13 Declarations of Interest

Councillor Ewens declared an interest in agenda item 7, Children's Services Update, as a governor at City of Leeds High School and member of the Open XS cluster. (Minute No. 16 refers)

A further declaration of interest was made at a later stage in the meeting. (Minute No. 16 refers)

14 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors Charlwood and Lamb. Notification had been received that Councillor Collins was to substitute for Councillor Lamb and Councillor P Grahame for Councillor Charlwood.

15 Minutes - 23rd June 2011

RESOLVED – That the minutes of the meeting held on 23rd June 2011 be confirmed as a correct record.

16 Children's Services Update

The Director of Children's Services submitted a report which provided an overview of key national policy and local developments.

The following information was appended to the report:

- Outcome notes of the Department for Education review meeting with Leeds City Council held on 20th May 2011
- Leeds Children's Trust Board – cluster partnerships standard terms of reference.

The Chair welcomed to the meeting, the following officers to present the report and respond to Members' questions and comments:

- Nigel Richardson, Director of Children's Services
- Ken Morton, Children's Services.

A PowerPoint presentation was provided on the 'Changing Shape of Children's Services in Leeds' focusing on the following key areas:

- The changing context – shifting national policy direction around schools and learning
- Our improvement journey – Leeds still under an improvement notice and reporting to Improvement Board, but evidence of clear improvement
- Key areas of activity with particular emphasis on the Children and Young People's Plan and developing new ways of working
- Improved locality working: A key role for 'clusters' – now an integral part of taking the new structure forward

- Rising to the Education Challenge – a response to government, but also a statement of direction for Leeds.

In brief summary, the key areas of discussion were:

- Information sharing with partners, including the voluntary sector – a summary of the self assessment for the announced inspection would be made available to all partners in September.
- Development of new children’s services structure to deliver an integrated children’s service. Appointments to senior directorate positions confirmed and next tier commencing in the near future.
- Equipping staff with the skills to use restorative practice approaches in their work, building on existing examples of good practice such as the Youth Offending Service and Family Group Conferences.
- Acknowledgement of complexities around how clusters were linked to Area Committees and Wards and development of area based priorities as part of the ‘education challenge’.
- Support for frontline teachers and their working environment.
- Challenges around making best use of resources, particularly development of extended services and partnership arrangements.
- Concern about what additional capacity could be provided at local level to support head teachers to develop effective cluster arrangements.
- The role of governing bodies in contributing to the development of the new cluster arrangements
- The need for Area Committees to have a clear understanding of the changes.

RESOLVED – That the report and information appended to the report be noted.

(Councillor Renshaw declared a personal interest in this item in her capacity as a Member of Ardsley and Tingley Extended Services Cluster and Rothwell Extended Services Cluster.)

17 Formal Response to Scrutiny Recommendations - School Balances

The Head of Scrutiny and Member Development submitted a report which presented the formal response to the Board’s recommendations arising from its inquiry on School Balances.

The Scrutiny Board agreed the status of recommendations as follows:

- Recommendation 1 – check situation with regard to the Panel’s future role in 6 months
- Recommendation 2 – sign off
- Recommendation 3 – sign off
- Recommendation 4 – sign off
- Recommendation 5 – sign off.

RESOLVED – That progress continues to be monitored in the quarterly recommendation tracking report.

18 Recommendation Tracking

The Head of Scrutiny and Member Development submitted a report which requested Members to confirm the status of recommendations from previous inquiries.

Appended to the report was the recommendation tracking flowchart and draft recommendation status.

The status of recommendations were agreed as follows:

- Entering the Education System (recommendation 8) – monitor again in 12 months
- Safeguarding Interim Report (recommendation 1) – continue monitoring as transformation programme is implemented
- Attendance Strategy (recommendation 2) – sign off
- Youth Service User Surveys (recommendation 2) – monitor again in 3 months; (recommendation 3) – sign off
- Outdoor Education Centres (recommendation 1) – sign off; (recommendation 2) – monitor again in 3 months; (recommendation 3) – sign off; (recommendation 7) – sign off.

During the discussion Members raised the issue of the future direction of the youth service. It was agreed that the Chair and the Principal Scrutiny Adviser would follow up this matter and report back to the September meeting with a proposal as to how the Board should deal with this matter.

RESOLVED –

- (a) That the report and information appended to the report be noted
- (b) That the Scrutiny Board approves the status of recommendations as set out above.

19 Draft Terms of Reference

The Head of Scrutiny and Member Development submitted a report which invited Members to agree terms of reference for the Scrutiny Board's inquiry into reducing the number of looked after children.

The Scrutiny Board was advised of some suggested amendments to the terms of reference as follows:

- Minor grammatical amendments to paragraph 1.3 of the introduction and paragraph 5.2, submission of evidence.
- Further submission of evidence to be considered as follows:
 - Evidence of impact of the early adopter programmes for the cluster based model

- Evidence of the ongoing research by Professor David Thorpe into referral and assessment arrangements.
- The following witnesses to be added under paragraph 6.1:
 - Professor David Thorpe
 - Children and young people (via the children in care council).

Councillors Chapman, Pat Latty and Renshaw and Co-opted Members; Mr Britten, Ms Cox and Ms Ward, volunteered to serve on the working group to undertake visits and activities to support this inquiry.

RESOLVED – That subject to the above amendments, the terms of reference for the Scrutiny Board’s inquiry into reducing the number of looked after children, be approved.

20 Work Programme

A report was submitted by the Head of Scrutiny and Member Development which detailed the Scrutiny Board’s work programme for the current municipal year.

Appended to the report for Members’ information was the current version of the Board’s work programme, minutes of the Executive Board meeting held on 22nd June 2011, an extract from the Forward Plan of Key Decisions for the period 1st July 2011 to 31st October 2011, together with a copy of the comments on the Green Paper ‘Support and aspiration: a new approach to special educational needs and disability’ that were submitted by the Scrutiny Board to Children’s Services for incorporation into the corporate response following discussion at the June meeting of the Scrutiny Board.

RESOLVED – That the work programme be approved.

21 Professor P Gosden

On behalf of the Scrutiny Board, the Chair thanked Co-opted Member, Professor Gosden, for his hard work and positive contribution to the work of the Scrutiny Board as Church Representative (Church of England) over the previous 11 years.

22 Date and Time of Next Meeting

Thursday, 8th September 2011 at 9.45 am with a pre-meeting for Board Members at 9.15 am.

(The meeting concluded at 11.25 pm.)

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SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 14TH JULY, 2011

PRESENT: Councillor M Rafique in the Chair

Councillors S Bentley, D Cohen, G Hyde,
M Lyons, J Matthews, V Morgan,
M Robinson and G Wilkinson

10 **Declarations of Interest**

The following Members declared personal 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:

West Yorkshire Local Transport Plan - Councillors Hyde, Lyons and Morgan declared personal interests as local authority appointed members of WYITA as METRO had submitted contributions to the Plan (minute 14 refers)

11 **Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillors Atkinson and Lobley. The Chair welcomed Councillor Wilkinson to the meeting as substitute for Councillor Lobley

12 **Minutes**

RESOLVED – That the minutes of the meeting held 16th June 2011 be agreed as a correct record

13 **Draft Terms of Reference - Inquiry into the engagement of young people in culture, sporting and recreational activities**

Further to minutes 6 and 7 of the meeting held 16th June 2011 when Members discussed the future work schedule for the Board, the Head of Scrutiny and Member Development submitted a report setting out a proposed terms of reference for an Inquiry into the engagement of young people in culture, sporting and recreational activities. It was noted that the draft terms of reference had been discussed and received the support of Councillor Ogilvie, Executive Member for Leisure and relevant officers.

Catherine Blanshard, Chief Libraries, Arts and Heritage Officer attended for this item.

Members agreed a unified approach to the Inquiry was required to encompass all aspects of the delivery of schemes and events to young people and discussed the following:

- The impact of the Opera/Party in the Park events on and for young people
- How the Breeze scheme and culture in general engaged young people
- An assessment of how LCC communicates events to young people
- The funding available for schemes

- The success of schemes aimed at young people supported from LCC Area Committee well-being funds and the need to have an overview of provision
- The need to invite witnesses to the Inquiry from successful schemes supported by well-being funds (such as Headingley Carnegie and Leeds UFC mentoring schemes)
- Request for statistics on the uptake of cultural/sporting/recreational events held in Leeds for 2010 and 2011 for comparison to enable a review of the successes/failures
- Request for information on the partners involved in delivering schemes for young people

Members sought to ensure that young people were actively involved in the Inquiry and that representatives from relevant groups should be called as witnesses, to include Youth Council, Schools, faith groups, BMX and parcours groups, disabled groups and groups catering for young people outside the 11-19 age limit targeted by the Youth Service. Representatives from the service providers and scheme organisers should also be called as witnesses, to include the Youth Service, faith groups and voluntary sector groups.

Members noted the intention to take a phased approach to the Inquiry; and to include individual witnesses to provide information on their personal involvement in schemes. Additionally it was noted that some areas of the Inquiry may overlap into other areas of Scrutiny – such as health matters – and service areas – such as Children’s Services

RESOLVED – To note the comments made and authorise officers to incorporate them into the draft terms of reference for the Inquiry into the engagement of young people in culture, sporting and recreational activities.

14 The West Yorkshire Local Transport Plan and the Leeds Implementation Plan

Further to minutes 6 and 7 of the meeting held 16th June 2011 when the Board discussed the future work programme and identified “transport” as a priority, the Head of Scrutiny & Member Development submitted a report to support discussions on the future transport strategy for Leeds. A copy of “My Journey West Yorkshire” was included within the report which outlined the four themes within the overarching West Yorkshire Transport Plan (WYTP) as being transport assets, travel choices, connectivity and enhancements.

The WYTP had been adopted on 1st April 2011 and was intended to address all aspects of transport provision until 2026. The aspirations for Leeds were contained within the Leeds Implementation Plan (LIP) due to be considered at the September Executive Board meeting.

Mr Gary Bartlett, Chief Officer Highways & Transportation and Mr Andrew Hall, Acting Head of Transport Policy, attended the meeting for this item and made the following points:

- Recognised Members’ desire to address particular transport routes but suggested the Board take a strategic view of all forms of transport first which would inform detailed discussions later

- Tabled an indicative plan of the proposed transport network for the city showing rail, tram, NGT, motorway and A road routes
- Emphasised the need to consider how to enhance the existing network for the next 15 years
- Introduced the LIP and the agreed transport schemes to be implemented

Members discussed the following matters with officers:

- The expected rise in the population of Leeds in the context of the existing transport infrastructure
- The Inquiry would require the number of commuters travelling into and out of Leeds via all forms of transport

Road

- The need to have regard to the impact of new developments along the key routes identified – Woodside Quarry on A660/A65 and Grimes Dyke on A64

Impact of the NGT- A660

- LCC working with METRO to ensure implementation of the NGT scheme and mindful of the need to have a fall back position to provide a quality bus offer for Leeds should the NGT bid be unsuccessful, to include the best elements of the NGT scheme (priority lanes, better vehicle stock).

Park and ride –

- Members generally supported provision of P&R schemes and queried whether there were any schemes being drawn up for implementation in the near future
- It was reported that LCC had prioritised provision of the NGT, and P&R was an important element of that scheme. If the NGT bid was unsuccessful, P&R provision on key transport routes would be considered
- LCC was in the process of identifying 2 new sites which could be introduced prior to and independent of the NGT
- Most P&R schemes which served Leeds were provided elsewhere across West Yorkshire as Leeds stations did not have the capacity
- Noted discussions on the P&R scheme at King Lane introduced in 1999 which was not regarded as beneficial to the strategic road network and which highlighted the different views of whether local residents supported or opposed the scheme and the difficulties in implementing schemes.

Rail

- The growing number of commuters travelling through Leeds station daily and whether the station and the network had sufficient the operational capacity
- Successful implementation of the High Speed rail Network would bring greater visitor numbers to Leeds
- Members recalled the discussion at the last meeting on the possibility the high speed rail link would require another station to be built near to

Leeds City Centre and they reconfirmed their view that the HSR link should be city located.

New rail stations

- Officers noted the comment about Woodside Quarry, but responded that line capacity was an issue bearing in mind that development of the Kirkstall Forge & Apperley Bridge stations was a priority
- The Woodside development was not of sufficient size to warrant a new rail station or generate the necessary funding
- METRO Rail Plan 6 was currently under review.

Train capacity

- Noted the bid for additional second hand rolling stock from Edinburgh
- Noted the government had not supported the increase of carriages from 3 to 4 on the Trans Pennine routes.

Enforcement

- Officers noted concerns over the misuse of bus lanes by other vehicles and that the lanes should be robustly enforced
- Members cited the approach taken by Edinburgh City Council as an example of good practice
- Reported that a protocol for enforcement in development with Environment & Neighbourhoods with the intention of implementing in the city centre first then rolled out city wide.

Ticketing

- Consider introduction of a travel card similar to Oyster card.

Transport assets

- Commented on the damage to roads caused by utility companies undertaking works necessitating removal of the highway surface
- Poor quality reparation works undertaken by the utility companies incurred additional expense to the LCC to make good those surfaces
- Noted permits were issued by LCC to enable utility companies to undertake works. LCC employed a robust inspection regime of the reparation works and had had some success at claiming costs.

Canals

- Noted that Leeds canals largely recreational use, and not freight/utility due to the number of motorway bridges the freight needed to clear.

To conclude, officers reported the LIP was intended to provide a 15 year strategy and reflect matters discussed at WYITA and city region level with implementation proposed within 3 years. LCC sought to discuss the LIP with partner organisations to enable partners to share and sign up to the transport strategy. Members sought Scrutiny Board involvement in the LIP consultation

RESOLVED –

- a) To thank officers for their attendance
- b) To note the contents of the initial discussions on the WYTP and the emerging Transport Strategy for the city
- c) To note that the LIP will be discussed in greater detail at the September Board meeting

15 Work Schedule

The Head of Scrutiny and Member development submitted a copy of the work Programme for the 2011/12 Municipal Year which had been populated with the six priority areas for scrutiny identified at the previous meeting.

Arising from the discussion on the West Yorkshire Local Transport Plan (minute 14 above), a suggestion was made that Mr Bartlett and Mr Hall, along with relevant representatives of WYITA, should be invited to present a seminar to all members of Council on the Plan

RESOLVED –

- a) To note the contents of the Work Schedule and the comments made
- b) To note the contents of the Executive Board minutes dated 22nd June 2011 and the forward plan covering the period 1 July to 31 October 2011
- c) To request officers discuss proposals for a seminar for Members on the West Yorkshire Transport with Councillor R Lewis, Executive Member Development & the Economy, and the Member Development Officer

16 Date and time of next meeting

RESOLVED – To note the date and time of the next meeting as Thursday 22nd September at 10.00 am

17 Chairs Closing Remarks

Councillor Rafique noted this would be the last meeting of the Scrutiny Board to be attended by Mr P Marrington, Head of Scrutiny & Member Development as Ms S Newbould would be returning from maternity leave shortly in time for the next meeting. The Chair and Members thanked Mr Marrington for his work with the Board since its establishment in May 2011.

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SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

THURSDAY, 7TH JULY, 2011

PRESENT: Councillor B Anderson in the Chair

Councillors C Fox, R Grahame, K Groves,
G Hyde, J Jarosz, J Matthews, R Pryke,
M Robinson, E Taylor and N Walshaw

11 Declarations of Interest

Councillor Taylor declared a personal interest in Agenda Item 7, Call-In - Review of Parking Fees, due to her position as Deputy Lead Member for Environmental Services. Minute No. 14 refers.

12 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillors Hamilton, Harrand, Jarosz and Taylor.

Councillors Fox , Matthews, Pryke and Robinson were in attendance as substitutes.

13 Call-In of Decision - Briefing Paper

The report of the Head of Scrutiny and Member Development informed Members of the Call In arrangements in accordance with the Council's Constitution and the options of action available to the Board. It was reported that the following options were available to the Board:

- Release the decision for implementation
- Recommend that the decision be reconsidered
- Recommend that the decision be reconsidered and refer the matter to full Council if recommendation not accepted

RESOLVED – That the report be noted.

14 Call In - Review of Parking Fees

The report of the Head of Scrutiny and Member Development presented the background papers to a decision which had been Called In in accordance with the Council's Constitution. The decision was a Delegated Decision Notice of the Parking Manager regarding the Review of Parking Fees.

The Chair welcomed the following to the meeting:

- Councillor M Lobley – Signatory to the Call In
- Councillor M Dobson – Executive Member for Environmental Services
- Andrew Mason – Chief Officer, Environmental Services
- Graham Wilson, Environmental Health Manager
- Mark Jefford, Parking Manager

Councillor Lobley outlined the reasons for the Call In of the decision. These included the following:

- Lack of detail in the report – that the aims of this particular review were unclear within the report and also lacked sufficient supporting evidence
- Concern that no consultations with Ward Members and/or other stakeholders had been carried out at that stage (as stated in the report)
- There was no mention of background information or surveys to show the impact on traffic flow given that prices had been set for traffic management reasons.
- That this review of parking fees was being taken prior to, and in isolation of, the wider Parking Strategy, which was due to be considered by Executive Board in September.
- Concern regarding the issue of a press release surrounding the revised parking charges prior to the end of the scrutiny call-in period.

A submission from Councillor A Carter was also submitted to the Board and read out at the meeting. This reiterated the points raised by Councillor Lobley and also made reference to previous discussions at Executive Board that a detailed and fully consulted set of proposals would be submitted for Executive Board to consider and concern that Elected Members were not fully involved in the decision making process.

In response to the concerns raised, Officers present raised the following issues:

- That the Executive Board agreed in February 2011 that income budgets would rise by 3%. It was also acknowledged by the Executive Board that the Directorate would undertake a review of car parking prices and tariff bandings for both on street and off street parking across the city, which would be implemented through a delegated decision, with at least a 3% increase assumed.
- Leeds City Council was only responsible for 20% of parking across the City and a clear and competitive approach to pricing had been adopted with a view to generating an extra 3% income.
- Prices introduced aimed to encourage people to shop in the City Centre.
- Consultation had taken place with colleagues involved in Transport and Highways with consideration given to traffic flow and demand.
- In reference to concerns regarding the lack of consultation, it was reported that there was ongoing work in reference to looking at parking

provision in the wider context of transport needs for the City and this would be reported to Executive Board in September.

- The Executive Member was fully informed of the proposals as they were developed on a site by site basis.

Councillor Dobson, Executive Member for Environmental Services addressed the Board. He referred to the review of the pricing structures under the terms agreed by the Executive Board in February 2011 and the broader piece of work to be undertaken regarding the Car Parking Strategy, which would be more widely consulted on with Elected Member involvement. Further reference was also made to the concerns regarding the press release, which aimed to provide a more broad and accurate position on the current situation rather than on this specific decision..

In response to Members comments and questions, the following issues were discussed:

- Concern that the Delegated Decision Notice did not make reference to consultations with other Council Departments – it was acknowledged that this would be considered in future.
- No evidence submitted in respect of traffic management regulations – there had been work with colleagues in Transport and Planning and this would also support the Transport Strategy.
- Lack of reference to the Executive Board report of February 2011.
- Pricing rates for individual car parks.
- Concern that opportunity for further consultation was not taken.

Councillor Loble was invited to summarise the reasons for calling in the decision and reiterated his earlier comments with an emphasis on the quality of the delegated decision notice and lack of reference to the Executive Board report of February 2011.

In summary, Councillor Dobson agreed that the delegated decision notice could have had more information and that this will be addressed in future reports. However, it was felt that the work undertaken had been extensive and robust enough to justify the decision.

Members were asked to consider the options available to them.

15 Outcome of Call-In

Following a vote by Members present, it was

RESOLVED – to release the decision for implementation

The Board recommended that the wider review surrounding the Council's Parking Strategy is given due consideration by Scrutiny.

16 Date and Time of Next Meeting

Draft minutes to be approved at the meeting
to be held on Monday, 18th July, 2011

Monday, 18 July 2011 at 10.00 a.m. (Pre-meeting at 9.30 a.m. for all Board Members.

The meeting concluded at 12:25 p.m.

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 18TH JULY, 2011

PRESENT: Councillor B Anderson in the Chair

Councillors R Grahame, K Groves,
M Hamilton, P Harrand, G Hyde, J Jarosz,
E Taylor, C Townsley and N Walshaw

17 Chair's Opening Remarks

The Chair welcomed all in attendance to the July meeting of the Scrutiny Board (Safer and Stronger Communities).

18 Declarations of Interest

Councillors R Grahame and G Hyde declared a personal interest in agenda item 7, Sources of Work and Areas of Priority, and agenda item 8, Financial Outturn 2010/11, in their capacity as Directors of East North East Homes. (Minute Nos. 22 & 23 refer)

Councillor E Taylor declared a personal interest in agenda item 8, Financial Outturn 2010/11, in her capacity as Support Executive Member (Environmental Services). (Minute No. 23 refers)

Councillor R Grahame declared a personal interest in agenda item 9, Work Programme, due to his residence being in close proximity to land at Grimes Dyke, East Leeds. (Minute No. 24 refers)

(Further declarations of interest were made at later points in the meeting.) (Minute No. 22 refers)

19 Apologies for Absence and Notification of Substitutes

An apology for absence was submitted on behalf of Councillor Marjoram.

20 Minutes - 20 June 2011

RESOLVED – That the minutes of the meeting held on 20 June 2011 be confirmed as a correct record.

21 Matters Arising from the Minutes

Minute No. 5 – Changes to the Council's Constitution

The Principal Scrutiny Advisor agreed to provide the Scrutiny Board with information on the outcomes and financial implications of call-in decisions in 2010/11.

Draft minutes to be approved at the meeting
to be held on Monday, 12th September, 2011

22 Sources of Work and Areas of Priority

The Head of Scrutiny and Member Development submitted a report which provided guidance on possible areas within the Environmental Services portfolio for the Scrutiny Board to consider in line with its terms of reference.

Appended to the report was a letter from Councillor Dobson, Executive Member (Environmental Services) outlining potential areas for scrutiny.

The Chair welcomed to the meeting, the following officers to present the report and respond to Members' questions and comments:

- Neil Evans, Director of Environment and Neighbourhoods
- Helen Freeman, Head of Environmental Action.

Neil Evans, Director of Environment and Neighbourhoods, updated the Scrutiny Board on the following key areas:

- Improvements in public engagement and targeted communications, particularly in relation to recycling.
- Refuse services and lessons to be learnt.
- Residual waste project – outcome of preferred bidder expected in November 2011.
- Suggestion that the Scrutiny Board reviewed levels of regulation undertaken by Environmental Health in relation to health and safety at work, including food safety, with a view to exploring opportunities for delivering a better value for money service.

The Chair then invited Members' questions and comments and in brief summary, the key areas of discussion were:

- Confirmation that pavement washers were no longer used by LCC as they were not considered effective in removing pavement staining. Focus was on priority areas, particularly, removing loose litter and trade waste.
- Exploring waste treatment technologies, with reference made to the gas plasma technology currently used in Belgium.
- Development of the bio-methane fuel station in Cross Green and potential for the sustainable treatment of food waste through anaerobic digestion.
- Good practice in Barking and Dagenham in relation to encouraging public responsibility for disposal of waste.
- That the report submitted to Scrutiny in September 2010 detailing the outcome of the new recycling services pilot in Rothwell be circulated to Board Members, along with the relevant extract of the 'Value for Money Profiles 2010' report in relation to Environmental Services.
- Exploring opportunities to operate different combinations of recycling services across Leeds.

- The impact of withdrawal of discretionary grants, particularly Neighbourhood Renewal Funding.
- Further work to be undertaken around education and raising awareness in localities through the work of Area Committees and associated Environmental Sub Groups.
- Update on Dog Control Orders – phase 2 consultation due to commence in August 2011.

Potential areas for scrutiny were summarised as follows:

- Food waste collections linked to the Scrutiny Board's previous inquiry into recycling.
- Delegation of specified environmental services to Area Committees and review of locality working arrangements – it was suggested that this piece of work be undertaken in the New Year.
- Managing and minimising complaints within the refuse collection service – Councillor R Grahame to continue his role as co-optee on the Resources and Council Services Scrutiny Board to review the Contact Centre and Customer Access Programme.
- Ensuring effective communication / engagement strategy in relation to the residual waste PFI project – to be reviewed once preferred bidder was known.
- Grounds maintenance – to maintain a watching brief on the procurement of a new contract, particularly in ensuring that the implementation plan was effective.
- Regulatory services undertaken by Environmental Health.
- Dog control orders – working group to be established focussing on proposed options arising from the consultation.

RESOLVED –

(a) That the report and contributions made during the discussion be taken into account when the Board is finalising its work programme and deciding its priorities.

(b) That the Chair, in conjunction with officers, be authorised to draw up inquiry terms of reference for subsequent approval by the Scrutiny Board.

(Councillor Harrand left the meeting at 10.30 am during the consideration of this item.)

(Councillors R Grahame, Groves and Jarosz declared a personal interest in this item in their capacity as Members of the GMB union.)

23 Financial Outturn 2010/11

The Head of Scrutiny and Member Development submitted a report which presented the 2010/11 outturn position for the Environment and Neighbourhoods Directorate and provided an explanation of budget variations.

The following information was appended to the report:

- Summary report of the Environment and Neighbourhoods Services – Outturn 2010/11
- Summary report of the Housing Revenue Account – 2010/11 Outturn

The following officers attended the meeting and responded to Members' questions and comments:

- Neil Evans, Director of Environment and Neighbourhoods
- Richard Ellis, Head of Finance, Environment and Neighbourhoods.

In brief summary, the key areas of discussion were:

- Concern about the frequency of budgetary updates to Scrutiny and the need to ensure that, in future, these were aligned to Executive Board updates.
- Concern about areas across the city in need of weed spraying – it was advised that this was the responsibility of Parks and Countryside.
- The impact of delays in implementation of bus lane enforcement and refurbishment of Woodhouse Lane car park.
- Reported overspend in relation to jobs and skills due to the slippage of the restructuring proposals.

RESOLVED – That the report and information appended to the report be noted.

24 Work Schedule

The Head of Scrutiny and Member Development submitted a report which invited Members to consider the Scrutiny Board's work schedule for the forthcoming municipal year.

The following information was appended to the report for Members' information:

- Scrutiny Board (Safer and Stronger Communities) Work Schedule for 2011/12
- Minutes of Executive Board held on 22 June 2011
- Extract of Forward Plan of Key Decisions relevant to the Scrutiny Board (Safer and Stronger Communities) for the period 1 July 2011 to 31 October 2011

The Chair reported that Simon Whitehead was due to attend the September Scrutiny Board meeting to provide a presentation on the Burglary Reduction Strategy. All Members of the Council were invited to attend this presentation.

An update on the elected Police and Crime Commissioner for West Yorkshire was due to be provided to the Scrutiny Board around December.

Draft minutes to be approved at the meeting
to be held on Monday, 12th September, 2011

A number of working group meetings were planned to take place in August. The Principal Scrutiny Adviser agreed to provide an update of those Members that had responded to the invitations to date. Invitations to attend the working group in relation to dog control orders would be sent following the Board meeting.

RESOLVED –

- (a) That the report and information appended to the report be noted
- (b) That the Principal Scrutiny Adviser produces an updated work schedule to be confirmed at the next Scrutiny Board meeting.

25 Date and Time of Next Meeting

Monday, 12 September 2011 at 10.00 am (Pre-meeting for all Members at 9.30 a.m.)

(The meeting concluded at 11.35 am.)

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SCRUTINY BOARD (REGENERATION)

TUESDAY, 28TH JUNE, 2011

PRESENT: Councillor J Procter in the Chair

Councillors B Atha, D Collins, J Harper,
K Mitchell, T Murray and G Wilkinson

1 **Declarations of Interest**

There were no declarations of interest.

2 **Apologies for Absence and Notification of Substitutes**

Apologies for absence were submitted on behalf of Councillors A Hussain and M Iqbal.

3 **Minutes of the Previous Meeting**

RESOLVED – That the minutes of the former Scrutiny Board (City Development) held on 17 May 2011 be confirmed as a correct record.

4 **Changes to the Council's Constitution in relation to Scrutiny**

The report of the Head of Scrutiny and Member Development provided the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 26 May 2011, which directly related to and/or impacted on the work of Scrutiny Boards. The more significant amendments made to the Council's Constitution in relation to the Overview and Scrutiny function were summarised in the report.

Members attention was brought to the Board's terms of reference, particularly the following three areas:

- Green space – promotion, protection, management
- Housing growth challenge both in terms of brownfield and Greenfield development, private and affordable
- Condition of private sector housing

In response to a question regarding listed buildings and conservation areas, it was reported that this would fall under the remit of the Scrutiny Board (Sustainable Economy and Culture)

RESOLVED – That the amendments to the Council's Constitution as outlined in the report, be noted.

5 Sources of work and areas of priority for the Scrutiny Board

To assist the Board in effectively managing its workload for the forthcoming Municipal Year, the report of the Head of Scrutiny and Member Development provided information and guidance on potential sources of work and areas of priority within the terms of reference. Copies of the terms of reference along with recent Executive Board minutes and a copy of the Council's Forward Plan were appended to the report.

The following Officers were in attendance for this item:

- Neil Evans – Director of Neighbourhoods and Housing
- Martin Farrington – Acting Director of Development
- David Feeney – Head of Planning and Economic Policy
- Martin Dean – Head of Leeds Initiative and International Partnerships

Members attention was brought to the draft City Priority Plan detailed in the report and the relevant section of the plan that was pertinent to the Board. It was also highlighted that the five strategic partnership boards were now aligned with the Council's revised scrutiny arrangements.

Members were reminded of discussion at the pre-meeting in relation to Housing Growth and the Core Strategy and proposals to conduct an Inquiry into this. Due to the timescales involved, a report was due to Executive Board in September, it was agreed to conduct this Inquiry through a series of Working Group meetings and report back to the Board. The Working Group would be open to all Members of the Board.

Further potential areas of work highlighted for the Board included the following:

- Affordable housing
- Population forecasting
- Condition of private sector rented housing
- Changes to the Housing Revenue Account
- Greenspace quality

RESOLVED –

- (1) That the report be noted.
- (2) That Terms of Reference for the proposed Inquiry into Housing Growth and the Core Strategy be drafted and submitted to the Working Group for approval.

6 Work Schedule

A report of the Head of Scrutiny and Member Development gave opportunity for consideration of the Board's work schedule for the forthcoming Municipal Year. A draft work schedule was appended to the report.

RESOLVED – That the Board’s work schedule be amended to reflect the agreed areas of work.

7 Co-opted Members

The report of the Head of Scrutiny and Member Development sought the Board’s formal consideration for the appoint of co-opted members. Reference was made to the provision in the Council’s Constitution for the appointment of co-opted members.

Members were informed of the arrangements for appointing co-opted Members and it was suggested that Mr George Hall, previously of Barwick in Elmet & Scholes Parish Council be co-opted for the term of the proposed Inquiry into Housing Growth and the Core Strategy due to his previous involvement with the Strategic Housing Land Availability Assessment Partnership.

RESOLVED – That Mr George Hall be appointed as a co-opted member to the Board for the proposed Inquiry into Housing Growth and the Core Strategy.

8 Date and Time of Meetings for 2011/12 Municipal Year

Wednesday, 17th August 2011
Tuesday, 27th September 2011
Monday, 31st October 2011
Tuesday 29th November 2011
Monday, 19th December 2011
Tuesday, 17th January 2012
Tuesday, 28th February 2012
Tuesday, 27th March 2012
Tuesday, 24th April 2012

All meetings to commence at 10.00 a.m. in the Civic Hall. Pre-meeting for all Board Members at 9.30 a.m.

Members would be contacted regarding dates and times of working group meetings.

The meeting concluded at 10:25 a.m.

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SCRUTINY BOARD (HEALTH AND WELL-BEING AND ADULT SOCIAL CARE)

FRIDAY, 22ND JULY, 2011

PRESENT: Councillor L Mulherin in the Chair

Councillors S Armitage, K Bruce,
J Chapman, A Hussain, W Hyde,
J Illingworth, G Kirkland, G Wilkinson and
S Varley

1 Chair's Opening Remarks

The Chair welcomed all in attendance to the first Scrutiny Board (Health and Well-Being and Adult Social Care) meeting of the new municipal year.

2 Late Items

The Chair agreed to accept the following item of late business:

- Supplementary information: Physical activity guidelines published by the Department of Health entitled 'Start Active, Stay Active' as circulated by Councillor J Illingworth (Agenda Item 9) (Minute 9 refers)

The document was not available at the time of the agenda despatch.

3 Declarations of Interest

The following personal declarations of interest were made at the meeting:-

- Councillor S Armitage in her capacity as Chair of the Federation of West Leeds Neighbourhood Network Scheme and of the fact that one of the residential homes was in her ward (Agenda Item 10) (Minute 10 refers)
- Councillor K Bruce in view of the fact that one of the day care centres and one of the care homes was in her ward (Agenda Item 10) (Minute 10 refers)
- Councillor S Varley in view of the fact that Knowle Manor was in her ward (Agenda Item 10) (Minute 10 refers)
- Councillor G Kirkland in view of the fact that Spring Gardens was in his ward; Kirkland House shared the boundary of his ward and Otley Clinic was also in his ward (Agenda Item 10) (Minute 10 refers)
- Councillor W Hyde in his capacity as Chair of the Federation of East Leeds Neighbourhood Network Scheme (Agenda Item 10) (Minute 10 refers)
- Councillor J Illingworth in view of him having a family member in long term residential care (Agenda Item 10) (Minute 10 refers)

4 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillor G Latty and Councillor A McKenna.

Notification had been received for Councillor G Wilkinson to substitute for Councillor G Latty.

5 Minutes of the Previous Meetings

RESOLVED –

- a) That, subject to the addition of Councillor J Chapman to the list of apologies, the minutes of the meeting of the Scrutiny Board (Adult Social Care) held on 13th April 2011 be confirmed as a correct record.
- b) That the minutes of the meeting of the Scrutiny Board (Health) held on 26th April 2011 be confirmed as a correct record.

6 Matters Arising from the Minutes

- a) Dermatology Services in Leeds – Scrutiny Board (Health) – 26th April 2011 (Minute 105 refers)
Councillor G Kirkland referred to the above issue and conveyed his concerns about the lack of patient parking available at Chapel Allerton Hospital, and the immediate area, arising from the proposed move of Dermatology out-patients from Leeds General Infirmary to Chapel Allerton Hospital.

Following a brief discussion, the Chair agreed to write to the Chief Executive (NHS) Trust raising the above concerns.

7 Changes to the Council's Constitution in relation to Scrutiny

The Head of Scrutiny and Member Development submitted a report providing the Board with information on recent amendments to the Council's Constitution, as agreed by Council on 26 May 2011, which directly related to and/or impacted on the work of Scrutiny Boards. The more significant amendments made to the Council's Constitution in relation to the Overview and Scrutiny function were summarised in the report.

The Board's Principal Scrutiny Adviser presented the key issues highlighted in the report and addressed specific points of clarification identified by the Scrutiny Board.

Members of the Board were informed of the following main changes:

- Specific reference to the appointment of Scrutiny Chairs, to ensure that Group spokespersons were not appointed to Chair a Scrutiny Board that corresponds to the same portfolio

- The establishment of 5 themed Scrutiny Boards that reflected the City Priorities, with a sixth Scrutiny Board focused on Resources and Council Services
- Changes to the Call-In process – this included the requirement to consider the financial consequences of calling in a decision. This would be part of the required pre Call In discussion with the relevant Director or Executive Board Member. It was also noted that any Scrutiny Board Member can be a signatory to a Call In, even if they were a member of the Scrutiny Board considering the Call In

RESOLVED – That the amendments to the Council’s Constitution as outlined in the report be noted.

8 Co-opted Members

The Head of Scrutiny and Member Development submitted a report seeking the Board’s formal consideration for the appointment of co-opted members. Reference was made to the provision in the Council’s Constitution for the appointment of co-opted members.

The Board’s Principal Scrutiny Adviser presented the key issues highlighted in the report and addressed specific points of clarification identified by the Scrutiny Board. It was highlighted that co-optees of the previous Scrutiny Board (Adult Social Care) and Scrutiny Board (Health) had been contacted and asked to confirm (or otherwise) their willingness to be considered for a similar appointment to the new Scrutiny Board. Details of those that had expressed an interest were provided to the Board.

Members discussed the different options for co-opting members to the Board including appointing co-opted Members for the duration of the Municipal Year or making ad-hoc appointments to provide specialist support and advice on specific inquiries.

RESOLVED –

- a) That the contents of the report be noted.
- b) That the Board appoint the following co-optees for the duration of the 2011/12 municipal year:
 - Ms Joy Fisher – Alliance of Service Experts
 - Sally Morgan – Equality Issues
 - Two co-optees from Leeds LINK (to be nominated by the LINK Steering Group)

9 Sources of work and areas of priority for the Scrutiny Board

To assist the Board in effectively managing its workload for the forthcoming Municipal Year, the Head of Scrutiny and Member Development submitted a report providing information and guidance on potential sources of work and areas of priority within the terms of reference.

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

- Scrutiny Board (Health and Well-being and Adult Social Care) –Terms of Reference (Appendix 1 refers)
- Health and Wellbeing City Priority Plan 2011 to 2015 (Appendix 2 refers)
- Executive Board - Minutes of a Meeting held on 22nd June 2011 (Appendix 3 refers)
- Forward Plan of Key Decisions relevant to Health and Wellbeing and Adult Social care Scrutiny Board – 1st July 2011 - 31st October 2011 (Appendix 4 refers)
- Fair Society, Healthy Lives – The Marmot Review – Executive Summary (Appendix 5 refers)
- Leeds Health Profile – 2011 (Appendix 6 refers)
- Leeds Smoking Profile (Appendix 7 refers)
- Overview of Leeds Health and Social Care Transformation Programme (Appendix 8 refers)

The following representatives were in attendance for this item:

- Councillor Lucinda Yeadon – Executive Board Member for Adult Health and Social Care - Leeds City Council
- Dennis Holmes (Deputy Director Strategic Commissioning) – Leeds City Council, Adult Social Services
- Dr Ian Cameron (Joint Director of Public Health) – NHS Leeds / Leeds City Council
- John Lawlor (Chief Executive) – NHS Leeds (attended from 11:00am (approx.))
- Chris Butler, Chief Executive, Leeds Partnerships NHS Foundation Trust (invited to join the meeting from the public gallery at 11:15am (approx.))

For ease of reference, the Chair invited the above representatives to provide a brief introduction/overview outlining key issues and priorities relevant to the work of the Scrutiny Board. The main points identified were detailed below:

Councillor L Yeadon

- Adult Social Care and the challenges associated with continuing to provide service within a significantly financially constrained environment
- Important role for the Scrutiny Board, building on the work of the previous two Boards
- The role and aims of the Residential Care Strategy
- Community Support Service (Home Care)
- Mental Health Day Services
- Adult Social Care Consultation

Dennis Holmes

- Adult Social Care Consultation and consideration of what defines best practice
- Reducing hospital admissions and admissions into long-term care
- Local implications of the Dilnot Commission report on Funding of Care and Support

Dr Ian Cameron

- Tobacco Control, with specific reference to the new Tobacco Control Strategy for Leeds. There was some concern raised that performance (nationally and locally) had 'flat lined'.
- Public Health reforms – with local authority responsibilities likely to commence from 2013
- Health Inequalities – with a potential focus on the Outcomes Frameworks for the NHS, Adult Social Care and Public Health

John Lawlor

- NHS structural changes and local implications
- Work of the Health and Social Care Transformation Board – focusing on service delivery and re-design
- Integration of service delivery – health and social care services

Chris Butler

- Mental Health services – identified as one of the Government's priorities through the publication of its new strategy 'No health without mental health: a cross-Government mental health outcomes strategy for people of all ages'. The strategy represented a major step forward in mainstreaming mental health and supporting the Government's aim of achieving parity of esteem between physical and mental health.
- Learning Disability services

The Board discussed the area identified above and agreed that any work around smoking should not be limited to over 18s and should include other areas such as smoking during pregnancy and preventing smoking in young people under the age of 18.

In relation to the additional information provided by Councillor Illingworth, the Board considered that this should be included in the wider consideration of health inequalities, which in the first instance would focus on the outcome frameworks (as suggested) and how these may impact on the City Priorities.

The Board also discussed the need to establish a working group to consider the future options for long term Residential and Day Care Services for Older

People and the outcomes of the public consultation – due to end on 5 August 2011 - prior to the Executive Board considering proposals in September 2011

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the following areas of priority be identified for the Scrutiny Board over the forthcoming municipal year:
 - Reducing smoking (expanding on the Board's Terms of Reference agreed by Council);
 - Service Change and Commissioning in Adult Social Care (as detailed in the Board's Terms of Reference agreed by Council);
 - Reducing avoidable admissions to hospital and care homes (as detailed in the Board's Terms of Reference agreed by Council);
 - The transformation of Health and Social Care Services (as detailed in the Board's Terms of Reference agreed by Council);
 - Consultation (across adult social care and health);
 - Health inequalities; and,
 - Leeds Crisis Centre (follow-up on the work from the previous Adult Social Care Scrutiny Board).

It was agreed that, in discussion with the Chair, the Principal Scrutiny Adviser would produce a more detailed work schedule for consideration by the Board.

- c) That approval be given to establishing a working group, open to all Members of the Scrutiny Board, to consider the future options for long term Residential and Day Care Services for Older People and the outcomes of the public consultation – due to end on 5 August 2011 - prior to the Executive Board considering proposals in September 2011.

10 Future options for long term residential and day care services for older people

The Director of Adult Social Services submitted a report updating Members on the programme of work by Adult Social Care to progress and implement the recommendations of Executive Board on the future requirements of older people's residential and day care services, agreed on 15 December 2010.

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

- Option Appraisal Outcome Schedule – at a glance (Appendix 1 refers)
- Older People's Futures; Residential and day care services (Appendix 2 refers)

The following representatives were in attendance for this item:

- Councillor Lucinda Yeadon – Executive Board Member for Adult Health and Social Care – Leeds City Council

- Dennis Holmes (Deputy Director Strategic Commissioning) – Leeds City Council, Adult Social Services

The Deputy Director Strategic Commissioning presented the key issues highlighted in the report and addressed specific points of clarification identified by the Scrutiny Board.

The Executive Member for Adult Health and Social Care outlined that in considering the provision of residential and day care services, account should be taken of the assessment process and subsequent eligibility criteria used by the Council. It was highlighted that since 2006, the Council provided services to those individuals assessed as having substantial and critical needs (using the nationally produced Fair Access to Care Services (FACS) guidance). Before 2006 the Council had provided services to a wider group of people. This was in contrast to a number of other local authorities that provided services to meet critical needs only. It was also highlighted that the Council continued to make significant investments in the Third Sector, aimed at providing preventative services and addressing the social needs of older people.

Members of the Board discussed and queried service user access / requests for access to residential and day care services. The Deputy Director Strategic Commissioning reinforced that assessments were made on an individual's needs and were not on the basis of accessing specific services, such as residential and/or day care services. Once an individual's needs had been assessed, the most appropriate services to meet those needs would be identified. This may include residential or day care services if appropriate, but may equally include other care / support services.

There was some discussion around recent occupancy levels / trends across the Council's residential care homes and the impact of increased levels of Direct Payments in lieu of directly provided services. It was suggested that such information might usefully be provided to the working group (established under the previous agenda item).

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That the Deputy Director Strategic Commissioning be requested to provide details of the:
 - (i) Council's current assessment /eligibility criteria;
 - (ii) Current level/ trend of Direct Payments; and,
 - (iii) Current occupancy levels/ trends within the Council's residential care homes

(Councillor A Hussain left the meeting at 11.55am during discussions of the above item)

(Councillor G Wilkinson left the meeting at 12 noon during discussions of the above item)

(Councillor W Hyde left the meeting at 12.05pm during discussions of the above item)

11 Work schedule

The Head of Scrutiny and Member Development submitted a report on the Board's work schedule for the forthcoming municipal year.

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

- Scrutiny Board (Health and Well-being and Adult Social Care) – Protocol between the Scrutiny Board and NHS Bodies in Leeds (Appendix 1 refers)
- Scrutiny Board (Health and Well-being and Adult Social Care) - Health Service Developments Working Group – Terms of Reference (Appendix 2 refers)

The Board's Principal Scrutiny Adviser presented the key issues highlighted in the report, reinforcing those areas identified earlier at the meeting (minute 9 refers) as the focus of the Boards work programme, and addressed specific points of clarification identified by the Scrutiny Board.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the updated draft Protocol between the Scrutiny Board and NHS Bodies in Leeds (Appendix 1 refers).
- c) That approval be given to the draft Terms of Reference for the Health Service Developments Working Group (Appendix 2 refers) and the following dates of meetings in 2011/12:
 - 5 September 2011
 - 7 November 2011
 - 9 January 2012
 - 5 March 2012(All at 10am)
- d) That the Board's Principal Scrutiny Adviser, in consultation with the Chair, be requested to make arrangements for the working group established to consider the future options for long term Residential and Day Care Services for Older People to meet in August 2011 and to circulate via e-mail proposed meeting dates.

12 Date and Time of Next Meeting

Wednesday 21st September 2011 at 10.00am (Pre meeting for Board Members at 9.30am)

(The meeting concluded at 12.20pm.)

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st September, 2011

Plans Panel (East)

Thursday, 14th July, 2011

PRESENT: Councillor D Congreve in the Chair

Councillors R Finnigan, R Grahame,
P Gruen, G Latty, M Lyons, C Macniven,
K Parker, J Procter, R Pryke and D Wilson

26 Declarations of Interest

The following Members declared personal/prejudicial interests for the purposes of Section 81(3) of the Local Government Act 2000 and paragraphs 8-12 of the Members Code of Conduct:

Councillor Lyons declared a personal interest on the following application as a member of West Yorkshire Integrated Transport Authority, Metro having previously commented on the application:

Application No.10/00279/FU – Sandbeck Lane, Wetherby (Minutes No. 36 refers)

Application No.23/35/01/OT – Nepshaw Lane, Gildersome, Leeds 27 – Position Statement (Minutes No. 43 refers)

Application No. 23/60/03/OT – Geldard Road, Gildersome, Leeds 27 – Position Statement (Minutes No. 44 refers)

Councillor Finnigan declared a personal interest on Application No. 10/04127/FU – 41 King Street, Morley, Leeds 27 as a member of Morley Town Council, and having previously commented on the application (Minute No. 42 refers)

Councillor J Procter declared a personal interest on Application No. 11/01122/FU – 9 Southlands Crescent, Moortown, Leeds 17, the applicant being known to Councillor Procter (Minute No. 35 refers)

Councillor R Grahame declared a personal interest on Application No. 11/01019/EXT & 11/01021/EXT – St Mary's Church and Presbytery, Church Road, Richmond Hill, Leeds 9 having previously commented on the proposal (Minute No. 41 refers)

(A further declaration of interest was made during the meeting, minute 38 refers)

27 Apologies for Absence

There were no apologies for absence

28 Minutes

RESOLVED – That the minutes of the previous meeting held on 16th June 2011 were accepted as a true and correct record.

29 Application 09/03238/OT - Land at Grimes Dyke York Road LS14 - Appeal decision

With reference to Minute No. 8 of the meeting held on 16th June 2011 when Members received a verbal update on the appeal decision. The Chief Planning Officer submitted a further report providing more details of the outline application to layout access road and erect approximately 500 dwellings with ancillary retail and community facilities to land at Grimes Dyke, York Road, Leeds 14.

It was the decision of the Inspector that the appeal be allowed and a partial award of cost be made against the City Council

RESOLVED – That the contents of the report be noted

30 Application 10/04417/FU - 41 Church Lane Bardsey - Appeal decision

With reference to Minute No. 129 of the meeting held on 20th January 2011 when Members resolved to refuse permission for two storage sheds to the front of Bingley Cottage 41 Church Lane Bardsey, Leeds17.

The Chief Planning Officer submitted a report indicating the applicants had appealed the decision. The Inspector dismissed the appeal concluding that the sheds would fail to preserve the character and appearance of the Bardsey Conservation Area and would be contrary to Policy No.19 of the UPDR

RESOLVED – That the contents of the report be noted

31 Application 11/01403/EXT - Wikefield Farm Harrogate Road Harewood LS17

Plans, drawings and photographs were displayed at the meeting.

The Chief Planning Officer submitted a report setting out details of an application to extend the time period for planning application 30/196/05/FU for change of use of land and buildings from agriculture to equestrian purposes, formation of arena and cross-country course to land at Wikefield Farm, Harrogate Road, Harewood, Leeds17

It was reported that 1,619 letters of objection had been received with a further 20 having been handed to officers prior to the commencement of the meeting.

The Panel heard representations from the tenant of the property who was objecting to the proposal and also from the land owners agent

In the discussion that ensued Members commented on the following issues:

- The granting of the application may influence the serving of a Quit Notice
- Had there been a material change in the circumstances in the personal circumstances of the tenant since the previous appeal decision?

- Are the personal circumstances of the tenant a material planning consideration?
- What weight could be attached to the tenants personal circumstances in the determination of the application

It was the view of Members that Counsels opinion be sought

RESOLVED – That the application be deferred to seek Counsels opinion of the following:

- Had there been a material change in the circumstances in the personal circumstances of the tenant since the previous appeal decision?
- Are the personal circumstances of the tenant a material planning consideration?
- What weight could be attached to the tenants personal circumstances in the determination of the application

32 Application 10/05711/FU - 11 Old Park Road Gledhow LS8

This item was withdrawn at the commencement of the meeting

33 Application 11/00915/FU - Grove Lane Headingley LS6

Plans, drawings and photographs were displayed at the meeting.

Further to minute 189 of the meeting held on 19th May 2011 when Members agreed to defer and delegate approval of an application for a three storey residential care home with basement car parking, laundry, kitchen and stores at Grove Lane, Headingley, Leeds 6.

The Chief Planning Officer submitted a further report indicating that satisfactory negotiations had taken place with the applicant to address a number of issues and the application had been revised accordingly

The Panel heard representations from a local resident who was objecting to the proposal and also from the applicant

In the discussion that ensued Members commented on the following issues:

- Had appropriate consultation involving local resident been undertaken?
- Accepted that negotiation had taken place with the applicant resulting in a number of revisions to the scheme
- The existing site was an eyesore and the proposed development would improve the appearance of the area

Members were informed that letters had been sent out to 100 local households inviting them to attend a public meeting of which 10 people did attend

RESOLVED –

- (i) That the application be deferred and delegated to the Chief Planning Officer for approval subject to prior completion of a Section 106

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Agreement to cover obligations towards: public transport contribution, bus stop contribution, travel plan and monitoring fee

- (ii) That in the event of the Section 106 been not completed within 3 months of the resolution to grant planning permission, the final determination of the application be delegated to the Chief Planning Officer

34 Application 11/01051/FU - 61 High Ash Avenue Alwoodley LS17

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out details of an application for two replacement dormer windows to front, replacement dormer window to rear, first floor side extension and reduction in height of existing two storey front extension at 61 High Ash Avenue, Alwoodley, Leeds 17.

The Panel heard representations from a local resident who was objecting to the proposal.

In the discussion that ensued Members commented on the following issues:

- The front dormers windows were too large
- Previous alterations were unauthorised
- The existing development was not in keeping with the street scene
- The front gable was too large

Officers were of the opinion that the rear dormer was acceptable

RESOLVED – That the application be deferred for further negotiations with the applicant to achieve a substantial reduction in the size of the front dormers and a reduction in the size of the front projecting gable

35 Application 11/01122/FU - 9 Southlands Crescent Moortown LS17

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out details of an application for the erection of a detached studio to rear of 9 Southlands Crescent, Moortown, Leeds 17

The Panel heard representations from a local ward Councillor who was objecting to the proposal and also from the applicant.

Officers reported the receipt of a further letter of objection, 6 having been received in total

In the discussion that ensued Members commented on the following issues:

- The proposal was permitted development with some minor changes
- Scale and massing overwhelming, four times larger than existing garage
- Was it necessary to include a roof light?
- Auxiliary use to main house

In providing clarification, the applicant said that the property would be used as an artists studio and the roof light would provide “north light”

RESOLVED – That the application be approved subject to the conditions specified in the submitted report with the inclusion of an additional condition requiring the use to be restricted to purposes ancillary to the dwellinghouse.

36 Application 10/00279/FU - Sandbeck Lane Wetherby LS22

Plans, drawings and photographs were displayed at the meeting.

Further to Minute No. 191 of the meeting held on 19th May 2011 when Members received a position statement on the application.

The Chief Planning Officer submitted a further report setting out details of an outline application to lay out access and erect business and industrial park development, with offices, research and development units, light industrial units and warehouses with car parking and attenuation pond on land off Sandbeck Lane, Wetherby, Leeds 22

Officers reported that poor accessibility was a matter of significant weight, it was considered the other benefits, along with the allocation of the site and employment generation, outweighed this issue. The proposal complied with relevant planning policies and was considered acceptable

In the discussion that ensued Members commented on the following issues:

- Possibly located on a bat transit route?
- Northern part of the site was located within a flood zone
- Office buildings as shown on the illustrative details were considered not acceptable

Officers reported that any development would be in accordance with the flood risk assessment

RESOLVED –

- (iii) That the application be deferred and delegated to the Chief Planning Officer for approval subject to the conditions specified in the submitted report, with the inclusion of additional conditions to cover the submission of a bat survey, to require the submission of the Reserved Matters within 3 years of grant of permission and the inclusion of an additional direction stating that the appearance of the office buildings as shown on the illustrative details were not acceptable and prior completion of a Section 106 Agreement to cover obligations towards: public transport contribution, bus stop contribution, travel plan/

monitoring fee, contribution towards Wetherby parking strategy (in consultation with ward Members) and a clause to secure the training and employment of local people

- (iv) That in the event of the Section 106 not been completed or substantial progress made towards its Agreement within 3 months of the resolution to grant planning permission, the application would be referred back to Panel for determination

37 Application 09/01584/FU - Land near Crank Cottage Station Road Morley LS27

Plans, drawings and photographs were displayed at the meeting.

The Chief Planning Officer submitted a report setting out details of an outline application to erect four, 5 bedroom detached houses at land near Crank Cottage, Station Road, Morley, Leeds 27

Officers reported that the principle of residential development was considered to be acceptable in light of the nature of the use of the land and it's layout that it was located within a sustainable location.

RESOLVED –

i) That the application be deferred and delegated to the Chief Planning Officer for approval, subject to the conditions specified in the submitted report and following the completion of a Section 106 Agreement to cover the provision of a contribution towards drainage improvements at Cotton Mill Beck

ii) That in the event of the Section 106 been not completed within 3 months of the resolution to grant planning permission, the final determination of the application be delegated to the Chief Planning Officer

38 Application 11/01749/FU - 384 Dewsbury Road Hunslet LS11

(Councillor Procter declared personal and prejudicial interests through his friendship with the owner of a property in close to proximity to the subject site)

(Councillor Procter withdrew from the meeting at this point)

Plans, drawings and photographs were displayed at the meeting.

The Chief Planning Officer submitted a further report setting out details of an application which sought the change of use of shop (A1 use) to hot food take away (A5 use) with new shop front and flue at 348 Dewsbury Road, Hunslet, Leeds 11.

Officers reported that the site was located within a parade of shops and proposes a change of use of a vacant A1 unit. The resultant number of A1 to non A1 uses as well as the cumulative effects of hot food take-away on residential amenity had been

considered and deemed acceptable subject to conditions to protect residential amenity.

The Panel heard representations from a local ward Councillor who was objecting to the proposal.

In the discussion that ensued Members commented on the following issues:

- Saturation of takeaways within the wider area
- Concerns about the possible increase in noise, litter and anti- social behaviour if approved
- Had there been a change in circumstances in the parade since the previous appeal decision?
- The number of vacant units and the length of time they had been vacant?
- The impact of the vacant units on the vitality of the shopping parade?
- Late night use a particular concern for residents

RESOLVED –

- (i) That consideration of the application be deferred for further information on:
 - The number of takeaways within the wider area?
 - How many units were currently vacant and for how long?
 - Had there been a change in circumstances in the parade since the previous appeal decision?
- (ii) That the application be brought back to Panel for final determination

(Councillor Procter resumed his seat in the meeting)

39 Application 11/01235/FU - Units 2-11 City South Retail Park Tulip Street Hunslet LS10

Plans, drawings and photographs were displayed at the meeting.

Further to Minute No. 21 of the meeting held on 16th June 2011 when Members resolved not to accept the Officer's recommendation to refuse this application.

The Chief Planning Officer submitted a further report setting out details of the application which sought to vary condition 3 (restriction of goods for sale) of application 07/05843/FU to allow sale of golf goods from 942 sqm of floor space at Units 2-11 City South Retail Park, Tulip Street, Hunslet, Leeds 10. Proposed conditions for approval were included within the submitted report

In the discussion that ensued Members were of the view that "products directly related to gardening" should be included in the range of goods to be sold.

RESOLVED – That the application be approved subject to the conditions specified in the submitted report with an amendment to Condition No.3 to include within the range of goods to be sold; “products directly related to gardening”

40 Applications 11/01678/FU and 11/01679/ADV - 95a Queen Street Morley LS27

Plans, drawings and photographs were displayed at the meeting.

Further to Minute No. 17 of the meeting held on 16th June 2011 when Members resolved not to accept the Officer’s recommendation to approve this application

The Chief Planning Officer submitted a further report setting out details of an application for change of use of shop (use class A1) to betting office (use class A2), including alterations, new shop front and two air condenser units to roof and two illuminated fascia signs and one illuminated projecting sign at 95a Queen Street, Morley, Leeds 27. Suggested reasons for refusal were included within the submitted report

The contents of a letter received from the applicant was conveyed to Members

In the discussion that ensued Members were of the view that the proposal and it’s implications were not welcomed by the Market Traders

RESOLVED – That the application be refused for the reasons outlined in paragraph 1.7 of the submitted report

41 Applications 11/01019/EXT and 11/01021/EXT - St Mary's Church and Presbytery Church Road Richmond Hill LS9

Plans, drawings and photographs were displayed at the meeting.

Further to Minute No. 18 of the meeting held on 16th June 2011 when Members deferred consideration to allow further discussions on the possibility of the vehicle entrance position being reviewed.

The Chief Planning Officer submitted a further report which sought an extension of time applications for part demolition, restoration and extension to church to form residential accommodation at St Mary’s Church & Presbytery, Church Road, Richmond Hill, Leeds 9

In the discussion that ensued Members commented on the following issues:

- Access to the nearby green space would be beneficial
- The creation of an access point by opening part of the church wall was not supported

RESOLVED –

- (i) To approve in principle both extension of time applications for Listed Building Consent and it’s related planning application and to defer and refer to the Department of Communities and Local Government as a

demolition application of a Grade II* Listed Building and a departure from the Statutory Development Plan

- (ii) That in the event of the Secretary of State not calling in either application, authority be delegated to the Chief Planning Officer to approve subject to the conditions specified in the submitted report

42 Application 10/04127/FU - 41 King Street Morley LS27

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out details of an unauthorised rear dormer window to 41 King Street, Morley, Leeds 27.

Officers put forward a number of options and requested Members views on what future action should be followed

In the discussion that ensued Members commented on the following issues:

- White cladding was not appropriate in a Conservation Area
- The design and position on the roof space was not in keeping with the general area

RESOLVED –

- (i) To approve option 2 – The window frame colour to be changed to match the side of the dormer
- (ii) That an Enforcement Notice be served on the property owner specifying the required actions to make the dormer acceptable

43 Application 23/35/01/OT - Nepshaw Lane Gildersome LS27 - Position statement

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out the current position on an outline application to lay out access and erect business park development at Nepshaw Lane, Gildersome, Morley, Leeds, Leeds 27

Officers reported that at this stage the application was in outline and Members views were requested

minutes approved at the meeting
held on Thursday, 11th August, 2011

In the discussion that ensued Members made the following observations:

- (a) Travel Plan Framework and site accessibility – Members considered that the site was poorly served by public transport and that there were no bus stops within reasonable walking distance of most of the site. Lack of service on the A62 and A650 was a concern. The accessibility issues would encourage the use of cars. Members were of the opinion that more work needed to be undertaken to make the site sustainable including the mitigation fund.
- (b) Where primary office development was proposed Members were of the view that the applicant would need to undertake a sequential test to aid the consideration of this element.
- (c) The proposed developments would generate significant traffic including private cars and HGV's and the mitigation measures did not go far enough. Further information was required before a view could be reached as to whether the off site highway works were sufficient. An updated Traffic Assessment would need to be submitted.
- (d) Difficulties for pedestrians on the A62 and 650
- (e) Members expressed major concerns about the flood risk, especially for residents at Old Close. It was considered that the developer would need to do more to ease Members concerns:
 - (i) There should be no increase in flood risk downstream.
 - (ii) It was the opinion of Members that the £300k contribution was not sufficient to address flooding issues.
- (f) In light of the comments made at (a) and (c) above Members, were not satisfied with the Heads of Terms of the Section 106 Agreement.
- (g) An appropriate landscaping scheme was required for the site boundaries and within the site itself, including within parking areas. Further information requires submitting in respect of a scheme to secure pedestrian safety and access along Nepshaw Lane which should be gated (beyond the access to the Moorfields site).

RESOLVED –

- (i) That the position statement be noted
- (ii) That the views expressed by Members, above, be used to aid progression of the application

44 Application 23/60/03/OT - Gelderd Road Gildersome LS27 - Position statement

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out the current position on an outline application to layout access and erect business park development, including class B1, B1c, class B2, class D1, class B8 at Asquith Avenue/ A62, Gildersome, Leeds 27

Officers reported that the proposed development would fulfil an allocation policy within the adopted UDP and would bring employment uses into Morley and Gildersome, allowing the area to sustain economic growth.

Officers reported that at this stage the application was in outline and Members views were requested

In the discussion that ensued Members made the following observations:

- (h) Travel Plan Framework and site accessibility – Members considered that the site was poorly served by public transport and that there were no bus stops within reasonable walking distance of most of the site. Lack of service on the A62 and A650 was a concern. The accessibility issues would encourage the use of cars. Members were of the opinion that more work needed to be undertaken to make the site sustainable including the mitigation fund.
- (i) Where primary office development was proposed Members were of the view that the applicant would need to undertake a sequential test to aid the consideration of this element.
- (j) The proposed developments would generate significant traffic including private cars and HGV's and the mitigation measures did not go far enough. Further information was required before a view could be reached as to whether the off site highway works were sufficient. An updated Traffic Assessment would need to be submitted.
- (k) Difficulties for pedestrians on the A62 and 650
- (l) Members expressed major concerns about the flood risk, especially for residents at Old Close. It was considered that the developer would need to do more to ease Members concerns:
 - (i) There should be no increase in flood risk downstream.
 - (ii) It was the opinion of members that the £300k contribution was not sufficient to address flooding issues.
- (m) In light of the comments made at (a) and (c) above Members, were not satisfied with the Heads of Terms of the Section 106 Agreement.

- (n) An appropriate landscaping scheme was required for the site boundaries and within the site itself, including within parking areas. Further information requires submitting in respect of a scheme to secure pedestrian safety and access along Nepshaw Lane which should be gated (beyond the access to the Moorfields site).

RESOLVED –

- (ii) That the position statement be noted
- (ii) That the views expressed by Members, above, be used to aid progression of the application

45 Application 23/248/04/OT - Treefields Industrial Estate Gildersome LS27

Plans, drawings and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended.

The Chief Planning Officer submitted a report setting out the current position on an outline application to layout access and erect distribution centre at Treefields Industrial Estate, off Geldard Road, Gildersome , Leeds 27

Officers reported that the proposed development would fulfil an allocation policy within the adopted UDP and would bring employment uses into Morley and Gildersome, allowing the area to sustain economic growth.

Officers reported that at this stage the application was in outline and Members views were requested

In the discussion that ensued Members made the following observations:

- (o) Travel Plan Framework and site accessibility – Members considered that the site was poorly served by public transport and that there were no bus stops within reasonable walking distance of most of the site. Lack of service on the A62 and A650 was a concern. The accessibility issues would encourage the use of cars. Members were of the opinion that more work needed to be undertaken to make the site sustainable including the mitigation fund.
- (p) Where primary office development was proposed Members were of the view that the applicant would need to undertake a sequential test to aid the consideration of this element.
- (q) The proposed developments would generate significant traffic including private cars and HGV's and the mitigation measures did not go far enough. Further information was required before a view could be reached as to whether the off site highway works were sufficient. An updated Traffic Assessment would need to be submitted.

- (r) Difficulties for pedestrians on the A62 and 650
- (s) Members expressed major concerns about the flood risk, especially for residents at Old Close. It was considered that the developer would need to do more to ease Members concerns:
 - (iii) There should be no increase in flood risk downstream.
 - (iv) It was the opinion of members that the £300k contribution was not sufficient to address flooding issues.
- (t) In light of the comments made at (a) and (c) above Members, were not satisfied with the Heads of Terms of the Section 106 Agreement.
- (u) An appropriate landscaping scheme was required for the site boundaries and within the site itself, including within parking areas. Further information requires submitting in respect of a scheme to secure pedestrian safety and access along Nepshaw Lane which should be gated (beyond the access to the Moorfields site).

RESOLVED –

- (iii) That the position statement be noted
- (ii) That the views expressed by Members, above, be used to aid progression of the application

46 Date and time of next meeting

RESOLVED – To note that the next meeting will take place on Thursday, 11th August 2011 at 1.30pm in the Civic Hall, Leeds.

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Plans Panel (East)

Thursday, 11th August, 2011

PRESENT: Councillor D Congreve in the Chair

Councillors B Chastney, R Finnigan,
R Grahame, P Gruen, M Lyons,
C Macniven, K Parker, J Procter and
R Pryke

47 Chair's opening remarks

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves

48 Late Items

There were no formal late items although the Panel was in receipt of the following information to be considered at the meeting:

Application 10/05670/FU – 56 The Drive LS15 – drawings and a further representation from an objector together with a letter and drawings from the applicant's agent (minute 56 refers)

49 Declarations of Interest

The following Members declared personal/prejudicial interests for the purposes of Section 81(3) of the Local Government Act 2000 and paragraphs 8-12 of the Members Code of Conduct:

Application 08/00298/OT – Optare Manston Lane Crossgates LS15:

Councillors Gruen and Finnigan declared personal interests through being members of Executive Board which had approved an interim affordable housing policy as the application related to this issue (minute 54 refers)

Councillor Lyons declared a personal interest as a member of West Yorkshire Transport Authority as Metro had previously commented on the proposals (minute 54 refers)

Councillor R Grahame declared a personal interest through his wife – Councillor P Grahame's previous involvement with the application (minute 54 refers)

Application 11/02315/RM – Reserved Matters application – residential development at Manston Lane LS15:

Councillor Lyons declared a personal interest as a member of West Yorkshire Integrated Transport Authority as Metro had commented on the application at outline stage (minute 55 refers)

Councillor R Grahame declared a personal interest through his wife – Councillor P Grahame's previous involvement with the application (minute 55 refers)

Application 10/05670/FU – 56 The Drive LS15 – Councillor R Grahame declared a personal interest through his wife – Councillor P Grahame's objection to the application (minute 56 refers)

Application 11/01749/FU – 384 Dewsbury Road LS11 – Councillor Procter declared personal and prejudicial interests as a friend owned a property in close proximity to the site (minute 58 refers)

50 Apologies for Absence

Apologies for absence were received from Councillor G Latty and Councillor Wilson

The Chair welcomed Councillor Chastney who was substituting for Councillor Wilson. Members were informed that Councillor Wilkinson who had been substituting for Councillor Latty had left the site visits early as he was unwell. Members wished Councillor Wilkinson a speedy recovery

51 Minutes

RESOLVED - That the minutes of the Plans Panel East meeting held on 14th July 2011 be approved subject to including Councillor Procter's declaration of interest in respect of application 11/01749/FU – 384 Dewsbury Road LS11 (minute 38 refers)

52 Matters arising from the minutes

With reference to minute 32 of the Plans Panel East meeting held on 14th July 2011, where Members were informed of the withdrawal of the report relating to application 10/05711/FU – 11 Old Park Road Gledhow LS8, Officers were asked about the latest position on this matter

The Head of Planning Services stated that further information was awaited from the applicant and that following discussions with Councillor Loble, it was felt in view of the level of local interest in the application, that it should not be brought back to the August meeting, when many people might be on holiday

Whilst it was not possible at the moment to specify the exact date when the report would be resubmitted, it was agreed that Panel Members would be e-mailed notifying them when the report would be brought back to Panel

With reference to minute 41 of the Plans Panel East meeting held on 14th July – Applications 11/01019/EXT and 11/01021/EXT – St Mary's Church and Presbytery LS9, Councillor Grahame queried the position on these applications. It was agreed that Officers would arrange to meet with Councillor Grahame to discuss his concerns

53 Application 10/03600/FU - 182 Harehills Lane LS8 - Appeal decision

Further to minute 131 of the Plans Panel East meeting held on 20th January 2011 where Panel resolved to refuse planning permission for change of use of 182 Harehills Lane LS8 from mid-terraced house in multiple occupation to 3 flats including rear dormer and car parking to rear, Panel considered a report of the Chief Planning Officer setting out the Inspector's decision to the appeal lodged against that refusal

Panel had refused the application for reasons relating to impact on the residential character of the area and the loss of family housing

The appeal had been dealt with by written representations and had been allowed. Planning permission had been granted subject to conditions

Officers stated that the decision had highlighted the weaknesses of supporting reasons for refusal without evidence and that the fact that the property had been a house in multiple occupation had diminished the argument put forward about the loss of family housing

Concerns were raised about the policy for HMOs; that the lack of larger, ie 4 bed properties, especially in inner-city areas, which some families required, were distorting the figures for housing applications and giving an inaccurate picture and that this should be clarified in future to ensure Inspectors did not draw wrong conclusions from the data

RESOLVED – To note the report and the comments now made

54 Application 08/00298/OT -Outline application to lay out access and erect residential development at the Optare site - Manston Lane Crossgates LS15

Further to minute 17 of the Plans Panel East meeting held on 8th July 2010 where Panel considered a report requesting revisions to the Section 106 Agreement in respect of education contributions arising out of planning permission for a residential development, Members considered a further report of the Chief Planning Officer seeking approval for the scheme, subject to alterations to the affordable housing contribution

Plans of the site were displayed at the meeting

Officers presented the report and stated that prior to the completion of the S106 Agreement, Executive Board at its meeting on 18th May 2011, had approved an interim policy on affordable housing in response to the economic downturn, which would reduce the affordable requirement from 25% to 15%. The applicant had subsequently asked for the new target to be applied to this scheme. Although the rest of the application was unchanged, it was felt that as this was different to what Panel originally considered, it was appropriate for Members to determine the application

Officers were recommending approval of the revised application although the reduced level of affordable housing applied only for a two year time limit, ie up to June 2013 and if the developer did not commence work on the site, Members were informed that the affordable housing requirement would revert to 25% or whatever was considered appropriate at that time

The Head of Planning Services stated that the relocation clause in the S106 Agreement referred to 'reasonable endeavours' to relocate Optare within the Leeds boundary. Premises had been found just beyond this boundary, in Sherburn-in-Elmet and this would lead to the workforce being retained. Consultation with Ward Members would be carried out on this matter

A further representation was reported to Panel requesting the revised level of affordable housing be refused, with references being made to the recent appeal decision at Grimes Dyke. Members were informed that the interim policy had been consulted upon; it was based on robust evidence; it was considered to be the most up to date relevant evidence and had been endorsed by Executive Board. Additionally the interim policy accorded with national planning advice contained within 'Planning for Growth'

Members commented on the following matters:

- that the Council had acted fairly and in good faith; that planning permission had originally been sought in 2008 but that the applicant had delayed signing the S106 Agreement and had requested amendments to education contributions and was now seeking to further reduce its commitments through the amount of affordable housing to be provided
- that affordable housing was paramount to the Council and residents
- whether continuing with the planning permission had been the most appropriate course of action, in view of the delays and obstructions which had occurred
- viability issues; whether the applicant had demonstrated these and that the information being provided at a working group of the Regeneration Scrutiny Board by house builders suggested the picture was not as bleak as being portrayed
- the position of and consequences for the Council if the application was refused and was subsequently appealed
- the need for a condition requiring local employment and contractors to be included
- whether other S106 contributions needed to be or had been re-evaluated in light of up-to-date planning policies

The Head of Planning Services briefly outlined the interim policy on affordable housing for new applications and stated that it was less clear where consent had already been given, with this application being the first one to come back for a lower level of affordable housing than had been agreed. In view of Members' comments it was felt appropriate to defer determination of the application to enable further discussions with the applicant on viability

Concerns were raised that an applicant with planning consent for a site had requested a reduction in the level of affordable housing to be provided on the basis of the interim policy, with the Executive Member for Neighbourhoods, Housing and Regeneration stating that consideration had to be given to the policy in these circumstances, and that Executive Board should consider this also

RESOLVED -

- i) To note the comments now made
- ii) That determination of the application be deferred to enable further discussions to take place with the applicant on the issue of viability and that a further report setting out the issues raised be presented to Panel for determination

55 Application 11/02315/RM -Reserved Matters application for 132 houses and 19 flats - Manston Lane Crossgates LS15 - Position statement

Plans, photographs including a photo montage and drawings were displayed at the meeting

Officers presented a position statement on a Reserved Matters application for residential development on the former Vickers tank factory on Manston Lane LS15, following outline planning permission being granted in 2009. The site was adjacent to the Optare site on Manston Lane and comprised mainly hardstanding with some tree coverage. Officers stated that some of lime trees on the site required thinning out and pruning

The development would take place in two phases, with 122 units being proposed in the first phase. Phase two would see the remaining 29 units being constructed together with the provision of a landscaped strip which would provide a buffer between the proposed residential use and the industrial use to the East, with a 'village-green' effect being proposed for the shared open space

A range of house types were being proposed with a mixture of 2, 3 and 4 bed properties being provided. These would be of a contemporary design and be predominantly brick with render and timber panelling

Members were informed that since the outline permission there was a requirement to consult with the Coal Authority, which although not objecting, Policy GM4 required coal to be extracted, with the developer having to address this matter

In respect of highways matters, whilst these were not part of the application, concerns had been raised by local residents, with details of the off-site highway works agreed under the outline permission being provided

Members commented on the following matters:

- that the negotiations with the developers of this site had been straightforward
- that further information was required on the S106 Agreement, especially affordable housing
- that the quality of open space had to be high and set the standard for future development
- that a play area should be included
- that attention needed to be given to appropriate street lighting and boundary treatments
- that concerns had been raised locally regarding drainage and that the adequacy of this to cater for the new development whilst not impacting on existing properties should be ascertained
- that pedestrian and cycle access and egress should be given proper consideration
- the need for the developer to address any extraction of coal
- that consideration should be given to monitoring of traffic levels and that the developer should be asked to facilitate and fund an on-going traffic assessment
- concerns that the Manston Lane Link Road (MLLR) was no nearer being started and that businesses would not develop without good transport links
- that a railway station, link road and good traffic management were necessary to support the development and wider area and the need for the Council to facilitate discussions between the various organisations to work towards the provision of a railway station in this location

Members discussed the MLLR and the trigger points to be reached to enable the MLLR to be constructed. In terms of occupied office accommodation at Thorpe Park, this was set at one million sq ft, with the Highways representative stating the current level of occupation was well short of that. Panel then considered the level of residential accommodation needed to bring the MLLR on line and was informed that the site being considered and the adjacent Optare site were phased such that they could only be partially developed until such time as the MLLR was built and opened to traffic

Concerns were expressed about the phased approach across the two sites and that a single developer might have been a better option, particularly in view of issues around ransom strips and the seeming deadlock on these issues

Concerns were also raised that developers were not talking to each other but should do in the interest of better planning in this sensitive location

A suggestion that S106 contributions for the delivery of the MLLR should be sought progressively, was made

The Head of Planning Services stated that there were issues around ownership and that developers needed to work together to help resolve the complex situation around these sites

In terms of the layout and design of the properties and types, Members appeared to be satisfied on these issues

RESOLVED- To note the report and the comments now made and to request the Chief Planning Officer to submit a further report to Panel setting out the context of the application including the following details:

- what planning permissions had been granted and the terms of those (Optare, Manston Lane and Thorpe Park)
- what had been previously agreed in respect of off site highway works and contributions including the delivery of the MLLR
- key dates for the delivery of the MLLR and the approved developments

56 Application 10/05670/FU - 3 bedroom detached house incorporating second floor ancillary granny annexe to garden plot (part retrospective) - 56 The Drive Crossgates LS15

(Prior to consideration of this matter, Councillor R Grahame withdrew from the meeting)

Plans and photographs, were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended

The Panel's legal adviser, the Head of Development and Regulatory, referred to the complex legal history associated with the site and informed Members of a preliminary issue in that the applicant's solicitor had made an application to the High Court regarding the issue of height which had previously been considered as part of the court proceedings. The Panel was informed that the principle of Estoppel applied in this case and that the applicant's solicitor had requested the report to be withdrawn from the agenda pending the court case and that Judge Cockcroft, who heard the previous case, had been requested by the applicant's solicitor to consider this case. If the report was not withdrawn from the agenda, the applicant would reserve the right to appeal if the application was refused and apply for costs against the Council

In terms of timescales, Members were informed that it was not possible to indicate how long the High Court could take to determine the case, although Judge Cockcroft was sitting in September, although whether this case would be listed during that time was not known

Members were also informed that the matters referred to the High Court were central to the application, in terms of a final decision

Having considered this information the Panel agreed to discuss the application but to defer and delegate the decision to the Chief Planning Officer

Prior to considering the application, Officers were asked to outline the expected timescale for the applicant's resubmission of a planning application following the previous High Court hearing, this being 21 days from 25th November 2010

Officers presented the report and clarified that it was Councillor Pauleen Grahame who had objected to the application, as this was not clear in the report before Members

The Panel was informed that the 2005 permission was the fallback position but that discrepancies in that application plan had come to light. The 2005 plan had shown the fall of the land to be level, however a recent survey carried out by the Council indicated this was not the case and therefore Officers now considered that the height of the dwelling as allowed in 2005 was based on an error and that in light of the most accurate information, the height was a material consideration to be considered as part of the assessment into the current application

The revised application was outlined for Members as were the two main issues for Officers: character and appearance and residential amenity. Officers were concerned about the relationship of the property to its neighbours and were of the view that it would have significant prominence and that the alterations were unacceptable and went beyond what was acceptable in the 2005 application. In terms of residential amenity, Members were informed that this was more problematic as the proposals were to move the rear of the building back to the approved line; because of this reasons for refusal relating to overlooking, loss of light and overshadowing were not being advanced

In view of Panel's decision to discuss the application, Officers sought a change of recommendation to defer and delegate refusal of the application to the Chief Planning Officer and if the High Court proceedings raised issues, the matter could be reported back to Panel

The Panel heard representations from the applicant's agent and a local resident who attended the meeting

Members commented on the following matters:

- that this matter had been ongoing for 6 years; had been the subject of various reports, appeals, enforcement action and representations to the High Court and that credit was due to local residents for their tenacity in seeking to address the issue of unauthorised development in their neighbourhood
- concerns at the statement by the applicant's agent that if the Court agreed with the Council, his client 'would consider' further amendments to the roof
- that if minded to recommend refusal of the application, that a quick decision be sought from the High Court, with little regard being attached to the applicant's request for Judge Cockcroft to consider the case

The Chair sought comments from the Panel in support of the application but none were made

RESOLVED –

- i) To defer and delegate refusal of the application as set out in the submitted report, pending the outcome of the High Court decision and that if further issues were raised in these proceedings that the Chief Planning Officer submit a further report to Panel

- ii) That representations be made to the High Court requesting an early hearing date

(Councillor R Grahame resumed his seat in the meeting)

57 Application 11/01716/OT - Outline application for specialist care village including new access - Land at Bradford Road Gildersome LS27

Plans and photographs were displayed at the meeting

Officers presented the report which sought outline planning permission for the principle of development and access for a specialist care village for people with Prader Willi syndrome (PWS) on land at Bradford Road Gildersome, which was not designated within the UDPR. Detailed information on PWS and its characteristics was included within the submitted report

Members were informed that the site was currently used for horse grazing and that a previous application for a residential home had been refused on the grounds that the location was not sustainable due to a lack of shops in the vicinity. This was considered to be an important factor for the proposed use as one element of PWS was that sufferers were unable to control their eating habits, to the extent that they would overeat. The lack of retail outlets in this case was of benefit

In terms of access and highways issues, these had been addressed and additional car parking had been provided

Although only in outline, some detail had been included with the application which indicated buildings of two and two and a half storey in height, although this would form part of a Reserved Matters application. Boundary treatment/screening would be required at the bottom of the site

Regarding residential amenity, some issues had been raised about possible noise and disturbance, with Members being informed that there was no reason to believe that people with PWS were more prone to causing noise and disturbance

If minded to approve the application, a S106 Agreement restricting occupation of the site to those people with PWS was proposed as was the funding of a travel plan and monitoring fee

The Panel heard representations from the applicant's agent and an objector who attended the meeting. The Panel was advised that an expert in PWS was in attendance if Members required any factual information on the condition

Members commented on the following matters:

- that the local Parish Councils had not raised any objections to the application
- the need for a condition to be included requiring the use of local employment and contractors, which could also help integrate the facility into the community as it seemed there was a need for the local community to be better informed about PWS

RESOLVED - To approve the application in principle and to defer and delegate final approval to the Chief Planning Officer subject to the conditions set out in the submitted report (and any other conditions he might consider appropriate) and the completion of a S106 Legal Agreement to include the following obligations:

- a) restrict occupation of buildings to those people with PWS
- b) travel plan and monitoring fee - £2500
- c) local employment and contractors to be used

In the circumstances where the S106 Agreement has not been completed within 3 months of the resolution to grant planning permission, the final determination of the application shall be delegated to the Chief Planning Officer

(Following consideration of this matter, Councillor Gruen left the meeting)

58 Application 11/01749/FU - Change of use of shop (A1 use) to hot food take away (A5 use) with new shop front and flue - 384 Dewsbury Road LS11

(Having declared personal and prejudicial interests, Councillor Procter withdrew from the meeting)

Further to minute 38 of the Plans Panel East meeting held on 14th July 2011 where Panel deferred determination of the application for further information on the number of takeaways in the locality and the number of empty shop units, Members considered a further report

Officers presented the report which sought permission for a change of use of an A1 use shop to an A5 use for a hot food takeaway at 384 Dewsbury Road LS11, which formed part of a parade of shops. The information requested by Panel at the previous meeting had been included in the report

Whilst the Officer recommendation was to approve the application, if minded to refuse the application a possible reason for refusal had been included in the submitted report

Concerns were raised that the Council could appear to be contradictory in its approach to both hot and cold food takeaways. In one ward it was felt there was a considerable demand for these shops and in view of this the robustness of the proposed reason for refusal was queried

The Panel discussed the existing policy and suggested that this be reconsidered and referred to a future meeting of Joint Plans Panel

A decision to refuse the application was proposed and seconded

RESOLVED - That the application be refused for the following reason:

The proposed change of use would increase an existing proliferation of hot food takeaways which would alter the character and function of this parade of shops and would be detrimental to future vitality and viability of the shopping parade due to the lack of variety of uses particularly during daytime hours. The proposal is considered to conflict with the aims of policy S4 of the Leeds UDP Review 2006 as well as the requirements of policy EC13 of PPS4

(Following consideration of this matter, Councillor Procter resumed his seat in the meeting)

59 Application 11/01477/FU - Two storey and single storey side/rear extension (and dormer window to rear which is permitted development) - 41A Stainburn Crescent Moortown LS17

Further to minute 61 of the Plans Panel East meeting held on 30th September 2010 where Panel refused an application for extensions at 41a Stainburn Crescent Moortown LS17, the Panel considered a further application

Plans and photographs were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended

Officers presented the report and informed Panel that the scheme was essentially the same as the one refused on 30th September, apart from the removal of the front porch and some other minor amendments

Despite these amendments, Officers' concerns regarding dominance, overshadowing and loss of light, together with concerns relating to the design remained and the application was being recommended to Panel for refusal

The Panel heard representations from the applicant who attended the meeting. Members were concerned that the applicant had stated that the scheme before Panel had been recommended by a planning officer of the Council and because of this, the applicant had made modifications and resubmitted the scheme

The Panel's Lead Officer outlined the process for pre-application discussions where notes were taken but stated that if an informal query was made about an application, then a record of these conversations might not be available. However, notwithstanding any views expressed by Officers, the decision in this case rested with the Panel and needed to be based upon the plans as presented

In response to a question from the Panel, the officer presenting the application stated that he went through files before presenting to Panel and there was no written information on the file regarding the issues raised by the applicant

In considering the application the Chair stated that it was also necessary to consider the applicant's situation and the fact that he required a property of this size for his family

The Panel considered how to proceed

RESOLVED - That the application be refused for the following reason:

The Local Planning Authority considers that the proposed development by reason of its scale, size, design and siting results in inappropriate, overly large and dominant feature that will harm the existing dwelling, its relationship between the house and the adjoining property and in turn the living conditions of the neighbouring residents by reason of over dominance and overshadowing. As such it is contrary to Policies GP5 and BD of the Leeds Unitary Development Plan (Review 2006) as well as guidance contained in Planning Policy Statement 1 – Delivering Sustainable Development

60 Application 11/01683/FU - Removal of condition 6 of previous approval 31/204/97/FU and alterations to garage to form habitable room; two storey and first floor side/front extensions; detached double garage and enlarged vehicle access - Hartmoor House 3 Freely Fields Bramham Wetherby LS23

Plans, photographs and drawings were displayed at the meeting. A site visit had taken place earlier in the day which some Members had attended

Officers presented the report which sought permission for extensions to the property and the variation of a restrictive covenant to convert the integral garage and to build a detached garage at Hartmoor House which was located in a Conservation Area and in close proximity to the historic core of Bramham village

Members were informed that the proposals would mean the loss of two large trees to the front of the property and whilst there had been some local objections to the application, Officers were satisfied that the design and siting were acceptable and so were recommending to Panel that the application be approved

The Panel heard representations from the applicant and an objector who attended the meeting

Councillor Procter stated that he had attended the Parish Council meeting when the application was discussed but had taken no part in the meeting

Concerns were raised about the size of the proposed extension; that there would be a loss of landscaping in order that a new drive could be created and that the proposals would be detrimental to the character and appearance of the area

A Member sought advice from the Panel's Legal representative regarding possible pre-determination in view of Councillor Procter's attendance at a meeting where the application was discussed. The Panel was informed that Councillor Procter had stated that he had taken no part in the discussions so could express a view at this meeting

Members considered how to proceed

RESOLVED - That the Officer's recommendation to approve the application be not accepted and that the Chief Planning Officer be asked to submit a report to the next meeting setting out possible reasons for refusal of the application based upon the concerns expressed regarding the scale and massing of the extensions; the loss of landscaping and the adverse impact of the proposals on the character and appearance of the area

61 Application 10/04762/OT - Outline application for residential development - Land adjoining 7 Waterwood Close West Ardsley WF3

Plans, drawings and photographs were displayed at the meeting

The Panel's Lead Officer presented a report seeking approval for an outline application for residential development comprising 14 houses on a Greenfield site adjoining 7 Waterwood Close West Ardsley WF3. The site was unallocated within the UDPR and bordered a larger area of land to the rear which was an open area within the Green Belt; was being used for agricultural use and contained a reservoir

In terms sustainability of location, Officers were of the view that the site was in a reasonably sustainable location with bus stops, shops and a primary school within walking distance. In view of the recent appeal decision at Grimes Dyke, Officers considered that there were no policy grounds not to release the site for housing and therefore were recommending approval of the application to Panel

The Panel heard representations from the applicant's agent and an objector who attended the meeting

Members discussed the following matters:

- whether the site was in fact sustainable in view of the lack of school places for local children and a reduction in bus services in the area
- the implications of the Grimes Dyke appeal decision; that the LPA had approved the equivalent of 5 years worth of supply of housing yet rather than being developed, these sites were being landbanked; that the ad hoc release of sites was not appropriate and should be resisted

In view of the comments made, the Chair proposed that determination of the application be deferred to enable further information to be obtained on the issues raised

The Head of Planning Services was of the view that deferring the application was appropriate in the circumstances

RESOLVED – That determination of the application be deferred and that the Chief Planning Officer be asked to submit a further report setting out the Council's

approach to such sites together with information on the issue of sustainability on this site

62 Date and time of next meeting

Thursday 8th September 2011 at 1.30pm in the Civic Hall, Leeds

PLANS PANEL (WEST)

THURSDAY, 21ST JULY, 2011

PRESENT: Councillor N Taggart in the Chair

Councillors J Akhtar, B Chastney, G Driver,
K Groves, J Hardy, T Leadley, J Matthews,
E Nash, P Wadsworth and R Wood

9 **Late Items**

No formal late items of business were added to the agenda, however the Panel was in receipt of an additional map relating to Agenda Item 12 Woodhall Croft (minute 14) which had been omitted during the reprographics process, but which had been published to the website.

The Chair additionally dealt with a request from a member of the public to table an additional submission in support of their objection to the scheme at Springhead Mills (minute 19). Members did not accept the additional submission as they felt that neither they nor the agent had sufficient time to address any issues raised.

10 **Declarations of Interest**

The following Members declared 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:

Councillor R Wood – Application 11/01843/FU Netherfield Road, Guiseley – declared both personal and prejudicial interests as a member of Leeds & Yorkshire Housing Association. Bellway Homes (the applicant) has an agreement in principle with L&YHA to provide social housing within the affordable units included in the application before Panel (minute 17 refers)

Councillor Chastney - Application 10/03063/FU Richmond House School – declared a personal interest as he stated he had attended drop-in sessions and residents' meetings held in relation to the proposals but that he had not expressed an opinion on them (minute 18 refers)

Councillor Matthews – Application 10/03063/FU Richmond House School – declared a personal interest as he lived nearby (minute 18 refers)

Councillors Akhtar, Chastney and Matthews - Application 11/02021/FU Headingley Stadium – The report referred to comments made by the North West Inner Area Committee planning sub committee which were subsequently discussed at the N W Inner Area Committee. Councillors Akhtar, Chastney and Matthews are members of the NW Inner Area Committee and confirmed that they had not taken part in those discussions and had informed the Area Committee of their likely future involvement in the decision making on proposals for the South Stand as Members of Plans Panel

West and although not strictly a declaration of interest, they wished to make that clear to the Panel. (minute 15 refers)

11 Apologies for Absence

Apologies for absence were received from Councillors Coulson and J Harper. The Chair welcomed Councillors Nash and Driver as their substitutes.

12 Minutes

RESOLVED – That the minutes of the last meeting held 23rd June 2011 be agreed as a correct record subject to a clarification to minute 157 that, after voting, Members had supported the full demolition of the tannery buildings and not the partial demolition option

13 Matters Arising

The Head of Planning Services reported on the following matters:
Minute 156 (appeals)

- a) Leeds Girls High School – The Inspectors report had now been received on the outcome of the appeals against non determination of the five applications associated with the re-development of the former Leeds Girls High School. The Head of Planning Services briefly outlined the findings for information (3 appeals allowed and 2 dismissed with the application for costs against the Council refused) and reported that a full report on the findings of the Inspector would be presented to the next meeting
- b) Leeds Bradford International Airport – The Chair reported the Panel had received an invitation to visit LBIA. Members were concerned that the visit should be meaningful and relevant and agreed it should be held on a separate day to Panel meetings. Those Councillors who frequently acted as substitute members on Plans Panel West would also be invited

14 Application 11/00903/FU - 16 Woodhall Croft, Stanningley, LS28

The Chair reported a late request from local ward Councillor A Carter to defer determination of this application to allow time for Panel Members to undertake a site visit; citing concerns over the dominance of the dormer, overlooking to No.18 and the proximity of the new build to No.14. The Panel considered the request and

RESOLVED - To defer determination of the application to the next meeting to allow time for a site visit to be undertaken.

15 Position Statement for Application 11/02021/FU - Headingley Stadium, LS6

The Chief Planning Officer submitted a report setting out the current position with regard to the redevelopment proposals for the South Stand and supporters club at Headingley Carnegie Stadium. Members had previously received a pre-application presentation on early proposals on 18 March 2010. Plans, elevations, 3D graphics and photographs of the site were displayed at the meeting.

Officers reported receipt of 8 further letters of objection, including letters from the Cardigan Triangle Residents Association and Ash Road Residents Association, none of which raised any new issues

Officers clarified that the scheme now before Members differed from the scheme presented to the public during the consultation period, however this scheme had been advertised correctly and the public were aware of the amendments and public representations had been received relating to the current application.

The comments made by the public were outlined at the meeting and officers provided responses on the following matters:

- The design review panel sought additional landscaping and officers now requested inclusion of an additional condition to require detail of the landscaping to ensure trees are planted so that they can grow to their full extent
- The roofline to the concession area had been altered to align the glazing to emphasise the entranceway and the parapet detailing had been enhanced. The triangular glazing panels had been retained to match the panels on the Carnegie stand
- Residents expressed concern about noise being funnelled between the new and existing stands. Members noted there would be an impact on the streetscene if the stands were joined however. The findings of a Noise Report and the Environmental Health Officers comments would be included in the next report

Members discussed the following:

Noise – Members expressed the view that a noise report should have been commissioned some time ago and sought clarification on the role of EPT. Officers explained the usual approach was to ensure the applicant provided the noise report at their own cost, which was then assessed by LCC EPT. In this case EPT had visited the site and talked to residents. The EPT assessment would be reported back and the conditions they required would be included in that report.

Capacity – considered the impact of the increased capacity on the locality and that the existing stand had capacity for 8000 which was currently limited to 6,000 due to health and safety concerns. If appropriate works were done to the stand the 8000 capacity could potentially be re-introduced

Design – Members were not convinced that the amendments to the entrance were sufficient and commented on the appearance of the super-structure. The Panel expressed concern over the height, stating the height between the top tier of the stand and its roof seemed unnecessary although acknowledged this could be due to the location of the TV gantry

Consultation – Members were very concerned about the way public consultation had been undertaken, particularly as the plans shown during the public consultation suggested lower heights and capacity to those now before Members and indeed discussed with Members at the pre-application stage. Officers confirmed that the objections referred to in the report had been received in relation to the version of the scheme Members now had before

them and the Chair confirmed there was no point at present in the applicant re-consulting on the scheme.

Car parking and highways issues – noted the existing difficulties on the local highway network and the impact of the Carnegie Stand development. Members noted no travel plan had yet been submitted and officers response that that the conditions would seek to ensure submission of Match Day Management Plans. The relocation of the turnstiles to a point farther down St Michael's Lane and nearer to the narrow bridge required careful management. The police instigated road closures for short periods on match days and officers commented on the likely routes to be chosen for the redirected traffic. Members supported the idea that the park & ride scheme employed on cricket match days by the stadium should be extended to include rugby match days and run from the nearest rail stations as the new stand had the potential to attract an additional 1000 vehicles. Officers highlighted the work undertaken to educate visitors in terms of upgraded pedestrian signs and website updates

Members were disappointed at the lack of slides showing the development and requested that slides showing views across and to the Stand be produced for the next meeting.

The Panel considered two main issues were the relationship of the new stand to St Michaels Lane and its relationship to the Turnaways. Members noted that they could review the Carnegie stand and its relationship to residents to help inform the Panels view on their forthcoming site visit

Having discussed the key issues, the Panel generally supported the principle of the redevelopment but remained concerned over issues relating to design, scale, layout, landscaping and character; impact on residential amenity and highways matters

RESOLVED – That the contents of the report and the comments made by Panel be noted

(Councillor Akhtar left the meeting at this point)

- 16 Application 09/04287/RM - Garnetts Paper Mill, Otley, LS21 and Application 10/0395/FU access road at Gallows Hill, Pool Road, Otley**
Further to minute 147 of the meeting held 25 May 2011 when the applicant had requested the matter be deferred to allow more time to consider access, the Panel considered two applications in respect of the redevelopment of the former Garnetts Mill, Otley. Members had visited the site prior to the meeting.

Officers outlined the planning history of the site and referred to the plans, aerial photographs and artists impressions of the development on display. It was noted that the reserved matters application and the application relating to the eastern access route would be linked together through a Section 106 Agreement.

Officers also reported receipt of one further letter of representation which raised no new issues but continued to object to the proposed eastern access road.

minutes approved at the meeting
held on Thursday, 18th August, 2011

Officers addressed consideration of the eastern access point and slides showing the proposed access route across the flood plain were displayed. It was noted that this route would be constructed prior to works commencing on the Garnetts Mill site and catered for a 1:100 year flooding event, therefore would be the “dry” access point at all times. Officers addressed the western access which would provide access to the commercial units within the development – but which would not provide a “thru-route” through the site. Consideration had been given to the construction of a footpath bridge from the western end of the Garnetts Mill site (in order to ensure dry pedestrian access) but it was felt that, on balance, due to the prohibitive cost to the developer and the requirement of PPS25 to provide only one dry means of access, a bridge was not necessary.

The Panel heard representation from local ward Councillor C Campbell who expressed concern over the reduction of employment use elements originally proposed in the scheme and sought to ensure that the development did not become one large housing estate. He urged the implementation of the Hydro Electric Scheme and Fish Pass and the requirement for a management plan to deal with the waterways and public open space. Councillor Campbell also stated that the access point should not encroach into the green belt.

The Panel then heard from Mr A Flatman, agent for the developer, who confirmed the developers commitment to provide a mixed use site, the HES and Fish Pass. He stated that the preferred eastern access point would have a minimal impact on the Green belt and would provide the safest means of access.

The Highways officer provided clarification on the three access points under discussion. It was confirmed that the developer did not own the land proposed to provide the access point previously agreed at Outline stage. The alternative access point which did lie within the red line development boundary did not meet the Highways Authority’s standards as there was insufficient carriageway to allow two vehicles to pass each other, poor visibility of oncoming traffic and would require traffic lights 50m away from the junction to regulate traffic. The third and safest access point would encroach into the Green Belt and require an embankment.

Members discussed the following matters:

- Retention of the traditional house design and use of natural materials
- The likely take up of the retirement apartments
- Acknowledged that any development on the site would generate more traffic in the area
- The likely bus route
- Impact of the altered access point on existing residents
- Suggestion that the pocket of land at the junction would be suitable for feature artwork
- The proximity of the western end of the site to Otley Town Centre and the pedestrian linkages to be funded by the development to the town and nearby housing estates

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- Reiterated the need to protect the mixed use nature of the development and officers suggested that floorspace could be specified under the terms of the S106 agreement to ensure that mix

Members discussions balanced the loss of the small area of Green Belt to facilitate the access point with the gain of managed public open space within the development site and the limited impact on openness or amenity and were minded to support the access proposed in 10/0395 as this would provide the safest access point.

RESOLVED –

- a) Application 09/04287/RM Garnetts Paper Mill – That the application be deferred and final approval be delegated to the Chief Planning Officer subject to the conditions specified within the report and subject to the completion of a Section 106 Agreement within 3 months of the date of the resolution to include those matters detailed in the report. There is a need to explore how the non residential floorspaces to be provided (including the retirement apartments) can be tied into the S106 Agreement to ensure that these elements of the scheme are delivered as part of the overall scheme
- b) Application 10/03695/FU – Gallows Hill – That the application be deferred and final approval delegated to the Chief Planning Officer subject to the conditions specified within the report and subject to the completion of a Section 106 Agreement within 3 months of the date of the resolution to include those matters detailed in the report.

(Councillor R Wood, having earlier declared a personal and prejudicial interest in the following item, withdrew from the meeting and took no part in the decision making process)

17 Application 11/01843/FU - Netherfield Road, Guiseley, LS20

The Panel considered an application for a residential development of 74 family sized houses within the eastern portion of the Edison Fields residential development site at Netherfield Road, Guiseley. This proposal was designed to complement the completed phases of residential development on Netherfield Road. Plans, elevations, architects drawings and photographs of the site were displayed at the meeting

Officers outlined the planning history of the overall development site and highlighted the following in particular:

Affordable Housing – the applicant had offered 15 two bed units in one apartment block, which equated to 20% provision and was more than that required. It was acknowledged the LPA would not normally accept all AH provision in one location on a site, however there was a mix of AH provision pepper potted throughout the whole Netherfield Road site and it was important to note that the suggestion for the apartment block came from the registered social landlord who managed the AH on site and cited a demand for 2 bed apartments

Residents concerns over proximity – it was noted the scheme had been amended to ensure 21m distance between Greenshaw Terrace and the new properties, with back gardens facing back gardens

Boundary wall – the parcel of land between Greenshaw Terrace and the development site had been signed over to Greenshaw residents. Works to the boundary wall would be undertaken when the new development commenced

Members discussed the following:

- The transport measures and contributions secured in 2006 through the grant of the outline permission, noting there was no scope to seek additional contributions now at the reserved matters stage
- The work undertaken on site by the developer in conjunction with METRO to improve the uptake of residents metrocards
- The difficulties experienced for rail travellers on the Wharfedale line in terms of capacity and rolling stock quality
- Concern that the AH offer associated with this phase would be located within one area on site and would not be a mix of style usually sought by the LPA but that other AH had already been provided in earlier phases

RESOLVED – That the application be deferred and final approval be delegated to the Chief Planning Officer subject to the completion of a “recession proof” Section 106 Agreement within three months of the date of the approval to ensure contributions for the following:

- Greenspace
- Public transport improvements (£44,400)
- Travel Plan monitoring measures (£2,500)
- Residential Metro card scheme (£35,918)
- Education contribution (£347,757)
- Provision of 15 affordable housing units

And subject to the conditions specified in the report plus additional conditions to cover maximum gradient of driveways and to ensure the treatment to the boundary wall at Greenshaw Terrace

(Councillor Wood resumed his seat in the meeting at this point)

18 Application 10/03063/FU - Richmond House School, Otley Road, LS16

The Panel considered proposals to layout a new car park to the Richmond House School playing fields, off Glen Road, Otley. The application was brought to Panel at the request of Councillor Sue Bentley and due to the high level of local interest in the proposals. It was noted the proposed car park would utilise current playing fields but that these would be re-provided elsewhere in the site through the upgrading of other pitches. The comments of Sport England were reported to the meeting

The Panel heard representation from Mr M Thomas, Chair of Weetwood Residents Association who expressed concern over parking arrangements in the neighbouring streets, drainage and the lack of a traffic study to accompany the application. He made reference to a damaged culvert within the development site which he stated caused flooding and he suggested

minutes approved at the meeting
held on Thursday, 18th August, 2011

Traffic Regulation Orders along the northern side of Glen Road would allow parents to drop-off/pick-up pupils as an alternative to the car park

Members noted that conditions required investigation of the culvert and went onto consider the following:

- The comments of Sports England regarding the extensive reparation works required to bring the pitches intended as a car park back into use and the comment that the new pitches were in a better location
- Balance of whether the current ad-hoc drop-off arrangement which spread school traffic within the locality caused less stress to the highway network than all school traffic entering/exiting the site at peak hours
- Whether there was appropriate enforcement action which could prevent parents using the A660 and the Bus Lane to drop-off/pick-up
- Noted the Bus Lane was not 24 hour and had no CCTV camera. Officers noted the suggestion that the A660 should be double yellow lined
- Discussed the design of the car park and whether there would be sufficient space to cater for the families of the 280 pupils on roll at the school. Officers noted the suggestion that the surface of the proposed car park should be permeable
- Welcomed the attempt by the school to address the problem of cars parking within residential streets but queried whether this solution was the best and whether better management of the existing car park would suffice
- Noted that Highways would support the offer made by the school to fund restrictions on Glen Road in addition to development of the car park however that offer was not within the application

Members noted the officer recommendation to approve the application but did not feel able to at this point, having regard to all the issues raised above therefore

RESOLVED – To defer determination of the application to allow time for further consideration of the matters raised above and a report be brought back to the next appropriate meeting

(Councillor Groves left the meeting at this point)

19 Application 11/01857/OT - Springhead Mills, Guiseley, LS20

The Chief Planning Officer submitted a report setting out proposals to replace and refurbish the former Springhead Mills, Guiseley to provide 54 dwellings, car parking, landscaping, public open space and new access road. Site plans, architects drawings and photographs were displayed at the meeting.

Officers outlined the planning history of the site and Members noted an earlier scheme for the same site had been refused in April 2010 and a pre-application presentation on the current proposals had been given in February 2011. The contents of an additional representation received from Aireborough Civic Society were read out with officers addressing each point in turn and highlighting the consideration given to the loss of employment land

The Panel considered a request from Councillor Hardy to defer determination of the application to allow time for a site visit as he felt that this would be beneficial for new Panel Members and stated he did not feel could make a decision without having seen the site. Members were not minded to defer the matter and agreed to proceed.

(Councillor Hardy withdrew from the meeting)

The Panel heard representation from Mr C Woods on behalf of Aireborough Civic Society regarding the extent of the proposed demolition works and impact on the Conservation Area, the loss of employment land and availability of employment land in the locality and the impact of this development when considered in conjunction with other permissions granted for residential development on the A65. Mr P Hall, agent for the applicant then addressed the Panel in response and stated the existing employment uses were unsustainable.

The Panel discussed the following:

- Current employment use on the site and the retention of two buildings for future employment
- Considered the site was unsuited to full employment/commercial use as it lay within the Conservation Area and was surrounded by residential properties. Additionally, the roads would be unsuitable for articulated vehicle access
- Noted the intention to retain the lower scale mill buildings but to move them back from the highway to create better sight lines and public space
- The need to use quality materials and natural stone
- The need to resist any “watering down” of the quality and design detail proposed in the application in the future

RESOLVED – That the application be deferred and final approval be delegated to the Chief Planning Officer subject to the completion of a Section 106 Agreement to include contributions of:

- £20,000 for off site highway works
- £59,245 for public transport improvements
- £2,500 for Travel Plan measures
- £37,171.20 for a residential Metro card scheme
- £257,245 for education contribution
- 8 affordable housing units
- £95,297 for the provision of off-site Greenspace enhancements

And subject to the conditions specified in the report

Under the provisions of Council Procedure Rule 16:5 Councillor Wadsworth required it to be recorded that he abstained from voting on this matter

(Councillor Hardy resumed his seat in the meeting)

20 Application 11/01290/FU - 194B to 194C New Road Side, Horsforth, LS18

The Panel considered proposals for the change of use and alterations to an existing retail unit to form two restaurants/take aways. Plans and photographs of the site were displayed at the meeting.

It was noted that the unit had operated as two individual units some time ago but had been vacant for 2 years. Officers addressed the comments of the objectors and reported the findings of a parking survey undertaken by Highways Services. They also highlighted that closing hours of the units had been conditioned to protect the amenity of local residents

RESOLVED – that the application be granted subject to the specified conditions contained within the report

21 Date and Time of Next Meeting

RESOLVED – To note the date of the next meeting as 18th August 2011

PLANS PANEL (WEST)

THURSDAY, 18TH AUGUST, 2011

PRESENT: Councillor N Taggart in the Chair

Councillors J Akhtar, M Coulson, K Groves,
J Harper, T Leadley, J Matthews,
P Wadsworth, R Wood, R Pryke and
R Grahame

22 Chair's opening remarks

The Chair welcomed everyone to the meeting and asked Members and Officer to introduce themselves for the benefit of the public who were in attendance

23 Late Items

There were no formal late items, however the Panel was in receipt of the following additional information to be considered at the meeting:

Application 11/02021/FU – Headingley Carnegie Stadium LS6 – written representation from an objector (minute 28 refers)

Application 11/00897/RM – Stonebridge Lane LS12 – written representation from Councillor A Blackburn and photographs (minute 34 refers)

Application 11/01561/FU – Ings Cottage Priesthorpe Road LS28 – written representation from an objector and photographs (minute 37 refers)

Pre-application presentation – Mill Lane/Bridge Street Otley LS21 – photographs, graphics and written information submitted by the proposed applicants (minute 38 refers)

24 Declarations of Interest

The following Members declared 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:

Application 11/02012/F – Headingley Carnegie Stadium LS6:

Councillors Akhtar and Matthews declared personal interests as the report referred to comments made by the North West Inner Area Committee planning sub committee which were subsequently discussed at the NW Inner Area Committee and confirmed that they had not taken part in those discussion and had informed the Area Committee of their likely future involvement in the decision making on proposals for the South Stand as Members of the Plans Panel West (minute 28 refers)

Application 11/01400/EXT – Kirkstall Forge:

Councillor Coulson declared a personal interest through being the Chair of the Integrated Transport Authority Scrutiny Board which had

considered the issue of the proposed Kirkstall railway station, which was an integral part of the proposed development (minute 33 refers)

Councillor Leadley declared a personal interest as he stated that comments he had made regarding Leeds' bid for NGT and its impact on the proposed railway station at Kirkstall Forge had been reported in the press (minute 33 refers)

Councillor Harper declared a personal interest through being a member of West Yorkshire Integrated Transport Authority as Metro had commented on the application (minute 33 refers)

Application 11/00897/RM – Stonebridge Lane LS12 – Councillor Harper declared a personal interest through being a member of West Yorkshire Integrated Transport Authority as Metro had commented on the application (minute 34 refers)

25 Apologies for Absence

Apologies for absence were received from Councillor Hardy who was substituted for by Councillor R Grahame and from Councillor Chastney who was substituted for by Councillor Pryke

26 Minutes

RESOLVED - That the minutes of the Plans Panel West meeting held on 21st July 2011 be approved

27 Appeal Decisions - Leeds Girls High School Headingley Lane LS6

Further to minute 13a of the Plans Panel West meeting held on 21st July 2011, where Panel received a verbal update on the appeal decisions in respect of applications at the former Leeds Girls High School site, Members considered a report of the Chief Planning Officer summarising the main findings of the Planning Inspector following the lodging of appeals by the applicant against non-determination

Plans and photographs were displayed at the meeting

Officers presented the report and outlined the decisions on the five applications

Members were informed that the Inspector's decisions accorded with those which the Panel indicated at the meeting on 14th December 2010 that they would have taken had they been in a position to do so

The key issues from the appeal decisions were the Inspector's view that the principle of a housing development on the site was acceptable and that there were no planning reasons to refuse on the basis of Leeds UDP Policy N6 (protection of playing pitches) or PPG17 (protection of open space on health grounds). However, Members were informed that any future scheme would need considerable revisions from that previously submitted to address the Inspector's concerns and was likely to result in less development on the site

Members stated that the outcome largely endorsed the Panel's view and that Members had worked through the opposing views of Officers and the applicant to reach an appropriate outcome on this sensitive site. The Chair

thanked Councillor Janet Harper who had chaired the discussions on this item and in turn, Councillor Harper thanked Officers for the help and guidance she had been given on this matter

RESOLVED - To note the report

28 Application 11/02021/FU - Demolition of the existing south stand and supporters club and erection of a replacement covered spectator terrace with associated facilities for food and drink concessions, stores, car parking and turnstiles - Headingley Carnegie Stadium St Michael's Lane LS6

Further to minute 15 of the Plans Panel West meeting held on 21st July 2011 where Panel considered a position statement for the redevelopment of the south stand and supporters club at Headingley Carnegie Stadium, the Panel considered the formal application

Plans, photographs, drawings and graphics were displayed at the meeting. A site visit had taken place earlier in the day

Officers presented the report and stated that in response to concerns by Panel, a noise survey had been carried out which had been considered by the Environmental Protection Team who were of the view that the proposals would not lead to increased noise and could lead to an improvement in the current situation due to the design of the proposed stand. On this matter, Officers requested that condition No 20 in the submitted report relating to a sound insulation scheme should be deleted as this was not an appropriate condition for an open-air venue

A recent visit to the stadium to see how it functioned on match days had been made by Officers who reported that the gates opened 3 hours prior to kick-off, with entertainment being provided before the match and a gradual build up of spectators during that time. There had been no visible congestion outside the ground or around the turnstiles. The provision of a match day traffic and parking management plan would be conditioned and would include the requirement for closing the bridge on St Michael's Lane 30 minutes before and after kick off to address safety concerns. The possibility of providing shuttle buses to and from the stadium would also be addressed in the traffic management plan

Officers reported the receipt of two further letters of objection, one which raised new issues in respect of sustainable solutions

The Panel heard representations from the applicant's agent and two objectors who attended the meeting

Members commented on the following matters:

- the public consultation which had been carried out, with concerns being raised that the scheme submitted for approval was higher than that consulted upon
- the height of the stand, particularly the roof height; the justification for this and whether an engineering solution could be considered to address the legal requirements linked with stadiums and the desire to provide all spectators with a good view of the pitch

- that the location of the stadium, adjoining housing, meant that a balanced approach was needed taking into account the impact on residents as well as the needs of spectators
- that whilst people would arrive at the stadium over a long period of time, they would leave together and that the additional capacity had to be catered for in terms of highways
- the need for residents to be fully informed when the bridge on St Michael's Lane was to be closed
- the level of seating for provision for people with disabilities
- that the orientation of the speakers on the stadium were towards the nearby houses and that this should be reconsidered

Members considered how to proceed

RESOLVED - That the application be approved subject to the conditions set out in the submitted report and subject to the deletion of condition No 20

(Under Council Procedure Rule 16.5, Councillor Leadley required it to be recorded that he voted against the matter)

29 Application 11/02338/FU - Two bedroom detached house to garden site (amendment to previous approval 11/00639/FU for detached house incorporating single storey front and side extensions) - 5 Caythorpe Road, West Park, LS16

Further to minute 131 of the Plans Panel West meeting held on 31st March 2011 where Panel approved an application for a two bedroom detached house to garden site, the Panel considered a report seeking approval for amendments to the scheme to include front and side extensions

Plans, photographs and drawings were displayed at the meeting

Officers presented the report and stated that the proposed front bay would add interest and respect the character of the streetscene. The side porch would be set back by 3 metres so would not appear subordinate to the main house

Despite the receipt of three letters of objection, Officers were of the view that the proposals raised no amenity issues and were recommending approval to Panel

RESOLVED - That the application be granted subject to the conditions set out in the submitted report

30 Application 11/02289/FU - 4 bedroom detached house to land adjacent to 3 Hillcrest Rise, Cookridge, LS16

Plans, including those relating to the extant permission, photographs and drawings were displayed at the meeting

Officers presented the report and outlined the changes to the current scheme, for Members' consideration

The proposals were now wider than those of the fall-back position as the garage was now to be integral. Extensions to the back and forward projecting element were also proposed

Members were informed that objections had been received from local residents and two Ward Members regarding scale, projection, highways and impact on visual amenity

The Panel heard representations from an objector who attended the meeting

RESOLVED - That the application be granted subject to the conditions set out in the submitted report and a further condition requiring the levels to be submitted and agreed

31 Application 11/02420/FU - Two dormer windows to rear and lightwell to front at 53 Ash Grove, Headingley, LS6

Plans and photographs were displayed at the meeting. A site visit had taken place earlier in the day

Officers presented the report which sought permission for two dormer windows to the rear and a lightwell to the front at 53 Ash Grove LS6 which was situated in the Headingley Conservation Area

The property was a house in multiple occupation but Members were informed that if approved, the proposals would not result in an increase in the number of bed spaces in the property. The provision of small dormer windows to the rear would provide better use of the roof and the basement alterations would provide a larger kitchen/dining area, with the existing kitchen to become a utility room

The number of properties in the immediate area with dormers was noted

If minded to approve, further conditions to prevent the basement from being converted to a habitable room and submission of further details of the lightwell were suggested

RESOLVED - That the application be granted subject to the conditions set out in the submitted report and additional conditions restricting conversion of the basement to a habitable room and the submission of further details of the lightwell

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

32 Application 10/04068/OT, Clariant Site, Horsforth and Application 10/04261/OT, Riverside Mills, Horsforth - residential developments

Further to minutes 126 and 127 of the Plans Panel West meeting held on 31st March 2011 where Panel resolved to refuse planning permission for residential development on the former Clariant site and Riverside Mills site at Horsforth LS18, Panel considered a further report of the Chief Planning Officer

Plans were displayed at the meeting

Members were informed that the refusals had been appealed and that the Secretary of State had called in both appeals and these were scheduled to be heard together at an 8 day Public Inquiry in November 2011

The report before Panel sought to update Members on the continuing discussions between Officers and the applicants ahead of the preparation of a

Statement of Common Ground. Arising from these discussions revisions had been proposed by the applicants which could impact on some of the reasons for refusal agreed by Panel, with these being contained within the report before Members

Revisions relating to reason No 5 (Calverley Lane North footway/cycleway) were outlined, with a wider ie 2m – 2.5m wide joint footway/cycleway being proposed; this being considered to be acceptable. This would also remove that element of reason No 2 – sustainable transport which related to cyclists

The VISSIM model – reason No 6 - had been given further consideration with Highways now of the view that the model was fit for purpose to undertake the traffic modelling

In terms of the travel plan some agreement had been reached on modal splits, targets, form and monitoring to enable this element of reason No 3 to be agreed

Concerns were raised that the agreements which had been reached justified the view taken by some Members that refusal of the application had been premature and that further negotiations could have taken place, so possibly avoiding a lengthy Public Inquiry

RESOLVED - That following refusal of both applications at Panel on 31st March 2011 and submission of subsequent appeals, to support a case at Public Inquiry which does not contest reasons for refusal 5 and 6 of both appeals and elements of reasons for refusal 2 and 3 of both appeals

(Under Council Procedure Rule 16.5, Councillor Coulson and Councillor Leadley required it to be recorded that they abstained from voting on these matters)

33 Application 11/01400/EXT - Proposed mixed use development at Kirkstall Forge, Kirkstall, LS5

Further to minute 150 of the Plans Panel West meeting held on 25th May 2011 when Members considered a position statement on an application for an extension of time for the outline approval of a major mixed-use development at Kirkstall Forge, the Panel considered the formal application. Appended to the report were copies of the previous reports considered by Panel on 26th January 2006 and 20th April 2006

Plans and graphics were displayed at the meeting

Officers presented the report which sought an extension of time of 15 years for the submission of reserved matters, amendments to some of the original conditions as set out section 10 of the submitted report and an amendments to the S106 Agreement to provide additional funding for the train station; the development being predicated on the delivery of a new railway station on adjoining land

Members were informed that the provision of a railway station to serve the site was being considered by the Department for Transport (DfT) but that due to the Government's Comprehensive Spending Review, no decision had yet been reached on this. Local MPs had been lobbying for the station and Metro were to contribute a further £1.3m towards this, with the developer matching this funding. Officers stated that allowing for an additional £1.3

million funding for the train station as part of a revised S106 (on top of Metro's additional £1.3 million) would offer the DfT certainty over the increased proportion of local funding. The final decision on a railway station at Kirkstall was expected from the DfT in December 2011

To off-set the increased funding for the railway station, a reduction in the level of other planning contributions, which included affordable housing, would be necessary. Recession proof clauses would apply for the reassessment of viability and that a revised capped contribution of £9.9m (minimum) to £13m (maximum) would be provided as planning contributions, with Members being informed that it would be for Panel and Ward Members to consider how the final sum would be spent

The mix of proposed uses shown on the original illustrative layout were not viable in the current climate and a revised mix would be brought to Panel as part of Reserved Matters applications

Officers sought amendments to the recommendation before Panel requiring the deletion of the reference to Horsforth roundabout in relation to off-site highway works, the option of the alternative provision of up to 50 dwellings on site in phase 1 and a condition requiring the submission of an updated otter survey. Officers explained further that section 106 monies, other than for the railway station, would come well into the construction phase and that to maintain flexibility at this stage it was more sensible to refer to off site highway works rather than be specific as the need for works would depend on the situation at the time

The Panel heard representations from Councillor Illingworth as a Ward Member for Kirkstall Ward and from the developer who attended the meeting

Members discussed the application and commented on the following matters:

- the importance of a railway station to the scheme
- the length of time discussions had been ongoing on the site, with concerns that Panel Members may not be fully aware of the current situation, particularly the proposed mix of uses for the site, due to the passage of time
- that the experience of the Chair as a Ward Member for Bramley and Stanningley was that liaison, communication and consultation with the developer had been good

RESOLVED - To defer and delegate approval to the Chief Planning Officer subject to the same conditions as planning permission 24/96/05/OT (with the exception of revisions to conditions 11, 12 and 14 and deletion of condition 13 as set out in the submitted report), an additional condition requiring an updated otter survey and a variation to the original Section 106 Agreement to include:

- recession proof clauses for reassessment of viability
- a revised capped contribution of minimum £9,973,071 and maximum of £13,009,606 (index linked) towards the train station, affordable housing, primary and secondary education, off-site highway works, footpath/cycleway links to Kirkstall Abbey and the canal towpath, Travel Plan monitoring and community benefits
- commitment to phase 1 (comprising road/bridge infrastructure to serve the train station and either 100,000 sq ft of office and 10,000 sq ft of supporting retail or temporary car park to serve station or up

to 50 residential dwellings on site) within the life of the original outline

- revisions to the original triggers for payment of the commuted sums to allow for early funding of the train station and commercial development in the first phase

34 Application 11/00897/RM - Reserve Matters application for laying out of access road and erection of supermarket with car park - Stonebridge Lane, Wortley, LS12

Plans, photographs, drawings and graphics were displayed at the meeting

Officers presented the report which sought approval for Reserved Matters relating to the supermarket only

Details of the proposed boundary treatments to the retaining wall at the rear of the site were provided

Officers reported the receipt of further representations, these being:

- two objections relating to loss of wildlife
- a petition of 670 signatures objecting to the proposals
- six letters of support
- a petition of 43 signatures supporting the proposals

Councillors Anne and David Blackburn had objected to the application, with Councillor A Blackburn requesting a reduction in delivery hours, if the application was to be approved

A further condition regarding details of the design of gullies to enable toads to cross the road was requested

The Panel heard representations from the applicant's agent and an objector who attended the meeting

Members discussed and commented on the following matters:

- the terms of the outline permission which meant that a supermarket could be built without triggering the full restoration of the Listed Buildings on the site
- that the S106 Agreement in place did not comply with latest guidance and the possibility of refusing the application and seeking to re-negotiate the whole scheme
- that a supermarket would provide employment opportunities for the area
- concern that the images circulated on behalf of an objector were undated and were capable of being misinterpreted
- that the provision of a sedum roof on the supermarket to enhance the view from nearby residences should be considered
- the delivery hours and that those requested of 7am – 10pm could not be supported due to the close proximity of the servicing area to existing dwellings

RESOLVED - That the application be granted subject to the conditions set out in the submitted report, an amendment to the hours of delivery, these to be 7am – 8pm Monday to Saturday and no deliveries on Sundays or Bank Holidays and an additional condition requiring the submission of details for measures to enable toads to cross the road

35 Application 11/01656/FU - Change of use of solicitors' office to hot food takeaway including flue to rear - 23-25 Station Road, Horsforth, LS18

Plans, photographs and drawings were displayed at the meeting

Officers presented the report which sought permission for a change of use of 23-25 Station Road Horsforth from an A2 (office) use to an A5 (hot food takeaway) to provide a fish and chip shop

Members were informed that a previous application at the premises for a fish and chip restaurant with takeaway counter had been refused for reasons which included a lack of adequate parking provision. The current application provided a revised parking layout, including a disabled person's parking space and as the restaurant element had been removed from the proposals, Highways Officers were now satisfied with the application

A condition would be included to prevent the re-letting of the upper floor of the premises and whilst Environmental Health had raised some concerns about the proposal, Officers considered these to be speculative

Panel discussed the application and commented on the flue for the premises and parking issues with concerns that the application could have a detrimental impact on parking on Station Road

RESOLVED - That the application be granted subject to the conditions set out in the submitted report

36 Application 11/00903/FU - One detached house to replace existing bungalow at 16 Woodhall Croft, Stanningley, LS28

Plans, photographs and drawings were displayed at the meeting.

Consideration of the application had been deferred from the previous meeting to enable a site visit to take place, which had occurred prior to the meeting

Officers presented the report which sought approval for the replacement of the existing, vacant bungalow with a detached house which in design, took some references from the surrounding 'chalet- style' properties

The proposal resulted in a wider property than existing but revisions had reduced the bulk of the proposal, which was now considered acceptable by Officers. The existing garage would be removed with parking to be on the forecourt

Members were informed that the main issues of the application related to visual appearance within the streetscene and impact on surrounding properties

The Panel heard representations from an objector who attended the meeting

RESOLVED – That the application be granted subject to the conditions set out in the submitted report and an additional condition requiring submission of levels

37 Application 11/01561/FU - Front extension to toddler care centre - Ings Cottage, Priesthorpe Road, LS28

Plans and photographs were displayed at the meeting

Officers presented the report which sought retrospective approval for a porch to the front of a day nursery at Ings Cottage, Priesthorpe Road Pudsey

Members were informed that the porch which had been intended as part of an application for an extension to the premises in 2010 had been missed off the approved plans in error, with the report indicating that discrepancies in the approved drawings would seem to support the applicant's claim that a layer of detail on the computer-generated plans had not printed correctly

A correction to an error in the report which referred to Wadlands Rise but should read Wadlands Drive was made

The Panel heard representations from the applicant and an objector who attended the meeting

RESOLVED - That the application be granted

38 Pre-application Presentation - Proposed 60 bed residential care home following the demolition of existing vacant building - Mill Lane/Bridge Street, Otley

Plans, photographs and artist's impressions were displayed at the meeting

Panel considered a report of the Chief Planning Officer on proposals for a residential care home at Mill Lane/Bridge Street Otley on a site of a former school which would be demolished as part of the proposals

Members received a presentation on the proposals by representatives of the applicant

The site which was in a Conservation Area was close to local facilities and the river

The proposals were for a two storey stone and slate building which was sensitive to its surroundings and in terms of design, had taken references from the local vernacular

The care home would provide 60 single en-suite rooms for people with dementia. The applicant was a specialist in dementia care; recognised the complex needs of people with this illness, provided a wide range of diversional activities and had consistently received excellent reports for the quality of the care provided

As well as daily outings for residents, which would maximise the surrounding open areas in the town, a hydrotherapy pool was proposed which was an unusual feature of a care home

The proposals would also provide opportunities for local employment

Positive meetings had taken place with Officers and information in respect of flood risk had been submitted to the Environment Agency

Consultation on the proposals had been undertaken with leaflets being distributed to a wide area. Ward Members had been consulted, information had been placed in Otley Library and on the site, with a website being established to enable comments to be submitted online

Officers read out comments received from Councillor Campbell who whilst supporting the demolition and redevelopment in principle had raised issues relating to design, scale, parking and access and stated the need for a high quality scheme on the site

The following comments were made by Panel:

- whether couples could be accommodated and in double rooms
- the proximity of the site to the river and the need to ensure residents' safety
- the location of the assembly point in the event of a flood emergency
- the residential properties on Manor Street; the need for the relationship between these houses and the care home to be addressed and the interests of all residents to be considered
- if planning permission was granted, the likely timescales for commencement of the development
- whether there was a commitment to develop the site or whether it would be landbanked

The following responses were provided:

- that some Local Authorities did not allow double rooms, preferring couples to occupy two single rooms with one possibly being used more as a sitting room
- that the boundary of the site would be secured by fencing and that nobody would be allowed by the riverside unaccompanied
- that the emergency assembly point was at the north of the site and was located above the floodplain
- that issues around the proximity of the houses on Manor Street were being considered, particularly in terms of overlooking
- that if the application was approved, work on the tendering process for the building contracts would commence immediately
- that there was a commitment to build on the site and that financially it was not an option to landbank the site

RESOLVED - To note the report, the presentation and the comments now made

During consideration of this matter, Councillor Harper left the meeting

39 Date and Time of Next Meeting

Thursday 15th September 2011 at 1.30pm in the Civic Hall Leeds

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Plans Panel (City Centre)

Thursday, 7th July, 2011

PRESENT: Councillor B Selby in the Chair

Councillors G Driver, S Hamilton, J Jarosz,
J McKenna, E Nash, M Hamilton,
C Campbell, G Latty, A Castle and
A Blackburn

1 Chairs Opening Remarks

Councillor Selby welcomed all present to the meeting, particularly new Members of the Panel. Short introductions were made

2 Late Items

No formal late of items of business were added to the agenda however Members had received the following supplementary documents:

Item 7 Eastgate & Harewood Quarter – copy letter dated 9th June 2011 from the Chief Planning Officer to the developer and a revised schedule of conditions (minute 5 refers)

Item 8 Energy Centre – revised recommendation to the officer report (minute 6 refers)

3 Declarations of Interest

The following Members declared 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

Applications 11/01000/OT and 11/01003/LI – Eastgate and Harewood Quarter and Templar House Lady Lane LS2 (minute 5 refers)

Councillors Campbell, Nash and Selby declared personal interests through being members of English Heritage which had commented on the proposals

Councillor Castle declared a personal interest through being a member of Leeds Civic Trust which had commented on the proposals

Councillor Taggart declared a personal interest as a member of the Joint Services Committee which managed West Yorkshire Archaeological Advisory Service which had commented on the application

Application 11/01194/FU – Former Park Lane College Building – Bridge Street and Ladybeck Close LS2 – Councillor Castle declared a personal interest through being a member of Leeds Civic Trust which had commented on the proposals (minute 6 refers)

4 Minutes

RESOLVED – That the minutes of the last meeting held 12th May 2011 be agreed as a correct record

(Councillor A Blackburn joined the meeting at this point)

5 Application 11/01000/OT Major redevelopment including demolition involving mixed use to provide retail, restaurants, bars & offices, gym, medical centre and creche uses with new Squares and Public Realm Landscaping, car parking and associated highway works at the Eastgate & Harewood Quarter, Leeds LS2 AND Application 11/01003/LI to renovate and repair external fabric of Templar House, Lady lane, Leeds LS2

Further to minute 92 of the Panel meeting held on 12th May 2011 when Members considered a position statement on the Eastgate & Harewood Quarter (EHQ) proposals the Head of Planning Services outlined the strategic importance of the development to the city and the planning history of the proposal to bring us to this point. Outline permission had previously been granted for a larger scheme on a larger site in 2007 and the present proposals were for a reworked and reduced scheme on a smaller site. This scheme still presented a new quarter to the city centre and a significant private investment which would enhance the city centre and bring significant regeneration benefits, acting as a catalyst for other development in the surrounding area. Site plans, architects drawings and 3D graphics were displayed along with artists' impressions of the proposals. A Member site visit had taken place prior to the meeting which involved a walk around the area and considered George Street and the relationship with the Markets.

Officers provided an overview of the changes to the scheme as:

- smaller red line development boundary due to the economy and the difficulties arising from developing around the Ladybeck culvert
- relocation of the flagship John Lewis store away from the culvert to a site adjacent to Millgarth, and the relocation of the Marks & Spencers store to the north west corner of the site
- creation of Eastgate Square and Templar Square as new public spaces with a public realm and cultural/arts strategies to be devised
- Templar Arcade to contain retail units leading to a two storey, 20 m wide arcade off Templar Square, to be open roofed and gated
- Retail mix at ground floor with offices above now proposed for the Blomfield buildings
- Creation of "Blomfield Street" through from Eastgate Square to the Markets and reinstatement of "Ebenezer Street" as a pedestrian route.
- Establishment of an elevated walkway leading from the John Lewis store to car parks, set at such a height above street level that it would allow for NGT passing underneath it on Eastgate
- The applicant confirmed that landscaping and detailed building design would address concerns over the two areas most at risk from increased wind generation (junction of Vicar Lane/ North St Upper and an area around the John Lewis unit). This matter will be controlled at the reserved matters stage by planning condition.

The Civic Architect presented slides showing connections across the city centre and emphasising the connectivity of the EHQ with other city centre destinations and the crucial relationship of the north/south route with Kirkgate

Market. External routes had been designed to emphasise the listed buildings at the corners of Kirkgate Market and the internal arcade walkways were set in such a way as to frame the Market.

Officers emphasised how EHQ would complement the Market through new and rejuvenated pedestrian links. George Street, adjacent to the Market, was currently dominated by cars, traffic and Market service vehicles but would be widened to create dedicated loading bays for the traders, Hammersons and taxis. Traffic flow would be reversed to flow towards Vicar Lane with buses re-routed via George Street to utilise new double bus stops. Retail units would also be introduced to front the north side of George Street and footpaths widened.

The Acting Transport Development Services Manager presented slides showing current Saturday peak hour traffic flows on Eastgate (497 vehicles including 172 buses) and George Street (386 vehicles, no buses). Once pedestrianised, traffic would divert onto the Inner Ring Road, North Street or Quarry Hill. Computer generated graphics of peak traffic flows on George Street following the pedestrianisation of Eastgate were viewed. It was estimated that a reduction of vehicles using George Street could be achieved (down to 275 including buses). 24 bus routes would be diverted onto the Inner Ring Road to access the bus station

Officers reported receipt of five additional submissions received after the agenda had been despatched. One letter expressed concern over the loss of connectivity to Quarry Hill/cultural quarter, traffic levels and massing in relation to Quarry Hill buildings. Four additional letters of support had been received. Officers also referred to the supplementary documents sent out after the despatch of the agenda.

The Chair had regard to the fact that this was the first opportunity for speakers to address the Panel on the proposals and; with the agreement of the Panel; varied usual procedure to allow speakers a longer but equal amount of time in which to make their representations.

Ms M Waugh and Ms S Gonzales addressed the Panel on behalf of the Friends of Kirkgate Market. Briefly their concerns were:

- impact of the EHQ development on the vitality of Kirkgate Market, the lack of investment in the Market and its' urgent need for regeneration
- lack of reference to the Market in the design of the EHQ scheme
- impact of the loss of the George Street car park on accessibility for Market shoppers
- the quality of the 4000 jobs to be created by the development compared with the 2000 supported by the Market, most of which were small businesses built over many family generations
- Concern the Market would become a traffic island, surrounded by busy roads which would be detrimental to the servicing arrangements for the Market and poor provision of car parking spaces dedicated for use by the Market.

- They concluded with a request for a detailed assessment of the impact of EHQ on the Market and a more substantial offer to repair of the Market buildings

In response to questions, the Friends confirmed the group did not object to the principle of the development, but rather to this particular arrangement of development and its relationship to the Market. The Friends remained concerned that increased traffic around the Market would present a barrier to pedestrians accessing the Market

Dr K Grady then addressed the Panel on behalf of Leeds Civic Trust and to emphasise that the LCT planning committee had supported the proposals but with reservations. He added the following points:

- Vitality of Leeds city centre had been under threat from out of town shopping but this development would seek to promote the retail city centre destination again and protect and enhance Eastgate
 - The relocation of the proposed John Lewis store closer to the existing retail core of the city was beneficial however this was balanced against reservations that the total development was too big, leading to empty shops in the existing retail quarter
 - Regretted the loss of the Eastgate roundabout and Millgarth police station from the scheme as he saw this as a lost opportunity to integrate the cultural quarter. He advocated continuing discussions on how to integrate the Millgarth site once the police PFI scheme was determined.
 - Felt the shopping quarter petered out on Vicar Lane with an ugly car park
 - Felt that Kirkgate Market was not sufficiently integrated into the scheme, was regarded as being “at the back” and cut off from the development by traffic evidenced by the disparity between the wide walkway to the main John Lewis entrance compared to the narrow walkway leading to the Market and the offer of “kiosks” to George Street rather than “retail frontage”
 - To conclude Dr Grady stated the concerns could be dealt with during the reserved matters process and addressed in the details of the proposals
- In response to questions, Dr Grady reminded Panel that the proposed NGT route would include Eastgate, therefore traffic would utilise that route in the future. He suggested that some east bound bus routes could still make use of Eastgate to join Duke Street in front of the Playhouse and expressed concern that increased traffic on St Peters Street/Duke Street would present a barrier to the cultural quarter.

Dr R Shaw, independent architect, addressed the Panel over his concern at the proposed closure of Eastgate to traffic and the loss of east-west connectivity of the city at the core of Leeds and a key transport route. He stated he could not see a special reason to pedestrianise Eastgate and he suggested widening George Street to create useful public space beneficial to the Market. Having undertaken his own traffic survey he calculated that 70-80 buses used Eastgate per hour, and concluded that there would be major disruption to Merrion Street/Vicar Lane if Eastgate was closed to traffic and harm would be caused to the historical buildings on Vicar Lane through increased bus journeys.

Mr A Hilston addressed Panel on behalf of Hammerson Properties – the developer – and highlighted the significance of this visually impressive scheme for Leeds. Revisions had been made to the scheme due to the shift in retail and investment Markets and in order to respond to Members comments. The revised public realm and boulevard to Eastgate would provide high quality pedestrian areas, excellent urban linkages to the benefit of other urban areas and would provide the catalyst for other regeneration and investment. Overall the scheme would restore and refurbish existing buildings with a mix of uses

Members discussed the following with the applicants' representative:

- Design of the John Lewis entrance on George Street which was not perceived to be of the same quality as the entrances on Eastgate. In response, Mr Hilston stated the George Street entrance was situated on a prominent corner facing Kirkgate Market
- Recalled the site visit undertaken to the Hammerson John Lewis store in Leicester and noted that the Leeds John Lewis would have three active facades – Eastgate, the Market and Victoria Quarter, unlike Leicester which had 2 main entrances and was adjacent to a very busy road.
- Members commented that the Panel would seek activity on all facades of the John Lewis store, and the detail of the Market facing door would be dealt with at Reserved Matters
- Sought clarity on where the buses would stop, and noted that stops would be adjacent to the Market, with passengers alighting on the Market side

The Panel then went onto discuss:

- Those diverted bus routes which would no longer terminate at the bus station/bus interchange
- Whether an alternative route to Duke Street could be used for diverted traffic
- Queried whether retail was intended within Little Templar Arcade
- Supported the suggestion that discussions continue on how to integrate the Millgarth site once the police PFI scheme was determined as the original scheme presented Eastgate as a boulevard/plaza towards the cultural quarter and Members were keen to ensure future treatment of the Millgarth corner made adequate connections to the cultural quarter and was integrated into the EHQ scheme
- Need to ensure high quality design as there would be a stark contrast between the Blomfield buildings and the new development
- Relationship between the John Lewis store and the Millgarth building
- Welcomed the design of the internal walkways shown on the indicative drawings
- Noted Victoria Quarter would provide the link between EHQ and the new Trinity development
- Commented that there would not necessarily be direct competition between the Market retail offer and EHQ retail offer
- Recognised that the issue of investment in the Market was not a matter for consideration with this application but would need to be addressed elsewhere within the Council
- Commented that the Bridge Street massing could be depressing and very tall, and whether it could be broken up by relocating the Templar Quarter access

The Highways Officer responded that the proposals would lead to a drop of 500 vehicle movements through traffic management and the loss of the public car park on George Street would result in its use mainly by service vehicles and buses. Pedestrianisation of Eastgate was feasible as there was capacity on the Ring Road for additional traffic

(Councillor Nash withdrew from the meeting at this point)

The Civic Architect confirmed that the John Lewis elevation facing Millgarth could be addressed at a later date if WYP relocated to the Elland Road headquarters; however that PFI scheme remained undetermined

(Councillor Nash re-joined the meeting)

The Senior Planning Officer responded that the new location of Marks and Spencers at Templar Quarter would ensure that active frontages were included within Templar Arcade.

Members further commented as follows:

- Welcomed the inclusion of the public square in the middle of the development
- Queried the necessity of the elevated walkway as there would be no traffic on Eastgate requiring a walkway. Officers responded that it was intrinsic to the John Lewis element of the scheme as it provided a direct link to the car park and also formed part of the pedestrian connections to the upper level arcade
- Expressed concern that a number of the rerouted buses would not have a destination point (ie the bus station) and the proposals serviced the EHQ rather than the city. Members and officers noted a suggestion that buses coming from the west of the city should access the bus station via Vicar Lane/New York Road/St Peters Street
- Considered that any development in that area would be beneficial to the Market however the design of the George Street buildings should be of similar quality to Eastgate elevations, taking care not to create a retail island around the Market
- Need to ensure that EHQ was sufficiently integrated into the rest of the Leeds retail offer to attract visitors to the rest of the city
- One Member commented on the negative publicity generated about Kirkgate Markets; and having recently visited the Market and been surprised by the retail variety and vitality urged the Friends to concentrate on the positive offer of the Markets
- Noted the request to ensure plenty of landscaping to the public realm
- Noted the request that there should be no demolition until a scheme was ready to commence on site

The Panel was largely supportive of the overall scheme and welcomed the fact that they had previously received update reports on the progress of and revisions to the scheme. Members requested that workshops be held during the design stage prior to submission of the Reserved Matters applications. Members noted the supplementary document sent after the despatch of the agenda containing a revised recommendation and

RESOLVED –

a) To note the following amendments to the report:

- Reference to Policy T2D to be added to Reasons for Approval after Policy T2C
- Paragraph 10.82 1). is to read “A Public Transport Infrastructure Improvements Contribution of £749,992.00 in accordance with Policies T2 and T2D as detailed in correspondence dated 9 June 2011 at Appendix 4”.
- To add after T2C in Appendix 2 “T2D states that there will be a requirement for developer contributions where public transport accessibility to a proposal would otherwise be unacceptable”.

b) Application 11/01000/OT – To defer the application and to delegate final approval to the Chief Planning Officer, subject to the specified conditions contained within the submitted report (and any minor variations and any others which might be considered appropriate) and following completion of a Section 106 Agreement to cover the following matters:

1. A public transport infrastructure improvements contribution of £749,992.00,
2. The employment and training of local people,
3. A Travel Plan monitoring and evaluation fee of £15,000.00,
4. The provision of an area defined for Kirkgate Market’s use only for traders parking, loading and unloading,
5. The provision, maintenance and the hours of public access of defined areas of public realm and landscaping,
6. The provision of 2 Leeds Car Club spaces and a contribution of £9,000.00 to fund a one year membership of the car club for employees,
7. A public realm and landscaping strategy,
8. The protection of the NGT public transport corridor.

In the circumstances where the Section 106 Agreement has not been completed within 3 months of the resolution to grant planning permission, the final determination of the application shall be delegated to the Chief Planning Officer.

c) **Application 11/01003/LI** - To defer the application and to delegate final approval to the Chief Planning Officer, subject to the specified conditions contained within the submitted report

(Councillor A Blackburn withdrew from the meeting at this point)

6 Application 11/01194/FU - Demolition of all buildings and erection of a low carbon Energy Centre, Primary Substation, Transformers and a Gas Meter Unit; with associated works including the realignment of Ladybeck Close at the former Park Lane College Building, Bridge Street, 1-2 & 27-30 Ladybeck Close, Leeds LS2

Further to minute 93 of the meeting held 12th May 2011 when the Panel considered a position statement on the proposals, the Chief Planning Officer submitted a report on the application for determination. Plans of the site, elevations, artists impressions of the development in situ on the streetscene and slides showing proposed details of the cladding and colours of materials were displayed at the meeting. A Member site visit had taken place prior to

the meeting. Officers outlined revisions made to the scheme since the presentation on 12 May 2011 as being:

- Enhanced landscaping to the rear of the development
- Minor changes to the highways to provide better sight lines
- Reduction of 1.3 m in height to the south west corner
- Reduction in scale of panels to be used
- Height of the elevation facing Ladybeck hostel reduced by 1.3m for a 12 m length. Members noted that the height was now the minimum required for the unit to be operational

(Councillor A Blackburn re-joined the meeting)

Photographs showing elevations of other Leeds buildings and slides showing the proposed finish to the Energy Centre using those colours were displayed for reference. It was noted that conditions would cover materials and submission of 1:20 details of the mesh covering. Officers would also seek to secure treatment to enhance the appearance of the Ring Road retaining wall which was in the ownership of Leeds City Council by planning condition.

Officers reported receipt of two further letters of representation in support of the scheme.

Members discussed the following

- Previous request to relocate the Energy Centre elsewhere on the site. Officers responded the proposed location of the transformers near to the Ring Road was the best option due to the low hum they emitted. Additionally, the Energy Centre was required to support the EHQ development and views to it from the Market would be obscured by Eastgate. However the Civic Architect warned that the Centre would be visible if the EHQ scheme did not go ahead
- Colour of materials to be used
- Relationship of the Centre with other buildings in the locality
- Whether there was a health and safety risk in connection of the centre, noting the officer response that these aspects would be covered by relevant legislation and be addressed in the General Environment Management Plan
- The need to condition provision of screening works to the Ring Road elevation
- Whether works could be conditioned to fund noise attenuation works to the Ring Road Bridge parapet
- Noted the design of the Centre attracted diverse opinions

The Panel noted the revised wording to the recommendation contained within the supplementary document sent out after the agenda was despatched and

RESOLVED -

- a) That the application be granted subject to the specified conditions (and any minor variations and any others which might be considered appropriate).
- b) Noted that the 'Reasons for approval' should read:
The application is considered to comply with policies GP5, BD2, BD5, T2, CC4, N12, N13, N25, N26 of the UDP Review, as well as guidance contained within The Leeds City Centre Urban Design Strategy (September 2000), Eastgate and Harewood Supplementary Planning Document (October 2005),

Building for Tomorrow Today – Sustainable Design and Construction (Draft), The RSS for Yorkshire and Humber, PPS1 General Policies and Guidance, PPG13 Transport, PPS22 Renewable Energy, PPS23 Planning and Pollution Control, PPG24 Planning and Noise, PPS25 Development and Flood Risk. *The application has been fully considered in respect of its sustainability benefits, impact on amenity and the Environmental Statement and having regard to all other material considerations.*

7 Date and time of next meeting

RESOLVED – To note the date and time of the next meeting as Thursday 4th August 2012 at 1.30 pm

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Plans Panel (City Centre)

Thursday, 4th August, 2011

PRESENT: Councillor B Selby in the Chair

Councillors G Driver, S Hamilton, J Jarosz,
J McKenna, E Nash, A Castle, R Pryke and
C Fox

8 **Late Items**

No formal late items of business were added to the agenda however the Area Planning Manager indicated that additional information relating to Item 7 and Item 8 of the agenda would be provided during the meeting

9 **Declarations of Interest**

The following Members declared 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

Councillor A Castle – Application 11/01798/FU 65 Clarendon Road – declared a personal interest as a member of Leeds Civic Trust as the Civic Trust had commented on the application. Councillor Castle also added that, should discussions on the application encompass car parking, she stated she worked very close to the application site and made use of a business parking permit (minute 12 refers)

Councillor Castle – Application 11/02799/FU City House – declared a personal interest as a member of Leeds Civic Trust as the Civic Trust had commented on the proposals (minute 13 refers)

10 **Apologies for Absence**

Apologies for absence were received from Councillors Campbell, G Latty and M Hamilton. The Panel welcomed Councillors Fox and Pryke as substitute members to the meeting

11 **Minutes**

RESOLVED – That the minutes of the meeting held 7th July 2011 be agreed as a correct record

12 **Application 11/01798/FU - 65 Clarendon Road, Woodhouse LS2**

The Panel considered proposals for the erection of a 4 storey block of eight 2 bedroom flats and refurbishment of the Victorian villa at 65 Clarendon Road, Woodhouse. Plans and photographs of the site were displayed at the meeting along with slides showing elevations, architects drawings and the relationship of the new build to the existing villa. Members had previously visited the site.

Officers highlighted the following:

- The new block would follow the existing building line along Clarendon Road

- The central amenity space to be provided between the block and the villa would be landscaped and any trees to be removed will be replaced
- 9 car parking spaces would be provided for the 12 flats
- There was a 7m level difference across the site, so levels would be conditioned to ensure the best possible level access and routes are achieved as far as practicable
- The hipped roof to the 2 bedroom ground floor extension reduced the scale of the extension and was designed to be in keeping with the existing villa. The ridge height of the 4 storey new build was similar to the ridge height of the adjacent property at No. 63
- Both new build elements incorporated traditional design and utilised stone and brick head and sills to the windows, red brick and slate materials

Officers responded to the comments of the Access Officer received since the despatch of the agenda for the meeting regarding direct pedestrian access to the disabled parking space. It was also reported that local ward Councillor G Harper had clarified that his objections were the same as those of local residents addressed in the report. The Conservation Officer outlined the history of the villa and members noted that the elevation facing Clarendon Road was originally the rear elevation as the villa had been built to face west and take in views across Aire Valley.

The Panel heard representation from Mr B McKinnon on behalf of Little Woodhouse Community Association who referred to planning policy PPS3 and expressed concerns over the height of the new build, the loss of family housing and garden; the intensity of the scheme and the impact the new build would have on light to Ripon House. He felt the modern block did not make any concession to the Conservation Area and the whole development was contrary to Policies N12, N13 and N 19 of the Leeds Unitary Development Plan Review 2006.

The Panel then heard from Mr A Watts, agent for the applicant, who stated that as the villa had previously been used as a hostel the garden would not be one of those protected under PPS3. He explained that the scheme had been developed in conjunction with LCC Conservation Officer and Design Team to ensure it was of an appropriate scale and massing for this streetscene. The restoration of the villa would bring it back into use and be funded by the new build. The Panel also heard from Mr B Davies within the time allowed for speakers, who was a local resident and expressed his support for the scheme

Members considered the following matters:

- The siting of the new build and whether it could be re-aligned to sit parallel to Victoria Street due to a concern that it would obscure the side elevation of No 63 Clarendon Road
- The possibility of dormer windows being included on the northern elevation of the new build

The Panel noted the agents' response that the proposed alignment of the new build would create an infill to Clarendon Road frontage as it would continue the tight building line on the streetscene. The proposed position would also

create the biggest space between the block and the villa, with only tertiary and secondary windows (kitchen/bedroom) facing onto the block. Furthermore, the windows to the side elevation of No 63 were stairway windows so there would be minimal overlooking issues and a 10 ft gap had been maintained

Members further commented on:

- The character and variety of the Conservation Area
- Acknowledged that this scheme may present the best opportunity to restore the villa
- The heights of the new building were generally felt to be appropriate to the rest of the streetscene
- Further clarification of Condition No.6 which covered any plant or machinery external to the buildings
- Car parking arrangements for the new residents and on street car parking in the locality generally. The Highways Officer provided details of the 2 hour short stay on street public parking available and the residents car parking permit scheme. He commented that the new development was not intended for student accommodation and that students would be less likely to bring a car to university due to the high running and insurance costs

RESOLVED – That the application be granted subject to the specified conditions contained within the submitted report plus one other condition to ensure the restoration of the existing house is undertaken concurrently with the new build and any others which may be appropriate

13 Application 11/02799/FU - City House, New Station Street, Leeds LS1 **4JR**

The Panel considered proposals for the refurbishment of City House, New Station Street, Leeds, which included new glazing and cladding to the existing elevations and the provision of a new central link between the existing wings of the building. Undercroft car parking, new reception area and lifts, cycle store and shower facilities, a new mezzanine walkway to link the offices to the basement parking area and level access would also be provided along with proposals to widen the pedestrian footpath on New Station Street.

Photographs showing views to and across the existing building were displayed along with site plans, internal layout plans, architects drawings and computer generated graphics of the proposed elevational treatment. The Panel noted the intention to render the side elevation and officers outlined the difficulty of removing and replacing the existing brick façade due to the location of the building adjacent to the railway station. Officers reported the comments of British Waterways, Leeds Civic Trust and the contents of one letter of support received from a member of the public.

Members discussed the following:

- The impact of the proposed new entranceway on the adjacent Marks & Spencers store
- The suggestion that mirrored glass should be incorporated into the glazed elevations to reflect the listed buildings in the vicinity
- Noted the colour of the render to the side elevation would be determined by the appearance of the glazing

- Whether an element of public art could be introduced
- The disparity in the heights of the mezzanine walkway to City House and the City Station canopy
- Whether the pedestrian guardrail outside the existing entrance would be removed when the footpath was widened

RESOLVED – That determination of the application be deferred and delegated to the Chief Planning Officer for final approval subject to the conditions specified in the report and any others which may be appropriate and subject to consideration of the Panel comments regarding the following

- Removal of the guardrail to the pedestrian footpath
- Colour of the render proposed to the gable walls
- Level of the canopy
- Inclusion of public art

14 Pre-Application Presentation - Pre-App 11/00400 -Proposed Student Accommodation at Leeds Met City Campus, Calverley Street and Woodhouse Lane, Leeds

The Panel received a pre-application presentation on proposals for new student accommodation on land at Calverley Street and Woodhouse Lane, Leeds. The presentation afforded Members the opportunity to ask questions, raise issues, seek clarification and comment on the proposals at this stage in the application process, although no decisions were made.

Mr T Skipper and Mr D Dyson addressed the Panel on behalf of the developer. Site plans, floor plans, computer generated 3D graphics and slides showing the elevational details and levels were displayed at the meeting

The following points were highlighted during the presentation:

- The site was surrounded by sensitive buildings
- The permeability of and access to this site were key considerations which informed the appearance of the development
- Phase 1 of the development included new links from Calverley Street to Woodhouse Lane and a new pedestrian route to the site boundary. This second phase would provide a further route from the University's Rose Bowl building, through the Phase II site and on to the University itself
- The new building was designed to be a signature building to create another edge to the new public square included in Phase I. A terraced area was proposed to enhance the public realm, off-set from the central public square
- The site was located within that part of the city centre designated the "tall buildings" zone. Slides showing the 21 storey proposal in-situ were displayed which showed relative heights in the area and the impact of the block on key city views
- Phase II would provide active frontages through the inclusion of a student drop-in centre to Woodhouse Lane and cafes/kiosks to Calverley street at ground level
- The floor plan for subsequent levels was displayed showing the student facilities available including 1 DDA compliant room per floor and communal areas.
- Modern materials would support the linear and simple form of the block

Members noted the contents of the presentation and discussed the following points:

- The proximity of the new build to the Inner Ring Road and suitable noise mitigation measures such as improved landscaping
- The feeling that the terraced area would not be fully utilised and the preference for improved landscaping to that area instead
- Concern that those mature trees which are scheduled for removal should be replaced with a variety of trees which will be beneficial to the whole site.
- Similarly Members were keen to see a substantial compensatory landscaping scheme

RESOLVED –

- a) To thank the developer for the presentation
- b) That the contents of the presentation and the comments made by Members be noted

15 Date and time of next meeting

RESOLVED – To note the date and time of the next meeting as Thursday 1st September 2011 at 1.30 pm

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Joint Plans Panel

Thursday, 30th June, 2011

PRESENT: Councillor N Taggart in the Chair

Councillors J Akhtar, A Blackburn,
C Campbell, A Castle, B Chastney,
M Coulson, G Driver, M Hamilton, J Hardy,
J Jarosz, T Leadley, J Matthews,
J McKenna, E Nash, K Parker, J Procter,
R Pryke and B Selby

1 Declarations of Interest

There were no declarations of interest

2 Apologies for Absence

Apologies for absence were received from Councillors Congreve,
R Grahame, Gruen, Wilson, G Latty, Groves, J Harper, Macniven and Wood

3 Minutes

RESOLVED – That the minutes of the last Joint meeting of the Plans Panels held 27th January 2011 be agreed as a correct record

4 Terms of Reference and Officer Delegation Scheme for the Three Plans Panels

The Chief Officer, Democratic and Central Services, submitted a report setting out the Terms of Reference and associated officer delegations schemes relevant to the work of the three Plans Panels. The report also included a copy of the Code of Practice for Determining Planning Matters. The Panel noted that routine changes to the delegation scheme, such as those necessary after changes to legislation, could be undertaken by the City Solicitor

RESOLVED –

- a) To note the Terms of Reference and Officer Delegation Scheme for the Plans Panels for the 2011/12 Municipal Year
- b) To note and have regard to the contents of the Code of Practice for Determining Planning Matters

5 Learning and development for Members of Plans Panels

The Chief Officer, Democratic and Central Services, submitted a report setting out proposed changes to the compulsory learning and development programme for Members on Regulatory Panels and providing an update on the levels of attendance at the compulsory events held throughout 2010/11. The Member Development Officer attended to present the report and highlighted the proposals for 2011/2012 as:

- Change to the training provider on planning issues
- Collaboration with other local authorities on the introduction of non-compulsory training
- To introduce review sessions including site visits to previously developed sites

Members commented on the usefulness of the city wide site visit undertaken in 2005 and the need for future visits to be relevant and include sites developed after officer decisions as well as Panel decisions

(Councillor Akhtar joined the meeting at this point)

Members welcomed the proposal to approach the Planning Co-operative as an alternative training provider and emphasised that training should be tailored to need i.e. some training is suitable for new Panel Members but not for existing; and should refer to the likely implications of the Localism Bill

RESOLVED –

- a) To note discussions on the learning and development options
- b) To note the Member Training Dates as 23 September and 22 November 2011
- c) To request officers make the necessary arrangements for Members to undertake city wide site visits to developments completed following Panel and officer decisions

6 Pre-application Presentations to the Plans Panels

The Head of Planning Services introduced a report by the Chief Planning Officer on the outcome of discussions at the Joint Member Officer Working Group (Planning) on the format of pre-application presentations at Plans Panels meetings. Members noted the proposal to include presentations on the formal meeting agenda which would bring the presentations into the public domain and be formally minuted.

(Councillor M Hamilton joined the meeting)

Members discussed whether developers would be discouraged from bringing presentations as part of a formal meeting, but noted that the Localism Bill encouraged Councillors to be involved at early stages in development proposals. Additionally, presentations in the public domain were seen to be transparent and an aid to the development process. Members stressed the need to adhere to the criteria by which applications are presented to Panel and that the protocol by which pre-applications were considered should be clear to all parties. Members stressed that minutes of pre-application presentations should clarify that Members were giving a view on proposals, rather than making a decision.

RESOLVED – To agree to the new approach and suggested wording to accompany pre-application presentations on the agenda; and to request officers draw up the necessary protocol and to review the impact and success of the new approach in due course

7 Performance Management Year End Report for Planning Services for 2010/11

The Head of Planning Services introduced the performance management report for Planning Services covering the October 2010 to March 2011 period and the results for the 2010/11 year end. Members noted that this had been a difficult year in terms of the budget and the changing nature of planning. The following matters were highlighted:

- Number of applications in 2010/11 similar to 2009/10 showing the continued impact of the downturn
- Performance had been maintained in terms of dealing with appeals and complaints.
- The number of Ombudsman cases had increased however there had been a reduction in the number of local settlements.
- A number of cost decisions had been awarded against the Council at appeals. Members noted the outcome of the Greenfield housing appeals with regret, but also the successful outcome defending “garden grabbing” appeals
- The ongoing service restructure which emphasised better links to local areas and community engagement
- Planning fees – time recording analysis being undertaken in order to project costs in readiness for when legislation will allow Planning Authorities to charge their own fees in place of national rates (likely April 2012)
- Executive Board had amended the levels of affordable housing sought from developers to provide a short term boost to development. It was felt that some applicants would seek to vary existing permissions in order to take advantage of this, particularly those developers who had won Greenfield appeals

Members discussed the following:

- Enforcement cases and courses of action available to the Local Planning Authority should a developer ignore the outcome of a court case which ruled in favour of the LPA
- Feedback from the public who had attended Appeals and Inquiry hearings on how presentations made by LCC were perceived. Members commented that there appeared to be disparity between the preparedness of expert witness and LCC officers. They advocated training be provided to LCC officers by external providers to develop their witness skills. Officers noted the comment that officers may feel under pressure when asked for a professional opinion from a barrister at appeal and it was agreed that the issue of training (including LCC approach at appeals, establishing a small LCC team of experts to appear at appeals; procuring external training) would be discussed at the Joint Member Officer Working Group (JMOWG) and with the Chambers who provided legal advice to LCC

(Councillor Matthews withdrew from the meeting for a short while at this point)

- Noted that consultation would close soon on proposals to relax Permitted Development Rights in order to enable conversion of disused offices to flat dwellings. Officers responded that a draft LCC response setting out the Authority’s view that the proposals would undermine local decision making was awaiting signature by the Executive Member. This stance had received cross party support at the JMOWG

RESOLVED –

- a) To note the contents of the report
- b) To request a further performance monitoring report in 6 months
- c) To refer the matters raised during the general discussion on appeal/inquiry hearings be referred to JMOWG

(Councillor Coulson withdrew from the meeting for a short while at this point)

8 Executive Board report on Housing Appeals - implications of the Secretary of State's decision relating to land at Grimes Dyke, East Leeds

The Chief Planning Officer submitted a report previously presented to Executive Board on 22 June 2011 setting out the current housing land position following a number of lost appeals and particularly in the context of the Grimes Dike appeal outcome. The report referred to a number of recent appeals against refusal for residential development on Greenfield sites and the impact this had on LCC housing policy, having regard to the Government's stance on the RSS and housing targets.

The report included the prospectus "exploring the scope for housing growth" which had been approved by Executive Board as the basis for informal consultation on Core Strategy housing issues

The Chair of Scrutiny Board (Development) reported a Scrutiny Working Group (WG) had been established to review the prospectus and explore anomalies in government policy, with agents and developers invited to feed in to the process. The Scrutiny Board Chair invited Members to become involved with the Scrutiny WG. Members discussed the following

- The suggestion that Leeds could collaborate with other local authorities to provide a united response through the LGA to central government
- Noted the comment that the Scrutiny Board WG should have regard to population figures
- Noted a comment that figures included within the prospectus incorrectly reported "the best annual rate of completions achieved in Leeds was 3,800 units in 2009/10" should read 2008/09. This date was crucial as mortgages/lending were more freely available in 2008/09
- Relevance of the SHLAA group to the Scrutiny Inquiry

(Councillor Castle left the meeting at this point)

RESOLVED –

- a) To note the contents of the report and the decisions taken by Executive Board
- b) To note the invitation from Chair of Scrutiny Board (Development) to participate in the Scrutiny WG set up to review the prospectus

9 The Localism Bill Update - Plain English Guide

The Chief Planning Officer presented a report setting out the most recent updated version of the plain English guide to the Localism Bill issued by CLG

(Councillor Driver left the meeting at this point)

Members noted the proposals to amend Section 70 of the Town and Country Planning Act (to allow local finance considerations) and noted that the original proposal for parish/community groups to have a role in local planning decision making process had been dropped

RESOLVED – To note the contents of the report and the Guide

10 Date and Time of the Next Meeting

RESOLVED – to note the date and time of the next meeting as 17 November 2011 at 2.00 pm

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Licensing Committee

Tuesday, 28th June, 2011

PRESENT: Councillor S Armitage in the Chair

Councillors R Downes, J Dunn,
R D Feldman, B Gettings, T Hanley,
G Hyde, A Khan, B Selby, C Townsley,
D Wilson and G Wilkinson

1 Chairs Opening Remarks

The Chair welcomed all present to this, the first meeting of the Licensing Committee for the 2011/12 Municipal Year, particularly new Members of the Committee

2 Declarations of Interest

The following Members declared 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:

Large Casino Application Pack – Councillor B Selby stated that as Chair of City Centre Plans Panel and member of the Licensing Committee he had taken advice on whether it was appropriate for him to be present during deliberations on the Large Casino as it was very likely that the planning application would be considered by a future City Centre Plans Panel. He reported that at this stage of the process, it was not necessary for him to declare an interest however he wished to make it clear that any decision he made regarding the Casino at this Committee would be based purely on licensing grounds. Similarly any decision he was party to at City Centre Plans Panel would be made on planning grounds (minute 9 refers)

3 Apologies for Absence

Apologies for absence were received from Councillors Bruce, P Latty, G Hussain and Townsley

4 Minutes

RESOLVED - To approve the minutes of the previous meetings held on 15th March and 28th March 2011 respectively as correct record

5 Licensing Committee - Annual Governance Arrangements

The Committee considered the report of the City Solicitor seeking to establish the governance arrangements for the Licensing Committee for the 2011/12 Municipal Year. The report included the Terms of Reference and the relevant Officer Delegation Schemes and sought to establish the membership of the Licensing Sub Committees.

RESOLVED –

- a) To note the Terms of Reference for the Licensing Committee contained within Appendix 1
- b) That five Sub Committee of three Members each be established in accordance with paragraph 3.6 of the submitted report

- c) To approve the membership of the Sub Committees as:
- | | |
|-----------------|--|
| Sub Committee A | Councillors Armitage, Bruce and Downes |
| Sub Committee B | Councillors Dunn, Feldman and G Hussain |
| Sub Committee C | Councillors Hanley Gettings and G Hyde |
| Sub Committee D | Councillors Townsley, P Latty and Selby |
| Sub Committee E | Councillors A Khan, Wilkinson and Wilson |
- d) To approve the delegation of licensing functions to the Director of Resources as set out in Appendix 4 of the submitted report
- e) To approve the delegation of the function of making an Alcohol Disorder Zone to the Director of Environment & Neighbourhoods as set out in Appendix 5 of the submitted report

6 Licensing Procedure Rules and Code of Practice for Determining Licensing Matters

The City Solicitor submitted a report setting out the proposed Procedure Rules to govern the work of the Licensing Committee. A Code of Practice for determining licensing matters was also included.

The Legal Adviser highlighted the proposal to amend the procedures followed at hearings in response to feedback received from attendees at hearings. The change would allow an applicant to set out the application and their intended business case first, interested parties would then follow with their comments and the applicant would then be allowed to address the comments made.

Members were generally supportive of this amendment and went onto discuss:

- the need for the Chair to maintain control of the hearing to prevent cross examination, repetition and ensure the new facility for the applicant to reply is not abused
- the benefits to the interested parties in hearing the applicant outline their proposals at the start of the hearing
- the need to ensure timings for submissions were equal amongst the parties as required by the regulations

The Committee heard a recent example where one Sub Committee had varied the usual procedure to allow an applicant to speak first. This decision had been taken due to the lack of clarity in the application and the presence of public at the hearing. Members noted a concern that under the existing and proposed Procedure Rules, interested parties would not be allowed to respond to an applicant's submission, but it was generally agreed that the Chair would have discretion to allow this.

(Councillor Downes left the meeting at this point)

Members also supported a suggestion to review the success of the new order of submissions and report back to Committee in three months.

(Councillor Wilkinson joined the meeting at this point)

RESOLVED –

Minutes approved at the meeting
held on Tuesday, 26th July, 2011

- a) That the Licensing Procedure Rules as set out in Appendix A of the report be approved and the contents of the associated information sheet (submitted as Appendix 2) be noted
- b) That the proposed change to the order of speeches as contained within the processes adopted at Licensing Sub Committees (attached as Appendix 3 of the report) be approved
- c) To note and have regard to the contents of the Code of Practice for the determination of licensing matters as attached at Appendix 4 of the report

7 "The Vine" Public House - Licensing Act 2003 Magistrates Court Appeal

The Committee considered the report of the City Solicitor on the outcome of an appeal to the Magistrates Court against the decision of a Licensing Sub Committee at a Review hearing in respect of The Vine public house. The report indicated that the appeal had been withdrawn by the appellant following acceptance of most of the conditions imposed on review and highlighted the following key issues

- importance for Members of identifying why a premises is underperforming when considering a review application
- need to impose conditions which are focused, necessary and proportionate
- need to give reasons for imposing conditions on a licence

The Committee welcomed the result of the appeal and the Chair thanked officers for their work on this case

RESOLVED – To note the contents of the report

8 "The Streets of Leeds" - Licensing Act 2003 Magistrates Court Appeal

The Committee considered the report of the City Solicitor on the outcome of an appeal to the Magistrates Court against a decision of a Licensing Sub Committee at a Review hearing in respect of The Streets of Leeds public house. The licence had been revoked on review and the decision of the Sub Committee was upheld by the Court. The report set out the circumstances of the review and the Magistrates decision.

Members noted that costs had been awarded to the Council in this instance however recovering those costs could be a difficult process

RESOLVED – To note the contents of the report

9 Large Casino Application Pack and Consultation

The Head of Licensing and Registration submitted a report on the draft application pack in respect of Leeds' Large Casino Premises Licence prior to a 4 week consultation with the casino industry. The report set out the work undertaken so far, consultation methodology and a timescale for the project. Relevant documents relating to Stage 1 and Stage 2 of the process were appended to the report, including guidance and application forms. The Terms of Reference for the proposed Advisory Panel to be established to assist the Committee were also included.

The Principal Project Officer presented the report and highlighted the following key points:

- Stage 1 – receipt and evaluation of applications, which will provide information on which sites are proposed and operators/developers are interested.

- that all interested operators will make applications at the same time and therefore all hearings will be held around the same time – June 2012 and will be in public at this stage.
- Each applicant has the right to make a representation on another application
- Planning permission is not required prior to making an application for the Large Casino premises licence
- Stage 2 evaluation requires the applicants to demonstrate benefits to the City and requires the Committee to consider procurement/planning issues as well as licensing matters in conjunction with the 3 principles previously agreed by Executive Board – financial; economic and social.
- The proposed establishment of an Advisory Panel of experts is proposed to assist the Committee, comprising of LCC officers and external specialists

(Councillor Downes re-joined the meeting at this point)

Members considered the following

- The differences between planning and licensing
- status of any public objections under the terms of the Gambling Act 2005 and the 3 licensing objectives that any representation must address.
- the proposed Advisory Panel and future reports that will be needed to procure and appoint the appropriate experts where in house expertise is not available.

(Councillor G Hyde withdrew from the meeting for a short while at this point)

The Principal Project Officer outlined the network established between the 16 Local Authorities which had been awarded the right to grant a Large Casino Licence. Best practice and experiences were shared in order to better inform the group. Leeds was in a good position to draw on others experience.

(Councillors Dunn and Hanley left the meeting at this point)

RESOLVED – The Committee considered the draft Application Pack and

- a) noted the contents of the report
- b) approved the draft Application Pack
- c) approved the consultation methodology
- d) instructed officers to commence a 4 week non-statutory consultation with the industry

10 Work Programme

RESOLVED – That the contents of the Licensing Work Programme be noted

11 Dates of Future Meetings

RESOLVED – To note the date and time of the next meeting as Tuesday 26th July 2010 at 10.00 am

Licensing Committee

Tuesday, 26th July, 2011

PRESENT: Councillor S Armitage in the Chair

Councillors K Bruce, R Downes,
R D Feldman, B Gettings, G Hussain,
G Hyde, A Khan, P Latty, C Townsley,
D Wilson and G Wilkinson

12 **Declarations of Interest**

There were no declarations of interest

13 **Apologies for Absence**

Apologies for absence were received from Councillors Dunn, Hanley and Selby. It was noted that Councillor Downes would join the meeting later

14 **Minutes**

RESOLVED – That the minutes of the last meeting held 28th June 2011 be agreed as a correct record

15 **Introduction of Formal Constitution for Hackney Carriage Trade Forum Meetings**

The Head of Licensing and Registration submitted a report on proposals to introduce a formal Constitution for the Hackney Carriage Trade Forum meetings. Adoption of the Constitution would require an amendment to the existing terms of reference for the Licensing sub committees to include provision to hear any appeals as a result of decisions made after evaluations of applications to sit on the new Forum.

The report included a copy of the Constitution and outlined the consultation undertaken with the both the Hackney Carriage (HC) and the Private Hire (PH) trades, and the public.

(Councillor Downes joined the meeting at this point)

The Head of Licensing and Registration addressed the comments submitted by the JTC and read out the contents of a late response from a member of Citycabs, addressing each point in turn.

The Committee noted the Constitution would ensure that all organisations which applied to join the Forum would be treated in equable way. All applicants would be required to fulfil the same criteria for recognition through submission of documentation to show their own constitutions; details of membership, how officers were appointed and how frequently, and importantly how the organisation sought views from and disseminated information to their Members. It was noted that the Constitution also set the

process by which individual HC drivers who may not be members of a recognised organisation could submit a representation to the new Forum.

Members also noted the intention to introduce a formal Constitution for the PH trade forum in due course

RESOLVED –

- a) That the contents of the report, the draft Constitution and the comments of Members be noted
- b) To note that the current Hackney Carriage Trade Forum will be dissolved on 31 December 2011 and that the new Forum will be established with effect from 1 January 2012
- c) To amend the existing terms of reference for the Licensing sub committees to include provision to hear any appeals as a result of decisions made after the evaluation of applications to sit on the new Forum using the Constitution

16 Sex Establishment Statement of Licensing Policy - Consultation Report and Policy

The Head of Licensing and Registration submitted a report on the development of the Statement of Licensing Policy for Sex Establishments. The Council had adopted the provisions of the Local Government (Miscellaneous Provisions) Act 1982 as amended by the Policing and Crime Act 2009 in January 2011 and now proposed to use those powers. This would add the regulation of sexual entertainment venues (such as lap dancing clubs) to sex shops and sex cinemas as they were all venues falling into the category of “sex establishment” under the Act and proposed Policy.

A copy of the draft policy and the results of the public consultation undertaken between April – July 2011 were included within the report. The Principal Project Officer outlined the work undertaken by the Sexual Entertainment Venue Working Group (SEV WG) – established by the former Licensing and Regulatory Panel - throughout the development of the draft policy and the liaison which had taken place with interested parties and the relevant trades.

The Committee noted the SEV WG had closely considered the themes of gender/equality; locality/numbers; advertising and the welfare of the workers during the development of the Policy. Members briefly discussed issues relating to:

- Private booths and supervision of the performances
- Vehicles being used as a means to encourage patrons to attend the venues
- Noted the arrangements in place for existing establishments to apply for new Licences under the proposed new licensing regime

Members welcomed the draft policy as an opportunity to raise standards and awareness and to protect those employed within the trade. The Committee thanked all of the officers; particularly the Principal Project Officer, who had been involved in the development of the Policy.

RESOLVED – That the report of the SEV WG and the draft Statement of Licensing of Policy for Sex Establishments be endorsed by the Licensing Committee and be referred to Executive Board for approval.

17 Work Programme

RESOLVED – That the contents of the Work Programme be noted

18 Date of Next Meeting

RESOLVED – To note the date and time of the next meeting as Tuesday 16th August 20011 at 10.00 am

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Licensing Committee

Tuesday, 16th August, 2011

PRESENT: Councillor S Armitage in the Chair

Councillors K Bruce, R D Feldman,
B Gettings, T Hanley, A Khan, P Latty,
C Townsley, D Wilson and G Wilkinson

19 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

20 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

21 Late Items

There were no late items submitted to the agenda by the Chair for consideration, however a risk assessment concerning the protection of children from viewing films which are unsuitable for their age group was circulated to Members as part of agenda item 7 (Minute 25 refers).

22 Declarations of Interest

There were no declarations of interest.

23 Apologies for Absence

Apologies for absence were received from Councillors Downes, Dunn, G Hyde, and Selby.

24 Minutes

RESOLVED – That the minutes of the meeting held on 26th July 2011 be agreed as a correct record.

25 Leeds Festival 2011 - Event Management Plan

The Principal Licensing Officer presented a report of the Head of Licensing and Registration, advising Members of the progress of the multi-agency meetings and the Event Management Plan in respect of the Leeds Festival 2011, due to be held within the grounds of Bramham Park, Wetherby, during the August Bank Holiday weekend.

Members raised concerns regarding the content of some films that were due to be shown at the festival, which had been considered by the Licensing Sub-Committee at its meeting held on 8th August 2011. The Licensing Sub-Committee had raised the classification of several films, and one film was refused certification on the grounds of gratuitous violence, criminal acts, and unprovoked attacks on passers-by. Members expressed their disappointment that the festival organisers had proposed to show such films, particularly in light of the riots which had recently taken place in various cities across England.

Officers had discussed Members' views with Mr Melvin Benn (the Premises Licence Holder), who also expressed disappointment with the content of some of the films. On this occasion the films had been selected and presented directly by the film company, but in future Mr Benn will manage this aspect more closely. It was also confirmed that this issue would be raised as part of the festival de-brief meeting. A risk assessment had been prepared by Festival Republic, outlining how children would be protected from viewing performances which are unsuitable for their age group. A copy was provided to Members at the meeting.

Members also discussed:

- it was noted that the event had not reached maximum capacity although ticket sales will be available on the day/s;
- ways in which children would be protected from harm at the festival;
- the improved way in which the festival has been managed over the last few years; and
- a complaint that Councillor Wilkinson had received from a Wetherby resident regarding the level of noise generated by the festival. The Principal Licensing Officer was asked to raise this with Mr Benn and ask him to respond to the resident.

RESOLVED –

- (a) That delegated authority be given to the Head of Licensing and Registration to approve the Event Management Plan and any minor amendments prior to the start of the event; and
- (b) That the Principal Licensing Officer be requested to raise the complaint received by Councillor Wilkinson with Mr Benn, and ask him to respond.

26 Work Programme

The Chair reported that the Work Programme was subject to change, depending on when representatives of West Yorkshire Police would be available to attend, and that Members would be informed of any changes.

RESOLVED – That the contents of the Work Programme be noted.

27 Date of next meeting

RESOLVED – To note the date and time of the next meeting as Tuesday 13th September 2011 at 10.00am.

Licensing Sub-Committee

Monday, 27th June, 2011

PRESENT: Councillor G Wilkinson in the Chair

Councillors G Hyde and R Downes

15 Election of the Chair

RESOLVED – That Councillor Wilkinson be elected Chair of the meeting

16 Declarations of Interest

There were no declarations of interest

17 "Cafe Lento" - Application for the Grant of a Premises Licence for Cafe Lento, 21A North Lane, Headingley, Leeds LS6 3HW

This application was withdrawn from the agenda prior to the meeting as the applicants and all interested parties had reached agreements on measures suggested in order to promote the licensing objectives of the city. The Premise Licence will therefore be issued by the Licensing Officer in accordance with the agreed conditions

18 "Streets of Leeds" - Application for the Grant of a Premises Licence - The Streets of Leeds, Street Lane, Roundhay, Leeds LS8 1AP

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy considered an application for the grant of a new premises licence for the Streets of Leeds, Street Lane, Roundhay. It was noted that a Review of the Premises Licence had previously resulted in the licence being revoked. An appeal against that decision in April 2011 had not been upheld at the Magistrates Court and the premises had been closed since then.

Representations had been received from LCC Environmental Protection Team (LCC EPT), LCC Health & Safety (LCC H&S) and West Yorkshire Police (WYP) which proposed measures to address the licensing objectives. Those measures had been agreed by the applicant prior to the hearing and the representations had subsequently been withdrawn on the understanding the measures would be imposed on the premises licence, should it be granted.

A representation had also been received from Mrs M Malinow, a local resident who attended the hearing. Local ward Councillor M Lobley also attended the hearing as an observer. Present at the hearing were

Mrs Malinow

Councillor M Lobley

Mr Taylor - solicitor

Mr A King – Area Manager Enterprise Inns and DPS

Mrs C Watson – proposed DPS

Mr K McLoughlin – proposed tenant

The Sub Committee heard Mrs Malinow's concerns over noise associated with the Streets of Leeds and the behaviour of it's' patrons during the time it had been open. She stated that management of the premises had changed a number of times during the last 10 years and because of the premises history, she was not convinced the new management team would abide by the proposed conditions and run the pub well. Mrs Malinow also referred to noise generated by a refrigeration unit and the state of a partly demolished wall which divided her drive from the pub.

Mr Taylor then addressed the meeting and explained the application sought the same hours and activities as the Licence held prior to the revocation. Mr Taylor stated that Enterprise Inns were now disassociated from the team who had managed the premises at the time of revocation. He detailed the experience of the new management team and the proposed style of operation of the premises. Mr Taylor noted the concerns of the resident and stated the refrigeration unit would be assessed and the external wall would be rectified once the internal refurbishment was complete.

The Sub Committee heard tighter management controls were in place in respect of Enterprise Inns own control of the premises and noted information regarding the lease of the premises and arrangements for any future changes to the Designated Premises Supervisor.

The Sub Committee carefully considered all the written and verbal submissions and had particular regard to the submission of the interested party. Members were satisfied that the premises had previously had a negative impact on the licensing objectives designed to prevent crime and disorder and prevent public nuisance. Notwithstanding the changes recently made to the management of the premises and the proposed operation style of the premises, the Sub Committee felt that there was still potential for this premises to cause noise and litter in the future. Members therefore felt it necessary to address these issues proportionally and were prepared to grant the Licence subject to modifications.

RESOLVED – To grant the Licence with modifications in the following manner:

Hours and activities – granted as requested

Non standard timings - granted as requested

Conditions

- Those measures proposed by LCC H&S to address the public safety licensing objective shall be imposed on the Premises Licence as conditions
- Those measures proposed by WYP shall be imposed on the Premises Licence in order to address the crime & disorder objective, except for WYP proposed condition 18 which is amended as follows:
 - 18) The PLH/DPS staff will ask for proof of age from any person appearing to be under the age of 25 who attempts to purchase alcohol at the premises
- Those measures proposed by LCC EPT to address the prevention of public nuisance licensing objective shall be imposed on the Premises Licence as conditions, except for the following which are amended:

3) Bottles shall not be placed in any external receptacle between 10:00 pm and 8:00 am the following day to minimise noise disturbance to neighbouring properties

5) The PLH/DPS will ensure patrons use beer gardens, external areas and play areas in a manner which does not cause disturbance to nearby residents and business in the vicinity. Patrons will not use such areas after 10:30 pm for consuming drinks

6) The activities of persons using the external areas shall be monitored after 10:30 pm and they shall be reminded to have regard to the needs of local residents and to refrain from shouting and anti social behaviour etc when necessary

8) The PLH/DPS shall ensure that litter arising from people using the premises is cleared away daily and that promotional materials such as flyers do not create litter

The Sub Committee additionally imposed the following conditions which they regarded as necessary to promote the licensing objectives:

- There shall be no delivery or collection of bottles between 10.00 pm and 8:00 am
- Only plastic drinking glasses/bottles shall be allowed for use within the beer garden/external area/play area

Finally the Sub Committee commented that this had not been an easy decision to reach and reminded all present of the facility for interested parties to apply for a Review of The Premises Licence in the future should they feel it necessary. Members also urged the applicant to deal with external reparation works swiftly and for the resident to engage with the premises to overcome any problems locally.

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Licensing Sub-Committee

Monday, 4th July, 2011

PRESENT: Councillor J Dunn in the Chair

Councillors A Khan and G Wilkinson

19 Election of the Chair

RESOLVED – Councillor Dunn was elected Chair for the meeting.

20 Exempt Information - Possible Exclusion of the Press and Public

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

Appendices A and B referred to in Minute No. 25 under Regulation 14 of the Licensing Act 2003 Hearings Regulations 2005 (SI 2005 No. 44) and Access to Information Procedure Rule 10.4 (1, 3 and 7) as follows:

- Information relating to any individual
- Information relating to the financial or business affairs of any particular person (including the authority holding that information)
- Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime.

21 Late Items

There were no formal late items of business to consider, however, in relation to agenda item 6, new premises licence application for Londis, it was advised that the applicant had agreed measures with West Yorkshire Police, and a copy of the agreement was submitted for Members' information. (Minute No. 23 refers)

In relation to agenda item 8, application for a temporary event notice at Bar Noir, the applicant submitted additional information in support of the application, which it was requested Members received prior to the hearing. (Minute No. 26 refers)

22 Declarations of Interest

There were no declarations of interest.

23 "Londis" - Application for the Grant of a Premises Licence - New Application for Londis, 244 Wetherby Road, Leeds LS17 8NE

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a premises licence situated at 244 Wetherby Road, Leeds, LS17 8NE, trading as Londis.

Representations had been received from West Yorkshire Police (WYP) which included measures proposed to address the licensing objectives. Those measures

had been agreed by the applicant prior to the hearing and WPT had subsequently withdrawn the representation on the understanding the measures would be imposed on the premises licence, should it be granted.

Representations had also been received from Leeds City Council (LCC) City Development Department and LCC Environmental Protection Team (LCC EPT).

Mr Constable addressed the Sub-Committee on behalf of the applicant and made the following key points:

- Confirmation that there had been a delay with the landlord submitting a planning application for change of use at the premises.
- A planning application had recently been submitted in relation to change of use at the premises, which addressed various acoustic issues that had been raised.
- Provision had been made for a weekly bin collection at the premises.

Chris Sanderson addressed the Sub Committee on behalf of LCC Development Department regarding the proposed hours of use set out in the premises licence application. He advised that the Development Department had objected to the granting of a Premises Licence in the terms applied for due to noise and disturbance being caused to nearby residential occupiers. He confirmed that an application had been submitted for planning consent to increase hours and for refrigeration units. That application was pending but might be acceptable subject to conditions.

Gurdip Mudhar addressed the Sub-Committee on behalf of LCC EPT. He advised that the proposed opening hours were not acceptable to Environmental Health until planning permission had been obtained by the applicant to extend the opening hours.

The Sub Committee then carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – To grant the application as requested, subject to conditions consistent with the operating schedule together with the conditions agreed with West Yorkshire Police.

24 "Sainsbury's" - Application for the Grant of a Premises Licence - New Application for Sainsbury's, Ground Floor, 296 Harrogate Road, Leeds LS17 6LY

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a premises licence situated at Ground Floor, 296 Harrogate Road, Moortown, Leeds, LS17 6LY, trading as Sainsbury's Supermarkets Ltd.

The Sub Committee was informed that representations had been received from two local residents.

Mr Botkai addressed the Sub-Committee on behalf of the applicant and made the following key points:

- Confirmation that no representations had been submitted from responsible authorities.
- The majority of Sainsbury's local stores remained open until midnight.
- Sainsbury's adopted challenge 25 to prevent underage drinking.
- Confirmation that relevant contact details would be made available to local residents to address concerns in relation to anti-social behaviour outside the premises.

The Committee then heard representations from Mr Coles, a local resident, who raised the following key issues:

- Issues experienced with the previous shop premises, particularly in relation to underage drinking, young people congregating outside the premises, litter, empty beer cans and bottles, etc.
- Concern that CCTV at the premises did not extend to the surrounding area.
- Concern that the premises was not in keeping with the residential area.

The Sub-Committee requested that notification of local PACT meetings be provided to the store manager at Sainsbury's and Mr Coles, a local resident.

The Sub Committee then carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – To grant the application, subject to conditions consistent with the operating schedule as modified at the request of the Police.

25 Application for the Grant of a Personal Licence for Mrs S J Jenkinson

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a Personal Licence under the Licensing Act 2003 in respect of Mrs Samantha Jane Jenkinson.

Appendices A and B to the report were designated as exempt under Regulation 14 of the Licensing Act 2003 Hearings Regulations 2005 (SI 2005 No. 44) and Access to Information Procedure Rule 10.4 (1, 3 and 7).

The Sub Committee were required to consider this application due to the receipt of a representation from West Yorkshire Police (WYP).

The Committee heard the following representations:

- Mrs Jenkinson, applicant
- Mr Bennett, Mr Whitham and Ms Howard, applicant's supporters
- Mr Patterson and Ms Town, West Yorkshire Police.

The Sub Committee carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – To grant the application as requested.

26 "Bar Noir" - Application for a Temporary Event Notice at Bar Noir, Clock Buildings, Roundhay Road, Leeds LS8 2SH

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an police objection to a temporary event notice in respect of Bar Noir, Clock Buildings, Roundhay Road, Leeds, LS8 2SH.

An objection notice had been received from West Yorkshire Police (WYP), on the basis that it undermined the crime prevention objective.

At the request of the applicant, reference was made to section 158 of the Licensing Act – prosecuting the police for false statements.

The Sub Committee heard representations from PC Dobson, West Yorkshire Police, who raised the following key issues:

- Confirmation that the premises had no licence to trade and was subject to an eviction order.
- Concern that the applicant had demonstrated a lack of co-operation and a refusal to accept advice in relation to licensing matters.
- Confirmation that the Independent Police Commission was conducting an inquiry in relation to allegations of false statements by West Yorkshire Police.

Mr Gurpal Chana and Mr Rushpal Chana (proposed premises user) addressed the Sub-Committee and made the following key points:

- An action plan had been established in 2007 to address issues raised by the police and local residents.
- Confirmation that security measures at the premises had been reviewed.
- As a result crime and disorder had decreased.
- The application for a temporary event notice related to a ticket only / private family event.

The Sub Committee then carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – That a Counter Notice be issued to prevent the event from taking place. The Committee were not convinced that the event would be a private family party with ticket only admissions for the following reasons:

- A terminal hour of 03.00 am was not in-keeping with the type of event being outlined.
- Even if alcohol was to be provided at cost price, it is not the way that a normal family event such as this would be run.

- Having two SIA registered door staff was suggestive of the event going beyond a private party and more than would be needed as a purely precautionary measure.

Members felt that it was likely that if the event went ahead, the premises would be used for a commercial event. On past reports of crime and disorder which led to the revocation of the licence, the use of the premises in such a manner for a commercial event would undermine the crime prevention objective.

(The meeting concluded at 1.30 pm.)

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Licensing Sub-Committee

Monday, 11th July, 2011

PRESENT: Councillor S Armitage in the Chair

Councillors R Downes and G Wilkinson

27 Election of the Chair

Councillor Armitage was elected Chair of the meeting

28 Late Items

There were no late items of business

29 Declarations of Interest

There were no declarations of interest

30 "Eurofoods" - Application to Vary a Premises Licence for Eurofoods, 19 - 21 Alexandra Road, Woodhouse, Leeds LS6 1QT

The Sub-Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy considered an application to vary an existing Premises Licence for a premises situated at 19-21 Alexandra Road, Woodhouse LS6, trading as 'Eurofoods'. The applicant sought to vary the hours of operation to open and sell alcohol 24 hours a day

Representations had been received from LCC Environmental Protection Team (LCC EPT). Present at the hearing were:

Mr Bentley – the solicitor for the applicant

Mr Mudhar – LCC EPT

The Sub-Committee heard from Mr Bentley who presented the applicant's case and stated that the application would enable additional competition in the area, particularly in view of a supermarket in the area which now operated on a 24 hour basis. He reported that the applicant had held a Licence for six years and there was no history of problems at the premises. Whilst one complaint had been made to Environmental Health, it had not been addressed with the applicant personally and immediate action was taken to address the issue. Mr Bentley stated that:

- other late-night traders in the area had not generated complaints
- that the premises was sited opposite an area of open land
- that car parking was not an issue
- that the noise generated by plant and machinery in the premises would not increase if additional opening hours were granted and that suitable mitigation measures through the provision of sound proofing could be provided, if necessary
- that any noise nuisance would not disturb local residents
- that the premises were in an area of high student population which did generate some level of noise

The Sub-Committee then heard from Mr Mudhar from LCC EPT who outlined the objection which related to noise nuisance, both internal in respect of the plant and machinery and the impact of this on the resident of the flat above the premises and external noise from customers

The Sub-Committee carefully considered both the written and verbal representations from the applicant and LCC EPT. The Sub-Committee was satisfied that due to the lack of objections from local residents; a lack of evidence of problems from other local businesses which operated late at night and given the measures proposed by the applicant within the pro-forma risk assessment, that granting the application would not undermine the licensing objectives. However, Members were concerned about the hours of delivery; appropriate proof of age scheme and transmission of audible noise and felt that additional steps by way of conditions would promote the licensing objectives

RESOLVED – To grant the application in the following terms:

Hours and activities – granted as requested

Conditions

Members felt it necessary and proportionate to impose the following:

Implementation of the Check 25 scheme (Check 21 or 25 having been offered by the applicant)

No deliveries to the premises between 23.00 – 07.00

Notices prominently displayed to remind patrons to leave quietly, especially between 23.00 – 07.00

Licensable activities to be conducted and the facilities for licensed activities to be designed and operated so as to prevent the transmission of audible noise or perceptible vibration through the fabric of the building or structure to adjoining properties

Licensing Sub-Committee

Monday, 18th July, 2011

PRESENT: Councillor R Feldman in the Chair

Councillors R Downes and J Dunn

31 Election of the Chair

RESOLVED – Councillor Feldman was elected Chair for the meeting.

32 Exempt Information - Possible Exclusion of the Press and Public

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

Appendix B referred to in Minute No. 37 under Regulation 14 of the Licensing Act 2003 Hearings Regulations 2005 and Access to Information Procedure Rule 10.4 (1 and 7) as follows:

- Information relating to any individual
- Any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

33 Late Items

There were no formal late items of business to consider, however in relation to agenda item 7, application for the grant of a new Premises Licence in respect of premises at "World Foods", copies of the following additional information was circulated by the applicant's solicitor and HM Revenue and Customs for the information/comment of the meeting:-

- Letter/Character Reference from Rajeev Accountants dated 21st April 2011
- HM Revenue and Customs – Self-Assessment Contact Details
- Witness Statement from Jai Vantouch-Wood – Officer of HM Revenue and Customs dated 15th July 2011

34 Declarations of Interest

Councillor Dunn made a personal declaration of interest in view of the fact that Councillor J Akthar in his capacity as landlord of "World Foods" (Minute 36 refers) was a Member of the Labour Party.

Councillor Downes also made a personal declaration of interest in view of the fact that Councillor J Akthar in his capacity as landlord of "World Foods" (Minute 36 refers) was a former Member of the Liberal Democrat Party.

35 "Art & the Secret Garden Cafe" - Application for the grant of a Premises Licence - New application for Art & The Secret Garden Cafe, 6-8 Weetwood Lane, Weetwood, Leeds LS16 5LS

The Sub-Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a new premises licence in respect of premises at 6-8 Weetwood Lane, Weetwood and trading as Art & The Secret Garden Café.

The Sub-Committee were required to consider this application due to the receipt of representations from three local residents.

Representations containing measures proposed to address the relevant licensing objectives had been submitted by LCC Health and Safety Team (LCC H&S) and West Yorkshire Police (WYP) and had been agreed by the applicant prior to the hearing.

The applicant, Mr A Mellor addressed the Sub-Committee and , in summary, made the following key points:-

- that the premises would appeal to older people living in the area
- the willingness to be flexible in relation to hours of opening, especially at weekends
- that live music would be for private parties only

The Sub-Committee carefully considered all the written and verbal submissions before them. Members noted the agreements reached with WYP and LCC (H&S) and the amendments offered at the hearing by the applicant.

The Sub-Committee was concerned that there was potential for noise to be generated from the operation of this premise as a café/bar, but felt that if additional steps were taken, this premises in this location would not undermine the prevention of public nuisance licensing objective.

RESOLVED – To grant the application in the following manner:

Hours and activities – granted as amended

Sale of Alcohol

- Monday to Saturday 12:00 to 23:00
- Sunday 12:00 to 17:15

Performance of recorded Music

- Monday to Saturday 09:00 to 23:15
- Sunday 12:00 to 17:15

The following conditions were agreed

- There to be no amplified music on the premises
- There is to be no external speakers

- Not to use the external areas after 21:00

36 "World Foods" - Application for the grant of a Premises Licence - New application for World foods, 272 Harehills Lane, Harehills, Leeds LS9 7BD

The Sub-Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a new Premises Licence in respect of premises at 272 Harehills Lane, Harehills and trading as "World Foods".

The Sub-Committee were required to consider this application due to the receipt of representations from West Yorkshire Police.

The following were in attendance:-

Mr Digma, solicitor for the applicant
 Mr S Hussein, applicant
 Mr B Patterson, West Yorkshire Police
 PC L Dobson, West Yorkshire Police
 Mr J Vantoch-Wood, Her Majesty's Revenue and Customs

The applicant's solicitor, Mr Digma addressed the Sub-Committee and, in summary made the following key points:-

- Confirmation given that legal documents had been signed and agreed by all interested parties in relation to Mr Hussein acquiring the premises
- Confirmation given that the previous owner, Mr S Mohammed was no longer involved with running the premises
- Assurances given that the out of date alcohol found in the basement of the 19th June 2011 was not the property of Mr Hussein

The Sub-Committee also heard representations from PC Dobson , West Yorkshire Police, together with Mr Vantoch -Wood, Her Majesty's Revenue and Customs.

In summary, the following issues were raised:-

- The view that these premises were still being run by Mr S Mohammed
- The concerns that the premises continues to operate and sell illicit goods whilst appearing to have a legitimate licence to sell alcohol from the premises
- The concerns that beer and spirits were found on the premises on 15th March 2011 and 19th June 2011 following an inspection by Her Majesty's Revenue and Customs

Prior to making the decision, the Sub Committee raised their concerns about the legalities of the lease and agreed dates, together with the lack of evidence available confirming that the premises had been sold to Mr Hussein.

The Sub-Committee carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – That the application for the grant of a new Premises Licence in respect of premises at 272 Harehills Lane, Harehills and trading as “World Foods” be refused.

37 "The Kiln" - Application to Vary a Premises Licence relating to the Kiln, Brignall Garth, Burmantofts, Leeds LS9 7HB - to specify a Designated Premises Supervisor

The Sub-Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority’s own Statement of Licensing Policy, considered an application seeking to vary an existing Premises Licence in order to specify Mr J O’Donnell as Designated Premises Supervisor.

Appendix B to the report was designated as exempt under Regulation 14 of the Licensing Act 2003 Hearings Regulations 2005 (SI 2005 No.44) and Access to Information Procedure Rule 10.4 (1 and 7).

The Sub-Committee was required to consider this application due to the receipt of representations in accordance with sections 37 (5) and 37 (6) of the Licensing Act 2003 from West Yorkshire Police.

The following were in attendance:-

Mr J O’ Donnell, on behalf of the applicant
Ms C Gillatt, in support of the application
Ms C Farquharson, in support of the application
Mr B Pattison, West Yorkshire Police
PC L Dobson, West Yorkshire Police

Following a brief discussion, the Sub-Committee agreed on this occasion to hear representations from PC Dobson, West Yorkshire Police and then to receive representations from the applicant’s representative.

In summary, the following key points were raised by PC Dobson:-

- Concerns regarding crime and disorder at the premises and the increasing number of complaints received from residents about noise and drinking in public places
- The need for adequate CCTV to be installed in and around the premises i.e. outside toilets
- Concerns following a drugs raid at the premises on 2nd July 2011 which resulted in a number of arrests been made
- Concerns that there was little or no management practices in place at the premises

Mr O’Donnell addressed the Sub-Committee and, in summary, made the following key points:-

- A commitment given to work more hours at the premises to ensure that there was adequate supervision
- An undertaking that two additional CCTV cameras would be installed at the premises to tackle crime and disorder

Prior to making a decision on the application, the Sub-Committee raised their concerns that the applicant, Mr P Clarke was not in attendance at today's meeting and Mr O'Donnell was not in a position to offer conditions to amend the existing Premise Licence.

The Sub-Committee carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – That an application seeking to vary an existing Premises Licence in order to specify Mr J O' Donnell as Designated Premises Supervisor be refused.

(The meeting concluded at 1.45pm)

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Licensing Sub-Committee

Monday, 25th July, 2011

PRESENT: Councillor R D Feldman in the Chair

Councillors B Gettings and T Hanley

38 Election of the Chair

RESOLVED – Councillor Feldman was elected Chair for the meeting

39 Exempt Information - Possible Exclusion of the Press and Public

The Sub Committee dealt with a procedural matter raised by West Yorkshire Police at this point relating to the status of the meeting. All parties present noted that all of the information contained within the agenda was available to the public. West Yorkshire Police informed the Sub Committee that verbal submissions to be made in support of their application were of a sensitive nature and therefore sought to exclude the public during that part of the submission. Members noted that no members of the public were present but having regard to the public interest test and in accordance with regulation 14 (2) of The Licensing Act 2003 (Hearings) Regulations 2005, agreed that any members of the public who wished to observe the hearing would be excluded from that part of the hearing where the submissions were made.

40 Late Items

No formal late items of business were added to the agenda. All parties were however in receipt of additional information submitted by West Yorkshire Police after the despatch of the agenda.

41 Declarations of Interest

There were no declarations of interest

42 "Woodview" - Review of a Premises Licences in respect of Woodview, 1 Eastwood Drive, Seacroft Leeds LS14 5HU

The Sub-Committee considered an application made by West Yorkshire Police under section 51 of the Licensing Act 2003 for the Review of a Premises Licence held at the premises known as "Woodview" a sheltered housing/continuing care complex.

The following were present at the hearing:

**West Yorkshire Police –
the applicant. (WYP)**

**Anchor Housing PLC - Premise
Licence Holder (PLH)**

Mr B Patterson
PC L Dobson
Mrs M Halliday
Mrs P Ineson

Mr J Sharman – Area Manager

The Sub-Committee first considered representations from WYP who described the licensed bar provision within Woodview and provided the

licensed history of the premises, including details of events leading up to the Review application. WYP reported that between April 2008 and October 2009 the licensed bar within the residential home had been managed by someone who had not been authorised by the Licensing Authority to sell alcohol. Anchor had not checked this when the deception began and only acted when WYP brought it to their attention. The present Designated Premises Supervisor (DPS) – Mr D Richardson - managed the licensed facility as a pub which attracted non residents from the locality who were known to the police. WYP described the anti social behaviour and reports of incidents associated with the bar. WYP also detailed the difficulties that Police Officers, residents and staff of Woodview encountered when trying to engage with the DPS. It was reported that Mr Richardson did not attend Pubwatch meetings and that there were ongoing issues with the installation of an adequate CCTV system at the licensed premises. WYP commented that the bar did not only cater for residents which had led to more recent concerns over safeguarding issues.

WYP highlighted failings in the day to day management of the bar and identified serious failings in the relationship between the Premises Licence Holder (PLH) - Anchor - and the DPS.

WYP suggested that these issues were a contributing factor to the levels of drunken and anti social behaviour amongst non residents associated with the bar. WYP reiterated the presence of the bar within this residential complex under the current management regime undermined all of the licensing objectives. WYP acknowledged that at commencement of the Review process, WYP had sought the removal of the DPS and the imposition of additional conditions on the Premises Licence. However WYP were now not convinced that these measures would be sufficient to deter non residents seeking to gain entry to the bar and were not satisfied there were sufficient management controls in place to control the security of the facility or support any new DPS. WYP therefore believed that revocation of the licence was the only proportionate measure to uphold the licensing objectives and protect the residents.

The Sub Committee then heard from Mr Sharman on behalf of the PLH who responded to the submissions of WYP in detail. He confirmed that the previous manager had operated the bar facility without the necessary authority and acknowledged the breakdown in communication between Anchor Housing and the current DPS.

Mr Sharman confirmed that Anchor had received information from WYP in October 2010 regarding the concerns over the non-resident clientele of the bar. In response Anchor had proposed to close the bar but had received complaints from residents and had undertaken consultation instead. Mr Sharman acknowledged that the responses to the consultation may not have accurately reflected the resident's views. He stated that he had since made attempts to bring about changes to the way the bar was run, in terms of access, security and the contract between the DPS and Anchor.

Mr Sharman explained the dilemma of seeking to provide a facility for the residents balanced against the knowledge that the bar would not be viable without non-resident customers. Mr Sharman stated that Anchor would not be aware of the details of every non resident customer using the bar, but that he would expect the DPS to attend Pubwatch meetings as required on the Licence conditions and be able to identify those people who were on the Pubwatch “banned list” and refuse them entry. He stated that he was not aware of the incidents of theft or crime suggested by WYP but had been aware of complaints regarding noise, nuisance and children running around the bar. Mr Sharman outlined the security measures now in place to prevent non-residents accessing the residential areas. He acknowledged the risks identified by WYP but concluded by explaining the problems at the premises, as he saw them, were not as wide as WYP had suggested. He conceded that retaining the licence was not a priority for the PLH.

Following full and lengthy consideration of the options open to the Sub-Committee in the determination of Review applications; Members were satisfied by the evidence of WYP that the operation of the premises undermined all 4 licensing objectives by reasons of the following:-

- The DPS failed to heed advice and warnings by allowing non-residents to act in an anti-social manner in the premises leading to public nuisance
- The DPS failed to exclude those non-residents who had been banned from other premises
- The DPS failed to comply with licence conditions relating to CCTV and the presence of a Drugs safe
- The PLH failed to deploy control over the premises or the DPS

Members, having considered the evidence and all submissions, were satisfied that

- the DPS failed to promote the licensing objectives
- the DPS failed to work in partnership with the WYP and had failed to heed the advice provided by WYP
- the PLH failed to appreciate the risks to residents by allowing non-residents to use the bar

Members concluded that; given what they had heard, the causes of why non residents were frequenting the premises would not be addressed by allowing the premises to continue – even with a new DPS or after modifying the licence. They concluded therefore that the licensing objectives would continue to be undermined if the premises were allowed to continue.

RESOLVED – To revoke the Premises Licence in respect of Woodview as Members found this to be necessary and proportionate in order to uphold the four licensing objectives

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Licensing Sub-Committee

Monday, 1st August, 2011

PRESENT: Councillor B Selby in the Chair

Councillors R Downes and D Wilson

43 Election of the Chair

RESOLVED – Councillor B Selby was elected Chair for the meeting

44 Exempt Information - Possible Exclusion of the Press and Public

The Sub Committee dealt with a procedural matter raised by West Yorkshire Police at this point relating to the status of the meeting. All parties present noted that all of the information contained within the agenda was available to the public. West Yorkshire Police sought to exclude the press and public from the hearing as verbal submissions to be made in support of their application were of a sensitive nature due an ongoing investigation into a complaint made by the applicants representative against West Yorkshire Police. Members noted that no members of the pubic were present. The Sub Committee considered the request, but having regard to the public interest test in accordance with regulation 14 (2) of The Licensing Act 2003 (Hearings) Regulations 2005, concluded that there were no special reasons to exclude any members of the public from the hearing, save for that part of the hearing where Members deliberated on their decision.

RESOLVED – To proceed to hear the application in public

45 Late Items

No formal late items of business were added to the agenda for the meeting however all parties present had received a copy of a letter submitted by the applicant on 29th July 2011 in response to the submission made by West Yorkshire Police

46 Declarations of Interest

There were no declarations of interest

47 "Bar Noir" - Application for a Temporary Event Notice at Bar Noir, Clock Buildings, Roundhay Road, Leeds LS8 2SH

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application made under Section 100 of the Licensing Act 2003 for a Temporary Event Notice required to hold an event from 20:30 hours on 13th August to 03:30 hours on 14th August 2011 at the premises known as Bar Noir, Clock Buildings, Roundhay Road, Leeds, LS8 2SH.

West Yorkshire Police had submitted an objection notice to the Temporary Event on the basis that it undermined the crime prevention objective. Present at the hearing were

West Yorkshire Police (WYP) Bar Noir

Mr B Patterson

Mr G Chana – on behalf of Mr R Chana the

Sgt D Holden

applicant
Mr P Brown
Mr S Bashir

The Sub Committee first heard from Mr G Chana on behalf of the applicant who stated this would be a ticket-holder only event for a maximum of 80 persons. The event would not publicised. The early part of the evening involved a ladies only Ann Summers event to raise money for Cancer Research, followed by a "Love Music Hate Racism" event with guest speaker and party afterwards. The Sub Committee heard that three SIA doorstaff would be employed to ensure only ticket holders attended. Tickets had been given to specific local businesses and community organisations/groups and the use of those tickets would be tracked.

Mr G Chana also addressed the licensed history of the premises and the contents of WYP written submission. Mr G Chana referred to the offer made by Mr R Chana in his letter that he would relinquish his Personal Licence if any incidents occurred on the night.

In response to questions from the Sub Committee regarding event security, Mr G Chana stated the premises had a 12 camera CCTV system and 3 SIA registered doorstaff from a reputable company would be employed from the start of the event. Mr G Chana reiterated his belief that WYP had not provided evidence which showed that allowing the event to be held would undermine the prevention of crime and disorder objective.

The Sub Committee then heard from representatives of WYP who referred to the statistics produced by the applicant in his letter of 29 July 2011 which showed no recorded incidents of crime and disorder associated with the premises during 2010. WYP clarified that the premises had been closed for most of that year and remained currently closed.

WYP stated there were serious concerns over the management of the premises and outlined the licensed history of the premises. The management team had not changed since WYP had become involved with Bar Noir in 2007. WYP referred to decisions made by previous Sub Committees on applications relating to the same premises. Concern was also expressed over the proposed "Love Music Hate Racism" event and the context of the guest speakers' address to the audience.

WYP highlighted concerns over the ability of the management to prevent members of the public gaining access to the event as there had been problems with oversubscription at events and patrons congregating outside the premises previously. WYP suggested that word could spread that a "party" was to be held which could lead to similar issues again and outlined the impact that dealing with incidents at Bar Noir had on local WYP resources.

The Sub Committee heard Mr R Chana had held an event on 9th/10th July 2011 despite the Local Authority issuing a Counter Notice following a decision to reject the TEN application by a previous Sub Committee. In response to

questions, representatives of WYP confirmed that they were not aware of any recorded incidents of crime and/or disorder associated with the premises arising from that event.

The applicants' representatives then concluded their submission. Mr G Chana confirmed the July event had been held but clarified that alcohol had not been sold. Mr Brown provided further detail of the forthcoming event stating that the guest speaker would lead discussion amongst invited guests and with regards to people congregating outside, he highlighted the fact that patrons of every licensed premises gathered outside premises to smoke.

The Sub Committee had regard to the contents of the Objection Notice submitted by WYP and considered whether it was necessary to issue a Counter Notice in order to uphold the prevention of crime and disorder licensing objective.

The Sub Committee carefully considered the submissions of both parties and decided, on this occasion, to allow the proposed event to proceed; having regard to the application which stated that this would be an all-ticket event

- By invitation only and not open to the general public
- With a maximum capacity of 80 persons
- With appropriate CCTV and security arrangements

The Sub Committee therefore

RESOLVED – That it was not necessary for the promotion of the crime prevention licensing objective to issue a Counter Notice

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Licensing Sub-Committee

Monday, 8th August, 2011

PRESENT: Councillor Wilkinson in the Chair

Councillors R D Feldman and A Khan

48 Election of the Chair

RESOLVED- Councillor Wilkinson was elected Chair for the meeting.

49 Declarations of Interest

There were no declarations of interest made at the meeting.

50 "G-WU" - Application for the Grant of a Premises Licence - New Application for G-WU, 300 Harrogate Road, Moortown, Leeds LS17 6LY
(This item was withdrawn following agreement reached between LCC Licensing Section and the applicant)

51 Application for the certification of Films

The Sub-Committee having regard to the Licensing Act 2003, and in particular the protection of children from harm licensing objective, considered an application seeking the certification of films proposed to be shown during the Leeds Festival, held over the August Bank Holiday within the grounds of Bramham Park, Thorner Lane, Leeds.

The applicant, Mr M Belle, representing the Film Company contracted by Festival Republic Ltd, addressed the Sub-Committee and in summary, made the following key points:-

- That the films to be shown between the hours of 11pm-3am in the temporary cinema would appeal to a wide audience, and not just those which were limited to a younger audience
- That appropriate notices showing the classification of the films would be placed outside the temporary cinema, together with festival staff present on site who would monitor attendance

For ease of reference, the Sub-Committee discussed the content of each film to be shown as referred to in Appendix A of the report, and where applicable, requested a viewing prior to issuing a certificate.

RESOLVED-

- a) That an application for the certification of films proposed to be shown during the Leeds Festival be dealt with as follows in order to promote the protection of children from harm objective:-

Name of Film

Classification Agreed

Let England Shake

U

Mark Thomas – selected news clips	PG
Popcorn Comedy	
- Title 1	U
- Title 2	U
- Title 3	PG
- Title 4	U
- Title 5	15
- Title 6	PG
- Title 7	U
- Title 8	U
- Title 9	U
- Title 10	PG
- Title 11	15
- Title 12	U
- Title 13	15
- Title 14	U
- Title 15	U
- Title 16	PG
- Title 17	U
The Greatest Movie Ever Sold	12A
Kaboom	15
Talihina Sky – Kings of Leon Documentary	15
Nirvana Live at Reading '92	Exempt from classification under BBFC criteria
Fight or Your Right Revisited	Refused certification on the grounds of gratuitous violence, criminal acts and unprovoked attacks on passers-by

- b) That the Entertainment Licensing Officer be instructed to request a risk assessment from the applicant in relation to the temporary cinema and to report back on progress at the Licensing Committee meeting on 16th August 2011.

(The meeting concluded at 11.10am)

Licensing Sub-Committee

Monday, 15th August, 2011

PRESENT: Councillor S Armitage in the Chair

Councillors K Bruce and C Townsley

52 Election of the Chair

RESOLVED – Councillor Armitage was elected Chair for the meeting.

53 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to consider the following Temporary Event Notices:

- “Mellows”, 233 Chapeltown Road, Chapeltown, Leeds, LS7 3DX (Minute No. 57 refers)
- “Miss Browns Coffee House”, 152 Chapeltown Road, Leeds, LS7 4EF (Minute No. 58 refers)

The Chair also admitted to the agenda various submissions from the solicitor acting for “Kamran’s Tandoori”. (Minute No. 55 refers)

54 Declarations of Interest

There were no declarations of interest.

55 "Kamran's Tandoori" - Application for the Grant of a Premises Licence - New Application for Kamran's Tandoori, 104 Harrogate Road, Moortown, LS7 4LZ

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority’s own Statement of Licensing Policy, considered an application for the grant of a premises licence situated at 104 Harrogate Road, Moortown, Leeds, LS7 4LZ, trading as Kamran’s Tandoori.

Representations containing measures proposed to address the relevant licensing objectives had been submitted by Leeds City Council’s (LCC) Environmental Protection Team (EPT) and had been agreed by the applicant prior to the hearing.

Representations had also been received from West Yorkshire Police (WYP).

Mr Hodgson addressed the Sub-Committee on behalf of the applicant by providing some background history to the premises application.

Mr Patterson addressed the Sub-Committee on behalf of WYP. He advised that WYP had submitted a representation on the grounds of the cumulative impact of the premises in Chapel Allerton.

Mr Hodgson then made the following key points in support of the application:

- Reference was made to the cumulative impact policy, particularly that there had been no previous issues with the premises in relation to crime and disorder.
- No public representations had been submitted in respect of this application.
- Parking remained unaffected (some of the photos that had been submitted indicated a bus lane, which had since been removed.) An outline of taxi arrangements was contained within the operating schedule.

The Sub Committee then carefully considered all the written and verbal submissions and considered that this application would not add to the cumulative impact of such licensed premises in the area. They subsequently made the following decision:

RESOLVED – To grant the application as requested, subject to the conditions attached to the previous premises licence and those proposed by WYP, being incorporated within the operating schedule.

56 "Sainsbury's" - Application for the Grant of a Premises Licence - new Application for Sainsbury's Supermarket Ltd, 135-137 Street Lane, Roundhay, Leeds LS8 1AA

The Sub Committee, having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy, considered an application for the grant of a premises licence situated at 135-137 Street Lane, Roundhay, Leeds, LS8 1AA, trading as Sainsbury's Supermarket Ltd.

Representations had been received from West Yorkshire Police (WYP) which included measures proposed to address the licensing objectives. Those measures had been agreed by the applicant prior to the hearing and WPT had subsequently withdrawn the representation on the understanding the measures would be imposed on the premises licence, should it be granted.

Representations had also been received from three local residents who were not in attendance at the hearing and LCC Environmental Protection Team (LCC EPT).

Mr Botkai addressed the Sub-Committee on behalf of the applicant and made the following key points:

- Confirmation that Sainsbury's were not intending to operate 24 hours opening.
- Issue of noise arising from planting and machinery to be kept to a minimum.
- Store frontage and immediate vicinity to be well maintained and clear of litter.
- Notices to be displayed requesting customers to leave the premises quietly.
- Area Manager of Sainsbury's to meet with neighbours to provide contact telephone number and discuss any concerns they had about the premises.
- Clarification that deliveries usually took place between 0700-0800 hours.
- Confirmation that the premises had some dedicated parking.

Mr Mudhar addressed the Sub-Committee on behalf of LCC EPT. It was advised that LCC EPT had submitted a representation on the grounds that the application had indicated 24 hours opening. Whilst it was acknowledged that the store was not

intending to operate 24 hours opening, the application was nevertheless considered misleading to local residents.

The Sub Committee then carefully considered all the written and verbal submissions and made the following decision:

RESOLVED – To grant the application as requested, subject to conditions as follows:

- 1 Noise from plant or machinery shall not be audible at the nearest noise sensitive premises (residential property immediately adjacent to the licensed premises and Talbot Grove) during the operation of the plant and machinery after 23:00 hours. Plant and machinery shall be regularly serviced and maintained to meet this level.
- 2 The Premises Licence Holder/Designated Premises Supervisor shall ensure that litter arising from people using the premises is cleared away regularly and that promotional materials such as flyers do not create litter. This condition being limited to within the immediate vicinity of Sainsbury's and 100 metres from the store.

57 "Mellow's" - Temporary Event Notice at Mellow's, 233 Chapeltown Road, Chapeltown, Leeds LS7 3DX

This item was withdrawn following agreement reached between West Yorkshire Police and the applicant.

58 "Miss Browns Coffee House" Temporary Event Notice at Miss Browns Coffee House, 152 Chapeltown Road, Chapeltown, Leeds LS7 4EE

This item was withdrawn following agreement reached between West Yorkshire Police and the applicant.

(The meeting concluded at 12.10 pm.)

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Licensing Sub-Committee

Monday, 22nd August, 2011

PRESENT: Councillor R D Feldman in the Chair

Councillors G Wilkinson and G Hussain

59 Election of the Chair

Councillor Feldman was elected Chair of the meeting

60 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED - That the public be excluded from the meeting during consideration of that part of the agenda designated as 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 public were present there would be disclosure to them of exempt information so designated as follows:

a) Appendices B of the reports relating to 'Kiln' referred to in minutes 64 and 65 both in terms of Regulation 14 of the Licensing Act 2003 (Hearing Regulations 2005) and the Licensing Procedure Rules and on the grounds that it is not in the public interest to disclose the documents as they pertain to individuals and that those persons would not reasonably expect their personal information or discussions thereon to be in the public domain

b) To note that the press and public will also be excluded from that part of the hearing where Members deliberate the application as it is in the public interest to allow the Members to have full and frank debate on the matter, as allowed under the provisions of the Licensing Procedure Rules

61 Late Items

No formal late items of business were added to the agenda for the meeting. The Sub Committee did however receive additional information prior to the meeting in respect of the following matters:

Agenda items 7 and 8 (minutes 64 and 65 refer) – additional information submitted by West Yorkshire Police, with the agreement of all parties

62 Declarations of Interest

There were no declarations of interest

63 "Revolution" - Application to vary a Premises Licence for Revolution, 48 Call Lane, Leeds, LS1 6DT

The Sub-Committee having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy considered an application to vary an existing premises licence for Revolution, situated at 48 Call

Lane LS1. The applicant sought to vary the internal layout of the premises in accordance with the plans deposited with the application, which related to the second floor only with the manager's flat to be converted to a small bar area for approximately 60 people. The applicant was also seeking to add late night refreshment to the licence and to remove the old embedded restriction regarding capacity and replace it with a condition for the capacity of the premises to be risk assessed by the management in conjunction with the Fire Authority. Large scale location plans were tabled at the meeting

Representations had been received from two residents who lived in close proximity to the premises who were not in attendance and from West Yorkshire Police. Present at the hearing were:

Mr Lyons – the solicitor for the applicant

Miss Appleton-Mcdaid – Assistant Manager of Revolution 48 Call Lane LS1

PC Arkle – West Yorkshire Police

The Sub-Committee heard from Mr Lyons who gave the apologies of the General Manager and a Director who were unable to attend the meeting. Mr Lyons presented the applicant's case and stated that the applicant had traded successfully in Leeds since 2000 and that the application was to add a small area on the second floor to be used as a bar for up to 60 people. Members were informed that planning permission for a change of use from a caretaker's flat to a bar had recently been obtained

The reputation of Revolution for its cocktails was well-known with master-classes on the making of these being held regularly at the premises. The additional small bar area would enable more of these classes to be held and could be used as a small function room

Mr Lyons stated that:

- the request for late night refreshment had not been included in the previous application but that hot and cold drinks and pizza were made available to patrons during the wind down period
- the applicant was fully aware of the Cumulative Impact Policy (CIP) and was of the view that if granted, the variations to the licence would not have a detrimental impact to the CIP due to the policies and procedures which were in place at the premises; these included a comprehensive policy document; incident logs; 'live views' of all premises by company Directors, contributions to street marshals and provision of door staff
- that the police had suggested a number of conditions which the applicant was willing to accept, subject to the amendment of the condition relating to taking drinks away from the premises, which the applicant wished to amend to take account of the off- sale of speciality drinks for the mixing of cocktails; the proposed amendment to the condition to read 'drinks, other than those sold in sealed containers.....'
- regarding the complaints received from local residents, it was unlikely that Revolution would have been responsible for noise and disturbance to the resident of Crown Street Buildings as besides being some distance from the premises, noise monitoring was carried out by the applicant. In respect of the complaints from the resident of Call Lane,

none of the issues raised could be linked specifically to patrons at Revolution; that staff did clear litter etc from outside their premises, regardless of where this had emanated from and that in terms of queues blocking the entrance to residential units on Call Lane, the granting of the variations requested could remedy any possible problems

The Sub-Committee then heard from PC Arkle who outlined the police's objection based upon the impact on the CIP; that the Call Lane area was one where crime and disorder and public nuisance incidents were high; that the area became congested due to the 9 bars which were currently operating in this area, some in very close proximity to each other; that despite the presence of street marshals, police officers had to work hard to diffuse violent crime in this area and that granting the variations requested could have a detrimental effect on the work which had been undertaken in the area and lead to similar applications from nearby bars being submitted

The Sub-Committee carefully considered both the written and verbal representations from the applicant and West Yorkshire Police. The Sub-Committee being mindful of the CIP of Leeds City Council and noting that the applicant was not seeking additional timings of the licence or a new premises licence but was seeking to remove the capacity limited within an existing condition. In terms of adding late night refreshment to the licence, it was felt this would not add to the CIP. However, the Panel noted West Yorkshire Police were concerned about the impact on the area involving the extra capacity and was of the view that the applicant had not demonstrated this variation would not add to the cumulative impact in the area

RESOLVED - To grant the application in part as follows:

- To grant alterations to the internal layout of the premises in accordance with the plans deposited with the application to change the second floor former manager's flat to a small bar area with an approximate capacity for 60 persons
- To grant the variation to enable late night refreshment to be added to the licence

To refuse the removal of the old embedded restriction regarding capacity and its replacement with a new condition

64 "Kiln" - Application for the transfer of a Premises Licence for Kiln, Brignall Garth, Burmantofts, Leeds LS9 7HB

The Sub-Committee varied procedure in order to consider the application for the transfer of a Premises Licence at 'Kiln' ahead of the related application for the variation of a Premises Licence at the same establishment

The Sub-Committee having regard to the Licensing Act 2003, the Section 182 Guidance and the Authority's own Statement of Licensing Policy considered an application for the transfer of a Premises Licence for Kiln Brignall Garth LS9, to specify Miss Stephanie Farquharson as licence holder in accordance with Section 42 of the Licensing Act 2003

Representations had been received from West Yorkshire Police who, with the agreement of the applicant, tabled additional information to be considered at the meeting

Present at the hearing were:

Miss Stephanie Farquharson – applicant
Miss Catherine Kidd – proposed Designated Premises Supervisor
Mr R Patterson – West Yorkshire Police
Sergent Coultate – West Yorkshire Police
PC 6787 Ianson – West Yorkshire Police

The Sub-Committee heard from Miss Farquharson who stated that she had been running the premises since 1st July 2011, albeit on a part time basis as she was currently employed full time elsewhere, although she was present at the premises each day from 5pm onwards. Although not a formal lease holder of the premises, she did have an informal, unwritten agreement with the owner of the premises

Whilst acknowledging there were some drug-related issues on the premises, work was being undertaken to address this with warning signs being provided, announcements being made and checks of the premises, including the toilets. Furthermore, Miss Farquharson stated her anti-drugs stance and stated that she could identify the signs of drug taking

Concerning the exempt information provided relating to her personally, Miss Farquharson stated that she had attended a police station to address the issue of her identity. On this matter Sgt Coultate confirmed that from additional information received from the applicant that morning, further checks had been made and there was no record on the police computer of the person called Stephanie Farquharson who was present before the Sub-Committee

Regarding a complaint which had been made about late-night noise nuisance, Miss Farquharson stated that the premises were cleared by 11.15pm and was of the view that this was a malicious complaint

The Sub-Committee then heard from Mr Patterson and Sgt Coultate of West Yorkshire Police who referred to several incidents which had occurred since Miss Stephanie Farquharson had been in charge of the premises, which had resulted in several arrests for possession of drugs and intent to supply. Although wanting to see the premises open, West Yorkshire Police were not satisfied that the applicant could provide the strong management this premises required. To evidence this, reference was made to an incident on 19th August, details of which were included in the papers tabled at the meeting

Further concerns were detailed as being the continued presence of other members of the Farquharson family on the premises and the inconsistent information given to the police on who was in charge of the premises during several visits

The Sub-Committee noted the written representations, including the additional papers provided and carefully considered the submissions made at the hearing from the applicant and West Yorkshire Police and sought clarification on the police objection that Stephanie Farquharson was the person on the police computer. Members noted the clarification given that the person before the Sub-Committee did not match the identity of the person held on the police computer and did not have a criminal record. However, having received confirmation from the applicant that she had been in overall control of the premises since 1st July 2011, whilst working full time elsewhere; that she was in attendance at the premises every day from 5pm onwards even though she did not have a formal lease of the premises, the Sub-Committee noted there had been 4 incidents during that time, leading to 4 arrests including one for intent to supply drugs and 2 offences of possession, together with complaints about anti-social behaviour

Members noted the representations of West Yorkshire Police and accepted the police evidence that officers considered the management team to be helpful but inexperienced and ill-equipped to manage these challenging premises; that some of the previous clientele were still present and together with the inconsistencies the police witnessed on their recent visits around the identity of the person in charge of the premises, the Sub-Committee felt that granting the application would undermine the prevention of crime and disorder objectives as set out in the Licensing Act 2003

RESOLVED - That the application be refused

65 "Kiln" DPS - Application to Vary a Premises Licence relating to Kiln, Brignall Garth, Burmantofts, Leeds LS9 7HB - to specify a Designated Premises Supervisor (Proposed DPS: C Kidd)

Following the Sub-Committee's refusal of the application to transfer the Premises Licence at Kiln, Brignall Garth LS9 to Miss Stephanie Farquharson, the applicant agreed to withdraw the application in respect of the variation to a Premises Licence at these premises

RESOLVED - To note the withdrawal of the application

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Standards Committee - Assessment Sub-Committee

Wednesday, 6th July, 2011

PRESENT:

Independent Members

Gordon Tollefson (Chair) Independent Member

Councillors

C Campbell E Nash

Parish Members

Councillor Mrs P Walker

1 Declarations of Interests

There were no declarations of 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.

2 Case Reference 1112001

The Monitoring Officer submitted the above complaint to the Assessment Sub-Committee for consideration. The Deputy Monitoring Officer was in attendance at the meeting to advise the Sub-Committee on any procedural issues.

The Assessment Sub-Committee agreed that the complaint was about a Member of Leeds City Council, that the subject Member was in office at the time of the alleged conduct, and that the Code of Conduct was in force at the time.

The Assessment Sub-Committee then considered whether the complaint, if proven, would be a breach of the Code of Conduct under which the Member was operating at the time of the alleged misconduct.

The Assessment Sub-Committee agreed that the subject Member was not acting, claiming to act, or giving the impression they were acting in their official capacity during the incident. Therefore the Code of Conduct did not apply to the subject Member's alleged actions, and there was no potential breach of the Code of Conduct disclosed by the complaint.

RESOLVED – The Assessment Sub-Committee decided to take no further action in relation to the allegations.

3 Lessons to Learn

The Assessment Sub-Committee requested that the Deputy Monitoring Officer produce and circulate a note to the Group Whips about the use of blogs and other social media by Councillors, particularly with regard to being aware of the capacity they are writing in and considering whether the Code of Conduct may apply to their actions or comments.

Standards Committee - Review Sub-Committee

Wednesday, 6th July, 2011

PRESENT:

Independent Members

Philip Turnpenny (Chair)

Councillors

B Gettings J Harper

Parish Members

Councillor Paul Cook

1 **Declarations of Interest**

There were no declarations of 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.

2 **Case Reference 1011002**

The Monitoring Officer submitted a review request in relation to the above complaint to the Review Sub-Committee for consideration. The complaint was originally considered by the Assessment Sub-Committee on 27th April 2011.

RESOLVED – The Review Sub-Committee resolved to take no further action on the allegations.

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Standards Committee

Wednesday, 6th July, 2011

PRESENT:

Independent Members

Gordon Tollefson (Chair)
Joanne Austin
Philip Turnpenny

Councillors

C Campbell	J Harper	J Dowson
B Gettings	E Nash	R D Feldman

Parish Members

Councillor Paul Cook	Morley Town Council
Councillor Mrs P Walker	Pool in Wharfedale Parish Council

APOLOGIES:

B Selby

1 Appeals against refusal of inspection of documents

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

3 Late items

There were no late items submitted to the agenda by the Chair for consideration.

4 Declaration of interests

There were no declarations of 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 Minutes of the previous meeting

The minutes of the Standards Committee meeting held on 16th February 2011 were approved as a correct record.

Further to minute 23, the Chair informed the Committee that Member Management Committee had considered the proposed amendments to the Members' Email Code of Practice on 29th March 2011, and had supported the proposed amendments. The revised version had subsequently been approved by the Director of Resources on 5th July 2011.

Further to minute 26, the Chair reported that it had been agreed with the Chair of the Corporate Governance and Audit Committee that the Standards Committee would no longer receive the minutes of Corporate Governance and Audit Committee meetings as part of its agenda.

Further to minute 27(c), the Chair confirmed that all Standards Committee Members had received an email on 23rd February 2011 from the Head of Human Resources informing them of the timeframe for the review of the Employee Code of Conduct. Some Members of the Standards Committee stated that they had not received the email, and therefore it was agreed that the Committee Clerk would circulate the email for a second time.

Finally, further to minute 30(b), the Chair confirmed that the Standards Committee Annual Report had been presented to the Corporate Governance and Audit Committee at their meeting on 15th June 2011.

6 Minutes of the Assessment Sub-Committee

The minutes of the Assessment Sub-Committee meeting held on 27th April 2011 were received and noted.

7 Appointment of Sub-Committees following the Annual Council Meeting

The Senior Corporate Governance Officer presented a report of the City Solicitor asking the Standards Committee to re-appoint its Sub-Committees for the 2011/12 municipal year. The report explained that the terms of reference and membership of all Council Committees are approved at the Annual Council Meeting each year, and that those Committees must then in turn approve the terms of reference and membership of any of their sub-committees before those sub-committees can meet.

Members particularly discussed the membership of the Assessment and Review Sub-Committees, and specifically whether a Parish Member should be present when the Sub-Committees were assessing or reviewing a complaint against a Leeds City Councillor. It was outlined that it had been the Council's custom and practice to seek the full potential membership of the Sub-Committees wherever possible, which includes a Parish Member.

Some Members felt that if the attendance of Parish Members was not required by the Regulations, they should not be present because they did not properly understand the role of a City Councillor or the different pressures faced by them, and that this had led to complaints being referred for further action when it was unnecessary. Other Members of the Committee felt that the inclusion of Parish Members added to the openness of the process and that they brought a wealth of experience from meetings outside of the City Council which was valuable. It was also acknowledged that the Parish Members had often agreed to sit on Assessment and Review Sub-Committees in order to make up the quorum when City Councillors were unavailable.

Members of the Standards Committee voted on the proposal that if the Sub-Committee meeting would be quorate without a Parish Member, they should not be invited to attend. The majority of Members voted against this proposal.

RESOLVED – Members of the Standards Committee resolved to:

- (a) Approve the terms of reference of the Assessment Sub-Committee, Review Sub-Committee, Consideration Sub-Committee, and Hearings Sub-Committee (Appendices 1 to 4 to the report); and
- (b) Approve the membership of the Sub-Committees as set out in Article 9 of the Constitution (Appendix 5 to the report).

8 Members' Induction Period 2011

The Senior Corporate Governance Officer presented a report of the City Solicitor providing the Standards Committee with information about the Members' induction period following the local elections in May 2011, specifically regarding Members' Acceptance of Office forms, completion of the Register of Interests, and training on the Members' Code of Conduct.

Members discussed the following issues:

- The consequences of non-compliance with the relevant deadlines set out in the report for Members to complete the required paperwork. It was outlined that those Parish and Town Councillors who did not complete their Acceptance of Office forms before or at the first meeting or within the deadline set by their Parish or Town Council had lost their seats on the Council and steps had been taken to begin the process of filling the resulting vacancies.
- Whether any training had been offered to new Parish and Town Councillors, particularly in relation to the Code of Conduct. It was reported that the intention of the Localism Bill is to give Parish and Town Councils autonomy over their ethical arrangements and that they can choose not to have a Code of Conduct at all. The Head of Governance Services explained that due to the anticipated changes, no training on the Code of Conduct was currently planned for Parish and Town Councillors, but that if requests were received from Parish and Town Councils, these would be considered. It was agreed that officers would investigate the possibility of Parish and Town Councillors being invited to attend training sessions arranged by Member Development. It was also outlined that officers from

within Democratic Services and Elections had begun working together to plan a rolling programme of induction sessions for new Parish and Town Council Clerks to ensure that they are aware of their responsibilities surrounding election procedures and the Code of Conduct.

RESOLVED – Members of the Standards Committee resolved to note the contents of the report.

9 Consultation on the Localism Bill - standards of conduct

The Head of Governance Services presented a report of the City Solicitor providing an update on the proposals in the Localism Bill about ethical governance issues, and outlining the results of the first round of consultation with various stakeholders on the future of the ethical framework in Leeds.

Members discussed the following issues:

- That it would be helpful if the Committee could have information regarding how much the complaints process has cost the Council in the past alongside the projected costs for the two likely options set out in the report (excluding regional arrangements). Members felt that this information should be presented to everyone being asked to consider the options set out in the report.
- Whether Parish and Town Councils would be asked to pay to join any arrangements set up by Leeds City Council, and how this may present problems for Parish and Town Councils with limited budgets. It was outlined that allowing Parish and Town Councils to utilise any complaints process administered by Leeds City Council would present a cost to the Council, and as the Localism Bill would remove the City Council's responsibility towards Parish and Town Councils in Leeds in relation to ethical standards, this may not be a cost that Leeds City Council would be able to absorb. It was agreed that it would be helpful to have a representative of the Parish and Town Councils involved in the consultation on the proposals, perhaps through the Parish and Town Council forum.
- The other existing legal frameworks which would apply to Members giving employees or the public another method of redress. However, some Members felt that these methods were not as accessible as the Code of Conduct complaints process, and that this may leave employees of small Parish or Town Councils vulnerable to bullying by Parish or Town Council Members.

RESOLVED – Members of the Standards Committee resolved to:

- (a) Note the outcome of the initial consultation exercise; and
- (b) Note the timetable for further consultation contained in Appendix 2 to the report.

EMPLOYMENT COMMITTEE

FRIDAY, 1ST JULY, 2011

PRESENT: Councillor J Blake in the Chair

Councillors J Dowson, T Hanley, A Lamb,
K Maqsood and D Wilson

8 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

9 Exclusion of Public

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

10 DECLARATIONS OF INTEREST

There were no declarations of 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.

11 APPOINTMENT TO FOUR SENIOR POSITIONS WITHIN THE CHILDREN'S SERVICES DEPARTMENT

Following the consideration of the applications for four positions within the Children's Services Department it was

RESOLVED –

- (a) In relation to the posts of Chief Officer – Partnership, Development and Business Support and Chief Officer – Strategy, Commissioning and Performance, that a total of six applicants be short listed for interview;
- (b) In relation to the post of Deputy Director – Safeguarding, Targeted and Specialist Services, that three applicants be short listed for interview; and
- (c) In relation to the post of Deputy Director – Learning Skills and Universal Services, that a decision will follow following further recruitment considerations.

Final minutes

* Councillor Hanley considered the positions referred to in Minute 11(a) and (b) above.

** Councillor Maqsood considered the position referred to in Minute 11(c) above.

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EMPLOYMENT COMMITTEE

MONDAY, 4TH JULY, 2011

PRESENT: Councillor J Blake in the Chair

Councillors J Dowson, T Hanley, A Lamb
and D Wilson

12 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

13 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

14 DECLARATIONS OF INTEREST

There were no declarations of 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.

15 APPOINTMENT OF THE CHIEF OFFICER - PARTNERSHIP, DEVELOPMENT AND BUSINESS

RESOLVED – That Susan Rumbold be offered the post of Chief Officer – Partnership, Development and Business Support¹.

¹ Having been interviewed by the Employment Committee for the posts of Chief Officer – Partnership, Development and Business Support and Chief Officer – Strategy, Commissioning and Performance on Tuesday 5th July 2011.

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EMPLOYMENT COMMITTEE

TUESDAY, 5TH JULY, 2011

PRESENT: Councillor J Blake in the Chair

Councillors J Dowson, T Hanley, A Lamb
and D Wilson

16 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

17 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

18 DECLARATIONS OF INTEREST

There were no declarations of 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.

19 APPOINTMENT OF THE CHIEF OFFICER - STRATEGY, COMMISSIONING AND PERFORMANCE

RESOLVED – That Sarah Sinclair be offered the post of Chief Officer – Strategy, Commissioning and Performance.

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EMPLOYMENT COMMITTEE

FRIDAY, 8TH JULY, 2011

PRESENT: Councillor P Gruen in the Chair

Councillors S Golton and A Lowe

Apologies Councillors A Carter and T Murray

20 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

21 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

22 DECLARATIONS OF INTEREST

There were no declarations of 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.

23 APPOINTMENT OF THE CITY SOLICITOR

Following the consideration of the applications for the post of City Solicitor it was

RESOLVED – That eight applicants be long listed for further assessment for the post of City Solicitor.

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EMPLOYMENT COMMITTEE

TUESDAY, 12TH JULY, 2011

PRESENT: Councillor J Blake in the Chair

Councillors J Dowson, T Hanley, A Lamb
and D Wilson

24 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

25 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

26 DECLARATIONS OF INTEREST

There were no declarations of 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.

27 APPOINTMENT OF THE DEPUTY DIRECTOR - SAFEGUARDING, TARGETED AND SPECIALIST SERVICES

RESOLVED – That Stephen Walker be offered the post of Deputy Director – Safeguarding, Targeted and Specialist Services.

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EMPLOYMENT COMMITTEE

MONDAY, 18TH JULY, 2011

PRESENT: Councillor R Lewis in the Chair

Councillors A Carter, M Dobson, S Golton
and A Ogilvie

28 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

29 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

30 DECLARATIONS OF INTEREST

There were no declarations of 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.

31 APPOINTMENT OF DIRECTOR OF CITY DEVELOPMENT

The Committee interviewed three applicants for the post of Director of City Development.

RESOLVED – That Martin Farrington be offered the post of Director of City Development.

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EMPLOYMENT COMMITTEE

TUESDAY, 19TH JULY, 2011

PRESENT: Councillor P Gruen in the Chair

Councillors B Anderson¹, S Golton, A Lowe
and T Murray

32 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

33 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

34 DECLARATIONS OF INTEREST

There were no declarations of 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.

35 APPOINTMENT OF THE CITY SOLICITOR

Following the consideration of the applications for the position of City Solicitor it was

RESOLVED – That three applicants be short listed for interview.

¹ Councillor Anderson attended short listing, and will attend the interviews in place of Councillor A Carter.

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EMPLOYMENT COMMITTEE

WEDNESDAY, 3RD AUGUST, 2011

PRESENT: Councillor P Gruen in the Chair

Councillors B Anderson, S Golton, A Lowe
and T Murray

36 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

37 EXCLUSION OF PUBLIC

RESOLVED - That the public be excluded from the meeting under the terms of Access to Information Procedure Rule 10.4(1) and (2) and on the grounds that, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information by reason of the need to maintain the competitive nature of the interview process and to retain information submitted by individual applicants in confidence, as disclosure could undermine the process, future appointment processes, or the outcome on this occasion to the detriment of the Council's and public interest.

38 DECLARATIONS OF INTEREST

There were no declarations of 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.

39 APPOINTMENT OF THE CITY SOLICITOR

The Committee interviewed three applicants for the post of City Solicitor.

RESOLVED – That Catherine Witham be offered the post of City Solicitor.

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Corporate Governance and Audit Committee

Monday, 18th July, 2011

PRESENT: Councillor G Driver in the Chair
Councillors N Taggart, C Campbell,
G Kirkland, A Lowe , J Elliott, W Hyde,
T Hanley, C Fox and G Hussain

Co-optee G Tollefson

Apologies Councillor P Grahame

15 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

16 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

17 Late Items

There were no late items submitted to agenda for consideration.

18 Declaration of Interests

Councillor Driver declared a personal interest in Agenda Item 12 (Minute 27 refers) as a board member of Aire Valley Homes ALMO. Councillor Lowe declared a personal interest in Agenda Item 12 (Minute 27 refers) as a board member of West North West ALMO. Councillor Fox declared a personal interest in Agenda Item 8 (Minute 23 refers) as a trustee of the West Yorkshire Pension Fund.

19 Apologies for absence

Apologies for absence were received from Councillor P Grahame.

20 Minutes of the Previous Meeting

The minutes of the Corporate Governance and Audit Committee meeting held on 15th June 2011 were approved as a correct record.

21 Matters Arising

The Chief Officer (Audit and Risk) updated the Committee on the Communities and Local Government (CLG) consultation process on the future of Local Public Audit which was discussed at the meeting of the Committee held on 15th June 2011 (Minute 7. refers). The Committee were informed that the Audit Commission have now published their response to the consultation, which can be obtained on request. Leeds City Council's response to the consultation was circulated to Members of the Committee and has been forwarded to CLG. The next stage is for CLG to co-ordinate a summary of responses which will be circulated when completed.

In relation to the Leeds response Councillor Driver circulated an article from the Local Government Chronicle entitled 'Members matter for an effective audit committee'.

22 KPMG Interim Audit Report

The Principal Finance Manager presented a report of the Director of Resources which identified the findings from KPMG's interim audit work in relation to the 2010/11 financial statements and the initial work undertaken to support their 2010/11 Value for Money conclusion. The report concluded that procedures and system controls are generally sound, full reliance can be placed on the work of Internal Audit and that the Council understands the scale of the financial challenge and is responding appropriately to the risks.

Steve Clarke and Sam Bradford from KPMG were also in attendance and presented the findings of the interim report in detail to the Committee.

Members discussed the report in detail specifically questioning the amount of overtime paid to Council staff, how this arose, the authorisation process for overtime payments and whether in all cases it had been genuinely claimed. Members also considered ways of reducing spend on overtime.

Members also highlighted and discussed the overspend in Children's Services and Adult Social Care Services with the KPMG representatives and that this is an annually occurring problem. KPMG informed the Committee that the Council was trying to take better control over this but that it remains high on KPMG's agenda.

The Chair of the Committee congratulated Council staff for their positive efforts which have resulted in improvements on previous years reports.

RESOLVED – The Committee Resolved to note the positive assurances provided by KPMG on the organisational procedures and system controls which underpin the Council's financial statements.

(Councillor Hanley entered the meeting during discussion of this item at 2.15pm.)

23 2010/11 Statement of Accounts

The Principal Finance Manager presented a report of the Director of Resources on the 2010/11 Statement of Accounts for Leeds City Council prior to the accounts being made available for public inspection on the 25th July 2011. The report provided a summary analysis of the accounts to aid understanding of the main financial issues.

The Statement of Accounts have been certified as correct by the Council's Responsible Financial Officer and have also been published on the Council's website.

Members discussed the report in detail and questioned figures featured in the accounts specifically around employee remuneration and organisations which are subsidiaries of the Council.

Members also raised the issue of the pension deficit at the Council and the change from pensions being based on the retail price index to the consumer price index and the effect that this would have on Council staff.

The Committee were given details on the pension deficit and its effects on the accounts and an explanation of the factors that determine whether an organisation is a subsidiary organisation for the purposes of the accounts.

RESOLVED – The Committee Resolved to:

- (a) note the 2010/11 Statement of Accounts as certified by the responsible financial officer; and
- (b) agree to release the accounts for public inspection.

(Councillor Taggart entered the meeting at 2:35pm during the discussion of this item)

24 Annual Risk Management Report

The Principal Risk Management Officer presented a report of the Director of Resources. The report provided the committee with an overview of the risk management work conducted by the Risk Management Unit (RMU) over the last year in support of the Council's Risk Management Framework.

Members considered the report and raised questions surrounding the roll out of risk management software and how this was progressing in the current financial situation, expressed concern at the continuing delay in its implementation.

Members also reviewed the Corporate Risk Map attached at Appendix 1 to the report and questioned the reasons why certain risks were deemed higher and of greater impact to the City of Leeds than others.

City flooding was also raised as a major risk that could have a devastating impact on thousands of people living in the city centre. and that detailed action plans should be in place to mitigate the impact of a severe flood in Leeds.

RESOLVED – The Committee Resolved to note the assurances given on corporate risk management, financial risk management, project risk management, and integration of risk into performance management.

(Councillors Kirkland and Campbell left the meeting at 2.55pm during the discussion of this item.)

25 Annual Monitoring of Key and Major Decisions

The Head of Governance Services presented an annual report of the Director of Resources in respect of the Council's decision making arrangements. The report also provided details of the results of a follow up audit undertaken by Internal Audit in 2010/11 with regards to decision making.

Members discussed the report and raised questions specifically on how often a decision is changed after it has been 'called in'. Members also discussed on what grounds a decision is made exempt from Call In.

Members considered the impact partnership working might have on the existing executive decision-making framework, particularly the extent to which Member oversight of decisions might be diluted.

RESOLVED – The Committee Resolved to note the assurances provided and note the areas for further improvement.

26 Localism Bill - Outcome of initial consultation

The Head of Governance Services presented a report of the City Solicitor. The report provided an update on the proposals in the Localism Bill about ethical issues, and to outline the results of the first round of consultation with various stakeholders on the future of the ethical framework in Leeds.

RESOLVED – The Committee Resolved to note the timetable for further consultation contained in Appendix 2 to the report.

27 Council Housing Assurance Framework

The Housing Policy and Monitoring Manager presented a report of the Chief Officer for Statutory Housing. The report provided assurance that the delegated housing management service to the ALMOs and BITMO are appropriately managed.

RESOLVED – The Committee resolved to note the assurances provided that the management of council housing in the City is being monitored by the Housing Partnerships team based within Housing Services.

28 Procurement & Commissioning Efficiency Savings

The Chief Procurement Officer presented his report informing Members of the actions and measures in place within the Council to achieve the procurement savings required by the 2011/12 budget. The report significantly related to procurement and commissioning efficiency savings.

Members discussed the report in detail and welcomed the work done by central procurement to identify large savings in contracts already in place and by extending contracts with improved terms for the Council. Members questioned officers on why this had not been done previously and for how long contracts were being extended in the context that extending contracts could potentially prohibit the Council receiving quotes for goods and services from the wider market.

Members noted that in obtaining best value, it was right that both quality and price should be considered in all procurement exercises.

RESOLVED – The Committee Resolved to:

- (a) note the actions in place to create and measure the procurement and commissioning efficiency savings;
- (b) note the governance arrangements in place to give assurance that the procurement efficiency savings will be monitored, recorded and achieved; and
- (c) agree to further progress report commencing in September 2011.

(Councillor Lowe left the meeting at 3.34 pm during the discussion of this item.)

29 Work Programme

The Director of Resources submitted a report notifying Members of the draft work programme.

The Committee reviewed its forthcoming work programme.

RESOLVED – The Committee Resolved to note the draft work programme.

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MEMBER MANAGEMENT COMMITTEE

FRIDAY, 1ST JULY, 2011

PRESENT: Councillor J Lewis in the Chair

Councillors J Akhtar, D Blackburn,
C Campbell, R Charlwood, Dawson,
T Leadley, M Lobley, K Maqsood and
J Matthews

Apologies Councillors P Gruen, G Latty and E Nash

1 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents in accordance with Procedure Rule 25 of the Access to Information Procedure Rules.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

3 Late Items

There were no late items submitted to the agenda by the Chair for consideration.

4 Declarations of Interests

All Members of the Committee declared a personal interest in item 6 of the agenda (Minute 6 refers), by virtue of their position as a Leeds City Councillor.

Councillor Charlwood declared a personal interest in item 12 of the agenda (Minute 12 refers), by virtue of her position as a School Governor at Moortown Primary School.

Councillor Lobley declared a personal interest in item 14 of the agenda (Minute 14 refers), by virtue of his position as Chair of Renewal Leeds Limited (a position he would be stepping down from).

5 Minutes

RESOLVED – That the minutes of the meeting held on 29th March 2011 be approved as a correct record.

6 Personal Accident Insurance

The Insurance Manager presented a report of the Director of Resources providing a review of the Council's personal accident insurance, and inviting comments from the Committee.

RESOLVED – Member Management Committee resolved to support the proposed increase in the Council's personal accident insurance for Members to £250 per week.

7 Report to Provide an Update on ICT Matters

The Business Relationship Manager presented a report of the Chief Officer (ICT) providing a position statement on the ICT projects and services which impact on elected Members.

RESOLVED - Member Management Committee resolved to:

- (a) note the contents of the report; and
- (b) note the current position in respect of the newly issued printers and the impact they were having in respect of replacement cartridges;
- (c) agree the continuation of the Member Development Working Group, in its current composition and that the Green Group representative would be Councillor David Blackburn.

8 Member Development Update

The Head of Scrutiny and Member Development presented a report of the Chief Officer, Democratic and Central Services providing an update on training and development issues relating to elected Members.

RESOLVED – Member Management Committee resolved to:

- (a) note the Member Development Annual Report 2010-11;
- (b) support the proposals for improving the compulsory Planning and Licensing programme; and
- (c) agree the continuation of the Member Development Working Group, with a representative from the Conservative, Labour, Liberal Democrat and Green Groups and that Councillor David Blackburn be the Green Group representative.

9 ALMO Appointments

The Chief Officer Statutory Housing presented a report outlining the process agreed in 2006 for appointments of Council Board Members to ALMO Boards, and providing an update on ALMO Boards following the local elections held in May 2011.

RESOLVED – Member Management Committee resolved to:

- (a) agree the preferred option for appointing Members to ALMO Boards, i.e. nominations based on political representation in ALMO areas;

(b) That the political composition of the Boards be as set out in 3.4 to 3.6 of the report and as follows;

- East North East Homes Leeds – 2 Labour, 1 Conservative and 1 Liberal Democrat Member
- Aire Valley Homes Leeds – 3 Labour and 1 Morley Borough Independent Member
- West North West Homes Leeds – 2 Labour, 1 Conservative and 1 Liberal Democrat Member

(c) That whips appoint to the vacancies in accordance with the Appointment to Outside Bodies Procedure Rules.

10 Establishing the Leeds Housing Forum

The Chief Officer Statutory Housing presented a report of the Director of Environment and Neighbourhoods asking the Committee to establish elected Member representation on the Leeds Housing Forum.

RESOLVED – Member Management Committee resolved :

- (a) To designate the Leeds Housing Forum as a Strategic and Key Partnership;
- (b) To allocate two positions to the Labour Group, and one each to the Conservative, Liberal Democrat and Morley Borough Independent Groups; and
- (c) That the relevant whip be authorised to appoint to the vacancies in accordance with the Appointment to Outside Bodies Procedure Rules.

11 Appointments to Leeds Initiative Partnerships

The Head of Leeds Initiative and International Partnerships presented a report of the Assistant Chief Executive (Planning, Policy and Improvement) seeking appointments to the new Leeds Initiative Partnerships.

RESOLVED – Member Management Committee resolved to:

- (a) designate the new Leeds Initiative Partnerships as Strategic and Key Partnerships;
- (b) allocate positions on the partnerships as follows:

Leeds Initiative Board

- Leader of Council
- Leader Conservative Group or nominee
- Leader Liberal Democrat Group

Children's Trust Board

- Executive Member Children Services
- Deputy Executive Member Children's Services

- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Safer Stronger Communities Board

- Executive Member Neighbourhoods, Housing and Regeneration
- Executive Member Environmental Services
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Health and Wellbeing Board (To be reviewed after currently proposed legislation)

- Executive member Adult Health and Social Care
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Housing and Regeneration Board

- Executive Member Neighbourhoods, Housing and Regeneration
- Executive Member Development and Economy
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Sustainable Economy and Culture Board

- Executive Member Development and Economy
- Executive Member Environmental Services
- Executive Member Leisure
- Executive Member Neighbourhoods, Housing and Regeneration
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Stronger Communities Partnership

- Executive Member Neighbourhoods, Housing and Regeneration
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

Climate Change Partnership

- Executive Member Environmental Services
- Lead Member Environmental Services
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

City Centre Partnership

- Lead Member Development and Economy
- Whips nominee Conservative Group
- Whips nominee Liberal Democrat Group

(c) That the relevant whip be authorised to appoint to the vacancies in accordance with the Appointment to Outside Bodies Procedure Rules.

12 Appointments to E-ACT East Leeds Academy and Primrose Academy

The Senior Governor Support Officer presented a report of the Director of Children's Services seeking Member appointments to E-ACT East Leeds Academy and Primrose Academy.

RESOLVED – Member Management Committee resolved to:

- (a) designate E-ACT East Leeds Academy and Primrose Academy as Strategic and Key Partnerships;
- (b) allocate the position on each Academy as a representative of the Administration;
- (c) That the relevant whip be authorised to appoint to the vacancies in accordance with the Appointment to Outside Bodies Procedure Rules.
- (d) That in respect of the 2 academies in (a) above that the relevant Whip be the Labour Group whip.

13 Appointments to Outside Bodies in Receipt of Grants

The Chief Officer, Democratic and Central Services and Head of Property, Finance and Technology presented a joint report highlighting the constraints that will affect the ability of the Council to require external organisations in receipt of Council grants to appoint a fixed number of representatives on the organisation's management board in proportion to the level of grant, and updating the Committee on the current position on the implementation of its resolution of January 2011 relating to the appointments to external bodies in receipt of grants.

RESOLVED – Member Management Committee resolved to:

- (a) note the advice given by the City Solicitor on the constraints that will affect the ability of the Council to require external organisations in receipt of Council grants to appoint a fixed number of representatives on the organisation's management board;
- (b) support the views of Leader Management Team regarding a change to grant conditions which would facilitate the Committee's resolution of January 2011 ; and
- (c) not progress the proposal to request additional places on the Boards of particular outside bodies but ask that if a significant financial contribution is given to an organisation then the matter of

representation on that organisation's management board be considered if it is felt to be appropriate in that particular circumstance.

14 Local Authority Appointments to Outside Bodies

The Principal Governance Officer presented a report of the Chief Officer, Democratic and Central Services outlining the Member Management Committee's role in relation to elected Member appointments to outside bodies and asking the Committee to agree a schedule detailing the organisations that the Council will continue to make an appointment to, and agree nominations to the organisations which fall to the Committee to make an appointment.

RESOLVED – Member Management Committee resolved to:

- (a) note the Appointments to Outside Bodies Procedure Rules as attached at Appendix 1;
- (b) agree the schedule attached at Appendix 2 detailing those organisations that the Council will continue to make an appointment to;
- (c) agree the nominations which fall to the Committee to make an appointment to;
- (d) note that Councillor Lobleby was to step down from his role as Chairman of Renewal Leeds and that the position continue to be reserved to the Executive Member (Neighbourhoods, Housing and Regeneration)
- (e) note the position in respect of the Yorkshire Indoor Cricket School and that appoints be made for the purpose of the final meeting.
- (f) note the change of appointments since the last meeting of the Committee as detailed in paragraph 3.8 of the report including Councillor Groves to the Employers Committee.

Development Plan Panel

Tuesday, 12th July, 2011

PRESENT: Councillor N Taggart in the Chair

Councillors B Anderson, C Campbell,
C Fox, M Hamilton, T Leadley, R Lewis,
K Mitchell, E Nash and N Walshaw

50 Chair's Opening Remarks

The Chair welcomed all in attendance to the first Development Plan Panel meeting of the new municipal year.

51 Declarations of Interests

There were no declarations of interest.

52 Apologies for Absence

An apology for absence was submitted by Councillor James Lewis.

53 Minutes - 8th March 2011

An amendment to Minute No. 48 to replace 'Holbeck' with 'Hunslet' was agreed as follows:

'Regarding wharves and rail sidings, Officers reported an objection from British Waterways in respect of the Old Mill Lane site at Hunslet ...'

RESOLVED – That subject to the above amendment, the minutes of the meeting held on 8th March 2011 be approved as a correct record.

54 Leeds' Needs and Opportunities Assessment for Open Space, Sport and Recreation

The Director of City Development submitted a report which briefed Members on the outcomes of the key findings of the PPG17 Assessment of Needs and Opportunities.

The Chair welcomed to the meeting, David Feeney, Head of Planning and Economic Policy and Chris Bolam, Principal Planner, City Development, to present the report and respond to Members' questions and comments.

A PowerPoint presentation was provided focusing on the following key areas:

- Comparing PPG17 and UDP Green Space Standards
- Existing provision ratio based on 2008 population
- Application of Quantity Standards to highlight deficits by analysis area
- PPG17 Green Space Standards applied to an example development
- PPG17 Green Space Standards applied to the locality of a development site
- Other key issues, particularly introduction of the Community Infrastructure Levy (CIL) in 2014

Minutes approved as a correct record
at the meeting held on Tuesday, 9th August, 2011

- Next Steps, with particular emphasis on feedback to stakeholders and LDF policy preparation.

The Chair then invited questions and comments and in brief summary, the key areas of discussion were:

- Clarification that the Harewood Estate was included in the study.
- Concern in relation to applying accessibility standards, particularly in relation to crossover of boundaries into neighbouring authorities.
- Clarification whether cleared sites were safeguarded as open, e.g. Bandstead Park, Harehills. It was advised that Members had protected this land from development.
- Confirmation that cemeteries, particularly, St George's Field at the university and Beckett Street cemetery were not counted in amenity standard.
- Issues in relation to bowling greens counting towards outdoor sports provision, especially as they were not always readily accessible to members of the public.
- Issues in relation to evaluation and consideration of Ralph Thoresby and other education recreation provision and their availability to the public. The Chair agreed to raise this issue with Councillor Blake, Executive Member (Children's Services).
- Concern about perceived over-provision of pools, especially since some pools were primarily for education use.
- Confirmation that some allotments were controlled by the local authority and some by the parish council. Where there was a parish or town council, they were the allotment authority. It was advised that statutory allotments were already protected through legislation, but that private, non-statutory allotments also required protection through the planning system. In relation to on site provision of allotments, it was reported that this could also be achieved through CIL.
- Concern about the quantity standard for equipped play areas and recognition of the need to apply quantitative, accessibility and qualitative green space standards together.
- Concern that the imbalance of play provision was development led. It was advised that it had also been demographically led – historically facilities had been provided in areas with a high proportion of children, but the families had stayed there resulting in older populations with facilities that they no longer used.
- Concern that accessibility standards did not take account of differences in public transport provision.
- The need to ensure processes were in place to develop existing play provision as opposed to over-reliance of new developments.
- Access to amenity space in outer areas, particularly footpaths, etc. It was advised that footpaths were not a suitable alternative to amenity space and it was the function of the space that was most important.
- The need for Members to be provided with a definitive list of footpaths in Leeds. The Chair agreed to raise this issue with Councillor Ogilvie, Executive Member (Leisure Services).

RESOLVED –

- (a) Notes the completion of the Leeds PPG17 Assessment of Needs and Opportunities study
- (b) Notes the implications of the proposed standards on new development proposals
- (c) Supports the delivery of a feedback exercise to update stakeholders on the preparation of the study and its content with the specific aim of gathering key partner understanding and support for the action points, identification of additional resources and implementation of the stuffy recommendations outlined in Chapter 13 of the draft document.

(Councillor Richard Lewis joined the meeting at 1.43 pm.)

(Councillor Leadley left the meeting at 2.48 pm and Councillor Hamilton at 2.52 pm during the consideration of this item.)

55 Date and Time of Next Meeting

Tuesday, 9th August 2011 at 1.30 pm.

(The meeting concluded at 3.10 pm.)

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Development Plan Panel

Tuesday, 9th August, 2011

PRESENT: Councillor N Taggart in the Chair

Councillors B Anderson, C Campbell,
C Fox, T Leadley, J Lewis, K Mitchell,
E Nash and N Walshaw

56 Chair's Opening Remarks

The Chair welcomed all in attendance to the August meeting of Development Plan Panel.

57 Late items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept copies of representations submitted by Hammerson and Land Securities in relation to agenda item 7, Leeds City Centre, Town and Local Centres Study, which were not available at the time of agenda despatch. (Minute No. 61 refers)

58 Declaration of interests

Councillor Nash declared a personal interest in agenda item 7, Leeds City Centre, Town and Local Centres Study, in her capacity as a Member of the Co-operative Group – Leeds and Wakefield Area Committee. (Minute No. 61 refers)

59 Apologies for Absence

There were no apologies for absence.

60 Minutes - 12th July 2011

RESOLVED – That the minutes of the meeting held on 12 July 2011 be approved as a correct record.

61 Leeds City Centre, Town and Local Centres Study

The Director of City Development submitted a report which summarised the findings of Colliers International, who had been commissioned to provide an up to date, comprehensive picture of current and future capacity for retailing and related town centre uses across the district.

The following information was appended to the report:

- Core Strategy Preferred Approach Leeds Centres Hierarchy (CSPA)
- List of proposed Town and Local Centres
- Summary of town centre healthchecks undertaken by Colliers International
- Convenience and Comparison Goods Retail Summary

The following officers / representative attended the meeting and responded to Members' questions and comments:

- David Feeney, Head of Planning and Economic Policy
- Sue Speak, Team Leader, Local Planning East
- Graham Connell, Colliers International.

In brief summary, the key areas of discussion were:

- Confirmation that there was already a shopping outlet on Dewsbury Road. One Member referred to planned development off Dewsbury Road on Old Lane. Some Members were of the view that Dewsbury Road was an unrealistic defined shopping area. Officers advised that the study referred to the defined Dewsbury Road centre and not the surrounding area.
- Acknowledgement that Horsforth Town Street was a thriving area and presented opportunities for further enhancement and growth.
- Clarification about office provision, particularly in town centres. Officers confirmed that office provision was generally encouraged above retail units.
- In relation to city centre floorspace, referred to in 3.1 to the report, it was advised that this excluded the new shopping development at Trinity Walk, Wakefield, which was not open when the study was undertaken nor did it account for development of the large undeveloped area in the centre of Bradford.
- Concern about the status of some categories suggested as part of the Colliers study, particularly Boston Spa and East Ardsley. One Member questioned whether the size of Churwell was sufficient enough to be categorised as a major settlement, local centre as shown in the CSPA. Members were advised that there were currently insufficient shops at Churwell to justify inclusion as a local centre, but this position would be reviewed when options for growth were considered.
- Concern whether reliance could be placed on the retail projections. Members were advised that the projections were formed using industry standards and the main drivers were population and retail expenditure.
- Confirmation that the study was recommended by the Planning Inspectorate and provided an evidence based assessment.
- Concern about the impact of proposed new developments on traffic, particularly close to the inner and outer ring roads.
- Concern about the timescales for implementing the changes.
- The negative effect of the White Rose Centre on local centres, especially, Dewsbury and Batley. Members briefly discussed the need to accommodate more sustainable growth in the outer south area.
- Officers responded to representations submitted by Land Securities and Hammerson. It was confirmed that the fully study was now available to view online on the Council's website.
- Confirmation that the Investment Partnership South Leeds was an informal steering group which did not necessarily reflect Council policy.

RESOLVED – That the report and information appended to the report be noted.

(Councillor James Lewis left the meeting at 2.50 pm during the consideration of this item.)

62 Date and time of next meeting
Tuesday, 6th September 2011 at 1.30 pm.

(The meeting concluded at 3.03 pm.)

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