



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 28th March, 2012 at 1.45 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 22nd February 2012.

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. Questions

To deal with questions in accordance with Council Procedure Rule 11

6. Recommendations of the General Purposes Committee

To consider the report of the Chief Officer HR on recommendations of the General Purposes Committee in respect of the implementation of the 2012/13 Pay Policy Statement.

K WAKEFIELD

7. Minutes

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

8. White Paper Motion (in the name of Councillor J L Carter) - Gypsy and Traveller Sites in Leeds

'This Council notes with concern that the ruling administration's policy of providing more authorised Gypsy and Traveller sites in Leeds is taking place behind closed doors, without affording a chance for public scrutiny or debate in respect of its search for sites.

Council is also concerned that the ruling administration is using all its power and influence over Council officers to stop members of the opposition being able to debate site selection openly and in public.

- 1 Council calls on the administration to publicly release the site names being considered for a Gypsy and Traveller site, which currently amounts to nearly 90 in total.
- 2 Ensure full and meaningful consultation takes place on any plans to build more Travellers' sites in Leeds, at each stage of the process; and
- 3 commits to holding local plebiscites in order to effectively gauge whether local communities near proposed sites are in favour of the proposals.

This Council further notes that there is a one party Labour working group who are considering site selection and calls on the ruling administration to stop this undemocratic working practice, on this key issue for residents in Leeds, by ensuring such working groups represent all Members of Council.

This Council urges the Government to follow the lead of the Government in the Republic of Ireland in making unauthorised encampments a criminal rather than a civil offence.'

J L CARTER

9. White Paper Motion (in the name of Councillor G Hyde) - Economic Growth in Leeds

This Council recognises that local authorities must be empowered to shape and influence local economic growth, and welcomes the initial progress that has been made in Leeds.

Council supports ongoing engagement with the Government to secure appropriate devolvement of power and resources, enabling the development of much needed local and regional infrastructure, and delivering economic growth.

Council commits to exploring opportunities to work with public, private and voluntary sector organisations, recognising that strong local partnerships will be at the heart of initiatives that drive economic development in Leeds.

Council believes this will help ensure a sustainable, long-term future for our city and the delivery of jobs, training and apprenticeships for our residents.

G HYDE

10. White Paper Motion (in the name of Councillor Matthews) - Late Night Noise Nuisance

This Council believes that late night noise nuisance is a severe blight on the wellbeing of residents in many Leeds communities.

This Council believes that the decision of the Executive Member for Environment to stop recording the volume of calls that this service receives demonstrates that the current administration does not view late night noise nuisance as a priority.

Given the extreme concern expressed by residents about noise nuisance, this Council requests that the Chief Executive carry out an urgent review of the late night noise nuisance service with recommendations to be put to the Executive Board at a meeting in the near future.

J MATTHEWS

11. White Paper Motion (in the name of Councillor Downes) - Council Procedure Rule 3.1(d) - Cities Fit for Cycling

This Council believes that cycling is an extremely efficient form of transport which is good for health and the environment.

This Council notes with concern that the number of cyclists killed on Britain's roads rose by 7 per cent between 2009 and 2010 and that a disproportionate number of cycling accidents involve vans and lorries.

This Council supports successive Governments' commitment to encourage the use of bikes and reduce the number of cyclist-related accidents

This Council supports The Times' 'Cities fit for Cycling' campaign; and calls on the Chief Executive to write to the Government calling for further action to improve cycling infrastructure and reduce the number of casualties on our roads.

R DOWNES

12. White Paper Motion (in the name of Councillor Golton) - Council Procedure Rule 3.1(d) - Gay Quarter

This Council recognises the successful regeneration of Leeds city centre over the past 20 years creating a more attractive and safer environment, leading to substantial job creation.

This Council particularly notes the emergence of businesses catering for Leeds lesbian, gay, bisexual and transgender communities in the Lower Briggate area.

Council believes that recognising this area as the city's gay quarter will encourage further investment and the creation of jobs as well as creating a tolerant and safe environment for all.

This Council therefore supports the campaign to officially recognise this area as the Leeds Gay Quarter and requests that officers bring a report to the Executive Board detailing how this will be achieved.

S GOLTON

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, 22nd February, 2012

**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

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
Brian Cleasby
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

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

89 Announcements

- a) The Lord Mayor congratulated Leeds Rhinos on becoming World Club Champions following the recent victory over the Manly Sea Eagles.
- b) The Lord Mayor reported the recent death of Graham Wilson, Environmental Health Manager, and Council stood in silent tribute.

90 Minutes

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

RESOLVED – That the minutes of the meeting held on 18th January 2012 be approved.

91 Communications

There were no communications.

92 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.

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

- a) Members declared personal interests in minute 95 of this meeting as follows:-

Cllr J Akhtar	25 Sholebroke View, Leeds, LS7 3HQ 41 Scott Hall Place, Leeds
Cllr S Armitage	3 Bailey's Lane, Seacroft, Leeds, LS14 6PN United Co-operatives St Gregory's Youth and Adult Centre
Cllr B Atha	25 Moseley Wood Croft, Leeds, LS16 7JJ Leeds Arts Centre United Cooperatives Scarborough Trust Wades Charities Sports Aid Trust Middleton Equestrian Centre Renton Foundation Red Ladder Theatre Co Craft Centre and Design Gallery Disability Sports Development Trust Northern Ballet Theatre UKSAPLD United Leeds Hospital Charitable Foundation Mary Jane Butler Trust British & Internat Federation of Festivals Leeds National Trust Leeds Independent Studios WG Open Spaces Society Leeds Sports Federation Friends of Hyde Park Picture House Friend of the City Varieties Relate Leeds War Memorial Trust

Cllr J Blake	South Leeds Youth Hub South Leeds Academy Westwood Primary School Middleton Sure Start South Leeds Health for All United Cooperatives Woodview, Billams Hill, Otley, LS21 2DZ
Cllr K Bruce	36 Town Street, Carlton, Wakefield, WF3 3PH
Cllr R Charlwood	55 Lincroft Crescent, Bramley, LS13 2JL 184 Stainbeck Lane, Leeds, LS7 2EA Board of Maecare Employment Leonard Cheshire Disability Governor at Moortown Primary Pays Council Tax
Cllr D Congreve	31a Half Mile, Stanningley, Leeds, LS13 1BN Governor, Cockburn High School
Cllr M Coulson	Pudsey in Bloom 23a The Towers, Leeds, LS12 3SQ
Cllr P Davey	United Co-operatives 56 Church Lane, Crossgates, Leeds, LS15 8BD 3 Meadow Garth, Bramhope, Leeds, LS16 9DY
Cllr N Dawson	2 Ibbetson Rise, Morley, Leeds, LS27 7UJ 38 Clarke Street, Calverley, LS28 5NH 40 Clarke Street, Calverley, LS28 5NH
Cllr M Dobson	Garforth Pre-school Playgroup 24 Beech Grove Avenue, LS25 1EF 37c Stocks Rise, Leeds, LS14 Swillington Education Charity 35 Beech Grove Ave, LS25 1EF
Cllr J Dowson	6 Wharfe Crescent, Pool-in-Wharfedale, Nr Otley, West Yorkshire, LS21 1LU Groundwork Trust
Cllr G Driver	United Cooperatives Belle Isle Working Men's Trust Hunslet Carr Sports and Social Club Friends of Middleton Park Groundwork 13 Ashwood Villas, Leeds, LS6 2EJ
Cllr J Dunn	Middleton Park Riding for the Disabled Equestrian Centre United Co-operatives Leeds Normandy Veterans Association Carlton Working Mens Club Leeds Rifles 14 Middleton Park Mount, Leeds 10

	Clarkefield Allotments plot holder
Cllr A Gabriel	Holbeck Gala Watsonia Community Centre 12 Wooler Avenue, Beeston, LS11 234 Cross Flatts Grove, Beeston, LS11 7BW Beeston Festival Health 4 All Holbeck in Bloom Beeston in Bloom Cottingley in Bloom Friends of Cross Flatts Park Friends of Holbeck Moor
Cllr P Grahame	St Gregory's Social Club Harehills Labour Club Leeds Co-operative Society 41 Swardale Green, Leeds, LS14 5HJ
Cllr R Grahame	41 Swardale Green, Leeds, LS14 5HJ Leeds City College Friends of East End Park
Cllr K Groves	Friends of Middleton Park Sue Ryder Care 59 Old Run Road, Leeds, LS10 3AZ Middleton Park Equestrian Centre
Cllr P Gruen	West Yorkshire Playhouse Fieldhead Carr Community Centre Management Committee St Gregory's Social Club Hawthorn House, 474 Shadwell Lane, Leeds, LS17 8BA
Cllr S Hamilton	Leeds Women Aid Chapeltown Citizens Advice Bureau Leeds West Indian Centre Women Group Jamaican Society Leeds West Indian Centre Women Walking Group 19 Upland Grove, LS8 2SX
Cllr T Hanley	Leeds Civic Trust North and Yorkshire Business Forum Bramley Elderly Action Lineham Farm Children's Centre 66 Newlay Grove, Horsforth, LS18 4LH 230 Stanningley Road, Bramley, LS13 3BA 232 Stanningley Road, Bramley, LS13 3BA West Yorkshire Pension Fund
Cllr J Hardy	27 Cross Flatts Drive, Leeds, LS11 7HY St Luke's Cares Health For All
Cllr G Harper	12 Manor Street, Otley, LS21 1AX

Cllr J Harper	2A Back Lane Farsley, Leeds, LS28 5EU Kirkstall Valley Park
Cllr A Hussain	66 Easterly Road, Leeds, LS8 3AN 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
Cllr G Hussain	Leeds Muslim Consortium (Leeds Educational Achievement Project) Andhral Welfare Trust 36 Amberton Crescent, LS8 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 Ellers 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 Grove, LS8 30 Copgrove Road, Leeds
Cllr G Hyde	East North East Homes Ltd Co-op South/North Seacroft Good Neighbours Scheme 21 Wilfred Avenue, Leeds, LS15 7SP Grave plot at Harehills Cemetery
Cllr A Khan	Tiger 11 South Leeds Community Alliance Beeston Hill and Holbeck Regeneration Partnership 17 Park View, Leeds, LS11 7AY 17 Grovehall Drive, Leeds, LS11 7LL 186 Tempest Road, Leeds, LS11 7DH 21 Lucas Street, Leeds
Cllr J Illingworth	Leeds Organic Growers Dig2Ride Cooperative Group

Kirkstall Valley Park
Yorkshire Wildlife Trust
37 Kirkwood Way, Leeds, LS16 7EU
Burley Mills Allotments

Cllr M Iqbal

Leeds Co-operative Society
Association of Blind Asians
Path Yorkshire Ltd
Hunslet Festival/Gala
Hamara Healthy Living Centre
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
21A Copgrove Road, Leeds, LS8 2SP

Cllr J Jarosz

Co-operative Group
Theatre in Education
Royal British Legion, Pudsey
11 Radcliffe Lane, Pudsey, Leeds, LS28 8AB

Cllr J Lewis

United Co-operative Society
Methley Working Men's Club
41 Leeds Road, Kippax, Leeds, LS25 7HG

Cllr R Lewis

Leeds Co-operative Society
Leeds City Council Credit Union
173 Smalewell Road, LS28 8HT

Cllr A Lowe

Leeds and York Mental Health Foundation Trust
Unite Union
Leeds Credit Union
LICS
Dosti Asian Womens Project, based at Stocks Hill Day
Centre MIC.
Board of Trustees of Harrison and Potter Trust
Governor at Raynville Primary School
Armley Common Rights Trust
Leeds Survivor Led Crisis Service

	PAFRAS Wooden Spoon Leeds Healthy Living Network TOUCHSTONE 36 Sholebroke Avenue, LS7 3EY 52 Reginald Terrace, LS7 3HB West Yorkshire Pension Authority
Cllr M Lyons	12 Mayfield Road Leeds WYPTA
Cllr C Macniven	Learning Partnerships 8 Gledhow Lane, Leeds, LS8 1SA 5 Marshall Court, Leeds, LS19 7ZD
Cllr K Maqsood	Leeds Education Achievement Project 7 Savile Road, Chapeltown, LS7 3ES 47 Savile Place, Chapeltown, LS7 3EP 75 Mexborough Place, Chapeltown, LS7 3EB 350A Dewsbury Road, Beeston, LS11 7BU Co-op Party
Cllr A McKenna	Swillington Miners Welfare 24 Victoria Park Avenue, Kirkstall, Leeds, LS5 3DG
Cllr J Mckenna	United Co-operatives 24 Victoria Park Avenue, Kirkstall, Leeds, LS5 3DG
Cllr K Mitchell	Headingley Development Trust Friends of Temple Newsam Park Temple Newsam Learning Partnership 71 Cross Flatts Terrace, Leeds, LS11 7PD 23 Cross Flatts Road, Leeds, LS11 7JB
Cllr V Morgan	South Seacroft Good Neighbours Scheme 38 Town Street, Belle Isle, Leeds, LS10 3PS
Cllr L Mulherin	Epilepsy Action 12 Church Lane, Meanwood, LS6 4NP Grand Theatre Enterprises Ltd Grand Theatre and Opera House Ltd Governor at Robin Hood Primary School Advisory Board Lofthouse Children's Centre
Cllr T Murray	Learning Partnerships Swillington Educational Charity United Co-operatives Co-op Party Garforth Jubilee Band 11 Hodgson Crescent, Leeds, LS17 8PG Director of IGEN
Cllr E Nash	Hamara Healthy Living Centre The Co-operative Group Leeds Art Collection Fund Friends of Opera North

	<p>Leeds Philosophical & Literary Society 92 Morris Lane, Leeds, LS5 3EN Domestic garage adjacent to 94 Morris Lane, LS5 3EN Grand Theatre and Opera House Ltd Hon secretary Friends of Leeds City Museum</p>
Cllr A Ogilvie	<p>Cottingley Community Centre St Matthews Community Centre Co-operative Society South Leeds Community Radio Friends of Cross Flatts Park Holbeck Gala Beeston Festival 125 Cross Flatts Grove, Leeds, LS11 7BN Friends of Holbeck Moor Governor, Cottingley Primary Governor, Cockburn High School Grand Theatre Yorkshire Dance</p>
Cllr K Parker	<p>Leeds Rugby Foundation 6 Lyndale, Kippax, Leeds, LS25 7LF</p>
Cllr M Rafique	<p>REEMAP Co-op Leeds Islamic Centre 43 Burley Lodge Road, Leeds 6 26 Bayswater Crescent, Leeds 8 25 Bayswater Terrace, Leeds 8 17 Baldoran Terrace, Leeds 8 67 Upland Crescent, LS8 2TB</p>
Cllr K Renshaw	<p>East and West Ardsley Allotments Association East Ardsley General WMC Winthorpe Residents Association Management Committee of St Gabriel's Community Centre East Ardsley Community Group St Michaels Parish Church, East Ardsley Royal British Legion 32 Casson Avenue, East Ardsley, Wakefield, WF3 2EG</p>
Cllr B Selby	<p>Financial Inclusion Leeds Limited Friends of Marjorie and Arnold Ziff Community Centre Etz Chaim synagogue Cooperative Group Leeds Jewish Representative Committee Leeds Jewish Workers Co-operative Society South Seacroft Good Neighbours Scheme Daughter works for Leeds Library Service 4 Primley Park Road, Leeds, LS17 7HS Whitehall Road, New Farnley</p>
Cllr N Taggart	<p>United Co-operatives Kirkstall Valley Park Ltd. Leeds Theatre Trust Ltd</p>

	<p>Leeds Vietnamese Community Association Bramley Band Club Swillington Miners Welfare Club Stanningley Amateur Rugby League Club Theatre in Education Company 20 Marlowe Court, Garforth, Leeds, LS25 1PR Co-op Party West Yorkshire Joint Services – member and Chair Opera North Wife employed by Social Services Yorkshire Wildlife Trust Land associated and domestic garage rear of Station Fields, Garforth</p>
Cllr E Taylor	<p>6 St Martin's Crescent, Leeds, LS7 3LH 39 St Martin's Road, Leeds, LS7</p>
Cllr K Wakefield	<p>Governor of Ashtree School Governor of Brigshaw School Kippax Tenants and Residents Micklefield Tenants and Residents Meanwood Valley Urban Farm Methley Working Men's Club Yorkshire Wildlife Trust United Co-operatives 35 Beech Grove Avenue, Leeds, LS25 1EF Leeds United Foundation</p>
Cllr N Walshaw	<p>Headingley Development Trust 182 Pudsey Road, Leeds, LS13 4JB</p>
Cllr L Yeadon	<p>Hawksworth Wood Community Association Kirkstall Valley Community Association Yorkshire Disabled Cricket Team 2 Vesper Place, Kirkstall, Leeds, LS5 3JR Mary Butler Trust Leeds Partnership Foundation Trust Co-op Voluntary Action Leeds West Leeds Academy Governing Body Leeds Initiative - Health and Wellbeing Board The Kirkstall Community First Panel Hawksworth Wood Primary School Governing Body Association for Spina Bifida and Hydrocephalus Amnesty International GMB Trade Union The Labour Party Disabled Association Association of Labour Councillors Compass Kirkstall In Bloom</p>
Cllr B Anderson	<p>Holy Trinity Primary School Governor Member Management Committee, OPAL (Older People's Action in the Locality) Member, Adel Memorial Club Owner of 30 Dale Park Walk, Cookridge, Leeds, LS16</p>

7PS

Cllr A Carter	School Governor at Westroyd Infants School Member, Calverley in Bloom Trustee, Calverley Charity Owner of 15 Clarke Street, Calverley, Pudsey, LS28 5NH (Including land at the rear)
Cllr J L Carter	School Governor at Adel Primary School Owner of 25 Oaklands Avenue, Adel, Leeds, LS16 8NR Vice Chair of the West Yorkshire Police Authority
Cllr A Castle	School Governor at Scholes Primary School Personal – Member, West Yorkshire Fire Authority Recipient of employer supplied business parking permit Owner of 9 St John’s Court, Thornor, Leeds, LS14 3AX
Cllr D Cohen	School Governor, Allerton High School – LEA appointment Governor, Brodetsky Primary School Director and Member, Leeds Jewish Free School Ltd Alwoodley Cluster Leadership Group, Member Owner of 6 Sandhill Oval, Leeds, , LS17 8EA
Cllr D Collins	School Governor, Westbrook Lane Primary School Owner, Wellroyd Lodge, Knott Lane, Leeds, LS19 6JW The Fox and Newt Public House and Microbrewery, 9 Burley Street, Leeds, LS3 1LD, Owned by Personal SIPP Owns leasehold, The Pack Horse Hotel Public House, 208 Woodhouse Lane., LS2 9DX Unit F, Burley Hill Trading Estate, Burley Road, Leeds, Owned by Personal SIPP
Cllr R Feldman	School Governor at Brodetsky Primary School and Allerton High School Owner of 22 Sandmoor Court, Harrogate Road, Leeds, LS17 7HY Owner of 41 Primley Park Crescent, Leeds, LS17 7HY
Cllr C Fox	Owner of 99 Breary Lane East, Bramhope, Nr Leeds, LS16 9EU Member of Arthington Parish Council Member of Bramhope Parish Council Committee member Otley Action for Older People
Cllr P Harrand	Owner of 8 Overdale Avenue, Leeds, LS17 8TE Member of the West Yorkshire Fire Authority Chairman, of Harewood Parish Council
Cllr B Hyde	Governor of Temple Moor High School, and Colton Primary School Member, Halton Moor and Osmondthorpe Project for Elders (HOPE) Member, Temple Newsam Learning Partnership School Trust Member, Aire Valley Regeneration Board

	Crossgates Good Neighbours - Chair Owner of 8 Kirkfield View, Colton, Leeds, LS15 9DX
Cllr A Lamb	School Governor - Wetherby High Member, Children's Trust Board Member, Divisional Community Safety Partnership Member, Area Children's Partnership 11-19 (25) Learning and Support Partnership Personal interest – Fox & Hounds, Walton, LS23 7DQ Owner of 36 Westway, Garforth, Leeds, LS25 1DB Member of Wetherby Town Council
Cllr G Latty	Member, ALMO Outer North West Area Panel Member, Area Health and Wellbeing Partnership Chair, Area Health and Wellbeing Sub-Committee Member, Leeds Initiative - Health and Wellbeing Board Owner of 110 Harrogate Road, LS19 6ND
Cllr P Latty	Member, Standing Advisory Council on Religious Education Governor, Guiseley Infant School and Children's Centre Member, Area Children's Partnership Member, Early Years Service Challenge and Advisory Partnership Member, Corporate Carers Group Owner of 110 Harrogate Road, LS19 6ND
Cllr M Lobley	Chairman, Re'newal Leeds Limited Non-voting member of the Committee, Re'new Leeds Limited Member, Leeds Initiative - Healthy Leeds Board Management Committee member, Community Action for Roundhay Elderly (CARE) Renting 221 Oakwood Lane, LS8 2PE
Cllr J Marjoram	Governor, Pudsey Bolton Royd Primary School Owner of 15 Woodhall Road, LS28 5WL
Cllr J Procter	Chair, Leeds Grand Theatre Board and Opera House Board of Management Member, Aire Valley Regeneration Board Member, Leeds Grand Theatre Enterprises Ltd Director, Northern Ballet Owner of Tithe House, LS17 9DX The Estate Office, Hill Top Farm, The Ginnel, Bardsey, Leeds, LS17 9DU
Cllr R Procter	Owner of Tithe House, LS17 9DX
Cllr M Robinson	Member, Leeds Schools Sports Association LEA Governor, Shadwell and Bramham Federated Governing Body Member, Area Employment, Enterprise and Training Partnership Member, Leeds Sports Federation 16 Syke Green, Scarcroft, Leeds, LS14 3BS

Cllr P Wadsworth	Board Director, West North West Homes ALMO Member, Divisional Community Safety Partnership Member, Leeds Housing Forum Owner of 27 Lingfield Road, LS17 6DE
Cllr G Wilkinson	Governor of Lady Hastings Primary School Director, East North East Homes ALMO Member, Children's Advisory Panel Member, ALMO North East Outer Area Panel Member, Green Leeds Member, Area Health and Wellbeing Partnership Owner of 33 Clarendon Road, Boston Spa, Wetherby, , LS23 6NG Member of Wetherby Town Council
Cllr R Wood	Director, West North West Homes Leeds Board Member, Leeds and Yorkshire Housing Association Ltd Member, ALMO Outer West Area Panel Board Member, Leeds Art Gallery/Shop Member, Calverley in Bloom Member, Friends of Woodhall Lakes Trustee, Farsley Charity Board Member, Calverley 2000 Project (Diamond Jubilee Events) Owner of The Covert, Foxholes Crescent, Leeds, LS28 5NT Tenant of allotment to the rear of home address
Cllr B Gettings	Springfield House, Church Street Gildersome – Council Tax Director Grand Theatre Board Governor Bruntcliffe High Governor Drighlington Primary Member of Morley Literature Festival
Cllr S Varley	Owner of dwelling 8 Queen's Promenade, LS27 9JT Council Tax Payer LEA School Governor LEA member of Outer South ALMO Panel Panel Member Morley Elderly Action Morley Literature Festival
Cllr T Leadley	Morley Town Councillor Morley Elderly Action Committee
Cllr S Bentley	Owner 51 Alwoodley Lane Governor Lawnswood High, Iveson Primary Member of Advisory Board at Ireland Wood Children's Centre
Cllr C Campbell	Own or have interest in 11 Prince Henry Road, 23 Harecroft Road, Otley Governor of Queensway Primary

Cllr J Chapman	Owner Apt 1 Gledhow Manor, 350 Gledhow Lane, LS7 4NH Part Owner 17 Brackenhurst Drive, LS17 Governor Weetwood Primary School Member of Sinai Synagogue, Roman Avenue, Leeds
Cllr B Chastney	81 Carisbrooke Road, Leeds, LS16 Governor of Ireland Wood Primary
Cllr B Cleasby	House adapted for mother in law Owner: 11 Carr Lane, Rawdon. Governor Westbrooke Lane and Horsforth School On Management Committee Horsforth Live at Home Scheme Member of Rawdon & Laneshore Bridge Trust
Cllr R Downes	Resident of Chapel House, Manor Gardens, Pool-in-Wharfedale Governor at Ashfield Primary and Nursery, Rufford Park Primary Foundation Governor Prince Henry's Grammar
Cllr P Ewens	3 Holmwood Drive, Leeds, LS6 4NF Governor City of Leeds High School
Cllr S Golton	5 Farrer Lane, Oulton Governor of Oulton and Royds School
Cllr M Hamilton	1 Lydgate Street, Leeds, LS28 Governor of Shire Oak Primary
Cllr G Kirkland	Resides: Westholme Westgate Otley, LS21 3AT Governor St Joseph's RC Primary School
Cllr J Matthews	Flat 4, 134 Otley Road, Headingley, LS16 5JX Governor Spring Bank Primary Cardigan Centre Board Member
Cllr R Pryke	Governor Ebor Garden's Primary
Cllr A Taylor	Resides at St Aidan's Vicarage, Elford Place West, LS8 Wades Trust Governor Harehills Primary Governor of Oakwood Primary Member of Management Committee Action for Gipton Elderly Member of PAFRAS Management Committee Trustee Supporting the Local Community
Cllr C Townsley	Owner 98 Newlathes Road, Horsforth Governor Horsforth High School Governor Westbrook Lane Primary
Cllr D Wilson	Board of Governor at Rothwell Haigh Road Infants School and Rothwell Primary Roseville Board

Owner 7 The Paddock, Rothwell, Leeds

Cllr A Blackburn
Part owner 9 Cobden Grove
Mother in Law in receipt of Social Care
Governor at Ryecroft Primary School
Governor at Lawns Park Primary School
Member of Farnley School Cluster of Schools
Director of Leeds Groundwork Trust
Director of the Charities of Thomas Wade and Others
Member of the Markets Forum
User of Market

Cllr D Blackburn
Mother in receipt of Social Care
Part owner of 9 Cobden Grove
Governor of Whingate Primary
Member of Roseville Advisory Board
Member of Green Leeds Board
Member of Nuclear Free Local Authorities Forum
Member of Affordable Warmth Partnership
Area Employment, Enterprise and Training Partnership
Member of West Leeds Country Park
Joint Countryside Forum
Member of Council Housing Investment Review –
Councillor Consultation Group

Cllr J Elliott
109 Rein Road, Tingley, Wakefield, WF3 1JQ
Morley Elderley Action
Craft and Design Centre
Morley Literature Festival
Mayor of Morley Town Council

- b) Councillor Leadley declared a personal interest in minute 97 of this meeting as the Chairman of Planning, Morley Town Council.

93 Motion to Suspend Council Procedure Rules

It was moved by Councillor J Lewis and seconded by Councillor Lobleby that Council Procedure Rule 14.7(b) be suspended to allow Councillor A Carter to move, and Councillor J Procter to second, amendments 1-6 en bloc, and to allow Councillor Golton to move, and Councillor Downes to second, amendments 7-10 en bloc.

RESOLVED – That Council Procedure Rule 14.7(b) be suspended to allow Councillor A Carter to move, and Councillor J Procter to second, amendments 1-6 en bloc, and to allow Councillor Golton to move, and Councillor Downes to second, amendments 7-10 en bloc.

94 Motion to Suspend Council Procedure Rules

It was moved by Councillor J Lewis and seconded by Councillor Lobleby that Council Procedure Rule 14.5 be suspended in order that time limits are not imposed on budget speeches of Group Leaders in the budget debate.

RESOLVED – That Council Procedure Rule 14.5 be suspended in order that time limits are not imposed on budget speeches of Group Leaders in the budget debate.

95 Budget

Under the provision of Council Procedure Rule 14.10, leave of Council was given to:-

- Alter paragraph (ii) 3 by the deletion of the words “are expected to issue” and replacement with “have issued” and by the deletion of the following wording, “The actual precept amounts are not available at the time of writing, so the figures shown are indicative only and assume no change from 2011/12. The final figures will be set out in the Council Summons and/or the Order Paper available at the meeting.”
- Replace the table in (ii) 3 now that the precepts have been agreed by the West Yorkshire Police Authority and the West Yorkshire Fire and Rescue Authority.
- Alter paragraph (ii) 4 by the deletion of the following wording, “As the amounts for the Police Authority and the Fire and Rescue authority are not available at the time of writing, the figures shown below are indicative only. A final version of this table will be available in the Council Summons and/or the Order Paper available at the meeting.”

(The altered paragraphs are as contained in the motion below.)

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

i) Revenue Budget

- a) That the Revenue Budget for 2012/13 totalling £563.114m, as detailed and explained in the submitted report and accompanying papers be approved, with no increase in the Leeds’ element of the Council Tax for 2012/13.
- b) That with respect to the Housing Revenue Account the following be approved:-
 - i) approve the budget at the average rent increase figure of 6.82%
 - ii) increase the charges for garage rents to £6.93 per week
 - iii) increase service charges in line with rents (6.82%)

ii) Council Tax

- 1) That it be noted that at the meeting on 18th January 2012, Council agreed the following amounts for the year 2012/13, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-
 - a) 240,051 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its Council tax base for the year.

b)

PARISH	TAX BASE
Aberford and District	785
Allerton Bywater	1,382

Alwoodley	3,696
Arthington	294
Austhorpe	26
Bardsey cum Rigton	1,173
Barwick in Elmet and Scholes	2,046
Boston Spa	1,865
Bramham cum Oglethorpe	732
Bramhope and Carlton	1,805
Clifford	751
Collingham with Linton	1,672
Drighlington	1,912
Gildersome	1,971
Great and Little Preston	494
Harewood	1,806
Horsforth	7,006
East Keswick	586
Kippax	3,090
Ledsham	97
Ledston	164
Micklefield	565
Morley	9,911
Otley	4,973
Pool in Wharfedale	977
Scarcroft	679
Shadwell	962
Swillington	1,077
Thorner	765
Thorp Arch	356
Walton	123
Wetherby	4,639
Wothersome	9

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

- 2) That the following amounts be now calculated by the Council for the year 2012/13 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-
- a) **£1,992,660,642.40** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.
- b) **£1,721,533,274.00** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.

- c) **£271,127,368.40** being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year.
- d) **£1,129.457359** being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year.
- e) **£1,432,642.40** being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- f) **£1,123.49** being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.

g)

Parish	Band D £ p
Aberford and District	1,137.50
Allerton Bywater	1,143.75
Alwoodley	1,133.43
Arthington	1,130.29
Bardsey cum Rigton	1,149.07
Barwick in Elmet and Scholes	1,142.55
Boston Spa	1,143.87
Bramham cum Oglethorpe	1,150.81
Bramhope and Carlton	1,153.96
Clifford	1,151.45
Collingham with Linton	1,154.29
Drighlington	1,135.00
Gildersome	1,134.14
Great and Little Preston	1,140.70
Harewood	1,124.04
Horsforth	1,138.33
East Keswick	1,151.65
Kippax	1,138.13
Ledsham	1,149.78
Ledston	1,143.00
Micklefield	1,195.92
Morley	1,141.16
Otley	1,179.08
Pool in Wharfedale	1,162.43
Scarcroft	1,147.05
Shadwell	1,154.68
Swillington	1,147.61
Thorner	1,158.78
Thorp Arch	1,148.77
Walton	1,164.14
Wetherby	1,173.71

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	748.99	873.82	998.66	1,123.49	1,373.15	1,622.82	1,872.48	2,246.98
Parish of:								
Aberford and District	758.33	884.72	1,011.11	1,137.50	1,390.28	1,643.06	1,895.83	2,275.00
Allerton Bywater	762.50	889.58	1,016.67	1,143.75	1,397.92	1,652.08	1,906.25	2,287.50
Alwoodley	755.62	881.56	1,007.49	1,133.43	1,385.30	1,637.18	1,889.05	2,266.86
Arthington	753.53	879.11	1,004.70	1,130.29	1,381.47	1,632.64	1,883.82	2,260.58
Bardsey cum Rigton	766.05	893.72	1,021.40	1,149.07	1,404.42	1,659.77	1,915.12	2,298.14
Barwick in Elmet and Scholes	761.70	888.65	1,015.60	1,142.55	1,396.45	1,650.35	1,904.25	2,285.10
Boston Spa	762.58	889.68	1,016.77	1,143.87	1,398.06	1,652.26	1,906.45	2,287.74
Bramham cum Oglethorpe	767.21	895.07	1,022.94	1,150.81	1,406.55	1,662.28	1,918.02	2,301.62
Bramhope and Carlton	769.31	897.52	1,025.74	1,153.96	1,410.40	1,666.83	1,923.27	2,307.92
Clifford	767.63	895.57	1,023.51	1,151.45	1,407.33	1,663.21	1,919.08	2,302.90
Collingham with Linton	769.53	897.78	1,026.04	1,154.29	1,410.80	1,667.31	1,923.82	2,308.58
Drighlington	756.67	882.78	1,008.89	1,135.00	1,387.22	1,639.44	1,891.67	2,270.00
Gildersome	756.09	882.11	1,008.12	1,134.14	1,386.17	1,638.20	1,890.23	2,268.28
Great and Little Preston	760.47	887.21	1,013.96	1,140.70	1,394.19	1,647.68	1,901.17	2,281.40
Harewood	749.36	874.25	999.15	1,124.04	1,373.83	1,623.61	1,873.40	2,248.08
Horsforth	758.89	885.37	1,011.85	1,138.33	1,391.29	1,644.25	1,897.22	2,276.66
East Keswick	767.77	895.73	1,023.69	1,151.65	1,407.57	1,663.49	1,919.42	2,303.30
Kippax	758.75	885.21	1,011.67	1,138.13	1,391.05	1,643.97	1,896.88	2,276.26
Ledsham	766.52	894.27	1,022.03	1,149.78	1,405.29	1,660.79	1,916.30	2,299.56
Ledston	762.00	889.00	1,016.00	1,143.00	1,397.00	1,651.00	1,905.00	2,286.00
Micklefield	797.28	930.16	1,063.04	1,195.92	1,461.68	1,727.44	1,993.20	2,391.84
Morley	760.77	887.57	1,014.36	1,141.16	1,394.75	1,648.34	1,901.93	2,282.32
Otley	786.05	917.06	1,048.07	1,179.08	1,441.10	1,703.12	1,965.13	2,358.16
Pool in Wharfedale	774.95	904.11	1,033.27	1,162.43	1,420.75	1,679.07	1,937.38	2,324.86
Scarcroft	764.70	892.15	1,019.60	1,147.05	1,401.95	1,656.85	1,911.75	2,294.10
Shadwell	769.79	898.08	1,026.38	1,154.68	1,411.28	1,667.87	1,924.47	2,309.36
Swillington	765.07	892.59	1,020.10	1,147.61	1,402.63	1,657.66	1,912.68	2,295.22
Thorner	772.52	901.27	1,030.03	1,158.78	1,416.29	1,673.79	1,931.30	2,317.56
Thorp Arch	765.85	893.49	1,021.13	1,148.77	1,404.05	1,659.33	1,914.62	2,297.54
Walton	776.09	905.44	1,034.79	1,164.14	1,422.84	1,681.54	1,940.23	2,328.28
Wetherby	782.47	912.89	1,043.30	1,173.71	1,434.53	1,695.36	1,956.18	2,347.42

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 3) That it be noted for the year 2012/13 that the West Yorkshire Police Authority and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Precepting Authority	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
West Yorkshire Police Authority	87.0017	101.5020	116.0023	130.5026	159.5032	188.5037	217.5043	261.0052
West Yorkshire Fire and Rescue Authority	34.939565	40.762825	46.586086	52.409347	64.055868	75.702390	87.348911	104.818694

- 4) That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the

Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council tax for the year 2012/13 for each of the categories of dwellings shown below.

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	870.93	1,016.08	1,161.25	1,306.40	1,596.71	1,887.02	2,177.33	2,612.81
Parish of:								
Aberford and District	880.27	1,026.98	1,173.70	1,320.41	1,613.84	1,907.26	2,200.68	2,640.83
Allerton Bywater	884.44	1,031.84	1,179.26	1,326.66	1,621.48	1,916.28	2,211.10	2,653.33
Alwoodley	877.56	1,023.82	1,170.08	1,316.34	1,608.86	1,901.38	2,193.90	2,632.69
Arthington	875.47	1,021.37	1,167.29	1,313.20	1,605.03	1,896.84	2,188.67	2,626.41
Bardsey cum Rigton	887.99	1,035.98	1,183.99	1,331.98	1,627.98	1,923.97	2,219.97	2,663.97
Barkwick in Elmet and Scholes	883.64	1,030.91	1,178.19	1,325.46	1,620.01	1,914.55	2,209.10	2,650.93
Boston Spa	884.52	1,031.94	1,179.36	1,326.78	1,621.62	1,916.46	2,211.30	2,653.57
Bramham cum Oglethorpe	889.15	1,037.33	1,185.53	1,333.72	1,630.11	1,926.48	2,222.87	2,667.45
Bramhope and Carlton	891.25	1,039.78	1,188.33	1,336.87	1,633.96	1,931.03	2,228.12	2,673.75
Clifford	889.57	1,037.83	1,186.10	1,334.36	1,630.89	1,927.41	2,223.93	2,668.73
Collingham with Linton	891.47	1,040.04	1,188.63	1,337.20	1,634.36	1,931.51	2,228.67	2,674.41
Drighlington	878.61	1,025.04	1,171.48	1,317.91	1,610.78	1,903.64	2,196.52	2,635.83
Gildersome	878.03	1,024.37	1,170.71	1,317.05	1,609.73	1,902.40	2,195.08	2,634.11
Great and Little Preston	882.41	1,029.47	1,176.55	1,323.61	1,617.75	1,911.88	2,206.02	2,647.23
Harewood	871.30	1,016.51	1,161.74	1,306.95	1,597.39	1,887.81	2,178.25	2,613.91
Horsforth	880.83	1,027.63	1,174.44	1,321.24	1,614.85	1,908.45	2,202.07	2,642.49
East Keswick	889.71	1,037.99	1,186.28	1,334.56	1,631.13	1,927.69	2,224.27	2,669.13
Kippax	880.69	1,027.47	1,174.26	1,321.04	1,614.61	1,908.17	2,201.73	2,642.09
Ledsham	888.46	1,036.53	1,184.62	1,332.69	1,628.85	1,924.99	2,221.15	2,665.39
Ledston	883.94	1,031.26	1,178.59	1,325.91	1,620.56	1,915.20	2,209.85	2,651.83
Micklefield	919.22	1,072.42	1,225.63	1,378.83	1,685.24	1,991.64	2,298.05	2,757.67
Morley	882.71	1,029.83	1,176.95	1,324.07	1,618.31	1,912.54	2,206.78	2,648.15
Otley	907.99	1,059.32	1,210.66	1,361.99	1,664.66	1,967.32	2,269.98	2,723.99
Pool in Wharfedale	896.89	1,046.37	1,195.86	1,345.34	1,644.31	1,943.27	2,242.23	2,690.69
Scarcroft	886.64	1,034.41	1,182.19	1,329.96	1,625.51	1,921.05	2,216.60	2,659.93
Shadwell	891.73	1,040.34	1,188.97	1,337.59	1,634.84	1,932.07	2,229.32	2,675.19
Swillington	887.01	1,034.85	1,182.69	1,330.52	1,626.19	1,921.86	2,217.53	2,661.05
Thornor	894.46	1,043.53	1,192.62	1,341.69	1,639.85	1,937.99	2,236.15	2,683.39
Thorp Arch	887.79	1,035.75	1,183.72	1,331.68	1,627.61	1,923.53	2,219.47	2,663.37
Walton	898.03	1,047.70	1,197.38	1,347.05	1,646.40	1,945.74	2,245.08	2,694.11
Wetherby	904.41	1,055.15	1,205.89	1,356.62	1,658.09	1,959.56	2,261.03	2,713.25

- 5) That, in accordance with the principles determined by the Secretary of State and set out in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2012-13, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2012/13 is not excessive.
- 6) That the schedule of instalments for 2012/13 for payments to the principal authorities out of the Collection Fund be determined as set out in Appendix II of this report.

iii) Capital Programme Update 2011-2014

- a) That the capital programme, as attached to the submitted report, be approved;
- b) That the Executive Board be authorised to approve in year amendments to the capital programme including transfers from and to the reserved programme in accordance with Financial Procedure Rules;
- c) That the proposed Minimum Revenue Provision policies for 2012/13 as set out in 3.7 of the report and explained in Appendix E be approved;

- d) That the updated capital approval delegations in Financial Procedure Rules, shown in Appendix F be approved.

iv) Treasury Management Strategy 2012/2013

- a) That borrowing limits be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.4 of the submitted report.
- b) That treasury management indicators be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.5 of the report.
- c) That investment limits be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.6 of the submitted report.
- d) That the revised Treasury Management policy statement be adopted.

An amendment (1) was moved by Councillor A Carter, seconded by Councillor J Procter that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) An increase in the Central and Corporate budget of £1m for Area Committee discretionary revenue spend.
- b) A reduction in the strategic budget of £1m to reflect a reduction in the economic initiatives budget.'

A further amendment (2) was moved by Councillor A Carter, seconded by Councillor J Procter, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) an increase of £300k in the Adults Social Care budget to reflect the reversal of the proposed increase in charges
- b) a reduction in the strategic budget of £300k to be achieved by implementing a moratorium on purchasing furniture'

A further amendment (3) was moved by Councillor A Carter, seconded by Councillor J Procter, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) An increase of £300k in the Children's Services budget to reflect the reversal of the proposed increase in nursery fees.
- b) A reduction in the strategic budget of £300k to be achieved through savings in travel allowance budgets.'

A further amendment (4) was moved by Councillor A Carter, seconded by Councillor J Procter, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) A contribution to general fund reserves of £3m.
- b) A reduction of £3m in the strategic budget to be achieved through a £2.35m reduction in the contingency fund and an additional 0.5% efficiency saving on running cost budgets in all directorates, equivalent to £0.65m.'

A further amendment (5) was moved by Councillor A Carter, seconded by Councillor J Procter, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) An increase of £0.3m in the Children's Services budget for a young person's apprenticeship scheme in partnership with the private sector.
- b) A reduction of £0.3m in the strategic budget to be achieved through a £0.15m reduction in the contingency fund, £0.10m moratorium on purchasing furniture and £0.05m savings in travel allowance budgets.'

A further amendment (6) was moved by Councillor A Carter, seconded by Councillor J Procter, that

In 4 (iii) (a) after the words 'be approved' add:-

'subject to amendments to the 2012/13 capital programme as set out below:-

- a) A reduction of £2m within Strategic Priorities to reflect a reduction in the economic initiatives fund.
- b) An increase of £1m to Area Committees for discretionary capital spend.
- c) An increase of £1m for a Town and District Development scheme;

with £2.37m remaining within the 2012/13 programme for economic initiatives'

Under the provisions of Council Procedure Rule 14.10, leave of Council was given to alter amendment 8 in Councillor Golton's name by removing the word 'fees' and replacing with 'allowances'.

A further amendment (7) was moved by Councillor S Golton, seconded by Councillor R Downes, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) an increase in the Strategic budget of £391k for the prudential borrowing costs of developing park and ride schemes across the city, totalling £5m.
- b) a reduction in the strategic budget of £225k to be achieved by introducing a cap on car mileage allowances of 45p from 1st October 2012, with the balance of £166k to be met by a reduction in the contingency fund.'

and in 4 (iii) (a) after the words 'be approved' add:-

'subject to an injection into the capital programme of £5m for a prudential borrowing scheme to develop park and ride schemes across the city.'

A further amendment (8) was moved by Councillor S Golton, seconded by Councillor R Downes, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) an increase in the Children's Social Care budget of £1.122m to reflect an increase in the level of foster carer allowances to the Fostering Network recommended rates
- b) an increase in the use of General Fund reserves of £1m, with the balance of £0.122m to be met from a reduction in the contingency fund.'

A further amendment (9) was moved by Councillor S Golton, seconded by Councillor R Downes, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) An increase in the strategic budget of £1m to be invested in Employment and Skills to provide an internship/work experience scheme across all Council directorates, paying participants the national minimum wage over a three month placement.
- b) A reduction in the contingency fund of £1m.'

A further amendment (10) was moved by Councillor S Golton, seconded by Councillor R Downes, that

In 4 (i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) An increase in the Environment & Neighbourhoods budget of £0.42m, being:-
 - £0.24m for the creation of a business engagement programme for investment in local communities through the third sector.
 - £0.18m for the introduction of an additional food waste collection round.
- b) An increase in the use of General Fund reserves of £0.42m.'

A further amendment (11) was moved by Councillor A Blackburn, seconded Councillor D Blackburn, that

In 4(i)(a), after the words 'be approved' add:-

'subject to amendments to the Council's estimates for 2012/13, and adjustments to the figures in 4(ii)2 (a) to (f) as appropriate, as set out below:-

- a) A reduction in the Central and Corporate budget of £355k to reflect a reduction in Members allowances.
- b) A reduction of £1m in the contingency fund held within the strategic budget.
- c) An increase in the Environment and Neighbourhoods budget of £1.355m to be used for Streetscene services, to be divided equally between each Ward and managed by the Area Committees.'

Amendments 1 to 11 were declared lost and, upon being put to the vote, it was

RESOLVED –

i) Revenue Budget

- a) That the Revenue Budget for 2012/13 totalling £563.114m, as detailed and explained in the submitted report and accompanying papers be

approved, with no increase in the Leeds' element of the Council Tax for 2012/13.

b) That with respect to the Housing Revenue Account the following be approved:-

- i) approve the budget at the average rent increase figure of 6.82%
- ii) increase the charges for garage rents to £6.93 per week
- iii) increase service charges in line with rents (6.82%)

ii) Council Tax

1) That it be noted that at the meeting on 18th January 2012, Council agreed the following amounts for the year 2012/13, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-

a) 240,051 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its Council tax base for the year.

b)

PARISH	TAX BASE
Aberford and District	785
Allerton Bywater	1,382
Alwoodley	3,696
Arthington	294
Austhorpe	26
Bardsey cum Rigton	1,173
Barwick in Elmet and Scholes	2,046
Boston Spa	1,865
Bramham cum Oglethorpe	732
Bramhope and Carlton	1,805
Clifford	751
Collingham with Linton	1,672
Drighlington	1,912
Gildersome	1,971
Great and Little Preston	494
Harewood	1,806
Horsforth	7,006
East Keswick	586
Kippax	3,090
Ledsham	97
Ledston	164
Micklefield	565
Morley	9,911
Otley	4,973

Pool in Wharfedale	977
Scarcroft	679
Shadwell	962
Swillington	1,077
Thorner	765
Thorp Arch	356
Walton	123
Wetherby	4,639
Wothersome	9

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

- 2) That the following amounts be now calculated by the Council for the year 2012/13 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-
- a) **£1,992,660,642.40** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.
- b) **£1,721,533,274.00** being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.
- c) **£271,127,368.40** being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its council tax requirement for the year.
- d) **£1,129.457359** being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, as the basic amount of its council tax for the year.
- e) **£1,432,642.40** being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- f) **£1,123.49** being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.

g)

Parish	Band D £ p
Aberford and District	1,137.50
Allerton Bywater	1,143.75
Alwoodley	1,133.43
Arthington	1,130.29
Bardsey cum Rigton	1,149.07
Barwick in Elmet and Scholes	1,142.55
Boston Spa	1,143.87
Bramham cum Oglethorpe	1,150.81
Bramhope and Carlton	1,153.96
Clifford	1,151.45
Collingham with Linton	1,154.29
Drighlington	1,135.00
Gildersome	1,134.14
Great and Little Preston	1,140.70
Harewood	1,124.04
Horsforth	1,138.33
East Keswick	1,151.65
Kippax	1,138.13
Ledsham	1,149.78
Ledston	1,143.00
Micklefield	1,195.92
Morley	1,141.16
Otley	1,179.08
Pool in Wharfedale	1,162.43
Scarcroft	1,147.05
Shadwell	1,154.68
Swillington	1,147.61
Thorner	1,158.78
Thorp Arch	1,148.77
Walton	1,164.14
Wetherby	1,173.71

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	748.99	873.82	998.66	1,123.49	1,373.15	1,622.82	1,872.48	2,246.98
Parish of:								
Aberford and District	758.33	884.72	1,011.11	1,137.50	1,390.28	1,643.06	1,895.83	2,275.00
Allerton Bywater	762.50	889.58	1,016.67	1,143.75	1,397.92	1,652.08	1,906.25	2,287.50
Alwoodley	755.62	881.56	1,007.49	1,133.43	1,385.30	1,637.18	1,889.05	2,266.86
Arthington	753.53	879.11	1,004.70	1,130.29	1,381.47	1,632.64	1,883.82	2,260.58
Bardsey cum Rigton	766.05	893.72	1,021.40	1,149.07	1,404.42	1,659.77	1,915.12	2,298.14
Barwick in Elmet and Scholes	761.70	888.65	1,015.60	1,142.55	1,396.45	1,650.35	1,904.25	2,285.10
Boston Spa	762.58	889.68	1,016.77	1,143.87	1,398.06	1,652.26	1,906.45	2,287.74
Bramham cum Oglethorpe	767.21	895.07	1,022.94	1,150.81	1,406.55	1,662.28	1,918.02	2,301.62
Bramhope and Carlton	769.31	897.52	1,025.74	1,153.96	1,410.40	1,666.83	1,923.27	2,307.92
Clifford	767.63	895.57	1,023.51	1,151.45	1,407.33	1,663.21	1,919.08	2,302.90
Collingham with Linton	769.53	897.78	1,026.04	1,154.29	1,410.80	1,667.31	1,923.82	2,308.58
Drighlington	756.67	882.78	1,008.89	1,135.00	1,387.22	1,639.44	1,891.67	2,270.00
Gildersome	756.09	882.11	1,008.12	1,134.14	1,386.17	1,638.20	1,890.23	2,268.28
Great and Little Preston	760.47	887.21	1,013.96	1,140.70	1,394.19	1,647.68	1,901.17	2,281.40
Harewood	749.36	874.25	999.15	1,124.04	1,373.83	1,623.61	1,873.40	2,248.08
Horsforth	758.89	885.37	1,011.85	1,138.33	1,391.29	1,644.25	1,897.22	2,276.66
East Keswick	767.77	895.73	1,023.69	1,151.65	1,407.57	1,663.49	1,919.42	2,303.30
Kippax	758.75	885.21	1,011.67	1,138.13	1,391.05	1,643.97	1,896.88	2,276.26
Ledsham	766.52	894.27	1,022.03	1,149.78	1,405.29	1,660.79	1,916.30	2,299.56
Ledston	762.00	889.00	1,016.00	1,143.00	1,397.00	1,651.00	1,905.00	2,286.00
Micklefield	797.28	930.16	1,063.04	1,195.92	1,461.68	1,727.44	1,993.20	2,391.84
Morley	760.77	887.57	1,014.36	1,141.16	1,394.75	1,648.34	1,901.93	2,282.32
Otley	786.05	917.06	1,048.07	1,179.08	1,441.10	1,703.12	1,965.13	2,358.16
Pool in Wharfedale	774.95	904.11	1,033.27	1,162.43	1,420.75	1,679.07	1,937.38	2,324.86
Scarcroft	764.70	892.15	1,019.60	1,147.05	1,401.95	1,656.85	1,911.75	2,294.10
Shadwell	769.79	898.08	1,026.38	1,154.68	1,411.28	1,667.87	1,924.47	2,309.36
Swillington	765.07	892.59	1,020.10	1,147.61	1,402.63	1,657.66	1,912.68	2,295.22
Thorner	772.52	901.27	1,030.03	1,158.78	1,416.29	1,673.79	1,931.30	2,317.56
Thorp Arch	765.85	893.49	1,021.13	1,148.77	1,404.05	1,659.33	1,914.62	2,297.54
Walton	776.09	905.44	1,034.79	1,164.14	1,422.84	1,681.54	1,940.23	2,328.28
Wetherby	782.47	912.89	1,043.30	1,173.71	1,434.53	1,695.36	1,956.18	2,347.42

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 3) That it be noted for the year 2012/13 that the West Yorkshire Police Authority and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below.

Precepting Authority	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
West Yorkshire Police Authority	87.0017	101.5020	116.0023	130.5026	159.5032	188.5037	217.5043	261.0052
West Yorkshire Fire and Rescue Authority	34.939565	40.762825	46.586086	52.409347	64.055868	75.702390	87.348911	104.818694

- 4) That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the

Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council tax for the year 2012/13 for each of the categories of dwellings shown below.

	Band A £ p	Band B £ p	Band C £ p	Band D £ p	Band E £ p	Band F £ p	Band G £ p	Band H £ p
LEEDS EXCEPT PARTS BELOW:	870.93	1,016.08	1,161.25	1,306.40	1,596.71	1,887.02	2,177.33	2,612.81
Parish of:								
Aberford and District	880.27	1,026.98	1,173.70	1,320.41	1,613.84	1,907.26	2,200.68	2,640.83
Allerton Bywater	884.44	1,031.84	1,179.26	1,326.66	1,621.48	1,916.28	2,211.10	2,653.33
Alwoodley	877.56	1,023.82	1,170.08	1,316.34	1,608.86	1,901.38	2,193.90	2,632.69
Arthington	875.47	1,021.37	1,167.29	1,313.20	1,605.03	1,896.84	2,188.67	2,626.41
Bardsey cum Rigton	887.99	1,035.98	1,183.99	1,331.98	1,627.98	1,923.97	2,219.97	2,663.97
Barkwick in Elmet and Scholes	883.64	1,030.91	1,178.19	1,325.46	1,620.01	1,914.55	2,209.10	2,650.93
Boston Spa	884.52	1,031.94	1,179.36	1,326.78	1,621.62	1,916.46	2,211.30	2,653.57
Bramham cum Oglethorpe	889.15	1,037.33	1,185.53	1,333.72	1,630.11	1,926.48	2,222.87	2,667.45
Bramhope and Carlton	891.25	1,039.78	1,188.33	1,336.87	1,633.96	1,931.03	2,228.12	2,673.75
Clifford	889.57	1,037.83	1,186.10	1,334.36	1,630.89	1,927.41	2,223.93	2,668.73
Collingham with Linton	891.47	1,040.04	1,188.63	1,337.20	1,634.36	1,931.51	2,228.67	2,674.41
Drighlington	878.61	1,025.04	1,171.48	1,317.91	1,610.78	1,903.64	2,196.52	2,635.83
Gildersome	878.03	1,024.37	1,170.71	1,317.05	1,609.73	1,902.40	2,195.08	2,634.11
Great and Little Preston	882.41	1,029.47	1,176.55	1,323.61	1,617.75	1,911.88	2,206.02	2,647.23
Harewood	871.30	1,016.51	1,161.74	1,306.95	1,597.39	1,887.81	2,178.25	2,613.91
Horsforth	880.83	1,027.63	1,174.44	1,321.24	1,614.85	1,908.45	2,202.07	2,642.49
East Keswick	889.71	1,037.99	1,186.28	1,334.56	1,631.13	1,927.69	2,224.27	2,669.13
Kippax	880.69	1,027.47	1,174.26	1,321.04	1,614.61	1,908.17	2,201.73	2,642.09
Ledsham	888.46	1,036.53	1,184.62	1,332.69	1,628.85	1,924.99	2,221.15	2,665.39
Ledston	883.94	1,031.26	1,178.59	1,325.91	1,620.56	1,915.20	2,209.85	2,651.83
Micklefield	919.22	1,072.42	1,225.63	1,378.83	1,685.24	1,991.64	2,298.05	2,757.67
Morley	882.71	1,029.83	1,176.95	1,324.07	1,618.31	1,912.54	2,206.78	2,648.15
Otley	907.99	1,059.32	1,210.66	1,361.99	1,664.66	1,967.32	2,269.98	2,723.99
Pool in Wharfedale	896.89	1,046.37	1,195.86	1,345.34	1,644.31	1,943.27	2,242.23	2,690.69
Scarcroft	886.64	1,034.41	1,182.19	1,329.96	1,625.51	1,921.05	2,216.60	2,659.93
Shadwell	891.73	1,040.34	1,188.97	1,337.59	1,634.84	1,932.07	2,229.32	2,675.19
Swillington	887.01	1,034.85	1,182.69	1,330.52	1,626.19	1,921.86	2,217.53	2,661.05
Thornor	894.46	1,043.53	1,192.62	1,341.69	1,639.85	1,937.99	2,236.15	2,683.39
Thorp Arch	887.79	1,035.75	1,183.72	1,331.68	1,627.61	1,923.53	2,219.47	2,663.37
Walton	898.03	1,047.70	1,197.38	1,347.05	1,646.40	1,945.74	2,245.08	2,694.11
Wetherby	904.41	1,055.15	1,205.89	1,356.62	1,658.09	1,959.56	2,261.03	2,713.25

- 5) That, in accordance with the principles determined by the Secretary of State and set out in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2012-13, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2012/13 is not excessive.
- 6) That the schedule of instalments for 2012/13 for payments to the principal authorities out of the Collection Fund be determined as set out in Appendix II of this report.

iii) Capital Programme Update 2011-2014

- a) That the capital programme, as attached to the submitted report, be approved;
- b) That the Executive Board be authorised to approve in year amendments to the capital programme including transfers from and to the reserved programme in accordance with Financial Procedure Rules;
- c) That the proposed Minimum Revenue Provision policies for 2012/13 as set out in 3.7 of the report and explained in Appendix E be approved;

- d) That the updated capital approval delegations in Financial Procedure Rules, shown in Appendix F be approved.

iv) Treasury Management Strategy 2012/2013

- a) That borrowing limits be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.4 of the submitted report.
- b) That treasury management indicators be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.5 of the report.
- c) That investment limits be set for 2011/12, 2012/13, 2013/14 and 2014/15 as set out in Section 3.6 of the submitted report.
- d) That the revised Treasury Management policy statement be adopted.

96 Reports

a) Appointments

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

RESOLVED – That the report of the City Solicitor on appointments be approved, namely:-

- That Councillor C Fox replace Councillor Lobley on Scrutiny Board (Sustainable Economy and Culture).
- That Councillor Wadsworth replace Councillor Robinson on Scrutiny Board (Sustainable Economy and Culture).

b) Annual Meeting Date

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

RESOLVED – That Council approves the change of date of this year's Annual Meeting to Monday, 21st May 2012.

97 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).

An amendment (reference back) was moved by Councillor Leadley, seconded by Councillor Finnigan, to add the following at the end of item 6:-

To ask the Executive Board to reconsider the decision in relation to the LDF Core Strategy – Publication Document, as contained in minute 197, page 10 of the Executive Board minutes of 10th February 2012.

The amendment was declared lost and, upon being put to the vote, it was

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

On the requisitions of Councillors Finnigan and Leadley, the voting on the amendment (reference back) was recorded as follows:-

PRESENT

94

YES

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

19

NO

Akhtar, Anderson, Armitage, Atha, 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, Lobley, Lowe, Lyons, MacNiven, Maqsood, Marjoram, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Murray, Nash, Ogilvie, J Procter, Rafique, Renshaw, Robinson, Selby, Taggart, E Taylor, Wadsworth, Wakefield, Walshaw, Wilkinson, Wood, Yeadon.

73

ABSTAIN

A Blackburn, D Blackburn

2

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

98 Closing Remarks

The Lord Mayor congratulated Councillor Mitchell on the recent birth of Callum, and Council passed on their best wishes to Councillor Mitchell and family.

Council rose at 5.00 pm.



Report author: Alex Watson
Tel: 43072

Report of the Director of Resources

Report to Full Council

Date: 28th March 2012

Subject: Implementation of the 2012/13 Pay Policy Statement

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

Summary of main issues

1. This paper sets out a Pay Policy Statement. This is required under the Localism Act and must be approved by the Full-Council before April 2012.

Recommendations

2. The Full Council are asked to consider and approve the Pay Policy Statement for the financial year 2012/13.

1 Purpose of this report

- 1.1 The purpose of this report is to seek members approval of the Pay Policy Statement for the 2012/13 financial year.

2 Background information

- 2.1 Local Authorities are required under section 38 of the Localism Act 2011 to prepare a Pay Policy Statement. The requirements of this are detailed in Appendix 1 which was received by the General Purposes Committee on 19th March.

3 Main issues

- 3.1 A draft Pay Policy was reported to the General Purposes Committee. Following consideration by Elected Members at this meeting, the Policy Statement has been revised. It now sets out that the Employment Committee will be responsible for the appointment of all posts covered, rather than for appointments above £100k as was originally proposed. The revised Pay Policy Statement is given as Appendix 2.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 See General Purposes Committee Report.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 See General Purposes Committee Report.

4.3 Council policies and City Priorities

- 4.3.1 See General Purposes Committee Report.

4.4 Resources and value for money

- 4.4.1 See General Purposes Committee Report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.2 See General Purposes Committee Report.

4.6 Risk Management

- 4.6.1 See General Purposes Committee Report.

5 Conclusions

- 5.1 See General Purposes Committee Report.

6 Recommendations

- 6.1 The Council is recommended to approve the Pay Policy Statement.

7 Background documents¹

7.1 None

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Report author: Alex Watson
Tel: 43072

Report of the Director of Resources

Report to General Purposes Committee

Date: 19th March 2012

Subject: Implementation of the 2012/13 Pay Policy Statement

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. This paper sets out a draft Pay Policy Statement. This is required under the Localism Act and must be adopted by the Full-Council before April 2012.

Recommendations

2. The General Purposes Committee are asked to consider and make recommendations to full Council in respect of the approval of a Pay Policy Statement for the financial year 2012/12
3. The Committee is also asked to receive a further report concerning the role of the Committee in reviewing the Pay Policy Statement.

1 Purpose of this report

- 1.1 The purpose of this report is to seek members views on the attached draft Pay Policy Statement and for the Committee to make recommendations to Full Council to approve the Pay Policy Statement for the 2012/13 Financial Year.

2 Background information

- 2.1 Local Authorities are required under section 38 of the Localism Act 2011 to prepare a Pay Policy Statement. The statement must articulate the Council's policy towards the pay of its most senior staff and relationships with the pay of the rest of the work-force. The provisions of the Act do not apply to the employees of local authority schools.
- 2.2 Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Localism Act do not seek to change this or to determine what decisions on pay should be taken. However they require individual employing authorities to be clearer about their own policies in relation to pay.
- 2.3 Section 40 of the Localism Act requires authorities, in developing their Pay Policy Statement, to have regard to any guidance published by the Secretary of State. This includes Communities and Local Government guidance on Openness and Accountability in Local Pay and the Code of Recommended Practice for Local Authorities on Data Transparency ("Open Data").

3 Main issues

Requirement in Detail

- 3.1 Under the Localism Act, and CLG Guidance, a Pay Policy Statement must as a minimum cover:
 - 3.1.1 policy on the level of remuneration for each Chief Officer including base salary (or payments when on a contract for services), expenses, bonuses, PRP, earn back, honoraria and ex-gratia payments;
 - 3.1.2 election fees, joint authority duty payments and severance arrangements;
 - 3.1.3 policy on remunerating the lowest paid in the workforce including the authority definition of the lowest paid employee and the reasons for the definition e.g. the authority's lowest pay point and how it was decided;
 - 3.1.4 policy on relationship between the remuneration of Chief Officers and other staff – policy towards maintaining or reaching a specific pay multiple;
 - 3.1.5 policy on other aspects of Chief Officer remuneration – recruitment, pay increases and additions, PRP and bonuses, termination payments, transparency, re-employment when the Chief Officer is in receipt of LGPS pension and/or a redundancy/severance payment, and;

- 3.1.6 the full Council being given the opportunity to consider salary packages in excess of £100k for new appointments before they are offered.
- 3.2 The Guidance also asks that Councils can consider other matters including:
 - 3.2.1 links with existing discretionary payments policies for severance and pensions;
 - 3.2.2 use of supporting evidence in terms of market comparison;
 - 3.2.3 extending the policy to cover other higher paid staff who are not Chief Officers e.g. links to the “Open Data” requirements regarding staff who earn more than £58,200 pa , and;
 - 3.2.4 how the policy is reviewed and developed.

Approach

- 3.3 Discussions have taken place with the Local Government Employers Yorkshire and Humberside and other Councils to consider the approaches being taken. Following those discussions a draft Pay Policy Statement has been formulated for Members’ consideration. This is attached at Appendix 1.

Coverage

- 3.4 It is proposed that the policy covers Chief Officers posts and above. The Pay Policy Statement sets out how these staff will be remunerated and the decision making around this. The Policy sets out the maximum levels for rewarding senior staff and gives some discretion to allow for operational flexibility.

Pensions/Severance

- 3.5 It is proposed to retain current, separate policies on discretionary payments and augmentation.

New Appointments

- 3.6 The Council will be asked to give the Chief Executive and the Employment Committee the operational flexibility and discretion to make any new appointments with a salary package of greater than £100k.

Reviewing and Developing the Policy

- 3.7 Pay Policy Statements are new and Full Council must review and approve a statement on an annual basis before the end of March. It is proposed that a further report be presented to the Committee to explore how the review process might be undertaken and add value to Members’ consideration of the Policy in subsequent years. .

Relationship between Senior Pay and the lowest paid staff

- 3.8 The Policy notes the relationship regarding the lowest paid staff and median average pay in relation to the Chief Executive.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Trade unions have been consulted on the draft policy.

4.1.2 In terms of wider communications issues, Councils in the region and nationally will be publicising policies from January 2012 onwards. A responsive media engagement strategy has been prepared. This will include comparison to other known Pay Policy statements.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Due regard to an Equality Impact Assessment has been given. The policy sets out current arrangements in the Council, rather than making changes that affect diversity. However, it is noted that BME groups and women are particularly under-represented in Senior Management positions and employment equality targets recognise this.

4.3 Council policies and City Priorities

4.3.1 The Pay Policy Statement can be cross referenced to the Council Business Plan and City Priority Plan to reflect the strategic contribution made by senior staff.

4.4 Resources and value for money

4.4.1 The Pay Policy Statement will be future point of reference for the Council in assessing its senior management costs.

4.4.2 General Purposes Committee is asked to note that members of the Corporate Leadership Team have agreed to a voluntary two year temporary pay cut until March 2013. This voluntary arrangement is outside the policy.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The draft policy has been assessed as complying with the requirements of the Localism Act.

4.5.2 In terms of its formal adoption it is proposed to report the Policy to the Council meeting on 28th March 2012, and is therefore compliant with the statutory requirements.

4.6 Risk Management

4.6.1 The Council will need to consider the reputational implications of the published policy in terms of how stakeholders and the media respond.

5 Conclusions

5.1 New requirements mean all Councils are legally obliged to provide a more transparent account on pay. The proposed policy is drafted to meet this and allow for future development.

6 Recommendations

- 6.1 The General Purposes Committee is recommended to:
- 6.2 consider the draft Pay Policy Statement and make recommendations to full Council in respect of the adoption of the policy for the 2012/13 financial year.
- 6.3 request a further report on how the Pay Policy Statement can be reviewed.

7 Background documents¹

- 7.1 None

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Annual Pay Policy Statement
Financial Year 2012/13

(To be) Approved by Full Council – 28th March 2012

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Appendix 1 – Pay scales under the JNC Conditions of Service

Appendix 2 – Pay scales under the NJC Conditions of Service

Section 1 - Purpose and Application

This Pay Policy Statement has been written to cover requirements under Sections 38 – 43 of the Localism Act 2011. This requires that the authority produce a policy statement covering a number of matters concerning the pay of the authority's staff.

This policy must be complied with for all decisions relating to the remuneration of, or other terms and conditions applying to, those senior officers listed in Section 2.

This policy will be reviewed annually and presented to Full Council for approval before the 31st March immediately preceding the financial year to which it relates.

Section 2 - Policy Statement

Definition of senior officers covered by the Pay Policy Statement

This Pay Policy Statement covers the following senior officer posts;

1. Head of the Paid Service, which in this authority is the post of Chief Executive
2. Director of Resources who is the Section 151 Officer (and also currently acting Deputy Chief Executive), City Solicitor who is the Monitoring Officer and the Directors of Adult Social Care and Children Services. These postholders are members of the authority's Corporate Leadership Team (CLT)
3. Those who report directly to the Head of the Paid Service, which, in this authority are the Directors of City Development, Environment and Neighbourhoods and the Assistant Chief Executive (Customer Access and Performance). These postholders are also members of Corporate Leadership Team.
4. Those required to report directly to, or are directly accountable to, one or more of those described in 1-3 above..

Policy on remunerating senior officers

It is the policy of this authority to establish a remuneration package for each senior officer post that is sufficient to attract and retain those with the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question.

Salaries and Appointments

The authority may seek independent advice as a means informing decisions on determining the pay scale for senior officer posts.

The salary for senior officer posts will be determined by reference to the pay scales at Appendix 1.

All new senior officer appointments will be made by the Employment Committee, who will determine salary packages¹.

¹ Senior Officers in this respect refers to the posts in Section 2 points 2 to 4 i.e. Directors, Chief Officers and other senior officers who report directly to a Director.

Appointments will be made to the appropriate approved minimum point of the grade for the post in question unless there is evidence that a preferred candidate cannot be appointed without varying the remuneration package. In such circumstances incremental advancement within the grade range is permissible.

In exceptional circumstances this policy provides for a departure from the Pay Policy. All departures from this policy will be expressly justified and will be authorised by the Chief Executive in consultation with members of the Employment Committee, or with the appropriate Executive Member. Information regarding any such decisions will be reported to the next meeting of Full Council.

Honoraria² may be payable in circumstances where additional duties and responsibilities are undertaken which are over and above those which could be reasonably accommodated within existing terms and conditions of employment.

Market supplements may be paid only where it has been established that there is a significant risk of not being able to retain/replace staff with specific knowledge and skills essential to the delivery of a particular service, project or corporate priority. All such payments will be reviewed annually by the Head of Paid Service.

Terms and Conditions

The Chief Executive is employed on terms and conditions set out under the Joint National Council for Chief Executives. All other senior officers are employed on terms and conditions set out under the Joint National Council for Chief Officers. Under these arrangements national pay awards are negotiated annually.

Some aspects of remuneration are applicable to all staff (including senior officers covered by this policy). For completeness these are outlined below:

- § Membership of the Local Government Pension Scheme; with employee contributions ranging from 5.5% (on salaries up to £12,900) to 7.5% (on salaries over £81,101).
- § Expenses for travel and subsistence based on National Joint Council for Local Government Employee rates
- § On appointment, incremental progression following 6 months employment and then annual incremental progression on each 1st April thereafter.

Bonuses and Performance Related Pay

For posts under this policy, the Authority does not currently operate a bonus or performance related pay scheme. Performance is considered however as part of a package to offer market supplements and retention pay when needed.

Earn-Back

The Authority does not operate a scheme of remuneration linked to Earn-Back

Termination Payments

All decisions relating to termination payments will be made by;

- Full Council – in respect of the Head of Paid Service

² Including payments made for joint authority duties

- The Head of Paid Service – in respect of the Director of Resources and Deputy Chief Executive
- Director of Resources – in respect of other Directors and the City Solicitor
- Directors – in respect of those who report to them.

Termination payments may be made to senior officers covered by this policy. The maximum discretion for the Council is to award 104 weeks pay under the national statutory framework. There is also discretion to augment pensions.

Payments made must demonstrate value for money and be conducive to the effective and efficient operation of the authority.

Policy on remunerating the lowest paid in the workforce

The pay scales for staff employed on National Joint Council for Local Government terms and conditions are detailed at Appendix 2, alongside other JNC grades.

These, and other terms and conditions of employment are negotiated through appropriate collective bargaining mechanisms and then incorporated into contracts of employment.

The lowest pay point in this authority (excluding schools) equates to an annual full time salary of £12,489 and can be expressed as an hourly rate of pay of £6.47. This on the A1 grade which rises incrementally to £13,189.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services.

The pay multiplier between this and the current salary of the Chief Executive is 13:1.

Policy on the relationship between Senior Officer remuneration and that of other staff

The highest paid salary is paid to the Chief Executive. At March 2012 the average median salary in Leeds City Council (not including Schools) is £19,126.

The ratio between the median and Chief Executive's actual salary, the 'pay multiple' is 9.22:1. This authority does not have a policy on maintaining or reaching a specific 'pay multiple'. However the authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement.

The authority's approach to the payment of staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

Re Employment of staff in receipt of a LGPS Pension or a Redundancy/Severance Payment

The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation.

Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

The Authority will publish information on pay and rewards for staff falling under the criteria specified in the Code of Recommended Practice for Local Authorities on Data Transparency and which requires the authority to provide information relating to those employees with salary packages above £58,200 and which fall below those of Chief Officers as specified above.

Election Fees

Additional fees for national elections and referendums are paid to the Chief Executive. In turn these are apportioned in accordance with criteria determined by the Chief Executive in his capacity of Returning Officer.

These fees and any apportionment will be published as part of the Council's Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

Pay scales under the JNC Conditions of Service

Grade	SCP	Salary £	Grade	SCP	Salary £
Chief Executive	1	182,147	Director 85%	1	89,208
	2	185,650		2	91,437
	3	189,153		3	93,666
	4	192,655		4	95,898
	5	196,158		5	98,127
Deputy Chief Executive	1	147,118	Director 80%	1	83,958
	2	150,620		2	86,058
	3	154,123		3	88,158
	4	157,626		4	90,255
	5	161,128		5	92,355
Director Grade	1	134,347	Director 75%	1	78,711
	2	137,320		2	80,679
	3	140,293		3	82,647
	4	143,265		4	84,615
	5	146,238		5	86,583
Asst Chief Executives	1	114,215	Director 70%	1	73,464
	2	116,699		2	75,300
	3	119,183		3	77,136
	4	121,667		4	78,975
	5	124,151		5	80,811
Director 95%	1	£99,702	Director 60%	1	62,970
	2	102,192		2	64,545
	3	104,688		3	66,117
	4	107,178		4	67,692
	5	109,671		5	69,267
Director 90%	1	94,452	Director 52.5%	1	55,098
	2	96,816		2	56,475
	3	99,177		3	57,852
	4	101,538		4	59,232
	5	103,899		5	60,609

APPENDIX 2

Pay scales under the NJC Conditions of Service

Grade	SCP	Salary £	Grade	SCP	Salary £
PO6	46	38,961	C3	26	22,221
	47	39,855		27	22,958
	48	40,741		28	23,708
PO5	49	41,616	C2	24	20,858
	44	37,206		25	21,519
	45	38,042		26	22,221
PO4	46	38,961	C1	22	19,621
	47	39,855		23	20,198
	41	34,549		24	20,858
PO3	42	35,430	B3	25	21,519
	43	36,313		18	17,161
	44	37,206		19	17,802
PO2	38	31,754	B2	20	18,453
	39	32,800		21	19,126
	40	33,661		16	16,440
PO1	41	34,549	B1	17	16,830
	35	29,236		18	17,161
	36	30,011		13	15,444
SO2	37	30,851	A3	14	15,725
	38	31,754		15	16,054
	33	27,849		16	16,440
SO1	34	28,636	A2	17	16,830
	35	29,236		11	14,733
	36	30,011		12	15,039
Director 40%	32	27,052	A1	13	15,444
	33	27,849		9	13,589
	34	28,636		10	13,874
Director 45%	29	24,646		11	14,733
	30	25,472		6	12,489
	31	26,276		7	12,787
				8	13,189

Other JNC Grades

Director 40%	1	41,979	Director 45%	1	47,229
	2	43,029		2	48,408
	3	44,079		3	49,587
	4	45,129		4	50,769
	5	46,179		5	51,951

EXECUTIVE BOARD

WEDNESDAY, 7TH MARCH, 2012

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

205 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That the public be excluded from the meeting during the 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 C to the report referred to in Minute No. 211 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the detailed heads of terms for the funding for Logic Leeds are included within the appendix. Therefore, this appendix is designated as exempt as it contains information which relates to Muse Developments Ltd. as a business, and its release would prejudice their commercial interests. As a result, withholding the information detailed within appendix C to the submitted report is considered to outweigh the public interest benefit of its release.
- (b) Both Appendix A and Plan 1 to the report referred to in Minute No. 214 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that risks are identified within the exempt appendix A to the submitted report, which relate to the financial or business affairs of the Council. Disclosure of those risks would be prejudicial to the interests of the Council. In addition, disclosure of the terms set out in appendix A would be prejudicial to the business interests of Hammerson, in so far as they are continuing to negotiate agreements with landowners and tenants. It is therefore considered that the public interest in treating this information as exempt outweighs the public interest in disclosing it.
- (c) Appendix B to the report referred to in Minute No. 217 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that it contains commercially sensitive information on the Council's approach to procurement issues (including Project affordability position) and commercially sensitive information in relation to the Preferred Bidder. As such, the public benefit of withholding this information is considered greater than that of allowing public access to it.

Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

206 Late Items

There were no late items as such, however, it was noted that Executive Board Members had been provided with copies of the recently published Scrutiny Board (Children and Families) Inquiry Report entitled, 'External Placements 2012'. This had been circulated to Members prior to the meeting, by way of some background information to agenda item 20, Looked After Children Report (Minute No. 223 referred).

207 Declaration of Interests

Councillor Finnigan declared a personal interest in the agenda item entitled, 'Little London, Beeston Hill and Holbeck – Pre Financial Close Final Business Case and Section 27 Delegation Request', due to being a Director of Aire Valley Homes ALMO Board (Minute No. 217 referred).

Councillor Ogilvie declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Enterprise Zone Local Draft Order 1: Solar Panels', due to being a member of the Aire Valley Regeneration Board (Minute No. 212 referred).

Councillor R Lewis declared a personal interest in the agenda item entitled, 'Aire Valley Leeds Enterprise Zone Local Draft Order 1: Solar Panels', due to being a member of the Aire Valley Regeneration Board (Minute No. 212 referred).

208 Minutes

RESOLVED – That the minutes of the meeting held on 10th February 2012 be approved as a correct record.

LEISURE

209 Apprenticeships in Parks and Countryside

The Director of City Development submitted a report highlighting proposals to develop an apprenticeship programme for the Parks and Countryside service. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board unanimously supported the proposals detailed within the submitted report, and having particularly welcomed the opportunities which were to be provided to Looked After Children as part of the initiative, Members received assurances in respect of how such opportunities would be facilitated.

RESOLVED – That the planned development of an apprenticeship scheme in Parks and Countryside be supported.

ADULT HEALTH AND SOCIAL CARE

210 Telecare Equipment for the Leeds Telecare Service 2012/2013

Further to Minute No. 240, 19th May 2010, the Director of Adult Social Services submitted a report which sought authority to release capital expenditure of £1,000,000 on the provision of Telecare equipment for the

Leeds Telecare Service from April 2012 to March 2013, in accordance with the Council's Financial Procedure Rules. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board unanimously supported the proposals detailed within the submitted report.

RESOLVED – That the further release of capital expenditure of £1,000,000 for the Leeds Telecare Service from April 2012 to March 2013 be authorised.

DEVELOPMENT AND THE ECONOMY

211 Enterprise Zone Update

Further to Minute No. 26, 22nd June 2011, the Director of City Development submitted a report providing an update on the Enterprise Zone in Aire Valley Leeds and presenting details for approval, on how the zone proposed to operate, whilst outlining the benefits which would be available to those companies locating to the zone. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members emphasised the importance of good infrastructure and transport links to and from the Enterprise Zone, received an update on the levels of interest by companies in locating to the zone and welcomed the proposed flood alleviation measures which were detailed within the report. In addition, the Chair highlighted the need for further work to be undertaken in respect of the possibility of upgrading the skills of residents within the locality, in order to ensure that opportunities were accessible to those residing in and around the zone, with further details being provided to the Board in due course.

Following consideration of Appendix C 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 establishment of the Enterprise Zone in the Aire Valley Leeds, with the benefits and support for companies and jobseekers identified within the submitted report, be approved.
- (b) That changes to the Business Rates discretionary relief scheme authorising the delegated officer to approve applications for the discount for businesses located within the enterprise zone, be approved.
- (c) That expenditure of £2,500,000 to support the delivery of the spine road to the Logic Leeds site, to be funded from business rates growth raised in the Enterprise Zone, be authorised. (This road will enable public transport links to East Leeds to be improved and enable local people easy access to the job opportunities created in the Enterprise Zone).

- (d) That the contract heads of terms, as detailed within exempt appendix C to the submitted report, as the basis upon which the funding will be provided to the developer of the Logic Leeds site, be approved, and that the necessary authority be delegated to the Director of City Development, in respect of the responsibility for finalising the terms of the funding agreement.
- (e) That further work be undertaken on the possibility of upgrading the skills of residents within the locality, in order to ensure that opportunities were accessible to those residing in and around the zone, with further details being provided to the Board in due course.

212 Aire Valley Leeds Enterprise Zone Draft Local Development Order 1: Solar Panels

Further to Minute No. 26, 22nd June 2011, the Director of City Development submitted a report presenting a draft of a Local Development Order (LDO) proposed to support the Aire Valley Enterprise Zone and Urban Eco Settlement concept by simplifying the planning process in the area. The proposed LDO specifically related to allowing the installation of solar panels on non-domestic buildings without the need to apply for planning permission. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the draft of the Aire Valley Leeds Enterprise Zone – Local Development Order 1: Solar Panels, as set out within appendix 1 to the submitted report, be approved, and that the Chief Planning Officer submit the draft LDO, together with the statement of reasons, to the Secretary of State.
- (b) That subject to the Secretary of State not making a direction under Section 61B(1) of the Town and Country Planning Act 1990 as amended, the Aire Valley Leeds Local Development Order (1): Solar Panels be adopted with effect from 1 April 2012.

(The matters referred to within this minute were not eligible for Call In, as any delay would seriously prejudice the Council's or the public interest. This is due to the fact that the Enterprise Zone will commence on 1st April 2012, therefore the timescales for preparing and consulting on LDOs have been very tight and a delay in referring the LDO to the Secretary of State would not allow it to be adopted in time for the start of the Enterprise Zone)

213 Camera Enforcement of Bus Lanes - Phase 2

The Director of City Development submitted a report seeking in principle approval to extend the camera enforcement of bus lanes initiative to the remaining bus lane sites across Leeds, in addition to allowing the introduction of cameras on new bus lane schemes. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Members highlighted the need for the associated road signage to be correct and in line with all relevant regulations, discussed the extent to which there may be an element of discretion in respect of the enforcement, should there be mitigating circumstances and received clarification on the levels of taxi access to bus lanes.

A concern was raised regarding the timing of the proposed extension to the enforcement, given the current economic climate, and also that the initiative should not act as a deterrent to those visiting Leeds or negatively impact upon the city's economy.

RESOLVED –

- (a) That the successful introduction of the pilot bus lane enforcement scheme in the city centre, be noted.
- (b) That in principle approval be given to extend the camera enforcement of bus lanes to the remaining bus lane sites across Leeds, including the introduction of cameras on new bus lane schemes, based on individual site assessments and at nil cost to the Council.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the decisions referred to within this minute)

214 Eastgate Quarter - Amendment to Legal Documentation and Commercial Deal

Further to Minute No. 181, 9th March, 2011, the Director of City Development submitted a report seeking approval to revise the terms of the Eastgate Development Agreement with Hammerson, who have requested that the Development Agreement was reviewed and that the revised terms agreed, in order to facilitate the delivery of the project. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In introducing the report, the Executive Member for Development and the Economy referred to the correspondence which had been received from the Friends of Kirkgate Market and the Leeds Kirkgate Branch of the National Market Traders' Federation and acknowledged the points raised in respect of details within the report regarding consultation.

The Board reiterated its support for the Eastgate development project, and emphasised the extra retail offer, together with the significant employment and training opportunities which would be established as a result.

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

RESOLVED -

- (a) That the contents of the submitted report, together with the current position of the project, be noted.
- (b) That the Heads of Terms, as set out within the submitted report for the variation of the Development Agreement, be approved.
- (c) That the Director of City Development and the City Solicitor be authorised to conclude all the documents required to amend the existing Development Agreement in accordance with the submitted report, and that the Director of City Development and the City Solicitor be authorised to agree any further alterations that might be required, in consultation with the Executive Member for Development and the Economy and in accordance with the appropriate schemes of delegation.

(The matters referred to within this minute were not eligible for Call In, as under the Council's Constitution, a decision may be declared as being exempt from Call In if it is considered that any delay in implementing the decision would seriously prejudice the Council's or the public interest. Any delay in completing the legal documentation as soon as practically possible may have an impact on the critical path of approvals which are being sought both from Hammerson and John Lewis Boards in March)

215 Request from Scrutiny Board (Regeneration) for a Late Submission to Defra on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

- (A) A Request from Scrutiny Board (Regeneration) for a Late Submission to DEFRA on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

The Head of Scrutiny and Member Development submitted a report outlining a request from Scrutiny Board (Regeneration) that Executive Board make a late submission to DEFRA based upon that which had been previously submitted by the Open Space Society, in respect of the consultation exercise undertaken by DEFRA on proposals to reform the process by which land was registered as Town and Village Greens and to introduce Local Green Space designations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

Councillor J Procter, as Chair of Scrutiny Board (Regeneration), attended the meeting in order to introduce the report on behalf of the Scrutiny Board and to highlight the Board's key findings.

On behalf of the Board, the Chair thanked the Scrutiny Board for the valuable work which they had undertaken on this matter.

RESOLVED – That the contents of the submitted report and the request made by the Scrutiny Board to make a late submission to DEFRA, be noted.

(B) A Response to a Request from Scrutiny Board (Regeneration) for a Late Submission to DEFRA on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments

The Director of City Development submitted a report informing of the Council's response to consultation undertaken by DEFRA regarding the reforms to the registration of town and village greens, whilst highlighting the issues identified for the Council in relation to the registration and future management of land designated as a town and village green. In addition, the report sought approval to decline the request of the Scrutiny Board (Regeneration) for the Council to make a late submission to DEFRA, based on the previous submission made by the Open Space Society. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In responding to a suggestion regarding the possible designation of extra land within Leeds for public parks, via the Local Development Framework, it was requested that further work was undertaken on this matter.

The Board acknowledged and considered a view expressed during the discussion that a more robust submission should be made to DEFRA on behalf of the Council.

RESOLVED –

- (a) That the Council's response to consultation undertaken by DEFRA regarding the reforms to the registration of town and village greens be noted.
- (b) That the issues for the Council in relation to the registration and future management of land designated as a town and village greens be noted.
- (c) That the request of Scrutiny Board (Regeneration) for the Council to make a late submission to DEFRA based on the submission made by the Open Space Society, following its consultation on proposals to reform the process of registration of land as Town and Village Greens and to introduce local Green Space Developments, be declined.
- (d) That further work be undertaken into the possible designation of extra land within Leeds for public parks, via the Local Development Framework.

ENVIRONMENTAL SERVICES

216 Leeds Climate Action Coalition Deputation to Council Regarding the Impact of the Feed in Tariff Review on Jobs, Fuel Poverty and Carbon Reduction in Leeds

The Director of Environment and Neighbourhoods submitted a report responding to the deputation presented to Council on 18th January 2012 by Leeds Climate Action Coalition regarding the impact of the Feed In Tariff review upon jobs, fuel poverty and carbon reduction in Leeds. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED –

- (a) That the necessary responsibility be delegated to the Director of Environment and Neighbourhoods in order to oversee the formal response to Phase 2 of the Department of Energy and Climate Change's consultation on Feed-In Tariffs.
- (b) That Executive Board continue to co-ordinate the Council's low carbon programmes through the Environment Programme Board.
- (c) That the necessary authority be delegated to the Director of Environment and Neighbourhoods in order to engage with the PV market to seek competitive proposals from potential PV installers and to appoint the installer that can deliver best value, which is cost neutral or better, for the Council.

NEIGHBOURHOODS, HOUSING AND REGENERATION

217 Little London, Beeston Hill and Holbeck - Pre Financial Close Final Business Case and Section 27 Delegation Request

Further to Minute No. 55, 27th July 2011, the Director of Environment and Neighbourhoods submitted a report outlining the progress made in respect of the Little London, Beeston Hill and Holbeck PFI housing project and highlighting the outcomes which were being sought to contribute towards the regeneration of three inner areas of the city. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering the report, Members welcomed the progress which had been achieved and acknowledged the efforts which had been made by all relevant parties to get the project to its current, advanced position. In addition, Members highlighted the significant number of training and employment opportunities which would be established for the localities and beyond, as a result of the project and emphasised the mixed tenure of housing provision that the project looked to establish in the three communities.

Responding to a Member's enquiries, officers provided the Board with details regarding the background to the combination of the Little London and the Beeston Hill and Holbeck PFI schemes.

Following consideration of Appendix B 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 respect of the project, and the intention to let the contract by the end of March 2012 in order to allow a start on site by July 2012, be noted.
- (b) That the actions required to be taken to secure all required approvals and to seek final authorisation to let the contract be noted, and in particular, the action taken by the Director of Environment and Neighbourhoods to seek revised section 27 Housing Act 1985 consents in support of the Project, be noted and endorsed.
- (c) That the financial implications and affordability position, as outlined within exempt Appendix B to the submitted report, be noted.

218 Reducing Reported Domestic Burglary in Leeds - Update

The Director of Environment and Neighbourhoods submitted a report presenting a position statement on the delivery of the city's multi-agency Burglary Reduction Programme, which commenced in September 2011. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the successes which had been achieved by the programme to date in addressing the city's domestic burglary problem.

RESOLVED -

- (a) That the success of the programme to date, in addressing the city's domestic burglary problem, be noted.
- (b) That on-going support be provided to promote and help sustain the multi-agency approach which has been adopted across the city.
- (c) That an on-going commitment be provided to the targeting of activity in strategic areas of concern for 2012/2013.
- (d) That a further report be submitted in Autumn 2012 which provides an update on the progress made and which outlines the forward strategy for the Burglary Reduction Programme.

219 Report on Leeds Anti-Social Behaviour Team

The Director of Environment and Neighbourhoods submitted a report providing an update on the work and progress made by Leeds Anti-Social Behaviour Team (LASBT) since its implementation in April 2011 and highlighting how the collective response to Anti-Social Behaviour across Leeds had improved during 2011/2012. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering this item, a request was made that the relevant Scrutiny Board not only considered the development of the noise service, but that the Scrutiny Board also considered those aspects within the submitted report relating to Anti-Social Behaviour.

RESOLVED -

- (a) That the impact of the new Leeds Anti Social Behaviour Team since implementation be noted.
- (b) That the transfer of the domestic noise service to Safer Leeds be noted.
- (c) That a request be made to the relevant Scrutiny Board to examine in the new Municipal Year the development of the noise service, together with those aspects within the submitted report regarding Anti-Social Behaviour.

RESOURCES AND CORPORATE FUNCTIONS

220 Financial Health Monitoring 2011/2012 - Month 10

The Director of Resources submitted a report setting out the Council's projected financial health position after 10 months of the financial year. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board welcomed the positive trend which had been achieved to date, however, the significant impact of the Health Service contribution upon the Council's current financial position was highlighted.

RESOLVED –

- (a) That the projected financial position of the authority after ten months of the financial year be noted.
- (b) That the next Financial Health Monitoring report be submitted to the May 2012 Executive Board meeting, which will be a draft outturn for the financial year, and that for the 2012/13 Municipal Year, monitoring reports continue to be submitted to each Executive Board meeting.

221 Reports regarding Developments in respect of Community Involvement in Local Authority Assets and Service Provision

(A) Assets of Community Value - Legislation and Implications

The Director of City Development submitted a report detailing the provisions to deal with Assets of Community Value in the Localism Act and setting out the resultant requirements and the potential implications for the Council. In addition, the report sought approval to publish the proposed 'List of Assets of Community Value' and also to delegate authority to the Director of City Development to authorise inclusion of community nominations in the list of assets of community value which satisfied the criteria, as set out within the Act and those

which would fall into the list of land nominated by unsuccessful community nominations. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

In considering both the reports referred to in Minute Nos. 221(A) and 221(B) at the same time, Members emphasised the need to ensure that the process by which communities could acquire assets of community value and the community asset transfer procedure were not too bureaucratic, in order to maximise community accessibility to them. In addition, Members highlighted that there should be an equality of access to, and support with such processes across all communities throughout Leeds. Responding to the comments made, the Chief Executive provided reassurance that an enabling and 'can do' approach would be taken by the Council in assisting communities, which would be accompanied by independent advice from organisations such as Leeds Ahead. In addition, it was noted that any successful expressions of interest would need to be able to prove that they were financially viable.

Members highlighted the limited nature of the 6 month window of opportunity that community groups would have to submit their case to acquire assets and facilities of community value and emphasised the need for an element of flexibility on such timescales.

With regard to community asset transfers, Members discussed whether such assets should be transferred on a leasehold or freehold basis, and noted that further consideration could be given to this matter.

In conclusion, officers noted the comments which had been made and highlighted that in respect of the community asset transfer procedure the points made would be taken into consideration as part of the consultation process on the draft policy submitted to the Board. However, it was emphasised that the processes relating to the acquisition of assets of community value had been established by central Government.

RESOLVED -

- (a) That it be noted that the Localism Act 2011 dealing with Assets of Community Value is expected to come fully into force later this year, once all the Regulations have been made by the Secretary of State, which will have implications for the Council.
- (b) That approval be given to the publication of the proposed field list attached at Appendix 1 to the submitted report, for the published 'List of Assets of Community Value' and also the list of land nominated by unsuccessful community nominations.
- (c) That authority be delegated to the Director of City Development, in consultation with the Executive Member for Development and the Economy, to authorise the inclusion of community

nominations which satisfy the criteria set out within the Act, in the 'list of assets of community value' and those which would fall into the 'list of land nominated by unsuccessful community nominations'.

(B) Community Asset Transfer

The Director of City Development submitted a report setting out the background to community asset transfer, outlining the context in terms of Government policy, highlighting the benefits of community asset transfer, the Council's experience to date, together with any lessons learned. In addition, the report also presented a draft policy and assessment framework for consideration in respect of any future community asset transfers. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

The Board considered both the reports referred to in Minute Nos. 221(A) and 221(B) at the same time, therefore the details of the overarching discussion on both reports are detailed within Minute No. 221(A).

RESOLVED – That, subject to the comments which had been made during the discussion, the proposed draft policy and framework documents appended to the submitted report be agreed for use in assessing community asset transfers. The draft will be subject to a two month consultation period from 1st April 2012 to 31st May 2012, with a final version being submitted to Executive Board in July 2012.

(C) Community Right to Challenge

The Director of Resources submitted a report providing a summary of the requirements arising from the 'Community Right to Challenge' provisions of the Localism Act 2011, and providing an opportunity to debate and determine the way that the Council implements the associated legislation. In determining this matter, the Board took into consideration all matters contained within the accompanying report.

RESOLVED - That the contents of the submitted report be noted and supported, and it be agreed that a further report be submitted to the Board, detailing the regulations, once they are published.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within Minute Nos. 221(A) and 221(B))

222 Local Authority Mortgage Scheme

The Director of Resources and the Director of Environment and Neighbourhoods submitted a joint report outlining the development of a new product, namely the Local Authority Mortgage Scheme, and its applicability to Leeds. In addition, the report sought approval to establish the scheme in order to support the housing market in Leeds. In determining this matter, the

Board took into consideration all matters contained within the accompanying report.

Members welcomed the proposals which had been made, emphasised the positive and wider impact that every transaction would have on the housing market and underlined that the scheme aimed to help re-balance the market in Leeds.

Responding to a concern raised regarding the 95% levels of mortgage which had been proposed to be offered as part of the scheme, Members were reassured that the initiative was not to encourage reckless lending, but to make loans available to those first time buyers who had been subject to a rigorous financial checking procedure.

In response to an enquiry raised, it was confirmed that it was intended for the scheme to be available across the whole of the Leeds area.

In conclusion, the Chair welcomed the support for the initiative which had been given and requested that a further report was submitted to the Board in due course, providing a review of the scheme and inviting consideration of whether the initiative should continue in the future.

RESOLVED -

- (a) That the establishment of a Local Authority Mortgage Scheme for Leeds, to be available within the Leeds Metropolitan District area, be approved.
- (b) That approval be given to £2,000,000 funded from revenue reserves, being placed with a lender as the maximum limit for the total indemnity to be offered under the scheme.
- (c) That approval be given to a maximum loan value under the scheme of £152,000.
- (d) That the approval of detailed matters relating to the scheme be delegated to the Director of Resources.
- (e) That a further report be submitted to the Board in due course, providing a review of the scheme and inviting consideration of whether the initiative should continue in the future.

CHILDREN'S SERVICES

223 Looked After Children (LAC) Report

The Director of Children's Services submitted a report providing an update on the number of looked after children in the city and advising of the key outcomes for children, for whom Members act as a corporate parent. In addition, the report detailed the key initiatives that were being taken forward to reduce the number of looked after children and to ensure that those children looked after by the City of Leeds were in receipt of high quality care.

Draft minutes to be approved at the meeting
to be held on Wednesday, 11th April, 2012

Copies of the recently published Scrutiny Board (Children and Families) Inquiry Report entitled, 'External Placements 2012' had been circulated to Board Members prior to the meeting, by way of some background information.

Members highlighted the need to ensure that more placements were undertaken by in-house carers and less by the Independent Fostering Agency and welcomed the related review which had been undertaken by the Scrutiny Board (Children and Families). In addition, Members emphasised the need to ensure that the communications process with such foster carers was clear and effective. In response to the comments made, the Executive Member for Children's Services paid tribute to and thanked the Scrutiny Board for all of the work it had undertaken in the past year, which had been very constructive and helpful. The suggestions made regarding the recruitment of in-house foster carers were acknowledged, however it was emphasised that the such recruitment was complex and did not solely relate to financial incentives.

In conclusion, the Executive Member for Children's Services reassured the Board that Children's Services would not be complacent in respect of its efforts to continue to improve the levels of service provided to young people.

RESOLVED -

- (a) That the progress made by Children's Services in stabilising numbers of looked after children be noted.
- (b) That the strategy and key actions being taken by Children's Services and partners to 'Turn the Curve' on the number of looked after children in Leeds be endorsed.

224 Basic Need 2012: Carr Manor and Roundhay: All Through Schools Revised Costs

Further to Minute No 107, 12th October 2011, the Director of Children's Services submitted a report outlining the reasons behind the increase in costs in relation to both the Carr Manor and Roundhay projects, identifying the additional funding, and seeking approval to the increased expenditure on both projects in order to deliver 90 pupil places in 2012.

Responding to Members' comments and concerns, assurances were received that a more co-ordinated approach would be taken between directorates when delivering such developments in the future. It was acknowledged that this matter was not subject to Call In, due to the need to ensure that the accommodation was in place for September 2012, however, it was requested that this matter was referred to the relevant Scrutiny Board, so that the related processes could be reviewed.

In conclusion, the Chair acknowledged the request for the matter to be referred to Scrutiny and in addition, also requested that a report was submitted to a future meeting of Executive Board in order to provide details of the lessons which had been learned as a result of this issue and any changes to procedure which had been implemented.

RESOLVED -

- (a) That £655,000 of secured grant funding be transferred from scheme 14185/000/000 and that additional expenditure of £655,000 in respect of the Carr Manor project be authorised in order to allow the scheme to progress to a formal order to the supplier and to allow 30 places to be delivered for 2012.
- (b) That £2,775,000 of secured grant funding be transferred from schemes 14185/000/000 and 16404/000/000 and that additional expenditure of £2,775,000 in respect of the Roundhay project be authorised, in order to allow the scheme to progress to a formal order to the supplier and to allow 60 places to be delivered for 2012.
- (c) That the processes relating to this specific case be referred to the relevant Scrutiny Board for review.
- (d) That a further report be submitted to a future meeting of Executive Board in order provide details of the lessons which have been learned as a result of this issue and any changes to procedure which have been implemented.

(The matters referred to within this minute were not eligible for Call In, due to the urgency with which the formal order must be placed if the accommodation is to be delivered for 2012)

225 Impact of Tuition Fee Rises for Leeds

Further to Minute No. 155, 5th January 2011, the Director of Children's Services and the City Development submitted a joint report advising of the potential impacts of tuition fee rises and the wider changes to higher education for Leeds.

The Executive Member for Children's Services noted that related correspondence had been received from Leeds Student Unions on this matter.

The Board emphasised the vital contribution that students made to the city and considered the universities' role within local communities. Regarding the impact of tuition fee rises would have upon Leeds, Members acknowledged that it was too early to draw any conclusions and it was therefore requested that a further report was submitted to the Board in due course, both on this matter and also in relation to the closer involvement that universities could have upon local communities.

RESOLVED -

- (a) Comment on the content of the attached report.
- (b) That a further piece of work be commissioned in order to assess the economic impact of tuition fee rises and the wider changes to higher education being implemented post 2012, to be undertaken in 12

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months time, with a report being submitted to Executive Board, which also provides further details regarding the involvement of the universities within local communities.

DATE OF PUBLICATION: 9TH MARCH 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 16TH MARCH 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 19th March 2012)

SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

MONDAY, 6TH FEBRUARY, 2012

PRESENT: Councillor P Grahame in the Chair

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

66 Declarations of Interest

Councillor Ron Grahame declared a personal interest in relation to Agenda Item No. 7, Financial Health Monitoring 2011/12 – Month nine report, in his capacity as a Director of East North East Homes ALMO, and as a Member of the GMB Union. (Minute No. 69 refers)

67 Apologies for Absence and Notification of Substitutes

There were no apologies for absence

68 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 9th January 2012 be confirmed as a true and correct record

69 Financial Health Monitoring 2011/12 - Month 9

The Head of Scrutiny and Member Development submitted a report which provided details of the financial health of the authority as of month nine of the 2011/12 financial year.

Dough Meeson, Chief Officer (Financial Management) attended the meeting and responded to Members questions and comments

In brief summary, the main areas of discussion were:

- Costs associate with foster caring/ children in care
- The generation of income through Council Services
- The projected overspend at month 9 of £0.5m, an improvement of £1.9m from the position at month 8
- Reductions in staffing through the early leavers initiative
- Refuse collection back up service

RESOLVED – To note the projected financial position of the authority after nine months of the financial year 2011/12

70 Best Value Review of ICT - Update

The Chief Officer ICT submitted a report which provided an update of the Best Value Review of ICT

Ian Jones, Senior ICT Consultant attended the meeting and responded to Members questions and comments

In addressing the report Mr Jones explained the background in appointing a Consultant to undertake a more detailed review of Children's Services.

A report from the appointed consultant was included in the report provided to the Board. The report described the proposed approach of the review, timescale, deliverables, resources and costs

In brief summary, the main areas of discussion were:

- Users of any new system to be consulted on the design and delivery of the system
- Any new system would need to be compatible with other City Council IT systems
- Assurances that adequate training would be provided
- A desire to have commercial package/ proven system, not a bespoke system
- The use of a Consultant and further details and background about the procurement process
- A desire for reports to be written in plain English, more user friendly

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That the comments of the Board be made known to the project team
- (iii) That further details be obtained about the appointed Consultants and the procurement process

71 Work Schedule

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 Member's information was the current version of the Board's work programme, the minutes from the Executive Board meeting held on 4th January 2012, together with an extract from the Forward Plan of Key Decisions for the period 1st February to 31st May 2012

RESOLVED – That the work programme, as amended, be approved

72 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday 5th March 2012 at 10.00am in the Civic Hall, Leeds (Pre- Meeting for Board Members at 9.30am)

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SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

MONDAY, 5TH MARCH, 2012

PRESENT: Councillor P Grahame in the Chair

Councillors S Bentley, A Blackburn,
B Chastney, N Dawson, R Grahame,
J Hardy, M Rafique and R Wood

73 Declarations of Interest

Councillor Ron Grahame declared a personal interest in relation to Agenda Item No. 7, Quarter 3 Performance Report 2011/12, in his capacity as a Director of East North East Homes ALMO, and as a Member of the GMB Union. (Minute No. 76 refers)

74 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillors: J L Carter, A Lowe and C Macniven. Councillor Rafique provided notification that he would be substituting for Councillor Lowe

75 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 6th February 2012 be confirmed as a true and correct record

76 2011/12 Quarter 3 Performance Report

The Assistant Chief Executive (Customer Access and Performance) submitted a report which set out a summary of the quarter three performance data for 2011-12. The report also provided an update on progress in delivering the priorities in the Council Business Plan 2011-15 relevant to this Board.

James Rogers, Assistant Chief Executive (Customer Access and Performance), Lorrain Hallam, Chief Officer HR, Heather Pinches, Executive Officer, Performance Management and Doug Meeson, Chief Officer (Financial Management) attended the meeting and responded to Members questions and comments

In brief summary, the main areas of discussion were:

- Clarification of the amber classification
- Employee Engagement Survey
- Leadership Development Proposals
- The Citizens Panel
- Interaction and collaboration between different directorates and the One Council approach

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to be held on Monday 2nd April 2012

- Financial health of the authority
- Equality Improvement Priorities

During a discussion on income generation Councillor Wood proposed that the Chief Planning Officer be asked to comment on the merits and viability of increasing retrospective planning application fees. This was supported by the whole board.

RESOLVED –

- (i) To note the quarter three performance information and the key performance issues raised
- (ii) To request that the Head of Scrutiny and Member Development write to the Chief Planning Officer in relation to planning fees.

77 People Plan 2011-2015

The Chief Officer HR submitted a report which set out details of a People Plan for 2011 – 15. It was reported that the purpose of the plan was to help all City Council Employees make the maximum, contribution to achieve the Council’s ambition to be the “Best Council in the UK”.

Lorraine Hallam, Chief Officer HR attended the meeting and responded to Members questions and comments.

In brief summary, the purpose of the Scrutiny Board discussion was to ascertain when and how scrutiny could offer critical friend challenge on the progress of the strategic outcomes identified within the plan. A discussion was held on the proposed “scorecard”.

The Board also discussed in detail appraisals and staff engagement, two cross-Council priorities of which HR Service was the lead.

Members were also briefed on the introduction of “Cornerstone”, a Performance and Learning Management system.

It was agreed that the Chair (and other Board Members) would meet with the Chief Officer to agree the format and frequency of future updates with the intention of reporting back to the Board in April

RESOLVED –

- (i) That the People Plan 2011-15 be noted
- (ii) That a further report be submitted in April outlining future performance reporting arrangements.

78 Waste Management Process Review Project

The Board received a report on the Customer Access Programme. The report provided an update on progress of the Waste Management Process Review Project and sought Members comments on progress.

Cathryn Baggott, Customer Access and Performance, Project Manager, Andy Hickford, Senior Project Leader, Tom Smith, Locality Manger, Project Team Member and Keith Lander, Area Management, Project Team Member attended the meeting and responded to Members questions and comments.

Members noted that the first phase of the project had been completed and this had established the foundation for a further and significant piece of work to deliver long term enhancements to the service including : on line self services and the delivery of integrated 'In cab' technology. It was reported that future phases would be dependent upon the programmes Business Case being signed off by the Executive Board in May 2012.

In brief summary, the main areas of discussion were:

- Issues around contaminated bins
- Length time for delivery of replacement parts/ replacement bins
- Issues around bulky waste collection
- Communication with customers
- In cab technology

The Chair thanked Officers for their attendance and contribution commenting that it had been a successful inquiry with positive outcomes

RESOLVED – That the progress on the Waste Management Process Review Project be noted and welcomed

79 Work Schedule

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 member's information was the current version of the Board's Work programme, together with the minutes from the Executive Board meeting held on 10th February 2012.

RESOLVED – That the work programme, as amended, be approved

80 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Monday 2nd April 2012 at 10.00am in the Civic Hall, Leeds (Pre- Meeting for Board Members at 9.30am)

Draft minutes to be approved at the meeting
to be held on Monday 2nd April 2012

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SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 9TH FEBRUARY, 2012

PRESENT: Councillor J Chapman in the Chair

Councillors J Akhtar, G Driver, P Ewens,
B Gettings, A Lamb, P Latty, K Maqsood,
A McKenna, M Rafique and K Renshaw

CO-OPTED MEMBERS (VOTING):

Mr E A Britten - Church Representative (Catholic)

Ms A Craven - Parent Governor Representative (Primary)

Ms J Ward - Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING):

Ms C Foote - Teacher Representative

Ms A Choudhry - Young Lives Leeds

66 Chair's Opening Remarks

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

67 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 8, Inquiry on External Placements - Draft Final Report and Recommendations, which was not available at the time of agenda despatch. (Minute No. 71 refers)

68 Declarations of Interest

Councillor Lamb declared a personal interest in agenda item 7, Scrutiny Inquiry Session 1 - Increasing the number of young people in employment, education or training (EET), in his capacity as a Member of the Prince's Trust - West Yorkshire Committee. (Minute No. 70 refers).

A further declaration of interest was made at a later point in the meeting. (Minute No. 70 refers)

69 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillor Khan and Co-opted Members, Ms Cox, Mrs Hutchinson and Ms Kayani. Notification had been received that Councillor Akhtar was to substitute for Councillor Khan.

70 Minutes - 12th January 2012

RESOLVED – That the minutes of the meeting held on 12th January 2012 be approved as a correct record.

71 Matters Arising from the Minutes

Scrutiny Board (Children and Families) – Membership update

Members were informed that Jeannette Morris-Boam was replacing Aqila Choudhry as the Young Lives Leeds representative from the March Scrutiny Board meeting onwards.

72 Scrutiny Inquiry Session 1 - Increasing the number of young people in employment, education or training (EET)

The Director of Children's Services submitted a report which presented evidence in line with Session 1 of the Scrutiny Board's Inquiry into increasing the number of young people in employment, education or training (EET).

The following information was appended to the report:

- Audit Commission summary report "Against the Odds" published in July 2010
- Information on the number of young people NEET, and comparison with other local authorities (November 2011)
- The latest Children's Trust Board report card relating to NEET (January 2012)
- Raising the Participation Age (RPA) – Action Plan for Leeds
- Training opportunities available to individuals claiming benefits
- Leeds City College - Flexible start short courses for 16-24 year olds
- Cross government strategy for 16-24 year olds "Building Engagement, Building Futures: Our Strategy to Maximise the Participation of 16-24 Year Olds in Education, Training and Work" (December 2011).

The following Executive Member and officers attended the meeting and responded to Members' questions and comments:

- Councillor Blake, Executive Member - Children and Families
- Nigel Richardson, Director of Children's Services
- Gary Milner, Head of 14-19 Strategy, Children's Services
- Ken Morton, Head of Young People and Skills, Children's Services
- Sue Wynne, Chief Officer, Employment and Skills, Environment and Neighbourhoods

The key areas of discussion were:

- Challenges associated with the current economic climate and rising youth unemployment.

- Development of careers provision and support from the voluntary sector. Joint working had been undertaken with schools to establish an approved provider list. Leeds Pathways website provided further information and support.
- Development of links with learning providers and the business community in supporting young people into employment. The Chief Officer, Employment and Skills, Environment and Neighbourhoods, agreed to provide the Scrutiny Board with an overview of the initiatives that were currently in place at the next meeting.
- The changing context of academies and the differences in governance arrangements which may impact on universal careers advice from September 2012.
- The importance of early intervention programmes and establishing a cohesive approach to this area of work.
- Building on work in communities to “reconnect disconnected communities”, raising aspirations and self-esteem.
- Concern about the increase in individuals recorded as not known.
- Support for young people with special educational needs and mental health difficulties.
- Ensuring that parents and carers were kept informed about the types of learning provision that were available.

RESOLVED –

- (a) That the relevant issues considered be incorporated in the draft report of the Scrutiny Board’s inquiry.
- (b) That further statistical data on NEETs age 19 – 24 by electoral ward be brought before the Scrutiny Board at the next meeting.
- (c) That further statistical data on long term or ‘sustained’ NEETs by individual circumstances be brought before the Scrutiny Board at the next meeting.

(Councillors Ewens and Rafique joined the meeting at 10.00am during the consideration of this item.)

(Councillor Gettings withdrew from the meeting at 10.55am, Ms Choudhry at 11.03am, Councillor Akhtar at 11.30am and Councillor A McKenna at 11.33am, during the consideration of this item.)

(Councillor Ewens declared a personal interest in this item in her capacity as LEA Governor at City of Leeds High School.)

73 Inquiry on External Placements - Draft Final Report & Recommendations

The Head of Scrutiny and Member Development submitted a report which presented the conclusions and recommendations arising from the Scrutiny Board’s inquiry into external placements.

Sandra Newbould, Principal Scrutiny Adviser, presented the report.

The following comments / amendments to the draft final report and recommendations were agreed as follows:

- Concern about children being placed outside Leeds. It was advised that homes outside Leeds were subject to the same strict checks as those within the local authority area.
- An amendment under paragraph 137 to reflect the Scrutiny Board's concern about one of the independent care homes which was establishing its own school for in-house education.
- An amendment under paragraph 95 to emphasise that value for money should be expressed in terms of achieving the best outcome for young people and not about adopting the cheapest option.
- An amendment to recommendation 10 to read 'That the Director of Children's Services reports back to the Scrutiny Board in July 2012 on what formalised input foster carers should have into the review process for children they care for and how improvements can be made to ensure that their input is considered in practice'.

RESOLVED –

(a) That the Scrutiny Board's final report and recommendations, as amended, be approved.

(b) That a formal response to the recommendations be produced in line with normal procedures for scrutiny inquiry reports.

(Councillor Renshaw left the meeting at 11.51am during the consideration of this item.)

74 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 4th January 2012, and an extract from the Forward Plan of Key Decisions for the period 1st February 2012 to 31st May 2012.

It was advised that the initial outcome to the residential care home review was being presented to the Scrutiny Board in April 2012.

RESOLVED – That the work programme be approved.

75 Date and Time of Next Meeting

Thursday, 15th March 2012 at 9.45am with a Pre Meeting for Board Members at 9.15am

(The meeting concluded at 11.55am.)

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 23RD FEBRUARY, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, S Bentley, D Cohen,
G Hyde, M Lyons, J Matthews, V Morgan,
C Fox and P Wadsworth

54 Chairs Opening Remarks

Councillor Rafique welcomed all present to the meeting and expressed the Boards' congratulations to Councillor Morgan who celebrated her 55th Wedding Anniversary today.

55 Late Items

No formal late items of business were added to the agenda, however the Board had received a supplementary document providing budgetary information on the events provided by the Out of School Activities Team (minute 60 refers)

56 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:

Councillor Cohen – powers to promote local employment, training and skills - declared a personal interest as a representative of Tesco Stores Plc had been invited to give evidence to the Scrutiny Inquiry and he stated Tesco Stores Plc were a retail client of his business, unrelated to this Inquiry. (Minute 59 refers)

57 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor D Atkinson. Members also noted the changes made to the membership of the Board by Council on 22nd February 2012 and welcomed Councillors Fox and Wadsworth as new Members of the Board.

58 Minutes

Minute 48 - Councillor Cohen requested that the minutes reflect his disappointment that the relevant Director and Executive Members had not attended the meeting to present the Quarter 2 Performance report in respect of the Department of Environment and Neighbourhoods

Minute 51 - Members noted a correction required to the title of Mr M Sellens to read "Head of Planning Services".

RESOLVED – That, subject to the amendments outlined above, the minutes of the meeting held on 26th January 2012 be agreed as a correct record

59 Session 3 - Inquiry into maximising existing powers to promote, influence and create local employment, training and opportunities around major development projects and the purchasing of services

Further to minute 51 of the meeting held 26th January 2012, the Director of Environment and Neighbourhoods submitted a report to Session 3 of the Inquiry on the proposed approach for the monitoring and review of the delivery of employment and skills obligations

Sue Wynne - Chief Officer; Employment & Skills, Philippa Toner – Senior Executive Manager, Public Private Partnership Unit and Martin Sellens, Head of Planning Services attended the meeting. In brief, officers highlighted :

- the need for implementation of the obligations to be transparently monitored and reviewed and the benefits this approach would bring
- feedback from the consultation with suppliers which showed general support for the proposed approach - if appropriate performance targets and associated remedies for non-compliance were determined prior to signing the contract and detailed in the contract documents, the process was not too bureaucratic/expensive and obligations were dealt with on a contract by contract basis
- the difference between S106 financial obligations and jobs & skills obligations and the engagement process with developers
- the Director of Resources had considered the financial implications and risk to the authority of jobs and skills obligations being formalised within the thresholds previously discussed and was supportive of the initiative.

The Board made the following comments

- S106 jobs & skills obligations should be more robustly pursued as there was concern that there appeared to be no redress if a developer did not fulfil those obligations. Members noted the response that every employment plan attached to a planning permission now contained clear targets however City Development acknowledged that measures to deal with failure to meet obligations were required
- reports to Plans Panels should include reference to the “track record” of an applicant/developer in meeting S106 obligations attached to previously approved schemes/phases of the same scheme

The Board welcomed representatives of external organisations to the Session:

Debra Hyams Tesco Stores PLC – gave evidence on the working relationship established between Tesco and the Leeds Employment Team and highlighted the following:

- LET was a useful tool for employers who needed to know local skills base
- Some new developments were developer led with the end user not being involved in the initial plans and negotiations; therefore the jobs & skills requirements may not be those the end user could fulfil
- Would welcome flexible employment and skills obligations as a target for the company to aim towards.

Janet Spencer Leeds Housing Concern – gave evidence as a representative of a charity providing housing and assistance to the most vulnerable groups. LHC had participated in the consultation undertaken by LCC and highlighted the following:

- The suggested approach would lend weight to the informal arrangements currently in place by which LHC and similar organisations provided assistance to their client group to gain education and employment through an in-house training programme and work experience for social work and health care students

Having thanked all attendees for their contributions to the Inquiry and being satisfied with the information presented; the Board made the following initial recommendations:

1. To support the production of a policy framework and charter to bring consistency in approach and enable external bodies to be clear on the Councils expectations. Consultation with stakeholders should be sufficiently undertaken to inform this process.
2. Clear guidance and information must be available and provided to those parties on which jobs and skills obligations are imposed.
3. To develop a toolkit for consistent implementation. This should also be supported by staff training. The toolkit should ensure that efficient processes are in place to ensure there is no duplication of effort by planning and procurement where both are involved in a particular venture.
4. A review of operational procedures in Planning and Procurement to ensure that there is a documented process flow which demonstrates that the Employment and Skills team have been alerted to each and every opportunity that meets defined criteria at an early stage, including pre-application meetings.
5. Ensure robust monitoring
6. Ensure pockets of best practice are identified and adopted across the Authority
7. Ensure opportunities, skills and employment are targeted to local unemployed and NEETS
8. To recommend the following thresholds –
 - a. Contracts valued at £100k and above
 - b. Developments of more than 100 residential units
 - c. Construction sites of more than 10,000 sq m
 - d. Retail developments of over 2,000m²

Additionally, Members sought further investigation of

- The appropriateness of introducing an “obligation bond”. An amount to be retained/levied should a developer not fulfil the obligations set out in a Section 106 Agreement
- Separate Scrutiny work into Section 106 financial obligations, to cover the amount of time taken for financial and non financial obligations to be met/paid and actions taken to recover and enforce obligations.

RESOLVED – That the contents of the report and the comments of the Board on the proposed approach to the monitoring and review of the delivery of the employment and skills obligations through the council’s procurement and planning functions as detailed above be noted

60 Session 3 - Inquiry into the engagement of young people in culture, sport and recreational activities

Further to minute 39 of the meeting held 1st December 2012 the Director of City Development submitted a report to the third Inquiry Session focussing on the involvement of young people in the development; delivery and improvement of services.

The Board withdrew to an informal meeting space to participate in a workshop attended by representatives of children and young people seeking to participate into the Inquiry

- Two pupils from Colton Primary School and Sean Flesher, Head of Parks & Countryside – outlined the schools involvement in the design and choice of equipment now installed in the new Temple Newsam play area “Physcap” and the subsequent usage of the facility
- Becky, Leeds Disability Sports Panel and Ross Bibby, Disability Sports Officer – discussed the work done to raise awareness of sports activities available to young people with disabilities
- Alison, Jessica, Helen, Becca; and Nicki Ball of LS Live – outlined the work they had done to report on events in Leeds for “radiowave” a safe social media network for young people and the media skills had acquired during a work experience placement
- Ingi, Breeze participant – described her involvement in various Breeze projects in recent years and the experiences available to young people through the Breeze Programme
- Erin and Matthew of Breeze Sports Academy – highlighted the courses available to Year 10 & 11 pupils which provided young people with experience, skills, qualifications and confidence necessary to embark on further training or careers
- Dennis Robbins from the Hunslet Club provided a history of the club and its place as one of the largest voluntary organisations in the UK to provide courses, support and activities for young people

During discussions, the attendees raised the following issues

Breeze programme:

- Breeze provided young people opportunities to participate in events they may not naturally have had access to
- Public transport to some events was an issue with expense and location of events being key factors
- Lack of awareness of “mini breeze events”

Communication

- Some events may not be marketed appropriately to the target audiences
- Use of social networks to advertise supported
- Better communication needed to explain to young people why service/event provision may be changing

- Flagship events (such as Party in the Park/Ice Cube) could be better used to advertise other events for young people
- Noted the comment that local ward councillors should attend events for young people and assist in media campaigns
- The LS radio wave group had the skills to work with the media, why not engage them to make promotional videos

Engagement -

- work experience/training in organisations suggested to encourage young peoples interest and involvement
- Involvement in the design of scheme/event can lead to greater use as the scheme designed from young persons perspective
- young people want to volunteer but that the organisers/providers needed to team up so that young people could access the events
- some provision seen as static – such as the museum – these could attract more attendees if spaces were set aside specifically to showcase young people’s work or for interactive exhibits
- some provision – such as Tropical World – required young people under 16 years to be accompanied by an adult. Consider whether this is appropriate as prohibits older teens from attending
- noted the comment that Leeds Library had recently removed its Young Peoples section

The Chair thanked all the participants for their attendance; highlighting the benefit their participation had brought to the Inquiry. Councillor Rafique stated the Board would welcome similar sessions to continue the discussions on whether improvements had been achieved.

(Councillors Akhtar and Lyons left the meeting at this point)

At the conclusion of the workshop session, the Board recommenced the formal meeting and continued discussions on the main themes arising from the discussions as being the importance of:

1. Communication and social networking, utilising appropriate and coherent methods to target audiences and choice of consultation groups
2. Young peoples involvement in scheme designs and creation of media to advertise events
3. Work experience opportunities
4. Showcases for young peoples work

(Councillor Akhtar resumed his seat and Councillor Morgan left the meeting at this point)

Having thanked officers for their contributions to the Inquiry and being satisfied with the information presented; the Board made the following initial recommendations :

1. That there should be greater collaborative working and interaction between Children’s Services (Youth Services) and City Development (Libraries, Arts &Heritage)

Draft minutes to be approved at the meeting
to be held on Thursday, 22nd March, 2012

2. Accurate data gathering, targeting and marketing services in a much more informed way to promote engagement in areas where take up is lacking.
3. The example of “good practice” in a small proportion of the City and discussed on an Area, Cluster or Ward basis. This should be rolled out across the city to provide co-ordinated event information.
4. That every child in the city should have a Breeze Card and a proper strategy to achieve this should be developed

RESOLVED –

- a) To note the contents of the report; the discussions and the draft recommendations outlined in 1 to 4 above
- b) To endorse the vision for the future development of Breeze outlined in the submitted report, having regard to the comments made by the Board
- c) To thank the young people’s representatives for their attendance at the Inquiry and their participation in the workshop session

61 Work Programme

The Head of Scrutiny & Member Development submitted a copy of the Work Schedule for the 2011/12 Municipal Year which had been populated with the priority areas for scrutiny as identified at previous meetings. A copy of the minutes of the Executive Board meeting held 10th February 2012 was attached for consideration along with a copy of the Forward Plan covering the period of 1 February to 31 May 2012.

The Board noted the earlier request for scrutiny of S106 financial obligations at a later date

RESOLVED –

- a) To note the contents of the Work Programme and
- b) To note any matters raised at this meeting above will be included appropriately
- c) To note the contents of the Forward Plan and the Executive Board minutes

62 Date and time of next meeting

RESOLVED – To note the date and time of the next meeting as Thursday 22nd March 2012 at 10:00 am

SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 13TH FEBRUARY, 2012

PRESENT: Councillor B Anderson in the Chair

Councillors P Grahame, R Grahame,
K Groves, J Hardy, P Harrand, G Hyde,
J Jarosz, J Marjoram, C Townsley, and
G Wilkinson

78 Declarations of Interest

Councillor G Hyde declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO.

Councillor G Wilkinson declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO.

Councillor J Hardy declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the West North West Homes ALMO.

Councillor R Graham declared a personal interest in Agenda Item 8, Financial Health Monitoring, due to his position as a Director with the East North East Homes ALMO and a member of the Swarcliffe PFI Partnership Forum.

Councillor P Grahame declared a personal interest in Agenda Item 8, Financial Health Monitoring, having chaired the Swarcliffe PFI Partnership Forum.

79 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted on behalf of Councillors J Marjoram and N Walshaw. Councillor P Grahame was in attendance as substitute for Councillor N Walshaw and Councillor G Wilkinson was in attendance as a substitute for Councillor J Marjoram.

80 Minutes - 16 January 2012

RESOLVED – That the minutes of the meeting held on 16th January 2012 be confirmed as a correct record.

81 Overview of Veolia Environmental Services pre-planning public consultation for the RERF

Draft minutes to be approved at the meeting
to be held on Monday, 12th March, 2012

In November 2011, the Executive Board appointed Veolia ES Aurora Limited as the preferred bidder to treat Leeds' residual household waste for the next 25 years. The report of the Director of Environment and Neighbourhoods provided the Scrutiny Board with an overview of Veolia's consultation activities undertaken to date and also the proposed activities for February and March prior to the submission of their planning application for the Recycling and Energy Recovery Facility, which is due to be submitted in late Spring 2012.

The following were in attendance for this item:

- Andrew Lingham, Waste Strategy and Policy Manager
- John O'Sullivan, Project Director, Veolia Environmental Services
- Peter Scholes, Managing Director, Urban Mines

The Chair reported that Councillor Mark Dobson, Executive Member for Environmental Services, was unable to attend the meeting due to a recent family bereavement. Scrutiny Board Members therefore passed on their condolences to Councillor Dobson and his family.

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

- The Scrutiny Board acknowledged the efforts made by Veolia to publicise information about the proposal and also engage with local residents. This included the development of a website (www.veolia.co.uk/Leeds); mail out of leaflets and flyers to 11,500 residents; a free telephone help line, an enquiry e-mail address; drop-in sessions; political briefings and presentations at Community Forum meetings.
- Despite such publicity, Members were disappointed to note that the drop-in sessions in January only received around 85 visitors. A brief analysis of the completed feedback forms from these sessions was tabled at the meeting for Members' information. However, it was noted that there was a broader body of consultation feedback in relation to this initial phase of the consultation that could be made available.
- Members sought further clarification of the types of issues raised by visitors at the drop-in sessions.
- Particular reference was made to the health impacts surrounding the proposal. Members acknowledged that an Environmental Impact Assessment will need to be conducted in support of the planning application. As part of the planning consultation, input will be required from the Environment Agency and the Leeds Primary Care Trust.
- During the meeting, Councillor R Grahame provided the Chair with a copy of the Environmental Statement for the Knostrop Clinical Waste Incinerator, prepared by Environmental Resources Ltd in May 1991, and requested that a copy be forwarded onto the Waste Strategy and Policy Manager following the meeting.
- Reference was made to the Community Liaison Group, established to help Veolia understand local needs and opinions. The first meeting of this group was held on 2nd February. It was noted that this group will

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determine its own membership and is already made up of representatives from various community groups. The Scrutiny Board requested details of the current membership.

- It was acknowledged that Veolia are in regular email contact with NO2 Incinerator and they have already been invited to join the Community Liaison Group. Veolia also contacted Friends of the Earth via their website and the Council's Leeds Friends of the Earth contact via email, but had received no responses.
- Members acknowledged that a further round of intensive consultation was planned for March which would provide greater detail on the proposals, including the results of the site exploration surveys, environmental impact assessments and traffic assessments.

RESOLVED –

- (1) That the report and discussion be noted.
- (2) That a further update on the consultation process be provided to Scrutiny for information prior to the submission of the planning application.

82 Financial Health Monitoring 2011/12 - Environment and Neighbourhoods Directorate

The report of the Head of Scrutiny and Member Development informed Members of the financial health of the Environment and Neighbourhoods Directorate after nine months of the financial year 2011/12.

Richard Ellis, Head of Finance, Environment and Neighbourhoods, was in attendance for this item.

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

- Members sought clarification around the projected recycling rates.
- It was reported that due to a short slippage in implementing the change in funding from Housing Benefit rather than Supporting People for support charges in Sheltered Housing, the actual saving realised was £948K (£51K less than projected the previous month).
- Further clarification was sought regarding funding for a post to manage Swarcliffe environmental works (£24k) and also the details of this particular post.
- Reference was made to Government funding grants being made available to improve shop frontages. However, it was noted that such funding would need be accessed by the businesses themselves.
- Members acknowledged that the views expressed by Scrutiny on the initial 2012/13 budget proposals had been taken into account by the Executive Board when it considered the budget proposals at its meeting on 10th February 2012.

RESOLVED – That the financial health monitoring report in relation to month 9 and discussion be noted.

83 Work Schedule

The report of the Head of Scrutiny and Member Development detailed the Board's work schedule. Also attached were copies of recent Executive Board Minutes and a copy of the Forward Plan relating to the Board's portfolio.

As part of the work schedule, Members were asked to note the forthcoming working group meetings:

- Inquiry into Private Rented Sector Housing – Wednesday 22nd February 2012 at 10 am
- Review of Health & Safety and Food Safety Regulatory Services – Monday 5th March 2012 at 1 pm
- Inquiry into Fuel Poverty – Tuesday 6th March 2012 at 10 am

RESOLVED – That the report and discussion be noted

84 Date and Time of Next Meeting

Monday, 12th March 2012 at 10.00 a.m. (pre-meeting for all Members at 9.30 a.m.)

SCRUTINY BOARD (REGENERATION)

TUESDAY, 28TH FEBRUARY, 2012

PRESENT: Councillor J Procter in the Chair

Councillors J Akhtar, B Atha, D Collins,
G Driver, P Ewens, J Harper, G Hussain,
M Iqbal, R Pryke and G Wilkinson

Mr G Hall - Co-opted Member

73 Chair's Opening Remarks

The Chair welcomed everyone to the February meeting of the Scrutiny Board (Regeneration).

74 Late Items

There were no formal late items of business to consider, however, the Chair agreed to accept the following supplementary item which was circulated prior to the meeting:-

- Town and Village Greens – Defra Guidance Note - Management and protection of registered town and village greens – Frequently asked questions (Appendix 1 refers) - Joint Report of the City Solicitor and Director of City Development (Agenda Item 8) (Minute 78 refers)

The document was not available at the time of the agenda despatch, but was made available on the Council's website prior to the meeting.

75 Apologies for Absence and Notification of Substitutes

Apologies for absence were received on behalf of Councillors P Grahame and T Murray.

Notification had been received for Councillor J Akhtar to substitute for Councillor P Grahame and Councillor G Driver to substitute for Councillor T Murray.

76 Minutes of the Previous Meeting

RESOLVED – That the minutes of the meeting held on 17th January 2012 be confirmed as a correct record.

77 Provision of additional information regarding Leeds Kirkgate Market

Referring to Minute 68 b) of the Scrutiny Board (Regeneration) meeting held on 17th January 2012, the Head of Scrutiny and Member Development submitted a report on additional information regarding Kirkgate Market.

The Chair reminded Members of the lack of time available at the last meeting to deal with this item and his subsequent request that this matter be discussed fully at today's meeting. to allow a proper opportunity to question

Draft minutes to be approved at the meeting
to be held on Tuesday, 27th March, 2012

and comment officers on the information the Board had requested on lettings issues in Kirkgate Market.

In addition to the above report, the Board's Principal Scrutiny Adviser circulated for the attention of the meeting a note of a visit to Kirkgate Market on 7th February 2012 by Members of Scrutiny Board (Regeneration).

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

- Sue Burgess, Manager, Leeds Markets, City Development
- Michelle Hocken, National Market Traders' Federation (NMTF) (Kirkgate Branch)
- Lacky Singh, National Market Traders' Federation (NMTF) (Kirkgate Branch)

At the request of the Chair, the Manager, Leeds Markets provided the Board with the latest figures in relation to notices to quit; leases agreed and on footfall numbers prior to and after the Christmas period.

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

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

- clarification as to whether consideration had been given to reducing rents in Kirkgate Market at least for a time limited period in order to try and retain existing traders and attract new ones and consequently increase footfall during the current economic climate.
(The Manager responded and informed the meeting that the Directorate was considering a range of options to maintain a vibrant and prosperous market with fewer vacant stalls, but a detailed financial analysis was required in order to consider this as it would have an impact on the markets income. As £500k had already been hypothecated from next year's return to central budgets, this would place further pressure on an already reduced return. She also stated that management would like to reduce the number of differing rent levels across the market. This would form part of the current review and management of the market. Specific concern was expressed following the Board's visit to the market at the departure of a number of long standing tenants from the market many of whom stated to Members that they were finding it more difficult to make a living in the market following a significant rent rise in 2002)
- concern at the substantial capital expenditure in transferring the Markets Information Centre to another location in the market and the provision of a market hospitality suite in the former upstairs café.
(The Manager responded that these schemes were only possible as a consequence of the Council releasing £250,000 to the customer improvement fund. She explained that the costs of transferring the Markets Information Centre had increased from £25,000 to £52,000 largely because the walls and roof needed more work than originally

anticipated. She reported that the Information Centre was now in a better location and the vacated units were double fronted units and more easy to let. An interested party for these units had yet to sign the lease and was waiting to see what happened regarding redevelopment of the market)

- Reference was made to the Council's ability to offer traders financial assistance to try and prevent further stalls becoming vacant *(The Manager commented that in accordance with the Council's Financial Regulations she could only offer financial assistance when traders were in arrears. Members disputed this statement and the Manager agreed to clarify this issue outside of this meeting with the Chair)*
- the concerns expressed that 80 units were currently vacant in the market *(The Manager confirmed that £709.8k per annum was being lost as a result of vacant stalls)*
- the need to address the following key areas as a matter of urgency:-
 - high vacancy rate
 - high rent levels
- Members also referred to the possible introduction of Sunday trading and the expansion of credit card facilities throughout the market which were not generally supported by the traders

Prior to considering the above resolution proposed by Councillor B Atha, the Chair invited Michelle Hocken, National Market Traders' Federation (NMTF) (Kirkgate Branch) to comment on the issues discussed at the meeting.

RESOLVED –

- a) That the report be noted.
- b) That the Executive Board be recommended to consider a reduction in Kirkgate Market rents for all traders for a time limited period
- c) That this Board be kept informed of continued progress via the Kirkgate Markets Forum.

78 Town and Village Greens

Referring to Minute 69 of the meeting held on 17th January 2012, the Head of Scrutiny and Member Development submitted a report on the process for the registration of land as town and village greens.

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

- The process for the registration of land as town and village greens – Scrutiny Board (Regeneration) – 17th January 2012 – Report of the City Solicitor (Appendix 1 refers)
- The process for the registration of land as town and village greens – Scrutiny Board (Regeneration) – 28th February 2012 – Joint report of the City Solicitor and Director of City Development (Appendix 2 refers)

In addition to the above documents, a copy of the Defra Guidance Note on the Management and protection of registered town and village greens – Frequently asked questions (Appendix 1 refers) appertaining to the Joint Report of the City Solicitor and Director of City Development was circulated for the information /comment of the meeting.

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

- Catherine Witham, City Solicitor, Legal Services
- Caroline Allen, Head of Development and Regulatory, Legal Services
- Christine Addison, Chief Asset Management Officer, City Development
- Martin Sellens, Head of Planning Services, City Development
- Councillor R Lewis, Executive Board Member, Development and the Economy

Prior to discussing the Joint Report of the City Solicitor and Director of City Development, the Chair requested the City Solicitor, Legal Services to outline the reasons why the City Development Directorate had refused to release Counsel's opinion to the Board on this matter.

The City Solicitor, Legal Services responded and provided the meeting with detailed explanation. She made specific reference to the various conditions arising from the legal framework and confirmed that under the current regulations, the Board did not have statutory right to see this document. She confirmed that in accordance with the Council's constitution the decision to release the document rests with the Director of City Development in consultation with the Executive Board Member.

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

- clarification of the appeal process open to the Board on the issue of the release of this document
(The City Solicitor responded and confirmed that ultimately the Board had a right of appeal to the Executive Board)
- the concerns expressed of the ethics in relation to an Executive Board Member or Director holding back relevant information
(The Chief Asset Management Officer responded and outlined the thought process behind the decision not to release the document. She made particular reference to Councillor Atha's potential conflict of interest and stressed the fact that there was no statutory right for the Board to have access to this document)
- the concerns expressed regarding the legal costs of opposing these three applications currently thought to be at least £10k to date and the officer time in this regard

The Chair then invited Executive Board Member, Development and the Economy to comment.

He explained that the appropriate Plans Panel Members would require training to deal with applications of this kind which were completely different to the issues usually considered by them. He stated that he would have no objection for Counsel's opinion being sent to the Chair, on a confidential basis, as the document was very specific to the three applications.

The Chair responded and stated that whilst he welcomed the offer, he would not be comfortable with this 'confidential' arrangement.

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

- the view that pre-determination was not a bar for Members of the Plans Panel provided Members enter the meeting with an open mind
(The City Solicitor commented on pre determination and briefly explained the position following the expected introduction of the new standards regime in July 2012. She stated that the current requirements regarding the declaration of personal and prejudicial interests continued to apply until the introduction of the new regime pursuant to the Localism Act. She agreed to provide guidance to Elected Members)
- clarification as to whether any senior officer could seek Counsel's opinion
(The City Solicitor responded and confirmed that there was nothing in the Constitution to prevent this happening. However, she would expect senior staff to seek advice from legal services on the merits or otherwise of seeking Counsel's opinion on any matter before committing the Directorate to what could be considerable costs)

The Chair then invited the Chief Asset Management Officer, City Development to comment.

For the benefit of Board Members, she circulated a copy of a report entitled 'A Request from Scrutiny Board (Regeneration) for a Late Submission to Defra on its Consultation to Reform the Process of Registration of Land as Town and Village Greens and to Introduce Local Green Space Developments' which was due to be considered at the Executive Board meeting on 7th March 2012.

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

- clarification of the submissions made by the Council to Defra's consultation
(The Head of Development and Regulatory responded and informed the meeting that two officer submissions were made to Defra during the consultation period. Separate representations were submitted by the Council as registration authority and as land owner in consultation with Property Services)
- a view that the Council should formulate a single approach to this issue so Members could more easily advise their constituents

The Chief Asset Management Officer, City Development briefly explained the process for dealing with applications which included the sifting of applications to pick out those applications for Town and Village Green Status which clearly do not meet the necessary criteria.

The Chair then invited Head of Planning Services, City Development to comment.

He outlined the current protection given to the three sites through the adopted UDP designations and other possible measures coming forward to give added protection to green spaces rather than designation as a town or village green. Reference was also made to the fact that the Council's Core Strategy had been published as at today's date.

In concluding, the Chair invited Executive Board Member, Development and the Economy to sum up.

He acknowledged the complexity of the issue and was keen to make progress on this issue. He thanked the Board for their deliberations in this matter.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) To note that the City Solicitor had agreed to provide an independent and objective opinion of the potential benefits and dis-benefits of the registration of village greens and to provide a written note as appropriate to the parties concerned.

(Councillor M Iqbal left the meeting at 12.20pm during discussions of the above item)

(Councillor G Wilkinson left the meeting at 12.30pm during discussions of the above item)

79 Recommendation Tracking

At the request of the Chair and with the agreement of the Board, this item was withdrawn for reconsideration at the next meeting on 27th March 2012. It was also agreed that this report be referred to the next meeting of the Scrutiny Board (Regeneration) Working Group on Affordable Housing for consideration.

80 Final Draft Minutes - Working Group on Affordable Housing - 16th January 2012

A copy of the final draft minutes of the Working Group on Affordable Housing held on 16th January 2012 were submitted for the information/comment of the meeting.

George Hall made reference to paragraph 4.11 and informed the meeting that the minutes were incorrect. The minutes should have referred to the DTZ report and not the GVA report.

RESOLVED – That subject to the above amendment, the minutes of the Working Group on Affordable Housing held on 16th January 2012 be received and noted.

81 Work Schedule

The Head of Scrutiny and Member Development submitted a report providing Members with a copy of the Board's current draft work schedule. The Executive Board minutes of 10th February 2012, together with the Forward Plan of Key Decisions for the period 1st February 2012 to 31st May 2012 were also attached to the report.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the Executive Board minutes of 10th February 2012, together with the Forward Plan of Key Decisions for the period 1st February 2012 to 31st May 2012 be noted.
- c) That the Board's Principal Scrutiny Adviser be requested to revise the work schedule to incorporate the recommendations made at today's Board meeting.
- d) That regarding the issue relating to the Leeds Bradford International Airport Taxi Access, the Board's Principal Scrutiny Adviser be requested to invite the relevant Executive Board Member and the Director of City Development to attend the next meeting to discuss the current position.

82 Date and Time of Next Meeting

Tuesday 27th March 2012 at 10.00am in the Civic Hall, Leeds
(Pre meeting for Board Members at 9.30am)

(The meeting concluded at 12.50pm)

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SCRUTINY BOARD (HEALTH AND WELL-BEING AND ADULT SOCIAL CARE)

WEDNESDAY, 25TH JANUARY, 2012

PRESENT: Councillor L Mulherin in the Chair

Councillors C Fox, S Armitage, J Chapman,
A Hussain, W Hyde, J Illingworth, S Varley,
K Groves and A Khan

Co-opted Members – J Fisher, S Morgan, E
Smithson and P Truswell

53 Opening remarks

The Chair opened the meeting and welcomed everyone in attendance, in particular those members of the Board attending as nominated substitutes.

54 Late Items

Although there were no formal late items, the Board was in receipt of the following supplementary information for consideration at the meeting:

- The draft Leeds Tobacco Action Plan (2012 – 2015) – the draft action plan (minute 58 refers);
- Major Trauma in Yorkshire and the Humber – local implications – submission from Leeds Teaching Hospitals NHS Trust (minute 60 refers);
- Review of Children’s Neurosurgical Services – local implications – submission from Leeds Teaching Hospitals NHS Trust (minute 61 refers);
- Draft report of the working group considering the arrangements for meeting the needs of blind and visually impaired people in Leeds (minute 62 refers).

55 Declarations of Interest

The following declarations were made at the meeting:

- Cllr Mulherin declared a personal interest in the Review of Children’s Neurosurgical Services (minute 61 refers) as a member of Epilepsy Action;
- Cllr Chapman declared a general personal interest due to:
 - a close family member being an NHS employee; and,
 - a close family member currently accessing mental health services;
- Cllr Khan declared a general personal interest due to a close family member currently accessing mental health services;

- Cllr Illingworth declared a general personal interest due to a close family member currently accessing mental health services.

56 Apologies for Absence and Notification of Substitutes

Apologies for absence and notification of substitutes we received as follows:

- Cllr. Charlwood – with Cllr. Asghar Khan attending as a substitute;
- Cllr. Bruce – with Cllr. Kim Groves attending as a substitute;
- Cllr. Graham Kirkland

57 Minutes

RESOLVED –

That the minutes of the Scrutiny Board (Health and Well-being and Adult Social Care) meeting held on 21st December 2011 be approved subject to the following amendments to minute 47, Yorkshire Ambulance Service (YAS) – Foundation Trust Proposals:

- References to the ‘traditional 4 Ridings’ to be amended to read ‘the 4 sub-regions of Yorkshire’; and,
- References to ‘the East, West, North and South Ridings of Yorkshire’ to be amended to read ‘East, West, North and South Yorkshire’.

Cllr. A Hussain joined the meeting during the discussion of this item at 10:05am.

58 Reducing Smoking - the draft Leeds Tobacco Action Plan 2012 - 2015

The Board considered a report of the Head of Scrutiny and Member Development providing background information on the development of the draft Leeds Tobacco Action Plan and were presented with a copy of the current draft plan for consideration.

The report outlined that the action plan aimed to implement the national tobacco action plan (*Healthy Lives, Healthy People: A Tobacco Control Plan for England*) at a local level in Leeds and therefore reflected the following key themes:

- Stopping the promotion of tobacco
- Making tobacco less affordable
- Effective regulation of tobacco products
- Helping tobacco users to quit
- Reducing exposure to second-hand smoke
- Effective communications for tobacco control

The report also outlined that a Leeds Tobacco Control Management group responsible for achieving the commitment and agreement of Leeds City Council (LCC) directorates and partner organisations for the

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proposed action plan and summarised the associated timescales as follows:

- Production of 1st Draft of Strategic Action Plan: January 2012
- Consultation on 1st Draft of Strategic Action Plan: February/March 2012
- Production of final Strategic Action Plan: April 2012
- Strategy and Action Plan approved by Health and Wellbeing Board: April 2012
- Action Plan published and launched: May 2012

The Board welcomed the following representatives who attended for this item:

- Dr Ian Cameron (Joint Director of Public Health) – Leeds City Council / NHS Airedale, Bradford and Leeds
- Heather Thomson (Head of Health Improvement) – NHS Airedale, Bradford and Leeds
- David Lodge (Divisional Manager (Fair Trading)) – West Yorkshire Joint Services

Reference was made to the previous action plan that had seen smoking levels in Leeds reduced from 30% to 23%. However, it was also reported that difficulties in maintaining the level at 23% were being experienced. It was outlined that the draft action plan sought to target activities in the following areas:

- Establishing an infrastructure to achieve comprehensive tobacco control;
- Preventing the uptake of smoking;
- Tobacco cessation; and,
- Protecting the population from the environmental impacts of tobacco.

It was outlined that the current draft action plan aimed to reduce smoking levels to 22% by 2015. It was reported that the 1% reduction represented 6,000 smokers and was seen as a significant challenge. It was outlined that actions would be targeted at areas of the City with higher levels of smoking.

Arrangements for some of the enforcement work undertaken by West Yorkshire Joint Services (Trading Standards) around tobacco sales were discussed. It was reported that enforcement work had traditionally been targeted using local intelligence arising from public reports and complaints – however performance had plateaued.

Details of a project in the Armley and Middleton areas of the City were also reported. The project had identified under-age tobacco sales of around 40% compared to the city average of 18%. It was recognised that this represented a significant issue that had not been identified

through traditional means (i.e. public reporting). It was hoped that the project could be extended to other areas of the City.

A wide ranging discussion followed, with members of the Board examining a number of areas / issues, including the:

- Need for an anti-smoking Council champion / advocate;
- Cost and availability of nicotine patches;
- Importance of anti-smoking education and communication, and tailoring messages to suit different audiences and communities;
- Importance of gathering accurate and reliable data;
- Impact/prevalence of illicit tobacco sales and the role of West Yorkshire Joint Services (Trading Standards) in combating this area;
- Involvement and engagement of large organisations / institutions within the City, such as Leeds Teaching Hospitals NHS Trust and the City's universities;
- Possible correlation between smoking prevalence and the availability of health facilities across the City;
- Availability of additional funding and/or targeting of resources;
- Balance between national and local interventions;
- Relationship between age (when stopping smoking) and optimum health gains;
- Need to balance efforts on preventing smoking (particularly among children) and smoking cessation interventions;
- Relative success of smoking cessation interventions reported as being 70% at 4 weeks and 20% at 52 weeks, compared with the national averages of 55% and 13% respectively;
- Involvement of Trade Unions in the development of work based programme for smoking prevention/ cessation.

During the discussion of this item, Mr P Truswell declared a personal interest as an Honorary Vice President of the Trading standards institute.

RESOLVED –

- (a) That the information presented be noted and the representatives in attendance be thanked for their contribution to the discussion;
- (b) That a draft report/ commentary outlining the Board's main observations be presented to the meeting in March 2012.

Cllr. W Hyde left the meeting following conclusion of this item at 11:00am (approx.)

59 Urgent care services - Consultation

The Board considered a report of the Head of Scrutiny and Member Development introducing NHS Airedale Bradford and Leeds' public

consultation around the future provision of urgent care services in Leeds.

The purpose of the item was to provide an opportunity for the Scrutiny Board to submit an informed response to the consultation.

The Board welcomed the following NHS Airedale, Bradford & Leeds representatives to present and discuss the consultation options:

- Nigel Gray (Deputy Director of Commissioning)
- Martin Ford (Head of Commissioning – Urgent Care Lead)

The consultation document presented three broad options, as follows:

- Option A – retaining the current configuration of urgent care services;
- Option B – reconfiguration of provision, with potential use of current A&E sites;
- Option C – reconfiguration of provision, with potential use of a new urgent care centre in or near to the city centre and in the east of the City.

The consultation document also presented information around the national NHS 111 service, due to replace the West Yorkshire Urgent Care telephone service from April 2013.

In presenting the options, it was reported that the current arrangements for the provision of urgent care services across Leeds were, at times, confusing for patients. It was highlighted that the public consultation closing date was 4 March 2012, which represented a 14-week consultation period – 2 weeks beyond the statutory 12-week period required, recognising the potential impact of the Christmas period.

It was reported that a range of public consultation meetings and events were planned and there was an intention to present the analysis of the consultation and a business case to the NHS Airedale, Bradford and Leeds Board as soon as possible after the close of the consultation period, hopefully in March 2012.

A discussion on the options presented in the consultation document followed and a number of matters highlighted, including:

- Confirmation that urgent care relates to both physical and mental health;
- While much of the focus of the consultation document was around the geography or location of future urgent care services across the City, it was important to ensure sufficient consideration of the future quality of services in all urgent care settings across the City;
- The potential differences in interpretation of 'urgent' between professionals and patients/ the public;
- Potential to improve the current signage around Lexicon House;

- Some support for Option C with future provision in East Leeds and the City Centre to replace current provision at Lexicon House.

In summarising the discussion, on behalf of the Board the Chair welcomed the consultation and, in particular the extended consultation period. The Chair recognised that within the Scrutiny Board, there had been no clear consensus on a preferred option and therefore a formal consultation response could not be submitted. However, the Chair encouraged all members of the Scrutiny Board to submit individual consultation responses.

RESOLVED –

- (a) That the information presented be noted and the representatives in attendance be thanked for their contribution to the discussion;
- (b) That in the absence of a formal consultation response from the Scrutiny Board, all members of the Board be encouraged to submit individual consultation responses by 4 March 2012.

Cllr. C Fox left the meeting during the discussion of this item at 11:10am (approx.).

Cllr. A Hussain left the meeting during the discussion of this item at 11:30am (approx.)

J Fisher left the meeting following conclusion of this item at 11:45am (approx.)

60 Major Trauma in Yorkshire and the Humber - local implications

The Board considered a report of the Head of Scrutiny and Member Development providing background information around proposals to change existing local patient pathways for accessing Major Trauma services across Yorkshire and the Humber.

The Board also considered written submissions from NHS Yorkshire and the Humber and Leeds Teaching Hospitals NHS Trust.

It was proposed to establish 3 sub-regional Major Trauma networks across the region, including designated Major Trauma Centres (MTC), with Leeds Teaching Hospitals NHS Trust (LTHT) due to become a designated MTC for West Yorkshire from April 2012.

The Board welcomed the following representatives who attended for this item:

- Tim Barton (Strategy Lead) – NHS Yorkshire and the Humber
- Matt Neligan (Executive Director Commissioning Development) – NHS Airedale, Bradford & Leeds
- Helen Barker (Divisional General Manager, General Surgery) – Leeds Teaching Hospitals NHS Trust
- Karl Milner (Director of Communications and External Affairs) – Leeds Teaching Hospitals NHS Trust

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- Dr Jeff Perring (Director for Paediatric Intensive Care Unit (PICU) and Medical Lead for Embrace) – Sheffield Children’s Hospital
- Alison Hollett (General Manger, Critical Care Directorate (which includes Embrace)) – Sheffield Children’s Hospital
- Dr David Macklin (Associate Medical Director) – Yorkshire Ambulance Service (YAS)

It was reported that major trauma was not a common occurrence and the total number of major trauma patients across the region was relatively small. Nonetheless, the proposed changes were aimed at improving outcomes and the quality of life for patients. It was also highlighted that the proposed network approach and designation of MTC reflected the available evidence in terms of outcomes for patients.

Representatives from Leeds Teaching Hospitals NHS Trust (LTHT) reported that there were some funding issues still to be resolved, which were a result of the patient number modelling/ assumptions used to date. It was outlined that this was not an isolated issue for the Trust and reflected the national position. However, it was stated that a phased implementation was proposed, which would allow more detailed analysis of patient numbers and subsequent implications for the Trust.

Representatives from Yorkshire Ambulance Service (YAS) outlined it would be implementing a triage programme, to help in the assessment and appropriate assignment of major trauma patients across the network. It was stated that there was some nervousness around the potential volume of patients, but it was believed that the proposed phased implementation would result in a smoother transition to the new arrangements.

It was reported that the full impact on provider organisations, including LTHT, YAS and Embrace was difficult to predict at this stage. Nonetheless, the proposed phased implementation would provide an opportunity to capture actual numbers and therefore help to better describe the proposals.

LTHT outlined that current plans were based on a maximum of 521 additional patients. However, it was reported that this would result in little change for trauma patients within the Leeds boundary.

The Board discussed the proposals in more detail, with the following issues highlighted:

- LTHT leading the sub-regional network, with monthly network meetings. Consideration was also being given to rotating medical staff, to help maintain skills within units and across the network.
- The role of YAS in a major incident and helping to direct patients to an appropriate site within the capacity limits of individual units;
- LTHT was set to operate a 26-bedded trauma ward with an improved rehabilitation service for patients;

- Work was progressing to resolve the potential funding gaps likely to arise as a result of the national tariff and shift in activity across individual units;
- Commissioners and providers were working together to ensure the stability of services.

In summarising the discussion, the Chair thanked all those in attendance and proposed that, following the first phase of implementing the proposals, a further report be presented to the Board in the new municipal year that would provide a more detailed analysis of the arrangements, patient numbers and associated implications.

RESOLVED –

- (a) That the information presented be noted and the representatives in attendance be thanked for their contribution to the discussion;
- (b) That a further report, providing more detailed analysis of the arrangements, patient numbers and associated implications, be presented to the Board in the new municipal year (Autumn 2012).

Cllr. W Hyde rejoined the meeting during discussion of this item at 11:45am (approx.)

61 Review of Children's Neurological Services - local implications

The Board considered a report of the Head of Scrutiny and Member Development providing background information around the national Review of Children's Neurosurgical Services.

The Board also considered written submissions from Safe and Sustainable review team (provided via Yorkshire and the Humber Specialised Commissioning Group) and Leeds Teaching Hospitals NHS Trust.

The Board welcomed the following representatives who attended for this item:

- Cathy Edwards (Director) – Yorkshire and the Humber Specialised Commissioning Group
- Stacey Hunter (Divisional General Manager, Children's Services) – Leeds Teaching Hospitals NHS Trust
- Dr Colin Ferrie (Consultant Paediatric Neurologist) – Leeds Teaching Hospitals NHS Trust
- Dr Jeff Perring (Director for Paediatric Intensive Care Unit (PICU) and Medical Lead for Embrace) – Sheffield Children's Hospital
- Alison Hollett (General Manger, Critical Care Directorate (which includes Embrace)) – Sheffield Children's Hospital
- Dr David Macklin (Associate Medical Director) – Yorkshire Ambulance Service (YAS)

The Director of Yorkshire and the Humber Specialised Commissioning Group (SCG) introduced the item, highlighting the following points:

- This was a national review being undertaken as part of the Safe and Sustainable programme;
- The review involved the following 3 key workstreams:
 - (i) Setting up Children's Neurosciences networks
 - (ii) Procurement of additional complex surgical treatments, particularly around epilepsy surgery
 - (iii) Establishing a multi disciplinary team (MDT) approach for rare and complex brain tumours
- The review was a standards based approach – identifying agreed standards of care to ensure consistency across the country.
- A significant amount of work had been undertaken in preparing the draft standards, which would be made available shortly for comments. On publications, the period to provide comments would be 3 months. There would be further opportunity for workshops with parents and other key stakeholders, alongside a web-based questionnaire to help gather comments.
- Following comments on the standards, SCGs would be responsible for establishing the configuration of neurosciences networks – likely to be completed by June 2012.
- Implementation of the new arrangements was targeted for the beginning of 2013.

It was highlighted that some priority work areas included ensuring 24/7 medical cover, robust data collection, arrangements for image sharing and governance arrangements for networks. It was also reported that there were significant links with the major trauma arrangements discussed elsewhere on the agenda.

It was reported that additional capacity around epilepsy surgery was subject to a procurement process, the outcome of which should be known in February 2012. The aim of the procurement was to:

- (i) Deliver additional surgical capacity;
- (ii) Allow earlier access to surgery;
- (iii) Organise service arrangements for 1-5 year old children.

It was emphasised that while work was progressing, it should be noted that no final decisions had been made around the arrangements and configuration of networks. As such, there would be an opportunity to influence decisions through commenting on the range of documentation soon to be published.

Commenting on the information presented to the Board, representatives from Leeds Teaching Hospitals NHS Trust highlighted the following points:

- In terms of the procurement for additional epilepsy surgery – a consortia approach effectively representing the North East of the

country (involving Leeds, Sheffield and Newcastle Hospitals Trusts) had failed to reach agreement and had not submitted a bid to Stage II of the process. However, it was re-emphasised that the procurement process aimed to secure additional epilepsy surgery capacity.

- The potential implications for the sustainability of services associated with a range of current designations around children's services and the collective impact of individual reviews.
- The review of Children's Neurosurgical Services would impact on Children's Neurosciences Services as a whole.
- The history of the review has been professionally driven following a perception that the number of surgical centres in England was excessive and the care provided in a number of centres (i.e. not 24/7 cover) was not appropriate for modern services. It was also suggested that the number of centres did not generate the number of cases necessary to maintain the level of surgical skills required.
- There was some evidence that outcomes were not as good as they could be and there was some tension between the provision of emergency and elective (planned) services. The proposed network approach, which was likely to see current surgical centres remain open (for at least 2/3 years), was seen as a compromise and was not whole-heartedly supported by all professional bodies involved.
- An interview process, aimed at recruiting a 4th neurosurgeon, was scheduled to take place in February 2012.

Representatives from Embrace and YAS provided the following comments:

- Data collection over a 9-month period showed there had been around 170 transfers of children across the Yorkshire and Humber region; with many of these being low dependency repatriation transfers following surgery.
- It was not anticipated that many children would need to travel long distances as a result of the review.
- A by-pass service for children suffering head injuries (utilising the air ambulance) was already in place.

The information outlined in the report and supporting documents presented to the Board were given full consideration, alongside the details highlighted at the meeting.

RESOLVED –

- (a) That the information presented be noted and the representatives in attendance be thanked for their contribution to the discussion;
- (b) That consideration be given to commenting on the range of documentation due to be published in the near future.

Cllr. S Armitage left the meeting during the discussion of this item at 12:15pm (approx.).

Cllr. K Groves and P Truswell left the meeting during the discussion of this item at 12:20pm (approx.).

62 Work Schedule - January 2012

The Head of Scrutiny and Member Development submitted a report together with a copy of the Board's current work programme. Minutes arising from the Executive Board meetings held on 14 December 2011 and 4 January 2012 were appended to the report, along with the Council's Forward Plan (1 January 2012 – 30 April 2012), which detailed items relating to the Board's portfolio and terms of reference. A summary of the main areas of inquiry was also detailed in the report.

The draft working group statement in relation to the provision of services for the blind and visually impaired across Leeds, presented to the Board as supplementary information, was specifically considered and discussed. The following matters were raised:

- The inclusion of 'peer support' within the recommendation detailed in paragraph 23 (g).
- Members raised some concerns regarding the regular respite afforded to carers, that resulted from previous social group meetings at Shire View. It was recognised that this matter had been one of the concerns raised by the deputation to the Scrutiny Board, at its meeting in October 2011 (minute 28 refers). However, it was also recognised that due to the emerging complexities presented, this had not been a specific consideration of the working group. The Board agreed to draw this matter to the attention of Executive Board.
- Members of the Scrutiny Board (not directly involved in the working group discussions) raised the possibility of a 'review and refresh' clause within future contractual arrangements when commissioning services. It was felt that the use of such clauses would allow the Council to consider any potential changes to the needs of service users, and specify any appropriate service changes, at regular and pre-determined intervals during the duration of a contractual agreement. While it was recognised this had not been a consideration of the working group, the Scrutiny Board agreed to draw this matter to the attention of Executive Board.

It was reported that the minutes from the Health Service Developments Working Group (referred to in the report) were not yet available and would be presented to the next meeting of the Board.

RESOLVED –

- (a) To note the information provided and to agree the updated work schedule, as presented in Appendix 1.
- (b) Subject to the amendments identified at the meeting, the working group statement in relation to the provision of services for the blind and visually impaired across Leeds, be submitted for consideration by the Executive Board at its meeting on 10 February 2012.

S Morgan left the meeting during the discussion of this item at 12:45pm (approx.).

63 Date and Time of the Next Meeting

Wednesday 29th February 2012 at 10.00am (pre-meeting for all Board Members at 9.30am)

SCRUTINY BOARD (HEALTH AND WELL-BEING AND ADULT SOCIAL CARE)

WEDNESDAY, 29TH FEBRUARY, 2012

PRESENT: Councillor L Mulherin in the Chair

Councillors S Armitage, K Bruce,
J Chapman, J Illingworth, G Kirkland,
S Varley, G Wilkinson and V Morgan

CO-OPTED MEMBERS Joy Fisher, Sally Morgan and Betty Smithson

64 Chair's opening remarks

The Chair opened the meeting and welcomed everyone in attendance

65 Late Items

The Chair admitted one late item to business to the agenda (minute 75 refers). The report was not available when the agenda was despatched and required urgent consideration at the meeting because it provided an update on a number of work areas and identified potential future items of business to be agreed by the Scrutiny Board

In addition, whilst not a formal late item, the Board was in receipt of additional information relating to agenda item 7, Leeds Health and Social Care Transformation Programme Update, which set out the specific adult ambulatory pathways being considered as part of the Transformation work (minute 69 refers)

66 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:

Health and Social Service Care integration – Proposal to develop integrated Health and Social Care Teams, Councillor Armitage and Councillor Morgan declared personal interests through their involvement with Swarcliffe Good Neighbours and South Seacroft Good Neighbours, respectively, in view of the work being undertaken with all stakeholders at a neighbourhood level (minute 72 refers)

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st March, 2012

In view of her role as the Local Involvement Network (LINK) representative on the Integration Board and on the National Endowment for Science, Technology and the Arts (NESTA) Board, Joy Fisher declared personal interests in the following agenda items relating to the integration proposals:

- Health and Social Care Services Integration – an overview (minute 70 refers)
- Health and Social Service Care Integration – supporting working age adults with enduring mental health issues (minute 73 refers)
- Health and Social Care Service Integration – Harry Booth House (minute 71 refers)
- Health and Social Service Care Integration – proposal to develop integration Health and Social Care teams (minute 72 refers)

67 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from the following:

Councillor Charlwood

Councillor Fox – who was substituted by Councillor Wilkinson

Councillor Hussain – who was substituted by Councillor Morgan

Councillor Hyde

Paul Truswell

68 Minutes

RESOLVED - That the minutes of the Scrutiny Board (Health and Wellbeing and Adult Social Care) held on 25th January 2012 be approved

69 Leeds Health and Social Care Transformation Programme - Update

The Board considered a report of the Head of Scrutiny Support and Member Development providing an update on work being carried out by the Transformation Board which was a city-wide agreement between health and social care partners intended to deliver solutions that sustained quality whilst substantially reducing the overall cost in the city of the health and social care economy by the end of 2014. Appended to the report was a copy of the Transformation Board's programme update and an extract from a House of Commons Health Committee report relating to public expenditure, for Members' information

Attending for this item were:

- Matt Ward (Associate Director of Commissioning) – NHS Airedale, Bradford and Leeds

- Dennis Holmes (Deputy Director) – Leeds City Council, Adult Social Services
- Claire Walker – (Programme Management Officer) (Transformation Board) – NHS Airedale, Bradford and Leeds

Apologies for absence were received on behalf of Phil Corrigan (NHS Airedale, Bradford and Leeds) who was unable to attend the meeting due to a recently sustained injury

Matt Ward presented the report and outlined a number of current developments detailed in the report and along with Claire Walker and Dennis Holmes, responded to questions from the Board. The main areas of discussion were as follows:

- **Clinical value in elective care** – with the Board being informed that a reduction of around 12,000 face-to-face follow ups had been achieved since 1 April 2011, through using more appropriate and innovative follow-up care, including by telephone and primary care intervention

It was highlighted that the alternatives to face-to-face follow-up appointments had been running for almost 12 months. Members were assured of safeguards in the process and advised that a blanket approach was not being adopted, rather it was for clinically led teams to consider the most appropriate way of following up appointments based upon the needs of the individual. Where telephone follow-ups were used, patients would be contacted by hospital staff and asked specific questions. Depending on the responses, a face-to-face appointment might be made, or a referral made to their GP if considered appropriate

- **Urgent and emergency care** – that the 49 adult ambulatory pathways had been considered and were now being prioritised around where the greatest impacts were likely to be seen

It was confirmed that the schedule of ambulatory pathways provided was a nationally defined list of pathways and other than self harm, did not include any other mental health pathways. Other work on mental health was taking place but this was part of a different workstream

- **Older people and long term conditions** – that integrated care was being developed with the aim of providing a better experience for patients. For those with long-term conditions, this involved using available data to predict those who would be at risk of developing health problems and might benefit from a more proactive diagnostic and management of disease approach. Through early intervention and advice, the aim was to help patients to better manage their own health needs

Members were advised that a range of sources were being used to gather local intelligence in order to help predict future illness. This

included a number of different agencies, including ALMOS and mechanisms were in place for Councillors to alert the NHS and Social Care where there were concerns about constituents

Members were further advised that structural changes in the working model were being piloted, as presented elsewhere on the agenda (minute 72 refers). This consisted of integrated teams, co-ordinated by an individual at GP practice level with a wrap around of professional disciplines in order to treat patients holistically

It was highlighted that integrated working had been achieved in the area of people with learning disabilities but that to achieve this cultural and organisational change citywide was a significant undertaking

- **Diabetes** – the improved model of care was nearly complete and reductions in associated secondary care costs had been achieved
- **Home oxygen service** – aimed at improving patient care by enabling patients to more effectively manage their own health and reduce the number of hospital-based reviews needed, whilst increasing visits to homes where oxygen use could be monitored more effectively

Members were informed that further advice would be available to clinicians and Adult Social Care staff around home oxygen, through an up-coming Oxygen Awareness Week and the importance of reiterating key messages to patients around safety and smoking cessation

It was highlighted that while the Diabetes and Home Oxygen Service projects were relatively small, the projects provided good examples of where integrated teams were working with patients to develop models of care and assessment

The Board welcomed the report, the work being undertaken and the progress reported. However, it was noted that a significant aim of the Transformation Board was to make efficiency savings within the health and social care economy by the end of 2014. This aspect was not addressed in the update provided

RESOLVED -

- a) To note the report and the information presented at the meeting
- b) That a further report be presented to the April 2012 meeting clearly identifying the efficiencies identified and generated through the work of the Transformation Board and the supporting projects and where resources had been reinvested to improve the patient experience

On behalf of the Scrutiny Board, the Chair sent best wishes to Phil Corrigan for a speedy recovery

70 Health and Social Care Services Integration : An overview

The Board considered the first of a series of four reports relating to the integration of health and social care services

Members considered a report of the Director of Adult Social Services providing an overview of the principal integration initiatives currently underway between Leeds City Council (predominantly through Adult Social Services) and colleagues from the NHS family of organisations within the city. Appended to the report was a document from The King's Fund relating to integrated care for patients and populations

Attending for this item were:

- Dennis Holmes (Deputy Director) – Leeds City Council, Adult Social Services
- Matt Ward (Associate Director of Commissioning) – NHS Airedale, Bradford and Leeds

Dennis Holmes outlined the background to proposed integration and stressed this was something which was being considered by Local Authorities and NHS Trusts throughout the country. It was highlighted that work in this area was seeking to address two fundamental issues, namely:

- Improving patient/service user experience – reducing duplication and providing seamless interactions with a number of different health and social care professionals
- Making better use of public money – through more integrated working arrangements, making better and more efficient use of available resources

It was emphasised that alongside the desire for better patient care and experiences, the current financial circumstances being faced by a number of public organisations had been a significant driver, leading to greater focus on public funding and how this could be made to work better for patients and reduce duplication

Whilst there were different levels of integration, one of the key challenges for Elected Members would be around governance issues and how Councillors could exercise their democratic role in this area, with the importance of this being stressed as a key to success

Over recent years, it was reported that, on a national level, significant challenges around funding streams and governance arrangements had led to a general stagnation around health and social care integration

Members commented on the report, with the main issues discussed being:

- Terms and conditions of employment, given that the Council and NHS operate different pay and grading structures and how potential tensions this could cause would be addressed

It was reported that one of the biggest impediments of structural integration was the different working structures in the two organisations, with the view that full integration was possibly undesirable, particularly at this stage, as the focus of the service would be on staffing issues. Therefore, it was proposed to bring staff into the integrated structure while maintaining continued employment with their current employer. Arrangements would be maintained until further consideration could be given to if and how, full integration could take place

It was also reported that both organisations had strong Trade Union representation and that there was a commitment to maintaining working conditions

- How the success of integration would be measured

In response it was stated that success would be measured in different ways. In terms of Adult Social Care, there was an acceptance that integration would lead to less time being spent in hospital by older people through the provision of a better health and social care system

Concerns were raised that the measurements of success related to older patients but there were no details of how younger patients with long term health conditions would benefit from integration

Officers responded that initially older people were the priority in terms of service integration, as they represented the biggest group of service users accessing these services

- The need to ensure that the correct levels of support were in place when tackling early discharges to avoid readmission

It was outlined that further work would be required to ensure that health professionals considering early discharge would have knowledge of the services which would be provided to the patient in terms of aftercare to better inform that decision

- The approach towards joint commissioning, in addition to integrated service delivery

It was outlined that there was a greater commitment to viewing public money as a single source, rather than in terms of Council funding and NHS Leeds funding. As such, regular meetings between the financial directors of both organisations were taking place

- The relationship between local arrangements and national policy, including the Health Bill which was currently progressing through Parliament

It was reported that the local proposals around service integration were considered to be appropriate from both a patient care and experience perspective and from an organisational perspective, regardless of the proposals contained in the current Health and Social Care Bill

RESOLVED - a) To note the report and associated information provided at the meeting

b) To welcome the ambition and commitment demonstrated at the meeting while recognising the significance of the likely challenges ahead

c) To maintain an overview of progress of the developments in general and any specific matters that may arise in the future

71 Health and Social Care Service Integration - Harry Booth House

The Board considered a report of the Director of Adult Social Services providing an overview of the development of the city's first intermediate care unit which would provide residential and nursing care beds jointly commissioned and delivered in partnership with Leeds Community Health Care Trust

Attending for this item were:

- Dennis Holmes (Deputy Director) – Leeds City Council Adult Social Services
- Matt Ward (Associate Director of Commissioning) – NHS Airedale, Bradford and Leeds
- Paul Morrin – (Director of Integration) – Leeds Community Healthcare NHS Trust

Dennis Holmes presented the report and informed Members that the building was currently functioning as a 40 bed residential home. Greater potential for the building had been identified which had led to discussions and agreement with the former NHS Leeds to establish an intermediate care unit providing residential and nursing care in what was an unusual and innovative partnership

The provision would comprise, 30 specialist nursing care beds and 10 residential intermediate care beds and it was hoped that this integrated service would have a positive impact on the length of time people needed to stay in hospital and at the same time preparing individuals to return to their own home and maintain their independence for as long as possible

It was planned that the new facility would be operational from 1 October 2012

In responding to queries from the Board, the following information was provided:

- Harry Booth House had been selected for this project as the building was capable of being appropriately adapted. If this provision proved successful similar schemes elsewhere would be considered. Currently it was thought 3 hubs could eventually be established across the city, but this would depend on the success of the current project and identifying suitable accommodation in the correct location
- The ethos of the facility would be to help rehabilitate people through an integrated team of Local Authority and NHS staff
- In terms of safeguards, the Deputy Director of Adult Social Care would act as a commissioner with all the processes attached to any private contract and that the Care Quality Commission, as a regulatory body, would also have a role in inspecting the premises and services provided
- The facility would provide care for older patients and that in terms of provision for younger patients needing intermediate care, few models existed, with younger people's care needs generally being managed in their own home
- In terms of lead delivery arrangements, this would be through NHS staff but with an integrated team
- As a new facility no staff would be inherited, therefore a staff specification had been drawn up which would be tested through the recruitment and selection process to ensure those appointed met the requirements of this innovative care setting
- An increase in the number of people needing care across the City was likely to lead to an increase in the skilled workforce capable of delivering that care. However, in the future those carers were likely to be employed across a broader range of organisations than at present
- In light of delays to the development of a new facility in Otley, Members' concerns about a reliance on the role of the private sector in care provision were noted

RESOLVED – a) To note the information provided in the report and discussed at the meeting

b) To maintain an overview of progress and be advised of any significant delay in delivering the project

c) That, following a suitable period of operation, a further report be provided that reviews progress and achievements

72 Health and Social Service Care Integration - Proposal to develop integrated Health and Social Care teams

The Board considered a report of the Director of Adult Social Services providing details of the work being undertaken in Leeds to improve the effectiveness of health and social care services, including the approach of using demonstrator sites to test out and develop aspects of the model of service

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st March, 2012

Attending for this item were:

- John Lennon – (Chief Officer) – (Access and Inclusion) - LCC Adult Social Care
- Matt Ward (Associate Director of Commissioning) – NHS Airedale, Bradford and Leeds
- Paul Morrin – (Director of Integration) – Leeds Community Healthcare NHS Trust
- Karl Milner – (Director of Communications and External Affairs) – Leeds Teaching Hospitals NHS Trust
- Al Sheward – (Divisional Nurse Manager) (Medicine) – Leeds Teaching Hospitals NHS Trust

John Lennon presented the report and outlined the proposals to develop integrated health and social care teams around current GP practices across the three Clinical Commissioning Groups (CCGs) in Leeds. Whilst the proposals were challenging it was felt that the move towards creating an integrated service would provide a better patient experience for service users and help facilitate a more proactive approach to the diagnosis and management of disease and long-term conditions

The importance of early intervention in managing and treating illness (risk stratification) was reiterated, as was self management of illness

Three demonstrator sites had been selected, one in each of the CCG areas, with different practice populations in a mix of inner and outer city areas. These would be based in the local communities and as close to the GP practices as possible, although there were some challenges in finding suitably sized premises in the right locations

It was outlined that there was need to progress work in this area at pace and on a large scale. It was recognised that the proposed timescales were challenging

Karl Milner stated that Leeds Teaching Hospitals NHS Trust fully supported the proposals which sat with the Trust's own strategy

The Board discussed the timescales for receipt of the first report on the work of the demonstrator sites

RESOLVED - a) To note the information provided in the report and discussed at the meeting
b) That the Director of Adult Social Services be asked to submit a progress report to the Board early in the new municipal year (i.e. June/July 2012)

(Following consideration of this matter, Councillor Armitage withdrew from the meeting)

73 Health and Social Service Care Integration: Supporting working age adults with enduring mental health issues

The Board considered a report of the Director of Social Services providing an update on progress since the Scrutiny Inquiry undertaken in 2009/2010 by the previous Board, regarding developing a more integrated service for those people with severe and enduring mental health problems who require support from both health and social care

Attending for this item were:

- John Lennon (Chief Officer, Access and Inclusion) – LCC Adult Social Care
- Lynn Parkinson (Associate Director) – Adult Service – Leeds and York Partnership NHS Foundation Trust
- Richard Clayton – (Programme Manager) – Leeds and York Partnership NHS Foundation Trust
- Richard Wall – (Head of Commissioning) (Mental Health and Learning Disabilities) – NHS Airedale, Bradford and Leeds
- Pip Goff – (Manager) – Volition

John Lennon presented the report and stated that Executive Board had agreed to delegate the specialist mental health social work function to Leeds and York Partnership NHS Foundation Trust (LYPFT) and that Council staff from Adult Social Care would be seconded to LYPFT. Management structures would also be integrated to ensure there were clear lines of accountability

The Board was informed that the first phase would commence on 1st April 2012 and that the strength of the phased model being adopted would be in bringing together people who were currently working in this area, with the next phase being to look at areas of duplication

It was also stated that this represented work in progress, with further work needed in a number of critical areas

The Chair invited Members' questions and comments and in brief summary the key areas of discussion included:

- the proposed timescales
- the importance of a streamlined system for service users and that the proposals were welcomed
- the forthcoming welfare changes and the need for people to be supported in managing these changes
- that the integrated service could provide the opportunity for innovative work to take place

- any possible conflict of interests for Social Workers embedded in a health team which was managed by a health team, particularly around the Approved Mental Health Professional (AMHP) role
- assurances around the interests of patients would always come first; this reassurance was given

RESOLVED - a) To note the information provided in the report and discussed at the meeting

b) To note the decision taken by Executive Board in December 2011 to integrate specialist mental health social care services with specialist secondary mental health services with LYPFT acting as host organisation for the partnership

c) To note the development of a partnership agreement under Section 75 of the National Health Services Act 2006 detailing the governance of the partnership between ASC and LYPFT

d) To note the secondment of social care staff to LYPFT from 1st April 2012

e) To note that further detailed work will be undertaken to ensure the ongoing balance of social care management in the partnership

f) To note the review of roles and functions of social work within the partnership

g) To note how the potential risks around Governance, Finance, HR and Performance will be managed in the phased approach to implementation as set out in the submitted report

h) To maintain a general overview of progress and any specific matters that may arise in the future

74 Decommissioning the Leeds Crisis Centre

Further to minute 32 of the Health and Wellbeing and Adult Social Care meeting held on 28th October 2011 where the Board agreed to receive a monitoring report on the closure of the Crisis Centre in 2011, Members considered the report

Attending for this item were:

- John Lennon (Chief Officer Access and Inclusion) – LCC Adult Social Care
- Richard Wall – (Head of Commissioning) (Mental Health and Learning Disabilities) – NHS Airedale, Bradford and Leeds
- Pip Goff – (Manager) - Volition

John Lennon presented the report which outlined the impacts of decommissioning the Leeds Crisis Centre in terms of:

- The impact on patients
- The impact on staff
- The impact on external partners

Pip Goff, Manager of Volition, reported that closing the Crisis Centre had meant there was a gap in provision in terms of signposting people, however there had not been any feedback suggesting a recognisable gap in service provision. It was reported that one organisation, Women's Counselling and Therapy Service, had indicated it had received significantly more referrals and that more assessments had been done, but that this could not be attributed specifically to the closure of the Crisis Centre. John Lennon, stated that having been in contact with colleagues in the NHS, no impact of the closure of the Crisis Centre could be discerned and that additional funding had been provided by the NHS to cater for possible increased demand

Richard Wall confirmed that additional capacity had been funded by NHS Leeds and commented that this had been swiftly taken up by service users

The Chair queried the increase in the request for women's mental health services at a time when the advice from LYPFT was that significant increases were being seen in the numbers of working age men with mental health problems

The Board considered the report and whether further scrutiny activity should be considered

RESOLVED - That a further monitoring report be submitted for the Board's consideration in six months time

75 LATE ITEM - Work Schedule - February 2012

The Head of Scrutiny and Member Development submitted a report together with a copy of the Board's current work programme. Minutes arising from the Executive Board meeting held on 10th February 2012 were appended to the report, along with the Council's Forward Plan (1st February – 31st May 2012) which detailed items relating to the Board's portfolio and terms of reference. A copy of the minutes from the Health Service Developments Working Group of 7 November 2011 were also appended to the report

A summary of the main areas of inquiry was also detailed in the report

Proposals for working group meetings to consider issues around health inequalities were discussed. These were outlined as:

- 9 March 2012 – Minimise the impact of poverty on health of under 5s (scheduled to meet at Hunslet Club)
- 16 March 2012 – Action on housing, transport and environment to improve health and wellbeing (scheduled to meet at New Wortley Community Centre)

It was outlined that further details would be provided to all Board Members as soon as possible

A query was raised about the current position in respect of the national review of Children's Congenital Cardiac Services, with the Chair stating that a further court hearing would be held on 19th or 20th March, following an appeal by the Safe and Sustainable Review Team with the possible options flowing from that being outlined, dependent upon the outcome of the legal case

- RESOLVED** - a) To note the summary of the main areas of inquiry provided in the report, along with the appended information
b) To agree the work schedule as presented in Appendix 1

76 Date and Time of the Next Meeting

Wednesday 21st March 2012 at 10.00am (pre-meeting for all Board Members at 9.30am)

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Plans Panel (East)

Thursday, 23rd February, 2012

PRESENT: Councillor D Congreve in the Chair

Councillors R Finnigan, C Fox, R Grahame,
P Gruen, M Lyons, C Macniven, K Parker,
J Procter, R Pryke and D Wilson

164 Chair's opening remarks

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves

165 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED - That the public be excluded from the meeting during consideration of the following part of the agenda designated exempt on the grounds that it is likely, in view 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 as designated as follows:

The report referred to in minute 177 under Schedule 12A Local Government Act 1972 and the terms of Access to Information Procedure Rule 10.4(3) and on the grounds it contains information relating to the financial or business of any particular person (including the authority holding that information). It is considered that if this information was in the public domain it would be likely to prejudice the applicant's current negotiations. Whilst there may be a public interest in disclosure, in all the circumstances of the case maintaining the exemption is considered to outweigh the public interest in disclosing this information at this time

166 Late Items

There were no formal late items, however Panel Members were in receipt of the following additional information to be considered at the meeting, copies of which had been circulated before the day of the meeting:

Application 11/02402/FU – Erection of 86 houses at Unit 12 Temple Point Austhorpe LS15 – a report providing financial information (minute 177 refers)

Application 11/02402/FU – Erection of 86 houses at Unit 12 Temple Point Austhorpe LS15 – a revised report clarifying at paragraph 1.0 the reasons for seeking to exclude the press and public for part of the discussions on this application (minute 177 refers)

167 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 to 12 of the Members Code of Conduct:

Energy Recovery Facility – site of former Skelton Grange Power Station:
Councillor Lyons declared a personal interest as a member of West Yorkshire Integrated Transport Authority as Metro had been consulted on the proposals (minute 178 refers)

Councillor Pryke declared a personal interest as a member of the Aire Valley Leeds Board where issues relating to the proposals had been discussed (minute 178 refers)

Councillors Gruen, Lyons and Pryke declared personal interests through being members of the East Leeds Regeneration Panel where issues relating to the proposals had been discussed (minute 178 refers)

Application 11/02402/FU – Unit 12 Temple Point Austhorpe LS15 – Councillor Grahame declared personal and prejudicial interests through having previously expressed support for the proposals (minute 177 refers)

Application 11/02402/FU – Unit 12 Temple Point Austhorpe LS15 – Councillor Lyons declared a personal interest through being a member of West Yorkshire Integrated Transport Authority as Metro had commented on the proposals (minute 177 refers)

168 Apologies for Absence

Apologies for absence were received from Councillor Latty who was substituted for by Councillor Fox

169 Minutes

RESOLVED - That the minutes of the Plans Panel East meeting held on 26th January 2012 be approved

170 Application 11/04387/FU - Two storey side extension at 42 Henconner Lane Chapel Allerton LS7

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 which sought permission for an extension to the existing property at 42 Henconner Lane LS7. Members were informed that whilst the report was recommending refusal of the application on the grounds of impact on the amount and quality of private amenity space for the occupants of the dwelling, the applicant had submitted a revised plan. This would see the removal of the existing garage on the site and restoration of the area of land to lawned garden area. As such, Officers considered that with suitable conditions, the application could be approved

RESOLVED - To defer and delegate determination of the application to Officers for approval, subject to appropriate conditions being attached to the approval

171 Application 11/04310/FU - Retrospective use of land for siting of mobile homes with associated works and retention of chicken shed, 2 single stables and dog pen - The Stables Ninevah Lane Allerton Bywater Castleford WF10 2EW

Plans and photographs were displayed at the meeting

Officers presented the report which related to a retrospective application for use of land for siting mobile homes with associated works and retention of existing structures at The Stables, Ninevah Lane Allerton Bywater WF10, which was sited in the Green Belt

Members were informed that the proposal constituted inappropriate development in the Green Belt and whilst the applicant had submitted personal reasons in support of the application, Officers were of view that very special circumstances had not been demonstrated to outweigh the harm to the Green Belt and as such were recommending the application be refused, with suggested reasons being included in the submitted report

Officers also stated that the Environment Agency had objected to the application and as the applicant had not adequately demonstrated that foul drainage could be satisfactorily provided at the site, a further reason for refusal relating to this was recommended

RESOLVED - That the application be refused for the following reasons:

- 1 The site lies within an area defined as Green Belt and the Local Planning Authority considers that the proposed mobile homes for residential occupation and associated infrastructure constitutes inappropriate development in the Green Belt in light of the guidance in Planning Policy Guidance Note 2 (PPG2), the draft NPPF and Policy N33 of the Unitary Development Plan and would undermine the purpose and function of the Green Belt. The applicant has also failed to demonstrate very special circumstances which could justify inappropriate development in the Green Belt. It therefore, is considered that the proposal is contrary to Policies N33 and H16 of the adopted Leeds Unitary Development Plan (Review 2006) and the guidance contained within PPG2
- 2 The Local Planning Authority considers that the proposed mobile homes for residential occupation and associated infrastructure would, due to their size, siting and combined visual effect, have a harmful impact on the openness of this Green Belt location, whilst having a harmful impact on the visual amenity and rural character of this edge of village locality due to the design and facing materials used. It is therefore, considered that the proposal is contrary to the national planning policy guidance in PPG2 and Policies GP5, H16 and N13 of the adopted Leeds Unitary Development Plan (Review 2006)
- 3 The Local Planning Authority considers that the use of the land for the purposes of stationing caravans for human habitation intensifies the use of an access route that is unsuitable by reason of its narrow width, a tight bend with poor visibility and poor surfacing of the track between the bend and the site. The proposals are therefore considered to be contrary to Policies T2 and GP5 of the adopted Leeds Unitary Development Plan (Review 2006), national advice in PPG13 and 'Manual for Streets' and the Council's advice contained within the 'Street Design Guide'

- 4 The Local Planning Authority considers that in the absence of sufficient information, including percolation tests, the applicant has failed to adequately demonstrate that foul drainage can be satisfactorily provided at this site. Consequently the applicant has not shown that ground conditions are suitable at this location for a soakaway from the septic tank and therefore there are potential pollution risks. It is therefore considered that the proposals are contrary to Policies GP5 and H16 of the Leeds Unitary Development Plan (Review 2006), as well as guidance contained within PPS23 – Planning and Pollution Control

172 Application 11/03006/FU - Change of use of and sub-division of barn and workshop to form 3 industrial starter units (B1 use) - Land to the rear of 5 Bradford Road Gildersome Morley LS27

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 which sought permission for a change of use and alterations of an existing barn and workshop to create 3 industrial starter units with a B1 use on land rear of 5 Bradford Road Gildersome Morley LS27, which was situated in the Green Belt

A number of minor amendments to the report relating to the correct application number; conditions 5 and 19 which had been duplicated and the red line boundary which should be shown as extended to take in the necessary access works were highlighted

Members were informed that this use was considered to be appropriate in the Green Belt; that no substantial alterations were being made to the workshop and that the resident closest to the site had not objected, although many objections had been received from residents on East View

If minded to approve the application, a further condition was proposed relating to access works to be carried out prior to occupation

The Panel discussed the application with some concerns being raised about the proposal, particularly the possible uses and the ability of Officers to adequately enforce planning conditions

RESOLVED – That the application be granted subject to the conditions set out in the submitted report, the deletion of condition 19 which was duplicated and a further condition relating to access works to be carried out prior to occupation

(Under Council Procedure Rule 16.5, Councillor Finnigan required it to be recorded that he voted against this matter)

173 Application 11/05007/FU - Detached double garage to rear - Old Village Hall Village Road Eccup LS16

Plans and photographs were displayed at the meeting

Officers presented the report which related to an application for a detached double garage to the rear of the Old Village Hall, Eccup LS16 which was situated in the Green Belt and the Harewood Special Landscape Area

Members were informed that the current application was a reduction on a previously submitted scheme which had been withdrawn by the applicant

The most recent planning history of the site was provided, with Members being informed that the former commercial car repair garage had been tastefully converted to a residential dwelling. When permission was granted for the residential dwelling an increase of 40% on the footprint of the property was agreed; the proposed double garage would represent an overall increase of 70%, which was outside the current policy and therefore Officers were recommending refusal of the application with suggested reasons being contained in the submitted report

The Panel heard from the applicant's agent who attended the meeting

Members considered the application; its impact on the openness of the Green Belt and the possibility of undertaking a site visit

The Panel considered how to proceed

RESOLVED - That the application be refused for the following reasons:

- 1 The site lies within an area defined as Green Belt and the Local Planning Authority considers that the proposed garage constitutes inappropriate development in the Green Belt as it represents a disproportionate addition to the host property (when considered with the newly converted and extended dwelling as constructed) which in light of the guidance in Planning Policy Guidance Note 2, the draft NPPF, policy N33 of the Unitary Development Plan (Review 2006) and policy HDG3 of the Draft Householder Design Guide (September 2011) would undermine the purposes and function of the Green Belt. The applicant has failed to demonstrate very special circumstances which could justify inappropriate development in the Green Belt. It is therefore considered that the proposal is contrary to policy N33 of the Leeds UDP, HDG3 of the Draft Householder Design Guide and guidance contained within PPG2

- 2 The Local Planning Authority considers that the proposed detached garage by virtue of its size and siting will have a harmful impact on the openness of the Green Belt and Special Landscape Area, whilst also having a harmful impact on the visual amenity and rural character of the area. It is therefore considered that the proposal is contrary to policy guidance in PPG2, policies N33 and N37 of the Leeds Unitary Development Plan (Review 2006) and policy HDG3 of the Draft Householder Design Guide

174 Application 11/04636/FU - Change of use from class B1 (office) to class D1 (nursery) - Thornfield Court Bruntcliffe Road Morley LS27

Plans, including a location plan, drawings 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 which sought permission for a change of use from offices to a day nursery at Thornfield Court Bruntcliffe Road Morley LS27

Concerns had been raised in respect of on-site and off-site highways matters. The widening of the access point to accommodate two-way passing and the provision of a refuge, with an illuminated bollard, for pedestrians, was considered by Highways to be acceptable

Officers reported a further representation from Councillor Dawson, who indicated his support for the proposals subject to the highways issues having been satisfactorily resolved

If minded to approve the application, a further condition relating to the retention of trees was suggested

Members discussed the application and commented on the following matters:

- the possibility of queues of traffic forming outside the premises and how this would be managed. The Panel's Highways Officer stated that a TRO – paid for by the applicant - would be implemented alongside the traffic management works
- security and safety for children and young families, in view of the close proximity of the A60
- that a condition be included requiring best endeavours to recruit locally for the employment the scheme would create
- that the scheme represented a good use for the building, subject to the highways and safety concerns being addressed

The Panel considered how to proceed

RESOLVED - To defer and delegate approval of the application to the Chief Planning Officer subject to the conditions set out in the submitted report; including further conditions relating to the retention of trees on the site and a scheme of local employment, together with further discussion on securing the main entrance for the safety of children, with a condition being imposed on an agreed scheme

175 Application 11/05186/FU - Change of use of restaurant A3 to form restaurant and take away A3/A5 - 2 Victoria Court Wetherby LS22

Prior to consideration of this matter, Councillor Procter requested a site visit to consider the car parking arrangements

RESOLVED - That consideration of the application be deferred to the next meeting to enable a site visit to take place on the morning of that meeting

176 Application 11/05227/FU - Two storey and single storey side extension, bay window and canopy to front; enlarged area of hardstanding to front - 30 Burnham Road Garforth LS25

Plans, including shadow plans, drawings and photographs were displayed at the meeting. The application had been brought to Panel as the applicant was a Senior Officer within City Development

Officers presented the report which sought permission for extensions and an enlarged area of hardstanding at 30 Burnham Road Garforth LS25

Officers were of the view that the proposals respected the character of the area and having checked the possibility of shadowing to neighbouring properties was satisfied that the shadowing which did occur affected the host property and the gap between that and the neighbouring property

In response to a query from the Panel, Officers stated that the net increase was 70% - 80% at ground floor level and 40% - 50% at upper floor level

In terms of the shadowing plans which had been provided, Officers stated these were used in cases where shadowing was thought to be a particular concern

RESOLVED - That the application be granted subject to the conditions set out in the submitted report

177 Application 11/02402/FU - Erection of 86 houses - Unit 12 Temple Point Austhorpe LS15

(Having previously declared personal and prejudicial interests, Councillor Grahame withdrew from the meeting)

Further to minute 144 of the Plans Panel East meeting held on 5th January 2012, where Panel deferred determination of an application for a residential development comprising 88 houses at Temple Point Austhorpe LS15, the Panel considered a revised report

Plans, photographs, graphics, including a fly-through and precedent images were displayed at the meeting

Officers presented the report and informed Panel that the scheme had been revised and now comprised 86 houses

Details were provided on:

- the design and materials
- the noise mitigation measures provided
- the discussions with Ward Members on the S106 contributions, with affordable housing and education contributions being the top priorities

At this point, following exclusion of the press and public, the Panel considered the supplementary report which provided financial information in respect of the viability of the scheme. Officers from the Asset Management Section of City Development who were in attendance, responded to questions from Members

The Head of Planning Services reminded Members that the site was originally to be used for an office development and that the application for the residential scheme was made jointly by the landowner and developer and referred to the balance of national planning policy which was to encourage economic growth. If approved, the scheme would provide some affordable housing although this would not be at the level of the current policy

Members discussed the following matters:

- the interim affordable housing policy and the discussion on this at Executive Board
- concerns that a precedent could be set by agreeing to contributions which were so far short of what should be provided
- the list of figures provided and the items they related to
- the usefulness of having detailed financial information, even if it was necessary to consider this in private

The Panel considered the information provided and sought advice from the Panel's Legal representative who stated that viability was a material planning consideration and that there was a balance to be struck between enabling the development to commence and the benefits flowing from that and the provision of the usual S106 contributions

Having noted the information and the comments now made, the press and public resumed their seats in the meeting

Members commented on the following matters:

- the level of S106 contributions being provided, with there being disappointment that these were so much – i.e. £1m less than required by policy - even the lower level of affordable housing as set out in the interim policy
- the need for affordable housing and that whilst the Council was seeking to be helpful and supportive in the current economic situation by reducing the level of affordable housing, that what the developer was proposing in this case did not meet the requirements

As the Panel was minded to refuse the application, in line with the protocol for speaking at Plans Panels, the Chair invited a representative of the applicant to address the Panel

Members considered the information provided

RESOLVED - i) To defer and delegate refusal of the application to the Chief Planning Officer based on the concerns raised in respect of the applicant's failure to meet the S106 contributions in line with policy requirements

ii) That all future applications which related to viability issues, where the usual S106 contributions were not being met, should be accompanied by a separate, exempt report, providing financial information for Panel's consideration

(Following consideration of this matter, Councillor Grahame resumed his seat in the meeting)

(Councillors Finnigan and Fox left the meeting at this point)

178 Application 11/03705/FU - Energy Recovery Facility (incineration of waste and energy generation) associated infrastructure and improvements to access and bridge - site of former Skelton Grange Power Station Skelton Grange Road Stourton LS10 - Position Statement

The Panel considered a report of the Chief Planning Officer setting out the current position in respect of proposals for an Energy Recovery Facility (ERF) with associated infrastructure and improvements to access and bridge on the site of the former Skelton Grange Power Station, Stourton

Prior to discussions on the proposal, Members queried the process which enabled consideration to be given to the scheme without objectors being able to put their views to the Panel. Concerns were raised that the applicant, through the various discussions which had taken place at Panel, had been given a considerable amount of time on this scheme and that objectors should have the same time to address Panel. The Chair pointed out that what was being considered was a position statement and that objectors would be given the opportunity to speak when the application was to be determined

Plans, photographs, historical images and graphics were displayed at the meeting

The proposal was for an ERF on the former Skelton Grange Power Station, operated by Biffa, which was capable of accepting 300,000 tonnes of non-hazardous waste per annum and would create approximately 300 jobs in the construction phase and in the region of 40 jobs at the plant

The site which was surrounded by six Wards was currently vacant following demolition of the cooling towers and comprised mainly concrete and aggregate. The area around the site was made up of predominantly industrial land

Officers presented the report and stated that most of the consultee comments had been received and that further input from Members was sought on several issues, with a series of questions being included in the report for Panel's consideration

Members questioned Officers on a range of issues and received the following information:

- the facility would produce 30MW of which 26MW (equivalent to 52,000 homes) would be exported to the National Grid; 4MW would power the plant itself
- that economic factors largely determined the distance waste could be sourced from in order for it to be disposed of
- that the design life of the facility was 25 years although it could be required for longer
- the ERF had been designed taking into account the context of the surrounding industrial landscape and with simple curves and different materials when compared with the usual 'boxed in shed' design. The Design Team and Civic Architect, John Thorp, had been involved in detailed design discussions
- that the height of the flue stacks would be 90m. Even if the building was lowered into the ground – which was not feasible in this case due to groundwater issues – the flue height would not reduce as it would still need to be 90m above ground level
- the purpose of the plant would be to take the commercial and industrial waste Biffa currently disposed of at landfill
- that the plant would be capable of taking any kind of non-hazardous residual waste i.e. commercial and industrial or municipal or a combination – up to a capacity of 300,000 tonnes per annum, in two lines of 150,000 tonnes each
- that details of the total tonnage of Biffa's waste collected in Leeds annually could be provided in a further report
- that the total annual amount of waste received at Biffa's landfill site had decreased from around 500,000 tonnes to about 300,000 tonnes in recent years. In terms of waste arisings, extensive research to support the Natural Resources and Waste Development Plan Document (NRWDPD) had been undertaken. The NRWDPD had recently undergone public examination and would provide the basis on which the Council would need to assess the application
- the capacity of the vehicles transporting the waste to the ERF from customers would generally be 10 tonnes, with the larger, 44 tonne vehicles being used to transport the bottom ash away from and deliver bulked up waste to the site. There would be about 90 HGVs arriving and leaving each day mainly between 9am – 4pm, although the plant would operate for 24 hours per day
- regarding the sorting practices of other waste operators, that small skip operators recycled approximately 80% of the waste collected, but that the remainder was sent to landfill, with the total residual waste arisings

being approximately 350,000 – 500,000 tonnes per annum as set out in the NWRDPD and that Government policy was to impose fines on landfill, so alternative methods of dealing with residual waste had to be found and that there were over 1.2 million tonnes of commercial and industrial waste arising within Leeds per annum

- that the Environmental Permit which would need to be issued by the Environment Agency would exclude types of waste which could be recycled, so ensuring all materials which were capable of being recycled, were. Furthermore, economic driving forces ensured operators supported recycling measures. The average gate fee to ERFs was around £73 per tonne as opposed to £15 per tonne for a recycling centre. Landfill gate fees were on average £76 per tonne which comprised £20 gate fee and the remainder landfill tax
- in terms of sorting the waste, it would be the customer's responsibility to do this. Concerns were raised about the financial incentives to sort waste, however it was felt that customers would be unlikely to want to pay the additional costs to send recyclable materials to an ERF
- that Biffa had planning permission for a large materials recycling facility on Gelderd Road where the recycling side of the business would take place
- there would be storage capacity at the ERF for 5 days worth of waste and as there would be two lines in operation, there was the possibility of operating one whilst carrying out maintenance on the other
- that the height of the wind turbine which was granted permission on the Yorkshire Water Sewage Works was confirmed at 125m – blade tip height – and 80m – hub height
- in terms of the footpath on the south side of the river, the proximity of the Transpennine trail was outlined and that the applicants were looking to improve access by improving the existing spiral access; providing a footway and cycle path along the existing bridge, with the potential for re-routing the Transpennine trail past the site and along the northern bank of the Aire and Calder Navigation. The work beyond the site would need to be completed as future development came along. This would make it more accessible and would form part of the S106 Agreement
- Officers confirmed that no water would be discharged from the plant
- that the plant was designed to be 'CHP Ready' but until a consumer of heat came forward, the facility would only produce electricity

Members commented on the following matters:

- that a case had not been made on the basis of the information provided for the need of this facility and that issues relating to capacity, sorting procedures and traffic movements had not been clarified and that firm facts and figures must be provided as part of the considerations for such facilities
- the design of the facility with some concerns that it was reminiscent of 1960s architecture, although it was acknowledged that the previous development on the site had comprised six cooling towers and ancillary structures

- concerns about the public consultation process and that health professionals had not been made aware of the two ERF schemes under consideration in the city
- concerns about the content of the waste, and that reassurances were needed that batteries and heavy metals would be properly dealt with
- whether when maintenance of the plant was required, reciprocal arrangements would be in place with other plants to maintain the waste process
- whether photo montages were needed showing the following elements, for Members' consideration: the wind turbine, the subject site and the proposed LCC facility at Cross Green
- incoming regulations to reduce industrial waste – especially around packaging – and that information on this should be provided as it could relate to what Biffa could harvest
- that another waste operator in Leeds (Leeds Skips Services) indicated a 75% recycling level could be achieved on the waste they collected and that Officers should view this plant. The Principal Minerals Planner who presented the report stated he was aware of the site and the recycling levels as it was one which was monitored by the Council
- that the level of funding from the Caird Bardon fund at Peckfield Landfill had reduced in recent years due to the decrease in landfilling
- the concerns of Leeds' citizens about proposals for two ERFs in close proximity to each other and in some of the most deprived areas of the city; that these communities had not been consulted on where they would like such facilities to be sited and concerns that previously Biffa had indicated their facility could take the Council's household waste
- whether powers granted under the LGA 2000 in respect of Community Wellbeing applied. On this provision, the Panel's Legal Adviser stated that the decision to hold a vote on an issue was discretionary rather than compulsory
- the view that there were no problems with the site; that the operation was no different to the previous power station use and that the infrastructure was already in place
- the various figures mentioned, including those in the NRWDPD and the need to judge the proposal on real figures and taking into account the MRF process which would in all likelihood be developed in view of the operator having obtained permission for such a facility on Gelderd Road
- concern about the use of the Leeds Weekly News (LWN) to advertise the proposals in view of this publication not being in circulation in those areas which would be most closely affected by the development. Members were informed that site notices were also placed around the area; that the decision to select LWN for the press advertisement was based solely on cost and that in terms of how best to advertise planning applications, newspaper advertisements were found not to be particularly efficient in reaching communities, compared to site notices
- consultation with local groups and that Ward Members should be contacted for details of these

The Panel provided the following responses to the questions posed

in the submitted report:

- that a further visit to an existing ERF would be useful
- that air quality and health were primarily matters for the Environment Agency to consider
- that a further discussion session be arranged with the Environment Agency in respect of the Environmental Permitting process. If the facility was granted approval, that such information should be provided on a regular basis with a suggestion being made that the Council sets up its own monitoring stations
- that further details be provided on transportation matters, including details of the number of traffic movements and the route from the proposed MRF at Gelderd Road to the site
- that there were concerns about the proposed design from some Panel Members
- that in terms of visual impact, it was accepted there would be some impact
- that in terms of biodiversity and landscaping there were no major concerns although it was felt that a good landscaping scheme was required
- that no further clarification in relation to waste residues was required
- in terms of the S106 agreement, that it was premature to consider issues relating to this

RESOLVED –

- i) To note the report and the comments now made
- ii) To note the responses provided by Panel on the specific questions posed in the report and that further information on these matters be provided
- iii) That further information be provided on the amount and type of waste being produced by the city to ensure there would not be over capacity in view of a similar proposal at Cross Green
- iv) That Officers seek clarification from Biffa on the capacity of their proposed ERF; the intended use for this and whether there was the capacity to cater for the Council's household waste within this development
- v) That a further report be submitted to Panel providing the information requested, in due course

(During consideration of this matter, Councillor Gruen left the meeting)

179 Date and time of next meeting

Thursday 22nd March 2012 at 1.30pm in the Civic Hall, Leeds

PLANS PANEL (WEST)

THURSDAY, 1ST MARCH, 2012

PRESENT: Councillor N Taggart in the Chair

Councillors B Chastney, M Coulson,
J Hardy, J Harper, T Leadley, J Matthews,
P Wadsworth, R Wood and J McKenna

99 **Apologies for Absence**

Apologies for absence were submitted on behalf of Councillor K Groves and Councillor J Akhtar. Councillor J McKenna was in attendance as substitute for Councillor K Groves.

100 **Minutes**

RESOLVED – That the minutes of the meeting held on 12 January 2012 be confirmed as a correct record subject to the following amendment:

Minute no 95 – Application 11/03417/FU – Springfield Mill, Stanningley Road, Stanningley, Pudsey, LS13 3LY

Amend the last sentence of the first paragraph to read 'It had been brought to Plans Panel due to the level of local representation and because the proposal constituted out of centre retail development'

101 **LDF Core Strategy Publication Document**

The report of the Director of City Development informed the Panel that following consideration by the Executive Board, the City Council's Local Development Framework (Publication Draft) had been approved for public consultation. The consultation period was 28 February to 12 April 2012 (5.00 p.m.) and the purpose of the report was to make Members aware of the consultation and broad scope and content of the document.

It was reported that the Core Strategy formed part of the Local Development Framework as proposed by the Council and set the strategic context for long term growth in the city for site allocation, development planning and neighbourhood planning. Members attention was also brought to issues detailed within the report including Spatial Policies and housing allocations.

Members were informed that the Core Strategy would be considered by Development Plans Panel and Executive Board before submission to Full Council and then the Secretary of State for approval.

A concern was raised regarding recording of discussion from informal workshops and issues surrounding Policy H3. It was reported that previous points raised could still be considered under the ongoing consultation. It was further reported that the Core Strategy had been brought to Plans Panel as policies within would have an impact on decision making.

RESOLVED – That the report be noted.

102 Application 11/04635/FU, Land off Bridge Street and Mill Lane, Otley, LS21

The report of the Chief Planning Officer introduced an application to demolish a vacant school building and erect a 60 bed care home with car parking and landscaping at land off Bridge Street and Mill Lane, Otley. The application had been referred to Plans Panel for determination due to the significance of the site and the development and its impact on the local area.

Members attended a site visit prior to the meeting. Site plans and photographs were shown at the meeting.

Further issues highlighted in relation to the application included the following:

- The proposed development was in Otley Conservation Area.
- The site would be accessed using existing arrangements.
- Members were reminded of the pre-application presentation that had been received in August 2011. Members had been broadly supportive of the plans but had stressed that careful consideration needed to be given to residents of Manor Street.
- The proposed building was not out of scale or relatively large for the site.
- Distances between the proposed building and houses on Manor Street were in line with policy, however there were some flats that were felt to be too close. Projections of shading from the proposed building were shown.
- There had been support from local residents and Otley Town Council for the re-use of the site and for the provision of a care home.
- Further to the problems that would be caused by shading from the proposed development, it was reported that further negotiations had been sought with the developer and that it be recommended that the application be refused.

The applicants agent addressed the meeting. The following issues were highlighted along with responses to Members' questions:

- The development would provide a much needed care home for Otley.
- There had been lengthy negotiations with planning officers and extensive consultation with local residents, including those on Manor Street.

- It was felt that the objections based on overshadowing should be rejected. These objections were not made at the pre-application stage and there had been support from residents of Manor Street.
- Building work on the site could begin immediately.
- The building would have an undercroft due to the slope on the site and requirements of the Environment Agency due to the land being part of the flood plain. The undercroft would be used for storage.
- Further options including lowering the building and using other flood proofing measures than building an undercroft. The developer felt that the scheme proposed was reasonable and appropriate and alternative building solutions had been considered.
- Suggestions to have a T-shaped building. It was reported that this would have to be 3 storeys and would not satisfy the operational running of a dementia care home.
- It was felt that the proposals met all design guidelines.

A Local Ward Member addressed the meeting and answered Members questions. He acknowledged the fact that consultation had taken place with residents from Manor Street, the need for the redevelopment of the site and the provision of a care home. There were however concerns regarding the following:

- Concern regarding the windows on the proposed building.
- Greenspace for the home's residents would be minimal.
- The building would be unacceptable to certain properties on Manor Street and it was felt that there was no reason that it could be reconfigured to prevent loss of amenity to Manor Street residents.

Further issues discussed in response to Members comments and questions included the following:

- Suggestions that the building could be lowered by not having the undercroft – it was reported that similar overshadowing problems would still be experienced with a lower building in the same place.
- There had not been any formal letters of objection.
- There had been further negotiations with the developer since the application had been deferred in February.
- Possibility of the removal of a tree in the corner of the site so the proposed building could be moved.

RESOLVED – That the application be refused as per the reasons outlined in the report.

103 Application 11/04612/FU - The Midway, 111 Queensway, Yeadon, LS19

The report of the Chief Planning Officer referred to an application for the change of use of a public house to a private hire office, with alterations comprising the addition of an awning to the rear, boundary fence and entrance gates at the former 'Midway' public house on Queensway in Yeadon.

The application had been brought to the Panel at the request of a Ward Councillor who objected to the proposal for reasons related to visual amenity, residential amenity and highway safety.

Members visited the site prior to the meeting. Site plans and photographs were shown at the meeting.

Further issues highlighted in relation to the application included the following:

- The property was in a mainly residential area.
- There were very little external changes proposed other than the provision of a covered servicing area and fencing.
- Planning permission had previously been given for some flats at the rear of the site.
- The site would be open to the public until 9.00 p.m.
- Objections had been received from 2 Ward Councillors, the local MP and 5 local residents. The plans had also received support from 5 local residents.
- Objections related to loss of amenity and the loss of a public house as a community facility.
- The applicant had submitted some recent information stating that some vehicles would need to access the site through the night.

RESOLVED – That further to recent information submitted by the applicant, the application be deferred for further consideration.

104 Application 11/04955/FU - Holt Avenue, Adel, LS16

The report of the Chief Planning Officer referred to an application for the laying out of an access road, erection of 45 houses with garages and landscaping at Holt Avenue, Adel.

The application had been brought to Plans Panel due to the history associated with the site, scale of the development and the high level of local interest in the proposal. The principle of development was allowed on appeal when outline planning permission was granted for housing following a public inquiry.

Members attended a site visit prior to the meeting. Site plans and photographs were shown at the meeting.

Further issues highlighted that related to the application included the following:

- An addition to the Section 106 proposal – this would offer £35,000 for traffic signal improvements at the junction with Otley Road.
- The site had previously been arable land.
- The development would contain 15% affordable housing.
- Each property would have 2 parking spaces.

- Landscaping would take place at the rear of the site which was lined with trees that were subject to Tree Preservation Orders.
- Plans showing access to the site were shown.

A representative of the Adel Association addressed the Panel with objections to the application. These included the following:

- The land was Greenfield and it was felt should not be built on until all other areas had been used.
- The close proximity to the Grade I listed Church.
- Increased traffic.
- Primary schools in the area were full.
- Access to the north west area behind the site – any future applications would be opposed by the Adel Association.

In response to questions from Members, it was reported that the developers had consulted with the Adel Association regarding the materials to be used. Whilst it was felt that the materials offered were preferential to brick, they were still felt to be bland.

The applicants agent addressed the Panel. The following issues were highlighted:

- The development was based on the Inspector's decision.
- There were no outstanding objections from statutory consultees – reference to revisions to satisfy consultees was made.
- Reference to Section 106 proposals.
- Conservation area issues, Tree Preservation Orders and maintaining of the boundary hedge.
- Supported use of materials by the Adel Association.
- Affordable housing provision was grouped together by the Otley Road side of the site. This would give easier access to public transport.
- There were no plans in the near future to apply for developments beyond the north west boundary of the site.

Further discussion was held regarding the materials to be used and it was proposed to amend the condition outlined in the report regarding the use of materials. Concern was also raised by Members regarding the decision of the Inspector and the impact on the decision of the Panel.

RESOLVED – That approval be deferred and delegated to the Chief Planning Officer subject to the conditions specified and the completion of a Section 106 agreement within 3 months of the date of the resolution unless otherwise agreed in writing by the Chief Planning Officer, to include the obligations as outlined in the report and to include £35,000 contribution to traffic signal improvements. Amendment to condition 4 in the report to allow further sample materials to be submitted for approval.

105 Application 11/05286/FU - Riverdale Gardens, Otley, LS21

Draft minutes to be approved at the meeting
to be held on Thursday, 29th March, 2012

The report of the Chief Planning Officer referred to an application that sought planning permission for the change of use of an area of public open space to inclusion within domestic rear gardens at land to the rear of Riverside Gardens, Otley. The land was provided as public open space in conjunction with the adjoining housing development in the 1990s and vested with Otley Town Council. Due to problems with the use/abuse of the area in subsequent years, the Town Council had proposed that the area be sold off to form enlarged private gardens for the adjoining houses.

The application had been referred to Plans Panel for determination due to the history of the site including that the application land is required to be vested as public open space.

Further issues highlighted in relation to the application included the following:

- The land would be fenced off for private gardens.
- The land had become neglected and a source of nuisance.
- There had been general agreement with the majority of adjoining homeowners regarding the proposed re-use of the land.

RESOLVED – That approval be deferred and delegated to the Chief Planning Officer

106 Application 11/04959/FU - 4 St Anne's Road, Headingley, LS6

The report of the Chief Planning Officer informed the Panel of an application for a rear extension to a restaurant enabling an increase in the amount of covers in the restaurant from 72 to 100 plus the relocation of an existing flue and the addition of an access ramp to the front.

The application had been referred to the Panel at the request of a local Ward Councillor on the grounds that a previous application for a neighbouring restaurant had also being referred.

Members were shown site plans and photographs of the site.

Further issues highlighted in relation to the application included the following:

- Representations from local residents included concerns regarding car parking in the surrounding residential streets.
- A petition of support had been received.
- Reference was made to the previous application to a nearby restaurant. It was reported that was for a smaller extension and didn't seek to increase the capacity of the building.

The applicants agent addressed the meeting. The following issues were highlighted:

- The application would enable the use of the upstairs of the premises as a function room which would be operated by a booking system.

- It was not felt there would be an increased need for car parking. Many of the staff lived locally/on site and a survey showed that many customers did not use cars to attend the restaurant.
- The applicant was willing to limit the number of covers to 100.
- The application would provide external and internal improvements with improved disabled facilities.
- There was an agreement with a neighbouring property regarding the servicing of the yard at the rear. There would also be improvements to this area including resurfacing.

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

- The offer to reduce the number of covers to 100 was to reduce external activity.
- It was suggested that the item be deferred to allow a site visit in light of additional information regarding improvements to the rear and the offer to reduce the number of covers.

RESOLVED – That the application be deferred to allow a site visit and consideration of additional information provided.

107 Application 11/05327/FU - Longfield House, Victoria House and Park House, Headingley Office Park, Victoria Road, Headingley, LS6

This application was withdrawn prior to the meeting.

108 Application 11/05337/FU - 13A North Lane, Headingley LS6

The report of the Chief Planning Officer introduced a proposal to seek the change of the use of a Private Members club at first floor level to a bar (A4) forming part of the existing bar to the ground floor. The premises already operated as applied for and the application was therefore retrospective.

The application had been brought to Panel at the request of a local Ward Councillor on the grounds that the proposal would result in an unacceptable increase in the number of bars in Headingley Town Centre.

The following issues were highlighted in reference to the application and in response to comments and questions from Members:

- The upstairs at the premises had been converted from the use of snooker/pool to a bar.
- Main concerns involved impact on residential amenity.
- There had not been any objections from the Council's Licensing section.
- Concern from Members regarding complaints made about the premises.
- There had not been any enforcement issues with the premises.

RESOLVED – That the application be granted in line with the officer recommendation but with the removal of conditions 1 and 6 as superfluous on the first floor retrospective application.

Councillors Chastney and Matthews requested that their votes against this decision be recorded.

109 Application 11/05195/FU -Servia Road, LS7

The report of the Chief Planning Officer presented an application which proposed the demolition of existing commercial buildings on site and the erection of two part 6 and 7 storey blocks comprising a total of 72 cluster flats, providing 300 bedrooms and laying out of landscaping and 37 car parking spaces.

Members were shown site plans and photographs of the site.

Further issues highlighted in relation to the application and discussion following Members comments and questions included the following:

- Loss of employment land – this was acceptable within policy guidelines.
- Reference to Section 106 agreements.
- Colour schemes used – it would not be sought to use previous colour schemes used on neighbouring buildings.
- Concern was expressed regarding available amenity space for residents.

RESOLVED – That approval be deferred and delegated to the Chief Planning Officer subject to the conditions specified and the completion of a Section 106 Agreement within 3 months of the date of resolution unless otherwise agreed in writing by the Chief Planning Officer, to include obligations outlined in the report.

110 Date and Time of Next Meeting

Thursday, 29 March 2012 at 1.30 p.m.

Plans Panel (City Centre)

Thursday, 16th February, 2012

PRESENT: Councillor B Selby in the Chair

Councillors G Driver, J Jarosz, J McKenna,
E Nash, A Castle, A Blackburn, C Fox and
C Macniven

52 **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 11/04825/FU for Student Flats at 20-28 Hyde Terrace, Woodhouse – declared a personal interest as a member of Leeds Civic Trust, as the Civic Trust had commented on the scheme (minute 56 refers)

Councillor C Fox – Application 11/04825/FU for Student Flats at 20-28 Hyde Terrace, Woodhouse – declared a personal interest as his son attends the University of Leeds, although it was noted that this was not strictly an interest for the purposes of the Members Register of Interests (minute 56 refers)

53 **Apologies for Absence**

Apologies for absence were received from Councillors Campbell, M Hamilton and S Hamilton. The Panel welcomed Councillors Fox and Macniven as substitutes for Councillors G Latty and S Hamilton respectively

54 **Minutes**

Minute 50 former Yorkshire Chemicals site – the Panel noted a request that a concern expressed over the maisonette style of the proposed house design be included

RESOLVED – That, subject to the inclusion of the amendment detailed above, the minutes of the meeting held 22nd December 2011 be agreed as a correct record

55 **Matters Arising**

Leeds Core Strategy – the Head of Planning Services reported the Core Strategy document had been accepted by Executive Board on 10th February 2012 and would be placed on deposit for representations for a 6 week period prior to being presented to Council and submission to the Secretary of State. The implications for the city centre area would be presented to the next Panel meeting. It was noted that the Core Strategy now had status as a material planning consideration and Members discussed the need for clarity on relevant legislation when considering planning applications.

Regional Spatial Strategy The Head of Planning Services confirmed that the RSS had not yet been abolished but would be replaced by the Core Strategy in due course

Localism Act - It was reported that the Localism Act had been enacted in part, but that the Neighbourhood Planning proposals would require secondary legislation which had not yet been implemented. Leeds awaited news of whether the 4 pilot areas had received grants to fund the schemes.

56 Application 11/04825/FU - 20 - 28 Hyde Terrace, Leeds LS2 9LN

Further to minute 32 of the meeting held 27th October 2011 when the Panel received a pre-application presentation on early proposals for a student flat development with associated cycle storage and landscaping at 20-28 Hyde Terrace Leeds LS2, the Chief Planning Officer submitted a report on the application now received.

The report also set out the developers' response to comments made by Panel at the October meeting relating to car parking, the design and dimensions of the new wings, the cluster flats and the relationship of the wings with the main building.

Plans and photographs of the site were displayed at the meeting along with architects' drawings of the proposals. Members had visited the site prior to the meeting. Officers drew attention to the following matters:

- The proposed treatment to the side street between Nos. 30 and 28 which included footpath resurfacing and widening with "no waiting" Traffic Regulation Orders to be implemented on the eastern side of the street
- The design of the 27 space basement cycle store would be conditioned
- Slides showing levels and cross sections were displayed to show that the basement flats had sufficient outlook and light
- The render to the gable end of No. 20 to be removed and three small windows established
- Eastern new build wing – red brick construction with copper cladding with larger glazed areas to the main windows located to overlook the internal courtyard space
- Western new build wing – red brick construction designed to be in keeping with the adjacent listed terraces

Officers stated that two additional conditions were required as follows:

- Details of the bin storage location of and level of recycling
- Details of the plant equipment to be introduced to the basement to ensure this does not exceed normal decibel levels

The Panel went on to consider the following matters:

- Design and height of the western extension, particularly the gable end. There was discussion on the appearance of this wing on the streetscene which appeared to be "offset" from the main building. Members considered that its appearance on the streetscene would be improved if it was aligned with the gable of the main building.
- Members noted the response that the new gable design was similar to the existing and that this approach provided definition between the old and the new build; ensuring the new wing remained subservient to the main building which retained its dominance in the scheme. Furthermore, a single roof line

would present too much massing on the street and the offset also allowed for the footpath to be widened.

- Impact of the design and implementation of new railings around the front garden on the Conservation Area. Members noted that the developer was keen to secure the garden area but commented that the railings should be Victorian period style. Officers responded that the railing design could be addressed through the general hard and soft landscaping condition
- Nil provision of car parking. Members discussed the “no car” requirement; noting that student occupancy would incur less traffic impact than the previous use of the main building or sale/lease of the flats on the open market. The response that the associated Travel Plan would refer to but could not condition the “no car” requirement was noted. The developer would seek to enforce this through tenancy agreements with the student residents.
- Trees. Members noted that both the sycamore and laburnum tree lay outside of the development.

Members broadly supported the scheme and commended the proposals as being sympathetic to the existing building and the surrounding Conservation Area

RESOLVED – That the application be granted subject to the specified conditions contained within the submitted report (and any others which might be considered appropriate) plus additional conditions highlighted at the meeting to cover:

- Details of the bin storage location of and level of recycling
- Details of the plant equipment to be introduced to the basement to ensure this does not exceed normal decibel levels
- Details of the railings to be submitted within the hard/soft landscaping proposals

57 Date and time of next meeting

RESOLVED – To note the following arrangements:

- Thursday 8th March 2012 at 1.30 pm (additional meeting)
- Thursday 15th March 2012 at 1.30 pm

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Plans Panel (City Centre)

Thursday, 8th March, 2012

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

58 Chairs Opening Remarks

The Chair welcomed all present to this additional meeting and short introductions were made

59 Pre-application Presentation - Formation of student flats (501 beds in 77 clusters) at 27 Burley Road, Woodhouse (Pre-App/11/00577)

This presentation was withdrawn from the agenda prior to the meeting as the developer had indicated that the application would not be progressed

60 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:

Councillors Campbell, Nash and Selby – Update on the First White Cloth Hall – declared personal interests as members of English Heritage which had been involved in the work to progress the reclamation project from the beginning. (minute 63 refers)

Councillor Castle - Update on the First White Cloth Hall – declared a personal interest as a member of Leeds Civic Trust as the Civic Trust had commented on the proposals (minute 63 refers)

61 Minutes

RESOLVED – That the minutes of the meeting held 16th February 2012 be agreed as a correct record

62 Local Development Framework (LDF) Core Strategy Publication Document

The Panel considered the report of the Director of City Development on the broad scope and content of the Local Development Framework (LDF) Core Strategy. The document had been considered and approved for public consultation by Executive Board. The consultation period would close on 12 April 2012.

(Councillor A Blackburn joined the meeting)

The Head of Forward Planning & Implementation explained the Core Strategy (CS) would be an overarching policy document for the whole city, recognising the importance of local character and distinctiveness but having regard to the

projected population growth for Leeds and the impact this would have on housing, employment, and development. The CS would not set targets or identify sites – these would be drawn out in subsequent Plans.

(Councillor Hamilton joined the meeting)

The Team Leader, Policy identified the city wide policies equally applicable to the area falling within the remit of the City Centre Panel. The main themes of policies CC1, CC2 and CC3 specific to the area were discussed and the Panel made the following comments:

- The need to discuss the concept of city centre living and what constitutes a viable, accessible and sustainable residential area
- The need to incorporate usable open space into the long term policy, whilst recognising that some residential developments would also benefit from provision of more manageable smaller green spaces
- Policy CC1 should specifically reference the facilities a sustainable residential site requires – services/healthcare/schools
- The need to adapt to the changing nature of city centre living which now includes families rather than the young professional singles/couples originally envisaged and consider residential styles appropriate to the space available whilst ensuring that space presents a sense of place too
- The need to discuss the “no car” condition previously promoted for city centre residential developments and the impact this has had on long term residents
- Support for the development of an overall “town plan” approach and recognition of the difference between city centre, urban and suburban living
- Support for the proposed hierarchy of office space promoted near to the transport hub
- The impact of the existing road and transport networks on developments in the city. Future residential developments would afford the Authority the opportunity to review the network from a resident’s perspective.

The Chair concluded by encouraging all members to respond to the consultation

RESOLVED – To note the contents of the report and the comments made by the Panel

63 First White Cloth Hall

Further to minute 42 of the meeting held 24th November 2011, the Chief Planning Officer submitted a further report on the progress being made to restore the First White Cloth Hall, Lower Kirkgate.

The Conservation Officer confirmed that the Authority had received “approval in principle” for the £1.5m funding bid from the Heritage Lottery Fund (HLF) for the Kirkgate restoration works; with £0.5m being ring fenced for works to the First White Cloth Hall (FWCH). A financial viability study was being undertaken by the site owner and the final detailed bid would be submitted to the HLF before the end of April 2012.

Members commented on the training and employment issues outlined in the report and noted that liaison with Leeds College of Building had begun to provide opportunities for work and skills experience to apprentices.

The Panel also held a wider discussion on historic buildings at risk across Leeds and the need to establish a mechanism to ensure that the circumstances of the decline of the FWCH are not repeated. Members agreed that this issue should be taken up by the next joint meeting of the East, West and City Centre Plans Panels to include information on those listed buildings which were a cause for concern and in a state of disrepair.

RESOLVED –

- a) To note the contents of the report and the work progressing to repair the First White Cloth Hall
- b) To note the intention to present a further report to Panel in June/July 2012
- c) To request a report be presented to the next joint meeting of the East, West and City Centre Plans Panels on those listed buildings in Leeds on the “Buildings at Risk Register”

64 Date and time of next meeting

Members noted the arrangements and advice relating to attendance at the next Panel meeting which will deal with city centre car parking applications.

RESOLVED - To note the dates of future meetings as: 15th March 2012; 12th April 2012; 10th May 2012 and 7th June 2012

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Development Plan Panel

Tuesday, 6th March, 2012

PRESENT: Councillor N Taggart in the Chair

Councillors B Anderson, C Campbell,
C Fox, T Leadley, R Lewis, E Nash and
N Walshaw

34 Chair's Opening Remarks

The Chair welcomed all in attendance to the March meeting of Development Plan Panel.

35 Declaration of Interests

There were no declarations of interest at this stage, however a declaration was made at a later point in the meeting. (Minute No. 38 refers)

36 Apologies for Absence

Apologies for absence were submitted by Councillors Hamilton and Mitchell.

37 Minutes - 6th December 2011

RESOLVED – That the minutes of the meeting held on 6th December 2012 be approved as a correct record.

38 Leeds Site Allocations Development Plan Document (DPD) Scoping Paper

The Director of City Development submitted a report which requested the Development Plan Panel's consideration and agreement to the proposed scope of Leeds Site Allocations Development Plan Document (DPD).

Appended to the report was a copy of the initial draft timetable for Leeds Site Allocations DPD.

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

- David Feeney, Head of Forward Planning and Implementation
- Lois Pickering, Team Leader – Local Plans West.

The key areas of discussion were:

- Concern about the process undertaken under 3.2 to the report which stated that the Council was asking known operators and agents if they wished to suggest any sites for retail use (a 'call for sites') in a similar way to that established for the Strategic Housing Land Availability Assessment (SHLAA). It was agreed that clarification was required on the Council's website to emphasise that responses were also being sought from members of the public. There should also be appropriate cross referencing, e.g. DPD and SHLAA, etc.

- Development of housing within S2 centres and boundaries, particularly issues around car parking.
- Confirmation that Core Strategy Policy SP10 will inform the assessment of sites, including an assessment against the 5 purposes of greenbelt.
- Acknowledgement that some communities engaged more effectively than others in developing neighbourhood plans. Members discussed the role of Community Planners working at a local level, particularly in areas that weren't supported by Town or Parish Councils.
- Update on the National Planning Policy Framework (NPPF). It was anticipated that the NPPF would be finalised at the end of March 2012.
- Acknowledgement of the need to provide adequate transport links in accommodating housing growth.
- Promoting the expansion of local employment.
- Safeguarding existing employment land through Core Strategy Policy EC3 and application of an evidence based approach.

RESOLVED –

- (a) That the contents of the report and appendices be noted
- (b) That the scope of the Development Plan Document (DPD), as outlined in the report, be approved.

(Councillor Anderson joined the meeting at 1.42pm during the consideration of this item.)

(Councillor Nash declared a personal interest in this item in her capacity as a Member of The Co-operative Group – Leeds and Wakefield Group.)

(Councillor Fox withdrew from the meeting at 3.04pm during the consideration of this item.)

39 Date and Time of Next Meeting

To note that the next meeting will take place on Tuesday, 3rd April 2012 at 1.30pm in the Civic Hall, Leeds.

(The meeting concluded at 3.10pm.)

Licensing Committee

Tuesday, 14th February, 2012

PRESENT: Councillor S Armitage in the Chair

Councillors K Bruce, R Downes, J Dunn,
R D Feldman, G Hussain, G Hyde, A Khan,
P Latty, B Selby, C Townsley, D Wilson
and G Wilkinson

65 Declarations of Interest

There were no declarations of interest

66 Apologies for Absence

Apologies for absence were received from Councillors Gettings and Hanley.

67 Minutes

RESOLVED – That the minutes of the previous meeting held on 17th January 2012 be agreed as a correct record

68 Matters Arising

Minute 61 NVQ Working Group – It was noted that the NVQ Working Group had not yet reconvened

69 Leeds Festival

The Head of Licensing and Registration submitted a report advising Members of the receipt of the Event Management Plan (EMP) for the Leeds Festival 2012 scheduled to be held in the grounds of Bramham Park, Wetherby between 24th and 26th August 2012. The report included a schedule of changes made to the EMP since last years event.

The Committee welcomed Mr Benn, the event promoter to the meeting. Mr Benn outlined the success of the 2011 Festival in terms of the Traffic Management Plan; noise management and the changes within the EMP including:

- Use of LED signage at main thoroughfares to assist patrons moving around the site during the Festival and leaving the event
- Impact of new legislation on water safety standards
- Crowd control and the introduction of a new design to the main stage barrier which reduced the sway of the crowd

The Committee noted that all agencies had been satisfied with the event this year and commended the promoter on the success of the Festival and the ongoing efforts to refine and improve arrangements for the event.

RESOLVED – To note the contents of the report and to extend thanks to Mr Benn for his attendance.

70 **Presentation - Policing and the Night Time Economy - West Yorkshire Police**

Further to minute 33 of the meeting held 13th September 2011, the Committee welcomed officers of West Yorkshire Police (WYP) to the meeting to discuss issues relating to policing and the night time economy in Leeds city centre.

Chief Inspector V Francis; Chief Inspector S Palmer and Sergeant R Fullilove attended the meeting. Members noted that Ch. Ins. Francis had recently retired from his post and extended their best wishes to him. Ch. Ins Palmer was introduced as the new Chief Inspector for the city centre area. Sgt Fullilove led discussions on the following matters:

Cumulative Impact Policy (CIP)

WYP submitted schedules outlining decisions taken by the Licensing Sub Committees since January 2011 relating to applications from premises located within Cumulative Impact Area 1 (city centre) and those premises which featured in WYP Matrix system used to monitor premises which needed support from WYP

DVD presentation – The Committee viewed CCTV footage of the Albion Street/Merrion Street area taken on 21 September 2010 at approximately 02:00 hours showing the volume of patrons from local licensed premises on the street.

- Sgt Fullilove reported on an incident of oversubscription to an event at a premises that evening; highlighting several contributory factors which resulted in a crushing incident
- Members discussed their concerns with regards to the health and safety of both patrons of the premises and the public outside and expressed surprise that WYP had not sought a Review of the premises licence. Members felt that the premises should have been referred to the Committee such was the serious nature of this incident
- Members noted the number of Matrix points amassed by another venue over the previous 6 months and heard that although the premises management had changed; WYP felt the venue worked with them to tackle crime and disorder
- WYP stated they also had regard to the size of a premises and volume of patrons before taking direct action. It was noted that the LCC Entertainment Licensing Enforcement Officers undertook regular compliance visits to licensed premises and visits in conjunction with WYP. A request for detail on any follow up action undertaken by LCC following the incident was noted.

Ch. Ins Francis stated that large, high capacity premises would statistically generate more points on the Matrix system. Some Members however did not fully accept that argument, stating that all premise licence holders had a responsibility to their patrons in terms of crime and disorder and public safety; regardless of the size of their venue.

Members supported a suggestion that representatives of premises causing concern to WYP should be invited to attend a Committee meeting to take part in discussions on the responsibilities of premise licence holders, the Committees' concerns and how to make progress. Members also agreed that

representatives of a premises that had previously been a cause for concern but had made significant improvements should be invited to attend a “best practice” type workshop

The Matrix System

- Ch. Ins Palmer clarified the decision making process which had regard to the type of venue, capacity, nature of entertainment offered, clientele and whether that venue consistently worked with WYP
- Members supported the continued use of the Matrix System, however commented that it could be refined to include a weighting system – having regard to capacity and number of incidents causing concern
- Sgt. Fullilove provided further information on the top ten premises listed within the Matrix System, highlighting those premises with recurring issues which WYP sought to address

Members additionally discussed:

- The prevalence of drug use amongst patrons in city centre premises and the actions undertaken by WYP to identify drug use
- The correlation between alcohol pricing and incidents of crime and disorder
- the importance of strong management to take ultimate responsibility for all aspects of the licensed premises, including management of the door team. Members considered whether a condition to set a minimum number of doorstaff could be introduced at premises causing serious concern

To conclude, Ch. Ins. Francis outlined what had been achieved in Leeds during his tenure, including the introduction of the Matrix System; additional police officers and the street marshal scheme sustained in partnership with the licensees and the reduction of violent crime by 40%.

The Committee thanked the officers of WYP for their presentation and welcomed the discussions it had generated

RESOLVED –

- a) To note the contents of the presentation and discussions
- b) To note the request for further information regarding the incident on 21 September 2010 and that consideration be given to inviting representatives of city centre premises to future meetings of the Committee

(Councillors Downes and G Hussain left the meeting at this point)

71 Licensing Act 2003 - Update

The Head of Licensing and Registration submitted a report providing an update on changes to the Licensing Act 2003 in respect of the Queen’s Diamond Jubilee and the Live Music Bill. Members comments were also sought to inform the Council’s response to the Home Office consultation “Dealing with the problems of late night drinking” which proposed secondary legislation for the introduction of the Late Night Levy and Early Morning Restriction Orders. The Consultation document was attached to the report.

The Committee discussed the following matters with officers

Live Music Bill

- the possible impact of the removal of the effect of conditions specific to provision of live music
- the expectation that more applications to Review premise licences will be received
- the impact of Local Health Authorities being made Responsible Authorities on the review process

(Councillors Bruce and Townsley left the meeting at this point)

Late Night Levy

- impact of the levy on the voluntary provision by larger clubs/licensed premises of measures designed to address the licensing objectives
- the fee structure for the LNL

RESOLVED –

- a) That the contents of the report be noted in respect of the Golden Jubilee and the Live Music Bill
- b) That the contents of the consultation document “Dealing with the problems of late night drinking” be noted and
- c) That the Principal Project Officer be requested to draft a response to the consultation to be despatched to the Committee Members for comment prior to submission to the Home Office

72 Licensing Work Programme

The Committee considered the contents of the Licensing work programme for the remainder of the Municipal Year and noted the following

Appeals Sub Committee – The Chair reported on requests received from the Private Hire and Hackney Carriage trades for the Committee to establish a sub committee to deal with appeals received from drivers who may have been sanctioned or had their licences suspended. The Chair briefly outlined the resource implications for both Members and officers and the intention to present a report on the matter to the next appropriate meeting

Large Casino Licence – Members noted the intention to arrange a site visit in early March to existing casinos with the involvement of current operators

RESOLVED – To note the contents of the Licensing Work Programme

73 Date and Time of Next Meeting

RESOLVED – To note the date and time of the next meeting as Tuesday 13th March 2012 at 10.00 am

Licensing Sub-Committee

Monday, 6th February, 2012

PRESENT: Councillor G Wilkinson in the Chair
Councillors D Wilson and G Hussain

203 Election of the Chair

Councillor Wilkinson was elected Chair for the meeting.

204 Late Items

There were no late items.

205 Declarations of Interest

There were no declarations of interest.

206 "Safran Restaurant" - Application for the grant of a Premises Licence for Safran Restaurant, 81 Kirkgate, Leeds LS2 7DJ

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 for Safran Restaurant, 81 Kirkgate, Leeds LS2.

The applicant's representative, Mr Digwa, informed the Sub-Committee that the applicant was very ill and could not attend the meeting. Mr Digwa therefore asked the Sub-Committee if they would allow the consideration of the application to be deferred to another date so that the applicant could attend.

RESOLVED- That the application be deferred to the 5th March 2012.

207 "Macy's" - Application for the grant of a Premises Licence for Macy's, 6 a Otley Road, Headingley, Leeds LS6 2AD

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 for Macy's, 6a Otley Road, Headingley, LS6 2AD.

Representations had been received from LCC Environmental Protection Team, Ward Councillors, Neighbourhood Groups and from individuals. There had also been a letter of support.

Present at the hearing were:

Mr Robert Carlton- the applicant
Mr Paddy Whurr- solicitor for the applicant

Ms Monica Legiza- legal assistant

Mr B Kenny- LCC Environmental Protection Team

Councillors Matthews and Walshaw

Joan Brown- Cardigan Triangle Community Association

Local Residents: Susan Sleeman, Christine Beels, Tony Green, Carry Franklin and Marion Charlton

The Sub-Committee heard from Mr Whurr who was representing the applicant. He put forward the view that this application did not come under the Cumulative Impact Policy and informed the Sub-Committee that Macy's was intended to be a European Style Café. The premises did not have a bar, and would only sell bottled beers and wines rather than draught as it would be a deli supplying a modest amount of alcohol as a high quality food led business. The premises would usually be shut by 7pm, with the exception of charity events. The business would create 12 new local jobs, and would donate 5% of it's profits to charity.

The Sub-Committee heard from Mr Kenny, of LCC Environmental Protection Team, who informed the Sub-Committee that their objection was based on the belief that the application did come under the Cumulative Impact Policy as an additional premises in Headingley which would be selling alcohol.

Councillor Matthews addressed the Sub-Committee as opposing the application. He outlined his concerns for the area such as the problems with Anti Social Behaviour and litter, and problems with illegal taxis plying for trade there. He gave examples of establishments in the area which had started as food led establishments which had become alcohol led over time which then caused problems within the area.

Councillor Walshaw reminded the Sub-Committee of the scale of public opposition to this application, and asked that they consider the Cumulative Impact Policy in relation to this application.

Carry Franklin, a local resident, addressed the Sub-Committee, outlining her concerns around the problems caused by drinking in the area such as intimidation of local residents and the amount of rubbish created. She gave her view that Headingley had enough food establishments that served alcohol already.

Following full and lengthy consideration of all the written and verbal representations, the Sub-Committee felt that the Cumulative Impact Policy did not apply to this application as, in the Sub-Committee's view, this was not an alcohol led premises. The Sub-Committee on balance felt that granting the application with stringent conditions would uphold the licensing objectives. The Chair commented that this had been a very difficult application to deal with.

RESOLVED- That the application be granted in the following terms:-

- That the supply of alcohol be between the hours of 10.00 a.m. and 7.00 p.m. only.
- That alcohol only be sold with food, and only for consumption on site.
- That condition 8 be amended to replace "first floor" with "ground floor".
- That condition 1 be amended to prevent the sale of spirits and draught wine and beer and to specify that only bottled beer and wine be sold.

Members had also noted that any future application to install a bar by way of a minor variation had the potential to impact on the licensing objectives and should be subject to the full variation process.

208 "Brew Dog" - Application for the grant of a premises licence for Brew Dog, Unit 2, White Cloth Hall, Crown Street, Leeds LS2 7DA

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 for Brew Dog, Unit 2, White Cloth Hall, Crown Street, Leeds LS2 7DA.

Representations had been received from LCC Health and Safety Team, however these had subsequently been withdrawn following an agreement being reached with the applicant. Other representations had been received from West Yorkshire Police, LCC Environmental Protection and LCC City Development.

Present at the hearing were:

Mr Bruce Gray- the applicant
Mr Tony Lyons- solicitor for the applicant

Mr Bob Patterson and PC Cath Arkle- West Yorkshire Police

Mr B Kenny- LCC Environmental Protection

Mr C Sanderson- LCC City Development

The Sub-Committee heard from Mr Lyons who was representing the applicant. He informed Members that Brew Dog is a Scottish based business which has successful licensed premises in Edinburgh, Glasgow and Aberdeen as well as Camden. The application was for a premises which had been vacant for some time, and it was hoped would create 10 new local jobs. There would be no more than 60 customers on the premises. Mr Lyons informed the Sub-Committee of the ethos of the Brew Dog company- it believes it is different to other pubs in Leeds as it brews it's own beers and wishes to educate people in appreciating beers in a similar way to appreciating fine whiskey or wine. He reiterated the experience of the Brew Dog company in running similar premises in other cities, and emphasised the company's achievements in not having any incidents in any of it's premises to date. He reminded the Sub-Committee that no local residents had objected to the application.

Mr Gray addressed the Sub-Committee in relation to his style of operation, indicating that he would hope to be a positive influence on the area by educating people to a different way of drinking. He informed the Sub-Committee that staff training was extensive and thorough and that customers were not allowed to become drunk.

The Sub-Committee heard from PC Arkle who outlined her concerns with regard to the application. The premises was located in a violent crime hotspot within the Cumulative Impact area which was not covered by the LeedsWatch CCTV system. Whilst much work had been done to try to address this, there were many problems and issues in that area. An additional concern was that Brew Dog would be likely to attract different people to it rather than those already using the area, therefore drawing additional people into the area which could exacerbate the problems there.

Mr Kenny, LCC Environmental Protection, addressed the Sub-Committee. He described the problems with public nuisance in the area, and outlined his concerns that an additional premises and therefore additional customers there would make the problems worse.

Both WYP and the EPT expressed surprise that residents had not raised representations as they were aware of a number of complaints submitted by residents in the area about existing problems.

Mr Sanderson, LCC City Development informed the Sub-Committee that the permitted planning hours for the premises were based on them operating as a café bar, and suggested that a change of use may need to be applied for in order to reflect the proposed use as a bar. He informed the Sub-Committee that the permitted planning hours were imposed due to the proximity to residential property and the impact on the amenity, and suggested that the application be rejected due to public nuisance and the Cumulative Impact Policy.

The Sub-Committee carefully considered all the written and verbal submissions. Whilst the concept of the bar and style of operation were welcomed, it was noted that the premises were within a violent crime hotspot within the Cumulative Impact Policy area. The Sub-Committee were regrettably not persuaded that the application would not add to the impact in the area, despite the undoubted experience of the operator.

RESOLVED- That the application be refused.

Licensing Sub-Committee

Monday, 13th February, 2012

PRESENT: Councillor S Armitage in the Chair
Councillors K Bruce and R Downes

209 Election of the Chair

Councillor Armitage was elected Chair for the meeting

210 Late Items

There were no late items of business

211 Declarations of Interest

There were no declarations of interest

212 "Deli Polska" - Application for the Review of a Premises Licence for Deli Polska (Polish Delicatessen), 171 Dewsbury Road, Hunslet, Leeds LS11 5EG

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 in respect of Deli Polska 171 Dewsbury Road Leeds LS11

The following were present at the meeting

**West Yorkshire Police
(WYP) – the applicant**

Mr R Patterson

PC K Arkle

Deli Polska

Miss M Czerwiec – Premises Licence Holder

Mr K Brown – Designated Premises Supervisor

Mr J Vantoch-Wood - Officer of Her Majesty's Revenue and Customs (HMRC)

Prior to the commencement of the hearing, Mr Brown raised a procedural matter and stated that Deli Polska was not the name of the premises. The Legal Services Officer stated that this was the name on the Premises Licence and queried why this had not been raised previously and an amendment sought. Mr Brown stated this could have been an error on his part; details of how this could be amended and the fee for doing so were provided

Licensing Officers presented the report and the Sub-Committee heard firstly from West Yorkshire Police

PC Arkle presented the application and stated WYP were of the view that revoking the Licence was a proportionate and necessary course of action and that although HMRC was not a statutory authority, it supported this view

The Sub-Committee then heard from Mr Vantoch-Wood of HMRC who explained that his work involved checking for non UK duty paid goods, ie tobacco and alcohol and where these were found they would be seized with the possibility of a wider search being made

In respect of the premises, visits had been made on several occasions where quantities of non UK duty paid cigarettes and alcohol had been found, with some of the cigarettes being concealed

PC Arkle highlighted the fact that six months after the Premises Licence had been granted, crime was being committed at these premises and had continued for two years

Mr Vantoch-Wood outlined a visit made to Miss Czerwiec's home where large quantities of cigarettes, alcohol and cash were found, with two arrests being made. In response to questions from the Chair, Mr Vantoch-Wood stated that the spirits were legitimate vodka but that no UK duty had been paid on it. Similarly there was nothing to suggest that the tobacco in the cigarettes had been tampered with, rather it was a Polish brand, with no UK duty having been paid on it

Reference was made to the photographic images within the papers submitted for the meeting, with Mr Vantoch-Wood explaining that several images showed a paper towel dispenser in the premises, close to the counter which was found to contain Polish cigarettes. Cigarettes had also been found under the counter and the alcohol which had been seized had been located on the shelves and in crates

Members were informed that Miss Czerwiec had another premises in Kirkgate Market which had also been searched by HMRC, with Miss Czerwiec's father being seen leaving the premises carrying a refuse bag, which was found to contain cigarettes, with HMRC being of the view that he was trying to conceal evidence. Members noted that the premises in Kirkgate Market had not been granted a Licence when it was considered in December 2011

PC Arkle referred to the arrest of Miss Czerwiec's partner at the premises on 9th June 2011 for possession of stolen goods where he stated he lived above the shop. Investigations had found this not to be the case and that his address was the same as Miss Czerwiec's. WYP had visited the address and found cash and receipts relating to 171 Dewsbury Road. Vehicles registered to this man had been found as well as a white van without number plates which contained a number of large drums containing petrol/diesel. It was the view of HMRC that this was fuel purchased in Europe with no UK duty having been paid on it

PC Arkle accepted that some intelligence received about the premises had not been correct however there was evidence of criminal behaviour and that there had been a determined course of action by the Premises Licence Holder or a person allowed on the premises; that this was not a case of a one-off incident and that following the seizure of smuggled goods, this illegal activity had continued

The Sub-Committee then heard from Mr Brown, the DPS. Whilst it was his intention not to refer to matters being dealt with under criminal proceedings, the Legal Services Officer explained that the Sub-Committee needed a full explanation of events to reach a decision

Mr Brown stated that it had been Miss Czerwiec's partner who had been involved in these matters; that has the father of Miss Czerwiec's child she had been dragged along with what had been happening but that they had now separated and he had left the family home

On advice from the Legal Services Officer, Miss Czerwiec, as the Premises Licence Holder, was encouraged to address the Sub-Committee and provided the following information:

- that she was the owner of the premises
- that the goods found in her home had been found in the kitchen and dining room and were for personal use and as gifts to staff
- that her former partner had been in the shop when the goods had been seized

In response to questions from Members, Miss Czerwiec advised that her relationship had broken up with her former partner during summer 2011 but that up to two months ago he had continued to work in the premises and that now Miss Czerwiec's sister worked with her in the shop, with another worker being employed at her premises in Kirkgate Market

Mr Brown explained his role as DPS and stated that he had been a DPS since 2008; that he was a DPS of another premises and also an agency driver; that he advised on the sale of alcohol; that he would visit the premises at 171 Dewsbury Road, inspect the register etc but that he did not know about the cigarettes concealed in the paper towel dispenser. Following the seizure of smuggled goods he had spoken to Miss Czerwiec's partner about this in a heated exchange but had not been aware of the seizure of goods previously at the premises, or those found at Miss Czerwiec's home or the shop in Kirkgate Market

Mr Brown asked the Sub-Committee for leniency and suggested regular monitoring of the premises

PC Arkle referred to the visits to the premises made by HMRC and that on each occasion that smuggled goods were found, paperwork was left there and that the DPS could have been expected to have seen this. The fact that this was a family business was highlighted with reference being made to the cigarettes found in the possession of Miss Czerwiec's father upon leaving the premises located in Kirkgate Market

PC Arkle advised the Sub-Committee that a change of personnel or reduced opening hours was not considered sufficient and that WYP considered that revoking the Premises Licence was the only option in this case

Following full consideration of the options open to the Sub-Committee in the determination of Review applications and the representations by the Police, HMRC, the Designated Premises Supervisor and the Premises Licence Holder, together with the guidance issued under Section 182 of the Licensing Act 2003. And noting that the sale of smuggled goods was considered a serious activity with revocation of the licence to be considered even as a first offence. The Sub-Committee noted there had been four visits to various premises under the control of the Premises Licence Holder by HMRC in a two year period which had each resulted in seizure of non UK duty paid goods. Paperwork had been left on each occasion following the seizure of smuggled goods

The Sub-Committee considered the comments of the DPS that he had no knowledge of these visits and that he was aware of his responsibilities as a DPS, a role he fulfilled at another premises

The Sub-Committee also considered the comments of the Premises Licence Holder who accepted no responsibility for any of the goods found at the premises even though she worked there. She blamed these incidents on her ex-partner and that the 14,920 cigarettes and 51.3 litres of spirits found at her home were for personal use. She accepted that her ex-partner had taken some of these goods into the licensed premises to be offered for sale

The Legal Adviser sought views from all parties on the steps they considered necessary for the promotion of the licensing objectives. The Police considered that the only option was revocation and that the Premises Licence Holder had no suggestions to make

After considering all the information the Sub-Committee agreed with West Yorkshire Police; they were not satisfied with the explanation given by the Premises Licence Holder and had no confidence in the management team

RESOLVED - That the Premises Licence be revoked

Licensing Sub-Committee

Thursday, 1st March, 2012

PRESENT: Councillor J Dunn in the Chair

Councillors C Townsley and G Wilkinson

213 Election of the Chair

RESOLVED – That Councillor Dunn be elected Chair for the meeting

214 Late Items

No formal late items of business were added to the agenda; however Members and all parties had received the following supplementary documents prior to the hearing:

- Copies of representations submitted by local ward Councillor Dawson and a local resident, both of which had been submitted in time but had been omitted from the report
- Copy of a revised officer's report

215 Declarations of Interest

There were no declarations of interest

216 "Slip Inn" - Review of a Premises Licence for The Slip Inn, Albion Street, Morley Leeds LS27 8DT

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 in respect of The Slip Inn, Albion Street, Morley.

The following were present at the meeting

The applicant - West Yorkshire Police (WYP)	The Premises – The Slip Inn
Sergeant Robert Fullilove – WYP Licensing Team	Karen Hughes – solicitor for the PLH
PC Matthew Sedgely	Terence Benson – Premise Licence Holder
Bob Patterson – WYP Licensing Team	Gerald Lennon – Designated Premises Supervisor (DPS)
Paul Rix – LCC Entertainment Licensing Enforcement Section	Donna Seed – bar manager
	Elizabeth Brown
	Gary Hall

Councillor Robert Finnigan
Councillor Judith Elliott (observing)

The Sub Committee first viewed DVD evidence marked RGF2 containing CCTV footage of an incident which occurred at the premises on 26/11/11 taken from the CCTV system at the premises, submitted by WYP in support of the application for the Review.

The Sub Committee then heard from Sgt Fullilove who provided details of the growing number and nature of incidents at the premises and WYP concerns regarding the management of the premises which led up to the application for the Review. WYP identified concerns regarding the management team not being in

control of the premises, serving patrons already intoxicated, children in the premises, smoking in the premises, serving alcohol after the end of licensable hours, violent incidents at the premises and the general attitude of the management team towards WYP.

The Sub Committee heard that WYP had met with the premise management team on 20/10/11 where those concerns were discussed. Sgt Fullilove highlighted particularly a follow up visit he made to the premises on 3/11/11 and his findings of that visit with regards to the DPS. Members discussed WYP submission that the violent incident on 26/11/11 had been badly managed.

PC Sedgely reported that the Slip Inn accounted for more calls for police service within the Morley Neighbourhood Policing Team than any other licensing establishment in the area. He stated the clientele often appeared to be intoxicated at all times of the day. Following the incident on 26/11/11 he reported on the difficulty he had had obtaining CCTV footage; witness statements from the Bar Manager and from patrons. He believed some patrons would not respond due to fear of reprisals. Tellingly, of the 5 persons arrested for affray following the incident, none could remember the incident or account for their actions due to the amount of alcohol consumed but had stated that they had been drinking since about lunch time. PC Sedgely stated his belief that there were other incidents at the premises that had not been reported to police.

Sgt Fullilove reiterated WYP concern that the management team had not taken any steps to address the concerns highlighted to them in October 2011; had not taken up the offer of support from WYP and incidents had continued at the premises since then. He noted that the premises had been on an Action Plan prior to 2011 instigated by Morley NPT for issues relating to anti social behaviour, consumption of excessive alcohol and drugs.

Sgt Fullilove addressed the statement submitted by Insp Sullivan of Morley NPT who had suggested attaching further conditions to the Premise Licence as an appropriate course of action. However, WYP were now of the opinion that conditions would not be a successful remedy on this case - given the lack of positive action by the premises management; the fact that incidents occurred throughout licensable hours and the increasing number of incidents.

Local ward Councillor R Finnigan then presented the concerns expressed to him by Morley Town Council, Morley Town Centre Management Board and local residents in terms of public nuisance attributed to the Slip Inn and the impact of the premises on the neighbourhood in general. This included littering of broken glass/bottles and anti social behaviour. He reported anecdotal evidence of drug dealing and violence at the premises and that some local residents felt intimidated walking past the premises at night time due to the patrons congregating on Albion Street. Finally he reported it was well known that patrons who had been banned from other Morley licensed premises attended the Slip Inn.

The Sub Committee then heard from Mrs Hughes on behalf of the PLH who responded to each of the concerns raised by WYP directly relating to the authenticity of the letters of support for the PLH; littering of glasses/bottles; dancing on the

premises; children on the premises; patrons in the bar “after hours”; the CCTV system and the attitude of the staff towards WYP. In particular she dealt in detail with the incidents recorded at the premises on 23/7/11; 30/10/11; 26/11/11; 2/12/11; 4/1/12; 23/1/12 and 5/2/12 and responded to WYP interpretation of those events.

Mrs Hughes confirmed that there had been an incident on 26/11/11 involving two men who were not normally patrons of the pub. They had only been served two drinks at most and there had been no indication of the trouble to follow. As the fight continued, staff were seen on the CCTV to tidy furniture and glasses away. Mrs Hughes stated they had been trained to do so in order to clear the area of any objects which may do harm. Mrs Hughes stated that the bar manager had told her she had been under the impression that two undercover police officers were in the premises at the time and so the police had not been called. At the hearing the bar manager stated the man seen to be administering first aid to the first assailant had told her his wife was a police officer.

In conclusion, Mrs Hughes reported the PLH believed the premises received a “bad press” based on rumours and that although there had been incidents at the premises; the PLH felt there was a different interpretation of those events. Mrs Hughes reported on the difficulties encountered with the CCTV system, but sought to reassure Members that action was being taken to address this. Mrs Hughes highlighted the following: no drugs had been found on the premises following the execution of 5 search warrants at the premises, two managers were now employed at the premises as well as the DPS and the PLH; a member of staff already had a Security Industry Authority badge to act as doorstaff, the bar manager was undertaking the Personal Licence Holder’s qualification, two first aiders were employed at the premises and two more members of staff were being trained.

Mrs Hughes responded to Inspector Sullivan’s submission regarding conditions, and stated no objection would be raised if conditions regarding the CCTV system were imposed, however she did not believe the number/nature of incidents warranted doorstaff at the premises all the time.

During questions to the PLH, Members clarified the following:

- The bar manager’s statement to WYP over her whereabouts on 26/11/11
- Signage reminding patrons that smoking was only permitted in the beer garden
- No glasses/bottles were allowed off the premises
- The SIA registered member of staff was not on duty on 26/11/11
- The statement of WYP that drugs paraphernalia and traces of drugs had been found on the premises and the response that any public building could have trace amounts
- The response to what staff regarded as acceptable behaviour
- That there was no specific response from the PLH addressing the role of the DPS even when advised that removal of the DPS was an option available to Members

Members considered the options open to them in the determination of Review applications and had regard to the Guidance issued under Section 182 of the Licensing Act 2003. The Sub-Committee considered the representations made at the

hearing and the considerable amount of evidence from WYP, local ward Councillors and the PLH.

Members noted the dispute over much of the evidence in relation to the interpretation of the incidents.

On the basis of the CCTV footage (which Members viewed again during their deliberations) the Sub Committee found that the Bar Manager was not in the bar when the incident started but did enter the bar shortly after.

In relation to the other disputes of evidence between WYP and the PLH, the Sub Committee preferred the evidence of WYP. In particular, Members found that

- the minutes of the meeting held 20/10/11 between WYP and the PLH and the DPS and the subsequent email exchange gave clear warnings of the issues and need for change at the premises. The Sub Committee did not accept the PLH submission that the meeting was merely a warning to the PLH that customers were “helping themselves” to alcohol after hours.
- the unchallenged evidence of Sgt Fullilove that the DPS did not recognise him whilst in uniform two and a half weeks after the meeting on 20/10/11 to be compelling.
- that there were a series of problems at the premises including: the sale of alcohol to persons already intoxicated, smoking in the premises and after hours sales
- that the incident of 26/11/11 was not well managed

The Sub-Committee accepted and adopted the submission by WYP that the cause of the problems was weak management at all levels and that this undermined all four licensing objectives.

Members considered that action was required and that previous warnings had been given but ignored by the management.

The Sub Committee carefully considered imposing conditions on the Premises Licence, but had no confidence that this management team would comply with any conditions. Members noted that the conditions they would have imposed would have been extremely onerous in order to promote the licensing objectives with no guarantee that they would work.

The Sub Committee noted that WYP suggested a review of the management team was required. That had not been offered to the Sub Committee as a solution. Members considered a change of the DPS was necessary to promote the licensing objectives, but did not believe that any of the current management team would be an appropriate replacement.

In the circumstances, Members felt there was no option but to revoke the licence in order to promote the licensing objectives

RESOLVED - That the Premises Licence held at The Slip Inn be revoked

Licensing Sub-Committee

Monday, 5th March, 2012

PRESENT: Councillor Townsley in the Chair

Councillors P Latty and B Selby

217 Election of the Chair

Councillor Townsley was appointed as Chair for the meeting.

218 Declarations of Interest

Councillor Selby declared a personal interest in Agenda Items 7 and 8, East African Centre and Safran Restaurant as he had previously worked with the applicant's representative.

219 "Ibson's News" - Application for the grant of a premises licence for Ibsons News, 10A Strathmore Drive, Harehills, Leeds LS9 6AB

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 for Ibson's News, 10A Strathmore Drive, Harehills, Leeds, LS9 6AB.

The application was for a premises licence for the sale of alcohol on the following days and times:

Monday to Saturday	0600 to 2300
Sunday	0800 to 0000

The premises were open until midnight.

It was reported that the application was a first application for a premises licence and representations had been received from West Yorkshire Police and local residents. Agreement had been made with West Yorkshire Police prior to the meeting and representations from local residents had been made on the grounds of noise and anti-social behaviour.

RESOLVED – That the application be granted as applied for and subject to conditions as requested by West Yorkshire Police.

220 "East African Centre" - Application for the grant of a premises licence for East African Centre, 11A Cherry Row, Burmantofts, Leeds LS9 7LY

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 at East African Centre, 11A Cherry Row, Burmantofts, Leeds, LS9 7LY.

The application was for the provision of Recorded Music, Facilities for Making Music, Facilities for Dancing, Sale by Retail of Alcohol and Late Night Refreshment.

It was reported that this was a first application for these premises and had there had been enforcement issues regarding unauthorised licensing activities. Representations had been received from West Yorkshire Police, Planning, Environmental Health and local residents and a local Ward Councillor.

The hours applied for were as follows:

Recorded Music, Facilities for Making Music, Facilities for Dancing and Sale by Retail of Alcohol:

Sunday to Thursday	10:00 – 23:30
Friday	10:00 – 03:00
Saturday	10:00 – 04:00

Late Night Refreshment:

Sunday to Thursday	23:00 – 23:30
Friday	23:00 – 03:00
Saturday	23:00 – 04:00

The applicant's representative addressed the Panel and reported that it was wished to reduce the hours to 01:00 on a Friday and Saturday with the premises to close at 1:30. The applicant and his representative also raised the following issues:

- The centre served approximately 75 to 100 customers.
- It was the only place in Leeds that catered specifically for the Somalian/Eritrean community.
- The centre currently opened until 23:30 and had done so for the past 18 months.
- The applicant had met with West Yorkshire Police and CCTV requirements had been met.
- There had been a visit from Environmental Protection. It was felt that previous issues regarding noise nuisance had been resolved. The premises benefited from double door entrances which were self closing to prevent noise pollution.
- The premises were in a mixed business/residential area.

In response to comments and questions from Members, issues discussed included previous uses of the premises and complaints regarding noise. It was also announced that the applicant wished to withdraw the application for the provision of Late Night Refreshment.

A representative of the planning department addressed the meeting. Issues highlighted included concerns regarding noise disturbance and the close proximity to residential properties, unauthorised licensing activities that had taken place and the need to change the class of the premises to allow the sale of alcohol. During the representations from planning it was highlighted that it was unclear what the true address of the premises was and it was suggested that a land registry search be carried out to clarify the address.

RESOLVED – That the hearing be adjourned until clarification was sought from the Land Registry on the address of the premises.

221 "Safran Restaurant" - Application for the grant of a premises licence for Safran Restaurant, 81 Kirkgate, Leeds LS2 7DJ

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 for Safran Restaurant, 81 Kirkgate, Leeds, LS2 7DJ.

The application was for:

Supply of Alcohol – Monday to Sunday 12:00 to 02:00
Late Night Refreshment – Monday to Sunday 12:00 to 02:00

Representations had been made from West Yorkshire Police and Environmental Health. It was reported that the premises were located within Cumulative Impact Area 1 – City Centre.

The applicant's representative addressed the meeting and informed the Sub-Committee that the applicant wished to amend the hours applied for to finish at 23:00 every day and that due to this, the fact that the premises fell within the Cumulative Impact Area no longer affected the application. West Yorkshire Police and Environmental Health both withdrew representations following this change to the application.

RESOLVED – That the application be granted with the amended times as reported.

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Standards Committee - Assessment Sub-Committee

Wednesday, 8th February, 2012

PRESENT:

Independent Members

Gordon Tollefson (Chair) Independent Member

Councillors

J Dowson

Parish Members

Councillor Paul Cook Parish Member

APOLOGIES:

J Harper

3 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.

4 Case Reference 1112002

The Monitoring Officer submitted the above complaint to the Assessment Sub-Committee for consideration. Both the Monitoring Officer and the Deputy Monitoring Officer were in attendance at the meeting to advise the Sub-Committee on any procedural issues.

The Assessment Sub-Committee agreed that the complaint was about Members (or former Members) of Wetherby Town Council, that the subject Members were 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 Members were operating at the time of the alleged misconduct.

The Assessment Sub-Committee agreed that the subject Members were acting in their official capacity during the alleged incidents. However, after considering all paragraphs of the Code of Conduct, the Assessment Sub-Committee agreed that there was no potential breach of the Code of Conduct disclosed in the complaint.

RESOLVED – The Assessment Sub-Committee decided to take no further action in relation to the allegations.

5 Lessons to Learn

The Assessment Sub-Committee noted the continued efforts of Wetherby Town Council to consider options to resolve the issue of access to its Council meetings, and concluded that there were no lessons to learn arising from this complaint.

EMPLOYMENT COMMITTEE

MONDAY, 6TH FEBRUARY, 2012

PRESENT: Councillor J Blake in the Chair

Councillors J Dowson, M Hamilton, A Lamb
and K Maqsood

52 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.

53 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.

54 DECLARATIONS OF INTEREST

No declarations of interest were made.

55 APPOINTMENT OF THE DEPUTY DIRECTOR - LEARNING SKILLS AND UNIVERSAL SERVICES

The Committee interviewed four applicants for the post of Deputy Director – Learning Skills and Universal Services.

RESOLVED – That Paul Brennan be offered the post of Deputy Director – Learning Skills and Universal Services.

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Corporate Governance and Audit Committee

Monday, 27th February, 2012

PRESENT: Councillor G Driver in the Chair
Councillors N Taggart, C Campbell,
G Kirkland, Tollefson, J Elliott, W Hyde,
T Hanley, C Fox and G Hussain

Co-optee Mr G Tollefson

Apologies Councillors P Grahame and A Lowe

73 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

74 Exempt Information - Possible Exclusion of the Press and Public

There were no exemptions to exclude the public.

75 Late Items

There were no late items submitted to the agenda for consideration.

76 Declaration of Interests

There were no declarations made at this part or any other part of the meeting.

77 Apologies For Absence

Apologies for absence were received from Councillors A Lowe and P Grahame.

78 Minutes of the Previous Meeting

The minutes of the Corporate Governance and Audit Committee held on 23rd January 2012 were approved as a correct record.

79 Chair's Remarks

The Chair updated the Committee on February's Core Cities Audit Chair's meeting and highlighted the importance of the Core City authorities working with one another, learning from one another and, in the present circumstances, making a joint approach to the DCLG to ensure that any changes it seeks to make in our audit arrangements are of the highest possible quality and make the best use of the resources available to us. . . Members' attention was drawn to a newsletter has been produced to highlight key issues which is being circulated to the Audit Committees of all eight Core City authorities.

Draft minutes to be approved at the meeting
to be held on Tuesday, 27th March, 2012

The Chair invited the Chief Officer (Audit and Risk) to provide further details on the DCLG's latest proposals for the audit of local authorities. The Committee were informed discussions are ongoing regarding the possibility of Core Cities forming a panel from their own Audit Committee members who might act as independent external members in the appointment of external auditors to authorities other than their own, thus minimising costs and making maximum use of the specialist knowledge and understanding of the financial systems of big-city authorities. Audit Committee Chairs are to meet again to discuss this option.

80 Transforming Procurement Programme Position Statement

The Chair welcomed this important and timely paper and invited the Senior Executive Manager (Project and Technical Management) to present the report of the Chief Officer (PPPU and Procurement). The report informed the Committee of progress made with respect to the Transforming Procurement Programme and described the systematic approach being taken to ensure that procurement practice across the Council can achieve the highest possible standards.

Members sought assurances in respect of the current procurement procedures and the extent to which they are fit for purpose.

While recognising the ever-present need to maximise value-for-money, members highlighted the importance of the Council's purchasing power in achieving wider social benefits, particularly in how the local economy and local employment can be supported. Members urged officers to examine all available methods whereby businesses of all sorts and sizes local to Leeds could be supported and encouraged to tender for Leeds City Council contracts.

Members asked that further awareness training on procurement be arranged for Members and that regular progress reports be brought to this Committee with regards to the transformation of procurement.

RESOLVED – The Committee resolved to:

- (a) note the contents of the report;
- (b) request a training session take place for all Councillors on procurement activities; and
- (c) request regular reports updating the Committee on the transformation of procurement.

(Councillor N Taggart entered the meeting during discussion of this item at 2:36pm)

81 Procurement Policies and Procedures

The Procurement, Governance and Regulations Manager presented a report of the Director of Resources. The report informed the Committee of the procurement policies and procedures that are in place at the Council and whether these are fit for purpose.

Members sought assurance in respect of the extent to which off contract spend is being managed and endeavours made to ensure value for money is achieved.

Members also challenged the risks to the City Council and to Members should there be a failure to comply with Contract Procedure Rules. Members were informed by the Chief Officer (Audit and Risk) that non compliance with Contract Procedure Rules was a risk featured on the Resources Directorate risk register, and as such was regularly reviewed.

Members stressed the importance of continuing to monitor compliance with Contract Procedure Rules and requested that regular reports be submitted to this Committee.

RESOLVED – The Committee resolved to:

- (a) note the contents of the report; and
- (b) request regular update reports on developments in monitoring compliance with Contract Procedure Rules.

82 DCLG Code of Recommended Practice for Council Transparency

The Chief Officer (Financial Management) presented a report of the Director of Resources. The report set out what information was currently published by the Council in relation to the DCLG Code of Recommended Practice for Council Transparency. The report also informed the Committee of what steps are being taken to move to full compliance with the code.

Members considered the report and discussed what requests for information were being received by the Council and whether compliance with the Code of Recommended Practice might lead to a reduction in the number of Freedom of Information requests dealt with by the Council.

RESOLVED – The Committee resolved to note:

- (a) the new Code of Recommended Practice for Council Transparency; and
- (b) the Council's progress towards implementing the requirements of the code.

83 KPMG External Audit Plan 2011/12

The Principal Financial Manager presented a report of the Director of Resources which informed the Committee of KPMG's audit plan for the audit of the Council's accounts and Value for Money arrangements. The attached KPMG report at Appendix 1 highlighted the risk based approach to the audit and the main risks identified by KPMG for 2011/12. The report also provided the Committee with a summary of the action undertaken.

Steve Clark and Heather Garrett of KPMG were in attendance for this item.

RESOLVED – The Committee resolved to:

- (a) agree the external audit plan; and
- (b) note the action taken by officers to manage the risks identified.

84 KPMG Certification of grants and returns 2010/11

The Principal Financial Manager presented a report of the Director of Resources. The report informed the Committee on the result of the work KPMG have carried out on the certification of grant claims in respect of 2010/11.

Members discussed the report and considered the reasons why some claims had been qualified and others required audit adjustments.

RESOLVED – The Committee resolve to note the results of the 2010/11 audit of grants and returns.

85 Work Programme

The Director of Resources submitted a report notifying Members of the Work Programme.

The Committee reviewed its forthcoming work programme and were informed of changes made to the work programme which have been made since the last meeting, to ensure that it is aligned to the Annual Governance Statement.

The Committee also noted the work that is ongoing to compare its work programme with the work programmes of the other Core Cities.

RESOLVED - The Committee resolved to note the work programme.

GENERAL PURPOSES COMMITTEE

THURSDAY, 16TH FEBRUARY, 2012

PRESENT: Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, P Gruen,
J Jarosz (as substitute for A Lowe),
J Lewis, J Matthews, E Nash, J Procter and
M Rafique

Apologies Councillors S Golton and A Lowe

82 Appeals against refusal of inspection of documents

There were no appeals against the refusal of inspection of documents.

83 Exempt Information - possible exclusion of the press and public

There were no resolutions to exclude the public.

84 Late items

There were no late items submitted to the agenda for consideration.

85 Declaration of Interests

There were no declaration made at this stage or at any other point during the meeting.

86 Apologies for absence

Apologies for absence were received from Councillors Lowe and Golton.

87 Minutes of the previous meeting

RESOLVED – That the minutes of the General Purposes Committee meeting held on 5th January 2012 be approved as a correct record.

88 Interim Review of Polling Arrangements for Garforth & Swillington and Calverley & Farsley Wards - Final Proposals Report

The Head of Licensing and Registration presented his report which considered the representations made during the public consultation on the authority's Initial Proposals for the polling arrangements for Garforth and Swillington and Calverley and Farsley. The report also considered Elections Working Group's (EWG) recommendations for the authority's Final proposals for the polling arrangements for Garforth and Swillington and Calverley and Farsley.

RESOLVED – Members of the General Purposes Committee resolved to agree:

- the final proposals as proposed by the Electoral Working Group and set out in Appendix A to the report for Calverley and Farsley Ward; and
- the final proposals as proposed by the Electoral Working Group set out in Appendix C to the report for Garforth and Swillington Ward.

89 Work Programme

The Director of Resources submitted a report notifying Members of the work programme for the Committee.

The Chair proposed that two further items be added to the work programme as detailed below:

- A scoping report exploring the preparatory work which may be necessary in the event of support for an elected mayor for Leeds in the forthcoming referendum; and
- An assessment of the Council's existing governance arrangements and whether they remain fit for purpose in providing democratic accountability, particularly where Council services will be provided through other agencies at arms length to the Council such as social enterprises, the voluntary sector, Academies and free schools.

In addition the Chair drew Members' attention to proposals to bring forward the Annual Council Meeting date by three days for this and subsequent years¹.

RESOLVED – The General Purposes Committee resolved;

- to note the work programme and add the two further reports detailed above; and
- to note the intention to seek full Council's approval to bring forward the Annual Council meeting date by three days for this and subsequent years.

¹ A report being listed for consideration at the full Council meeting on the 22nd February 2012
Draft minutes to be approved at the meeting
to be held on Monday, 19th March, 2012

NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 23RD FEBRUARY, 2012

PRESENT: Councillor J Akhtar in the Chair

Councillors B Atha, S Bentley, B Chastney,
P Ewens, M Hamilton, J Illingworth,
J Matthews, G Harper and N Walshaw

Apologies Councillor J Chapman and L Yeadon

OFFICERS: Jane Maxwell, West North West Area Leader
Stuart Byrne, West North West Area Support Team
Ryan Platten, Community Planning Officer
John Lennon, Chief Officer, Adult Social Care
Paul Morrin, Leeds Community Healthcare
Tim Taylor, Adult Social Care
Lynne Hamshaw, West North West Homes
John Grieve, Governance Services

MEMBERS OF THE PUBLIC:

Dr Richard Tyler, Leeds HMO Lobby
Sue Buckle, SHCA, RPCC, FOWM
Inspector Ian Scott, West Yorkshire Police
Rose Hampton, Leeds University Union
Ben Fisher, Leeds University Union
Alice Bartholomew, Leeds University
Rhianne Aitken, Leeds University
Daisy Bellis, Leeds University
Andy Beeston, Local Resident
Georgie Sale, Interested party
Richard Hellowell, Local Resident
Marian Charlton, Cardigan Centre, School Governor
J Sherwin, SHCA
Tony Paley-Smith, NHPNA
Ursula Klingel, SHCA
Howard Eaglestone, SHCA
Mercia Southon, NHPNA
Victoria Jaquiss, Interested party
Josie Green, NHPNA
Tony Green, NHPNA

58 Declarations of Interest

There were no declarations of interest

59 Apologies for Absence

Apologies for absence were received from: Councillor J Chapman and Councillor L Yeadon

60 Deputation

- (a) Proliferation of Student Tower Blocks in the City Centre. – The Committee received a deputation from residents of the Little Woodhouse community highlighting the proliferation of student tower blocks in the city centre. Bill Mckinnon, spokesperson for the group said that the erection of the tower blocks had resulted in an increased student population on the borders of Little Woodhouse by several thousand leading to huge increases in anti-social behaviour. It was also understood that there were other similar student housing developments being planned for other city centre areas which would adversely effect the residential amenity of the area.

Mr McKinnon asked if the Area Committee would support the residents of Little Woodhouse and write to the Chief Planning Officer objecting to further student housing development in the area.

The Community Planning Officer, Mr Platten, confirmed that 3 student housing projects were currently at the pre application stage.

In the discussion that ensued Members were generally supportive of the concerns raised by the deputation suggesting that further student housing development in the city centre would threaten the residential amenity of the area.

Councillors: Akhtar, Chastney and Matthews did not participate in the discussion or express a view on this item as Members of Plans Panels (West) who would be involved in the determination of any subsequent planning application.

RESOLVED –

- (i) To welcome and support the Deputation from residents of the Little Woodhouse community.
 - (ii) That the Chair of the Planning Sub Group be requested to write, on behalf of the Committee to the Chief Planning Officer suggesting that further student housing development in the city centre would threaten the residential amenity of the area.
- (b) Funds to Provide Park Wardens on Woodhouse Moor – The Committee received a deputation from Friends of Woodhouse Moor requesting that funds be made available to provide Park Wardens for

Woodhouse Moor throughout 2012. Sue Buckle, spokesperson for the Group said that it was extremely important that the services of the Park Wardens be retained. The presence of the Park Wardens was a deterrent to anti-social behaviour and reduced damage to the area. In recent years funding for the Park Wardens has been reduced resulting in a reduced presence on the park. It was understood that the fire brigade had been called out on an number of occasions in previous years to deal with fires as a consequence of barbeque activity. This resulted in Leeds City Council picking up the cost for calling upon the resources of the fire service. The retention and possible increase of the Park Warden presence may reduce the number of occasions the fire service are called upon.

In summing up Sue urged Members to support the retention of the Park Warden Service.

Stuart Byrne, Area Support Team confirmed that an application for funding had been received and would be considered through the 2012/13 Well Being Fund process.

The Committee appeared to be generally supportive of the retention of the Park Warden Service suggesting that due consideration would be given when determining the 2012/13 Well Being Budget.

RESOLVED –

- (i) To welcome and support the Deputation from the Friends of Woodhouse Moor
- (ii) That due consideration be given to the retention of the Park Warden Service when determining the 2012/13 Well Being allocation.

61 Open Forum

In accordance with paragraph 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 ask questions on matters within the terms of reference of the Area Committee

City of Leeds High School – Marian Charlton, Chair of Governors, City of Leeds High School, spoke about the positive feedback received following a recent Ofsted inspection. Quoting from the report Mrs Charlton said “the school was a shining example of what a diverse and harmonious school looks and feels like”. Mrs Charlton suggested that the school was now on the way up and the profile of the school required raising in light of the Ofsted report.

Mrs Charlton thanked Members of the Committee for their assistance and support over the years and highlighted that the school was open for business and getting that message across to the public would be greatly appreciated.

The Chair thanked Mrs Charlton for her contribution, commenting that she had the continued support of the Area Committee.

62 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 15th December 2012 be accepted as a true and correct record

63 Matters Arising from the Minutes

Members considered a report by West North West Area Support which identified a number of issues requiring further action following the last meeting of the Area Committee.

Specific reference was made to the following:

Former Royal Park School – In providing an update Sue Buckle, Royal Park Community Consortium said she had since met with Councillor Lewis, the Executive Board Member responsible for Development, who had requested the assistance of the Consortium in producing a report which would identify what support and commitment would be available from the local business community. Once prepared the report would be passed to Councillor Lewis for his consideration.

In passing comment Councillor Illingworth said that he was aware that there was an outstanding debt of £3,000, for unpaid architect fees which the Consortium were being asked to pay.

In responding Sue Buckle said it was her understanding that payment was required.

Councillor Illingworth asked if further clarification could be obtained over the outstanding debt.

RESOLVED –

- (i) That the contents of the report be noted.
- (ii) That further clarification be provided on the outstanding debt associated with the former Royal Park School.

64 Area Chair's Forum

The Committee received for information and comment the minutes of the Area Chair's Forum held on 11th November 2012

RESOLVED – That the minutes from the Area Chair's Forum held on 11th November 2012 be noted

65 Introduction to Tom Riordan: Chief Executive - Leeds City Council

The Chair welcomed and introduced Mr Tom Riordan, Chief Executive, Leeds City Council.

In addressing the Committee the Chief Executive said that he'd now attended most of the Area Committees throughout the city and that the North West (Inner) Area Committee appeared to have the largest number of attendees which was a credit to the people of the area.

Speaking on the role of the Area Committee, the Chief Executive said the Area Committees provided a vital function in listening to the views of local people about the services that are provided. Feedback was essential if the delivery of service was to be improved. The Chief Executive said that it was the intention of Leeds City Council that the decision making process at local level should be extended.

Commenting on a number of items included on the agenda, the Chief Executive said that the development of integrated Health and Social Care Teams and the emerging priorities from the Joint Strategic Needs Assessment (JSNA) were very important issues. Through participation/discussion and offering feedback local people may be able to influence policies and provide opportunity to address inequalities in the city.

Addressing the Core Strategy for Planning, the Chief Executive suggested that this was an area which was difficult to strike the right balance with the aspirations of the business community, the need for more housing while also protecting the Green Belt. It was important for the City to develop but at the same time taking account of the views of the local community.

The Chair thanked the Chief Executive for his attendance and contribution.

66 Proposal to Develop Integrated Health and Social Care Teams

The Director of Adult Social Services submitted a report which provided details of work being undertaken in Leeds to improve the effectiveness of health and social care services.

The report described the approach of using demonstrator sites to test out and develop aspects of the model service.

John Lennon, Chief Officer, Access and Inclusion presented the report and responded to Members queries and comments.

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

- Understanding the health needs of the local population.
- Identifying those groups most at risk of needing high levels of health and social care support.

- The use of demonstrator sites to test and develop aspects of the model of service.
- GP practices, health workers, social care staff and patients would work closer to improve outcomes and quality of care for older people and those with long term conditions.
- Shared information, systems and processes.
- Data protection issues.

RESOLVED –

- (i) That the contents of the report be noted.
- (ii) That further updates on progress of the demonstrator sites be brought back to this Committee over the coming year.

67 Joint Strategic Needs Assessment and Area Profiles

The Director of Public Health submitted a report which provided an update on the emerging priorities for the North West (Inner) Area flowing from the refresh of the Leeds Joint Strategic Needs Assessment (JSNA).

Tim Taylor, Adult Social Care, presented the report and responded to Members queries and comments.

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

- The need to reduce the numbers of people living with ill health.
- The need to reduce the number of people dying prematurely.
- The need to encourage people to live healthier lifestyles, make healthy choices and reduce health inequalities.
- Investigate the wider factors which effect health, wellbeing and health inequalities.
- Neighbourhood index – Inequalities in different wards of the area which appear to be not picked up.

RESOLVED –

- (i) That the prioritisation of action be identified in line with diverse needs within the population as identified in section 5.1 of the submitted report.
- (ii) That further consideration be given to the MSOA profiles for Little London, Sheepscar in line with the present actions taking place within these areas.

68 Community Planner Update Report

The Community Planning Officer submitted a report which provided an update on the community planner work programme for the past 12 months.

The report also identified those emerging projects and themes which were likely to be central to discussions at the Inner North West Area Committee (INWAC) Planning Sub Group over the next twelve months and introduce the proposed work programme for the community planner over this period, subject to continued funding of the post.

Ryan Platten, Community Planning Officer, presented the report and responded to Members queries and comments.

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

- The work of the INWAC Planning Sub Group.
- Neighbourhood Planning.
- Article 4 Direction and HMO Planning Policy.
- Community Planner Website.
- Community led Planning documents.
- Drop-in Sessions for significant planning applications.
- Housing strategy.
- Planning Core Strategy.

In passing comment on the introduction of the Article 4 Direction, which came into force on 10th February 2012, Dr Tyler, Leeds HMO Lobby said planning permission was now required for conversion of family houses to HMOs. But, UDP Policy H15 (2006) resists conversion to HMOs which leads to loss of family housing. Therefore the new legislation should prevent any more HMO's in Headingley, which was good for the area.

Councillor Walshaw, Chair of the Planning Sub Group, took the opportunity to thank the Community Planning Officer for his assistance and support in addressing the many community planning issues.

RESOLVED –

- (i) That the contents of the report be noted.
- (ii) To note that the deadline for comments on the Planning Core Strategy is 12th April 2012.

69 Wellbeing Fund Report

The Assistant Chief Executive (Customer Access & Performance) submitted a report which provided an update on the 2011/12 Wellbeing budget position and demonstrated how individual projects had spent against their individual grants.

Draft minutes to be approved at the meeting
to be held on Thursday, 8th March, 2012

The report also sought approval for the 2012/13 Wellbeing Commissioning Round and to note a proposal for a Special Meeting of the Area Committee on 8th March 2012.

Included within the report was the following appendix:

- Wellbeing Budget Statement 2011/12.

Stuart Byrne, Inner North West Area Support Team, presented the report and responded to Members queries and comments.

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

- Funding to provide Park Wardens on Woodhouse Moor throughout 2012.
- The commissioning round for the 2012/13 Wellbeing Fund resulted in the receipt of over 40 applications totalling in excess of £450,000.

RESOLVED –

- (i) To note the current Wellbeing Budget Position as set out in appendix 1 of the submitted report.
- (ii) To approve the staging of a Members Workshop with a view to looking at each application in detail and seeking any necessary clarification prior to a formal decision being made.
- (ii) To approve that a Special Meeting of the Area Committee be arranged for Thursday 8th March 2012 at 7.00pm in the Civic Hall, Leeds to formally consider and approve the allocation of Wellbeing Funding for 2012/13.

70 Area Update Report

The Deputy Chief Executive submitted a report which provided an update on the recent Sub Group business, Forum Business, the current position relating to other project activity.

Included within the report were the following appendices:

- Welfare Reform (Report 1) – Area Committee Chair's Forum – 3rd November 2011.
- Welfare Reform (Report 2) – Area Committee Chair's Forum – 3rd November 2011.
- Welfare Reform (Report 3) – Area Committee Chair's Forum – 3rd November 2011.
- Welfare Reforms: Cross ALMO/ BITMO Action Plan 2011/12.
- Welfare Reform Timetable.
- Letter from the Leader of Council, Councillor Keith Wakefield.

- Matters Arising Note: Leeds Citizens Panel Report to Area Committees – February 2012.

Stuart Byrne, West North West Area Support Team presented the report and responded to Members queries and comments.

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

- Update on the Little London Community Centre.
- Information on Welfare Reforms.

RESOLVED –

- (i) To note and action, as appropriate the Key Messages from the Sub Groups as set out in section 3 of the submitted report.
- (ii) To note the update on the Little London Community Centre.
- (iii) To note the information provided on the Government Welfare Reforms.
- (iv) To note the Briefing Note on the Leeds Citizens Panel.

71 Date and Time of Next Meeting

RESOLVED –

- (i) To note that a Special Meeting of the Area Committee will be arranged for Thursday 8th March 2012 at 7.00pm in the Civic Hall, Leeds. The purpose of the meeting is to formally consider and approve the allocation of Wellbeing Funding for 2012/13
- (ii) To note that the next scheduled meeting will take place on Thursday 12th April 2012 at 7.00pm in the Lewis Jones Suit, Headingley Carnegie Stadium, St Michael's Lane, Headingley, Leeds, LS6 3 BR

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NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 8TH MARCH, 2012

PRESENT: Councillor J Akhtar in the Chair

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

Apologies Councillor G Harper

OFFICERS: Jane Maxwell, West North West Area Leader
Stuart Byrne, West North West Area Support Team
David Feeney, Head of Forward Planning and Implementation
Lois Pickering, City Development
John Grieve, Governance Services

MEMBERS OF THE PUBLIC:

Tony Paley-Smith, NHPNA
Josie Green, NHPNA
Tony Green, NHPNA
David Salenger, Leeds 6 Resident
Stuart Long, Interested party
Bill McKinnon, Little Woodhouse Resident

72 Declarations of Interest

Councillor L Yeadon declared a personal interest in relation to Agenda Item No.6, Wellbeing Fund Commissioning Report, through her involvement with the Kirkstall Festival (Minute No. 74 refers)

73 Apologies for Absence

Apologies for absence were received from Councillor G Harper

74 Wellbeing Fund Commissioning Report

The Assistant Chief Executive (Customer Access & Performance) submitted a report which set out details of the Wellbeing Budget allocation for 2012-13 and sought the Area Committee's approval as to which projects would be funded in the year ahead.

Stuart Byrne, North West Inner Area Support Team presented the report and responded to Members' queries and comments

Draft minutes to be approved at the meeting
to be held on Thursday, 12th April, 2012

Discussions ensued on the contents of the report and appendix

RESOLVED –

- (i) To note the Wellbeing Revenue Budget allocation for 2012-13
- (ii) That the projects listed below be approved as follows:

Small Grants	£9,914
Skips	£2,000
Community Planner	£40,000
Environmental Services Co-ordinator	£36,591
Additional Resources for Student Changeover	£10,000
Leave Leeds Tidy	£10,000
Re-Float Door Step Glass Recycling	£2,280
Off Road Bikes	£1,500
Community Payback	£4,000
Kirkstall Festival	£5,000
Hyde Park Unity Day	£5,000
Weetwood Festive Lights	£2,480
Woodsley Road Girls Group	£2,560
Additional Enforcement Staff for Woodhouse Moor	£11,647
Friday Night Project at Holt Park Leisure	£5,000
Open XS Workwell Drop in Sessions	£4,000
Leeds Gold Get Sporty	£2,690
Woodsley Employability Project	£4,764
You Garden, We Garden Project	£8,740
NEET New Start	£10,000
Aireborough Summer Activities Scheme	£3,463
Caring Together Moving Forward	£10,000
Community Arts Classes	£2,820
Rosebank Green Summer Project	£5,694
Summer Music Camp	£3,260
Healthy Living for Older People	£2,820
Word of Life	£5,500
Total	£211,722.00

75 LDF Core Strategy - Publication Document

The Director of City Development submitted a report which set out the City Council's Draft Local Development Framework approved for Public Consultation by the Executive Board at its meeting on 10th February 2012.

David Feeney, Head of Forward Planning and Implementation and Lois Pickering, Planning and Economic Policy attended the meeting and responded to Members questions and comments

Addressing the report David Feeney reported that the consultation period would run from 28th February to 12th April 2012, in bringing the report to the Area Committee Members comments were sought on the soundness of the document.

In brief summary, the main areas of discussion were:

- Clarification around the definition of "sustainability"
- Housing Development – No reference to Council housing in the plan
- Greater clarification of the delivery of Social progress
- Migration - Planning for school admissions
- Health implication and how they influence local planning policies for health
- Improving tree coverage
- Liveability of Urban areas
- Conservation of water and water efficiencies
- Recycling water
- Controlling of flood water - Capture and release of floor water in a managed way
- Plans to work with neighbouring authorities

The Chair thanked Mr Feeney for his attendance and his explanation of the report

RESOLVED –

- (i) That the contents of the report be noted
- (ii) That the observations made by Members be considered as the Area Committees response to the consultation process and the Director of City Development be informed accordingly

76 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Thursday 12th April 2012 at 7.00pm in the Lewis Jones Suite, Headingley Carnegie Stadium, St Michael's Lane, Headingley, Leeds, LS6 3BR

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NORTH WEST (OUTER) AREA COMMITTEE

MONDAY, 6TH FEBRUARY, 2012

PRESENT: Councillor G Latty in the Chair

Councillors B Anderson, C Campbell,
J L Carter, B Cleasby, D Collins,
R Downes, C Fox, G Kirkland, C Townsley,
P Latty and P Wadsworth

63 Chair's Opening Remarks

The Chair welcomed all in attendance to the meeting of the North West (Outer) Area Committee, specifically James Rogers, Assistant Chief Executive (Customer Access and Performance), who was in attendance to observe the meeting.

64 Declaration of Interests

Councillor Wadsworth declared a personal interest in the agenda item entitled, 'West North West Homes Leeds (WNWHL) Involvement in Area Committees', due to his position as a Board Director of WNWHL ALMO. (Minute No. 67 referred).

Councillor Latty declared a personal interest in the agenda item entitled, 'West North West Homes Leeds (WNWHL) Involvement in Area Committees', due to his position as a member of the WNWHL Area Panel for the North West Outer area. (Minute No. 67 referred).

Councillor Fox declared a personal interest in the agenda item entitled, 'West North West Homes Leeds (WNWHL) Involvement in Area Committees', due to his position as a member of the WNWHL Area Panel for the North West Outer area. (Minute No. 67 referred).

Further interests were declared during the course of the meeting (Minute No. 68 referred).

65 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 ask questions on matters within the terms of reference of the Area Committee.

On this occasion, there were no members of the public present.

66 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on the 12th December 2011 be approved as a correct record.

67 West North West Homes Leeds Involvement in Area Committees

Further to Minute No. 10, 6th June 2011, the Chief Executive of West North West Homes Leeds ALMO (WNWhL) submitted a report providing an update on the work of WNWhL in the area, whilst also outlining the purpose of the ALMO's involvement in the Area Committee process and exploring the ways of making that involvement as meaningful and productive as possible.

Having received a brief introduction to the report from Juliet Duke, Neighbourhood Performance Manager, WNWhL ALMO, a question and answer session ensued. The key points raised were as follows:-

- Having noted that all ALMOs were now fitting the currently recommended lock cylinders, Members raised concerns regarding the current ACPO (Association of Chief Police Officers) regulations on this matter, highlighted the need for representations on such regulations to be made and emphasised the need for the situation to be monitored in order to ensure that any damaged locks were replaced by the most secure models available. In response, Members comments and concerns were acknowledged and representatives of West Yorkshire Police present at the meeting undertook to pursue such matters;
- Members were provided with an update on the actions being taken to address crime and grime activities and also in respect of the caretaking and cleaning initiatives;
- The Committee was assured that One Stop Centres were being utilised as part of the ALMO's community engagement programme;
- Members raised concerns regarding the unrepresentative nature of some 'residents' groups', made enquiries about the criteria used to classify such groups, considered the ways in which checks could be undertaken to assure that such group's remained representative and highlighted the levels of publicity that such groups could potentially attract. In response, Members' concerns were noted and the Neighbourhood Performance Manager undertook to monitor such issues;
- Responding to Members' requests, the Neighbourhood Performance Manager confirmed that representatives from both the ALMO and Morrisons would be invited to attend the next meeting of the Area Committee in order to discuss any related matters;
- Members highlighted issues which had been raised via the Committee's Environmental Services Sub Group regarding several aspects of the recently awarded grounds maintenance contract and the criteria which would be used to undertake the service provision. In response, it was noted that clarification on such matters would be sought and provided to the Sub Group;
- Members highlighted that a report was scheduled to be considered at the February meeting of Executive Board regarding investment in affordable housing and requested that arrangements were made in order to facilitate consideration of such matters by Area Committee members;
- The Board highlighted the problem of dog fouling which continued to be experienced. Members discussed the levels and styles of signage with respect to dog fouling enforcement which existed in Leeds, in

comparison with other local authorities. In responding to the comments raised, the Chair of the Committee's Environmental Services Sub Group highlighted the planning issues associated with road signage, considered the level of enforcement staff available to tackle such problems and highlighted that any related signage needed to be correct in order to ensure that any enforcement action could not be challenged;

- Members highlighted the usefulness of the ALMO Area Panel meetings, but emphasised the need for greater public attendance at such meetings and requested that more senior ALMO officers were in regular attendance;
- Responding to Members' enquiries, the Neighbourhood Performance Manager undertook to provide further details at the next Committee meeting regarding the actions being taken to address those issues which had been identified as priorities for improvement via the Community Partnership Arrangements;
- Members suggested that local surgeries were also scheduled to cover the Billing View and Larkfield areas. Following Members' enquiries regarding appropriate meeting room facilities in such areas, the Neighbourhood Performance Manager undertook to pursue such matters.

RESOLVED – That the contents of the submitted report be noted, and that WNWhL ALMO submit a further update report to the Area Committee in six months on the progress achieved in respect of areas of mutual interest.

68 Wellbeing Fund Budget Report

The Assistant Chief Executive (Customer Access and Performance) submitted a report outlining the current position statement for the Area Committee's Wellbeing budget, detailing for determination those expressions of interest received for Wellbeing funding and presenting for information those Small Grant applications which had been received to date.

In response to Members' enquiries, the Assistant Chief Executive (Customer Access and Performance) confirmed that Area Committees' Wellbeing budgets were included within the proposed budget for the next financial year and that any outstanding monies from the current year would be carried forward.

Having undertaken a detailed discussion around the expressions of interest received for Wellbeing funding, as detailed within the submitted report, it was

RESOLVED –

- (a) That the current position of the Wellbeing budget, as set out within sections 2 and 3 of the submitted report, be noted.
- (b) That the following be agreed in respect of those expressions of interest received for Wellbeing funding, as detailed within section 4 of the submitted report:-

<u>Name of Project</u>	<u>Name of Delivery Organisation</u>	<u>Decision</u>
No Cold Calling Zone - Otley	Otley Neighbourhood Watch	£5,000.00 (Revenue) – Application withdrawn.
Otley and Aireborough Summer Activity Scheme	Aireborough Summer Activities Scheme (ASAS)	£21,537.50 (Revenue) (£2,692.50 Adel & Wharfedale, £5,000.00 Horsforth, £7,307.50 Guiseley & Rawdon and £6,537.50 Otley & Yeadon) (with the remaining £3,462.50 being sought from the North West (Inner) Area Committee) - Approved in principle, subject to Children's Services being approached for a contribution towards the required funding. In addition, should the North West (Inner) Area Committee not approve the contribution of £3,462.50, then this outstanding sum be provided via an even split between the four Outer North West wards.
Surprise View Car Park	Leeds City Council Parks and Countryside	£2,500.00 (Revenue) (£1,250.00 Guiseley & Rawdon and £1,250.00 Otley & Yeadon) – Approved.

- (c) That the small grant and skip approvals, as detailed within section 5 of the submitted report, be noted.

(During the consideration of this item Councillors Fox and Kirkland both declared personal interests in respect of the application concerning Surprise View Car Park, due to their respective memberships of the Chevin Forum)

69 Clarification upon the Leeds Citizens' Panel

Further to Minute No. 55, 12th December 2011, the Assistant Chief Executive (Community Access and Performance) submitted a report providing an update and clarification upon a number of points considered at the previous meeting. Specifically, the submitted report aimed to clarify the recommendation detailed within the previous report regarding the potential for the Area Committee to consider the support that the Citizens' Panel may offer to the Wellbeing Fund decision making process.

In presenting the report, Matt Lund, Corporate Consultations Manager, confirmed the formal withdrawal of the recommendation within the previous report regarding the proposed utilisation of the Citizens' Panel as part of the Area Committee's community engagement activities in support of Wellbeing fund priority setting and also in the development of the Area Business Plans.

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

70 Area Update Report

The Assistant Chief Executive (Customer Access and Performance) submitted a report which brought together a range of information regarding Area Committee business. As such, the report provided details of the key messages from Area Committee Sub Groups and Area Forums, whilst also presenting an update in respect of projects and service provision.

In considering the report, Members received an update from the respective Chairs of the Committee's Sub Groups. The key points raised were as follows:-

- With respect to the further Executive environmental delegations to the Area Committee which were proposed, concerns were raised regarding the resource allocation which would accompany such proposals, the views of trade unions and the roll out of service provision currently undertaken by centralised teams. Emphasis was also placed upon the need for the roll out of any such provision to be approached in a cohesive manner. In conclusion, Members emphasised their support for the ongoing work being undertaken by the Locality Manager and his team in respect of the environmental services delegations, but emphasised the need for any increase in delegations to be accompanied by appropriate resource provision;
- Members supported the proposal for members of the Outer North West Business and Transport Sub Group and the Inner North West Area Committee Transport Group to meet periodically in order to consider cross boundary issues, but emphasised the need for the Outer North West Sub Group to retain its identity and operation as a sub committee of the North West Outer Area. The Committee also emphasised the important role of the Leeds City Region in pursuing citywide public transport initiatives;
- The Committee highlighted the low immunisation levels of vulnerable adults and children in Leeds which had been raised at a recent 'Leeds – Let's Change' seminar and requested that this matter was included within the agenda for discussion at the next scheduled meeting of Health and Wellbeing Sub Group;
- Members highlighted the implications in the area arising from GP commissioning, such as the geographical inconsistencies between Ward boundaries and potential commissioning boundaries. In response, it was proposed that both the Area Committee Chair and the Area Leader pursue such matters respectively;
- Members reiterated concerns made earlier in the meeting regarding the current ACPO (Association of Chief Police Officers) regulations on lock

cylinders and the need for any damaged locks to be replaced by the most secure models available;

- A request was made for hard copies of Community Safety Sub Group agenda papers to be made available in advance of future meetings;
- Members emphasised the need for any potential duplication of efforts between sub groups and the Area Committee to be minimised, however, emphasis was placed upon the need for any concerns raised during Area Committee meetings to be fully explored prior to a formal decision being taken;
- Responding to Members' previous enquiries, the Area Leader confirmed that she was continuing to pursue information in respect of Elected Member attendance at Tasking Group meetings.

In conclusion, the Committee welcomed the newly appointed Chief Superintendent David Oldroyd of West Yorkshire Police, who was in attendance at the meeting. In introducing himself, Chief Superintendent Oldroyd highlighted several key issues which were ongoing within the area and specifically provided Members with assurances regarding proposals around the transfer of resources from Horsforth to Weetwood Police stations.

RESOLVED – That the contents of the submitted report, and the comments made during the discussion on this item, be noted.

71 Area Chairs' Forum Minutes

The Assistant Chief Executive (Customer Access and Performance) submitted a report presenting for comment the minutes of the Area Chairs' Forum meeting held on 11th November 2011.

With regard to the minute entitled, 'Citizens' Panel Update', specific concerns were raised that the identity of the Panel members would not be publicly available. In response, Members' concerns were noted.

Assurances were then sought regarding the methods which would be used to ensure that the Panel would be truly representative. In response, it was noted that Members' concerns would be provided to Matt Lund, Corporate Consultations Manager, with a view to responses being submitted to the next meeting for consideration.

RESOLVED – That the submitted report, together with the content of the minutes from Area Chairs' Forum meeting held on 11th November 2011, be noted.

72 Date and Time of Next Meeting

Monday, 26th March 2012 at 2.00 p.m.
(Venue – To be confirmed)

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 6TH FEBRUARY, 2012

PRESENT: Councillor G Wilkinson in the Chair

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

69 Chair's Opening Remarks

The Chair welcomed all in attendance to the February meeting of North East (Outer) Area Committee.

In particular he also welcomed James Rogers, Assistant Chief Executive, Customer Access and Performance.

James was attending all ten Area Committees as part of his familiarisation induction as an observer.

70 Declaration of Interests

The following personal declaration of interest was made at the meeting:-

- Councillor A Lamb in his capacity as a provider of school meals (Agenda Item 10) (Minute 78 refers)

71 Late Item

There were no formal late items of business to consider, however the Chair agreed to accept the following supplementary item which had been circulated to Members' prior to the meeting:-

- Wellbeing fund – Small Grant Application - Community Support for vulnerable and disabled older people project – Moor Allerton Elderly Care (Agenda item 8) (Minute 76 refers)

The document was not available at the time of the agenda despatch, but made available on the Council's website following the meeting.

72 Apologies for Absence

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

73 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 under this item by members of the public.

Draft minutes to be approved at the meeting
to be held on Monday, 19th March, 2012

74 Minutes of the Previous Meeting

RESOLVED - That the minutes of the meeting held on 5th December 2011 be confirmed as a correct record.

75 Matters Arising from the Minutes

- a) Annual Report for Parks and Countryside Services in North East Outer Area Committee (Minute 58 c) refers)

The Chair enquired on the availability of a copy of the protocol used for calculating the visitor figures/resident surveys from Parks and Countryside.

Carole Clark, East North East Area Management responded and confirmed that a copy had been e mailed to Members of the Area Committee.

- b) Leeds Citizens Panel in Support of Locality Working (Minute 62 refers)

Councillor J Procter enquired on the availability of the relevant information sought at the last meeting in relation to this issue.

Carole Clark, East North East Area Management responded and confirmed that a copy of the relevant information had been e mailed to Members of the Area Committee in a zip file format in view of the large number of documents contained within the file.

- c) School Demographic Update Report (Minute 63 refers)

The Chair enquired if any progress had been made on this issue since the last meeting.

Carole Clark, East North East Area Management responded and informed the meeting that a meeting had been set up between the Wetherby and Harewood Ward Members to discuss this issue in greater detail.

Councillor J Procter raised his concerns that monies committed to a Section 106 agreement in relation to the Church Fields development in Boston Spa had not been considered by the Children's Services Directorate . It was reported that this issue would be discussed at the Wetherby and Harewood Ward Members meeting.

In conclusion, Councillor Procter requested the Director of Children's Services to attend the Area Committee to explain this omission.

The East North East Area Leader responded and agreed to convey these comments back to Lesley Savage, Senior Planning and Bids Manager, Children's Services.

d) Welfare Reform (Minute 64 refers)

Councillor P Harrand enquired if a reply had been received to a letter sent by the Chair to Alec Shelbrooke, MP raising his serious concerns over the proposal to pay housing benefit direct to tenants.

The Chair responded and confirmed that he had received a reply from Lord Freud, Minister for Welfare Reform and he agreed to circulate a copy to Members of the Committee.

76 Well Being Fund Capital and Revenue Budgets

The East North East Area Leader submitted a report on an update on the current position of the capital and revenue budget for the Outer North East and setting out applications made for consideration by the Area Committee.

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

- Outer North East Area Committee Well-Being Budget 2011-12 (Appendix 1 refers)
- Outer North East Area Management Capital Budget Information (Appendix 2 refers)

Carole Clark, East North East Area Management presented the report and responded to Members' comments and queries.

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

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the spend to date and current balances for the 2011/12 financial year as outlined in the report now submitted.
- c) That the following project proposals be dealt with as follows:-

Project /Organisation	Decision
Boston Spa Youth Group	Approved £900, subject to match funding being received from the ENE Homes Leeds Outer North East Area Panel
Northcall	Deferred to enable this item to be considered by the ENE Homes Leeds Outer North East Area Panel and North East (Inner) Area Committee and for the general issue of match funding to be discussed further at the next Member Ward Meeting

MAECare Promoting Partnerships	Deferred to enable this item to be considered by the ENE Homes Leeds Outer North East Area Panel and North East (Inner) Area Committee and for the general issue of match funding to be discussed further at the next Member Ward Meeting
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- d) That approval be given to the small grant application of £350.00 for the Community Support for vulnerable and disabled people project received from Moor Allerton Elderly Care.
- e) That the East North East Area Leader be requested to arrange a meeting between the Alwoodley Ward Members, Director of Adult Social Services and WISE in Wetherby to discuss how WISE manage their funding and allocate funding schemes with a report back on progress at the next meeting in March 2012.
- f) That in relation to Treetops Community Centre, approval be given to the arrangement to engage a volunteer to open and close the building for other users who were not key holders in accordance with the report now submitted.

77 **Business Plan Priorities**

The East North East Area Leader submitted a report setting out the draft priorities for the Area Committee business plan for 2012/13, together with details of how the priorities and associated actions were prepared. Following discussions with ward members it was proposed that the 2011/12 priorities were rolled forward for 2012/13 with an additional one under the 'business heading'.

Appended to the report was a copy of a document entitled 'Outer North East Community Charter Priorities 2012/13' for the information/comment of the meeting.

Carole Clark, East North East Area Management 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 Outer North East Community Charter Priorities for 2012/13 in accordance with the report now submitted.

78 **Health and Wellbeing Update Report**

The Health and Wellbeing Improvement Manager (East North East Area) submitted a report outlining how the national agenda was shaping the work of the East North East Health and Wellbeing partnership and providing a progress report on how key health issues were being addressed in the context of the Outer North East Leeds Area Committee.

Draft minutes to be approved at the meeting
to be held on Monday, 19th March, 2012

Liz Bailey, Health and Wellbeing Improvement Manager (East North East Area), Adult Social Care presented the report and responded to Members' comments and queries.

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

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

- clarification of the meaning of 'MSOA' (Middle Super Output Areas) within the context of the report
- clarification of the originator behind the definition 'wealthy achievers' as referred to in paragraph 3.5 of the report
(The Health and Wellbeing Improvement Manager responded and confirmed that this was a term used by Acorn, a nationwide population segmentation tool. Following a brief discussion, it was the consensus of the meeting that this definition was totally inappropriate as some people living in Wetherby for example were not affluent)
- clarification of those in attendance at an outcome based accountability session that took place in October 2011 and whether Elected Members were invited
(The Health and Wellbeing Improvement Manager responded and confirmed that Elected Member Health Champions had been invited and that Councillor Wilkinson had attended the follow up session. She outlined the purpose of the sessions, the output from them, objectives for the work and the current involvement of Cluster Champions in this area. Members noted that there was a need to improve better links with Children's partnerships, but requested that a commitment should be given to bring the Health Service and other interested parties together by engaging further within the health clusters. The Health and Wellbeing Improvement Manager acknowledged this view)
- clarification of the percentage figures in relation to those living in Moor Allerton who were described as 'hard pressed' and of the need for the maps to identify specific street data to assist Ward Members in their deliberations
- clarification of the smoking prevalence figures in paragraph 3.11 and the reasons why Moor Allerton was slightly higher than other areas
- the concerns expressed of the cost implications for people living in Alwoodley having to travel by bus or car to access the facilities at Scott Hall Leisure Centre and of the need to give more publicity of those walking groups located in Alwoodley
(The Health and Wellbeing Improvement Manager responded and agreed to consult with the walking groups with a view to raising their profile)
- clarification of where the pockets of deprivation were within the North East Outer area and the cost implications of training 25 walk leaders
(The Health and Wellbeing Manager responded and stated that Moor Allerton had been identified as the most needy MSOA . In terms of the Volunteer Health walk training, as there was no budget for this evidence based work, cost effectiveness was essential. The training

took place in a free of charge building and the training and after training support to newly formed group leaders was provided by Janet Smith, the Health Improvement Officer, which equated to the value of her time)

- clarification of the resources available to tackle the MSOA profiles identified in Appendix B attached to the report on Joint Strategic Needs Assessment and Area Profiles
(The Health Improvement Officer responded and confirmed that if priorities were agreed, resources would need to be identified through a collective process)
- clarification of which directorate was responsible for the post of Health and Wellbeing Improvement Manager and the staffing resources available to assist that post
(The Health and Wellbeing Improvement Manager responded and confirmed that Adult Social Services was the lead department and that she was one of a team of two people)
- the need for a A3 coloured map to be produced in respect of the Neighbourhood Index information sheet for the Harewood Ward Members
(Carole Clark, East North East Area Management responded and agreed to comply with this request)
- clarification of whether free school meals can be provided to children without other children knowing and thereby saving any embarrassment
- the need to address the serious issue of areas being penalised because of some people being too proud to make a claim that was entitled to them
(The Health and Wellbeing Improvement Manager responded and stated there were a number of reasons why families didn't take up their entitlement. Some measures had been taken in some schools to counteract stigma, but there was more work to be done at a number of levels)

In concluding, the East North East Area Leader welcomed the emerging priorities outlined in the report and invited Ward Members for the North East Outer area to feed back their local issues to officers which would lead to better neighbourhoods and greater knowledge of these health needs in areas where there was high deprivation.

RESOLVED-

- a) That the contents of the report be noted.
- b) That in relation to providing suggestions for building on and further developing health improvement work in outer North East area, this Committee support this area of work on health and wellbeing and that appropriate actions be made on the health agenda through the clusters.

79 **Joint Strategic Needs Assessment and Area Profiles**

The Consultant in Public Health submitted a report updating the Outer North East Area Committee on the emerging priorities for this area flowing from the refresh of the Leeds Joint Strategic Needs Assessment.

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

- A Tale of 2 MSOS's (Middle Super Output Area Profiles) – The best and the worst middle super output areas within Outer North East (Appendix A refers)
- Outer North East Area Committee MSOA Profiles (Appendix B refers)

Lucy Jackson, Consultant in Public Health and Nicola Stephens, Senior Information and Performance Manager, Leeds NHS presented the report and responded to Members' comments and queries.

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

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

- the need for the Committee to be supplied with statistical evidence which showed the number of people who had made successful improvements to their health as a result of the figures
(The Consultant in Public Health responded and confirmed that this detail would be included in the next paper for consideration by the Committee)
- the need to look at the figures in relation to multi-deprivation and clarification as to why the figures had deteriorated
- clarification of the steps being undertaken in tackling the slightly higher rates from the Leeds average from cancer in men in Aberford and Thorner and whether or not an audit was pending to raise the issues)
(The Consultant in Public Health responded and confirmed that this issue was being addressed, but would take time to complete)
- clarification as to why smoking rates had risen and the need for work to be undertaken in the clusters to address this issue
- the need again for officers to stop using the term 'wealthy achievers' which was totally inappropriate in this context and for this view to be conveyed to the Director of Adult Social Services and Director of Children's Services
(The East North East Area Leader agreed to discuss this issue with both Directors)
- clarification of the 48.3% figure referred to in Appendix A of those who had existing health problems in Moor Allerton and whether this figure was correct
- clarification of the 0% figure referred to in Appendix A of those who had existing health problems in Bardsey/East Keswick/Collingham/Linton/Harewood and whether this figure was correct
(The Senior Information and Performance Manager, Leeds NHS responded and stated that 0% of existing health problems was correct)

based on lifestyle data, however 83% had possible future health concerns and 17% were healthy as this was the data for the next level down which was normally looked at as one when viewing the profile)

- clarification of the Origins/Mosaic data and cover period in relation to the geography groups outlined in the section on population heritage and faith and the meaning of the term 'Diasporic'
(The Senior Information and Performance Manager, Leeds NHS responded and agreed to check the data with a report back to the East North East Area Leader)
- the need for officers to accept that the figures identified within the Population profile do not help to influence the deprivation index in Leeds
(The Senior Information and Performance Manager, Leeds NHS responded and agreed with this statement due to the fact that the scores had been provided on a national basis)
- clarification as to why this piece of work was undertaken and the need for Elected Members to bring this issue to the attention of parliament

At the conclusion of discussions, it was the consensus of the meeting that many of the figures contained within the document and appendices were inaccurate and did not add any value in attempting show emerging priorities within the three Outer North East wards. The Committee stressed the importance of this data not being used until such time the figures had been clarified by all agencies.

The East North East Area Leader acknowledged that the Committee had no faith in the Acorn process and agreed to take back Members feedback to the appropriate parties. He also accepted the fact that the sophisticated data supplied at the meeting could, in future, be enhanced by providing 'qualitative' information from local Elected Members.

RESOLVED –

- a) That the contents of the report and appendices be noted.
- b) That this Area Committee notes the prioritisation of action in line with the diverse needs within the population.
- c) That further consideration be given to the MSOA profile for Moor Allerton in line with the present actions taking place within this area.
- d) That further consideration be given to developing a mechanism to help the Area Committee shape the future iterations of the MSOA profiles and JSNA.
- e) That officers be requested to explore further how it might develop a process to enable health professionals, voluntary sector and Councillors to work together to utilise the information contained in the MSOA profiles to shape and monitor the health landscape.

80 Wetherby and Harewood 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 20th October 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.

81 Area Chairs Forum Minutes

The Assistant Chief Executive, Planning, Policy and Improvement submitted a report notifying Members of the minutes of Area Chairs Forum meeting held on 11th November 2011 and to give a brief overview of the issues raised at the Area Chairs Forum.

Appended to the report was a copy of the Area Chairs Forum minutes of the meeting held on 11th November 2011 for the information/comment of the meeting.

RESOLVED- That the contents of the report and appendices be noted.

82 Date and Time of Next Meeting

Monday 19th March 2012 at 6.00pm at Treetops Community Centre, Squirrel Way, Moortown, Leeds LS17 6DP.

(The meeting concluded at 7.45pm)

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EAST (OUTER) AREA COMMITTEE

TUESDAY, 14TH FEBRUARY, 2012

PRESENT: Councillor K Parker in the Chair

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

58 Late Items

Although there were no formal late items, the Area Committee was in receipt of the following additional information, circulated at the meeting:

An example of designs of T-shirts prepared by Brigshaw Community Trust to commemorate the 2012 Olympics and Paralympics (minute 64 refers)

A copy of the key points of the Joint Strategic Needs Assessment (JSNA) report and the Area Profile for East Outer Area Committee (minute 67 refers)

59 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:

Outer East Area Committee Well Being budget – Councillor Armitage declared a personal interest as the Chair of Swarcliffe Good Neighbours as the organisation was seeking funding to continue to provide the gardening scheme (minute 64 refers)

Further declarations of interest were made later in the meeting, minutes 66, 67 and 68 refer

60 Apologies for Absence

Apologies for absence were received from Councillor Mitchell, Councillor Murray and Councillor Wakefield

61 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

62 Minutes

RESOLVED - That the minutes of the East Outer Area Committee meeting held on 13th December 2011 be approved

63 Matters arising from the minutes

Minute 46 of the meeting held on 13th December 2011 – Thorpe Park Green Plan – the Chair referred to a meeting which had taken place between Members and Officers within the Parks and Countryside Service to discuss the Green Plan associated with Thorpe Park, which had been attended by many Members

Minute 48 – of the meeting held on 13th December 2011 – South and Outer East Locality Team Service Level Agreement Performance Update – Councillor Gruen referred to a recent report considered by Executive Board on the Environmental Services delegation scheme; that the work done so far had been well received and stating that further delegations around ginnels and graffiti had been approved

64 Outer East Area Committee Well Being Budget

East Outer Area Committee considered a report of the Assistant Chief Executive (Customer Access and Performance) providing a summary of revenue spend approved for 2011/2012; an update on small grants approved and details of new projects seeking funding

The Area Improvement Manager presented the report and outlined the new projects seeking funding. Further information was provided on proposals to use the remaining small grants budget to support communities to participate in events associated with the arrival of the Olympic torch in the city, which was scheduled for 24th and 25th June. Members were informed that Brigshaw Co-operative Trust which included several primary schools in the area together with Brigshaw High School was working on a project to provide each pupil in the Trust with a T-shirt, designed by pupils, which would be a memento of the London 2012 Olympic games. Kippax and Methley Ward Members were keen to support this, with the suggestion being made that this could be extended to other school Trusts in the East Outer Area

Members commented on the report

- the gardening scheme; the success of this last year and the likely future demand. The Area Improvement Manager stated that last year all of the requests which met the criteria were dealt with and that the initial cut was free of charge with a charge being made after that. The target set for this year was 350 gardens

- the need for details to be provided on the community payback scheme in terms of how this was prioritised. Members were informed that this was on a first come first served basis. Feedback from a satisfaction survey had expressed only positive views
- the Grafton Villas alley gating project; that this had taken many years to achieve but that perseverance had proved successful
- the possibility of supporting local events to celebrate the Queen's Diamond Jubilee

RESOLVED -

- i) To note the position of the Well being budget
- ii) To note the small grants approved to date
- iii) To approve the following projects:
 - Garforth Arts Festival - £5,000
 - Swarcliffe Good Neighbours Gardening Scheme - £20,000
 - Probation Services Community Payback -2012/2013 - £15,000
 - Grafton Villas maintenance for 5 years - £2,370
 - White Laithe security gates - £2,320
- iv) That the remainder of the small grants budget be used to support communities to attend and take part in the Olympic torch relay and associated events, particularly working with the school clusters to provide funding for commemoration T- shirts

(During consideration of this matter, Councillor Dobson joined the meeting)

65 Summary of Key Work

(Councillor Dobson declared a personal interest as the Executive Member for Environmental Services as the report outlined progress following the delegation of some environmental services to the Area Committee)

The East Outer Area Committee considered a report of the Assistant Chief Executive (Customer Access and Performance) detailing priority work carried out in the area, outlining details on key issues affecting the Outer East area and providing the minutes relating to community engagement activities, partnership meetings and meetings of Area Committee Chairs

The Area Improvement Manager presented the report and highlighted the following areas of work:

- Garforth car parking strategy
- Grafton Villas long footpath
- Thorpe Park pitches
- Tasking meetings
- Olympic torch route

Members discussed the report and commented on the following matters:

- Garforth car parking strategy; that whilst this was welcomed, there were concerns that this had been developed and been put out for consultation despite there not being any funding to implement it. The Area

Draft minutes to be approved at the meeting to be held on Tuesday, 20th March, 2012

Improvement Manager stated that the whole scheme was unlikely to be funded but that some ward-based funding could be considered together with the possibility of money from the ALMO for the proposed demolition of garages at Main Street car park. The Chair was asked to contact Highways about funding and expressing Members' concerns about how this matter had been dealt with

- Thorpe Park pitches; that the proposals were welcomed but that car parking issues, particularly at Austhorpe Lane would need to be addressed and that Highways would need to be involved in future discussions on the proposals

- Olympic torch route and the funding agreed for the provision of T-shirts for all pupils with the suggestion being made that the names of the four wards comprising the Area Committee should be on them

RESOLVED - To note the report, the comments now made and that the Chair be requested to write to the Chief Officer Highways and Transportation regarding issues relating to the Garforth Car Parking Strategy

66 South East Health and Wellbeing Partnership Progress Update

(Councillor Dobson declared personal interests in the following items due to his membership of two NHS Trusts which were likely to be involved in the work being undertaken (minutes 66, 67 and 68 refer))

The Area Committee considered a report prepared by the South East Area Health and Wellbeing Partnership providing an update on activity being undertaken to better understand the issues relating to health and wellbeing of those in the south east area of the city

Members welcomed Bash Uppal the South East Health and Wellbeing Improvement Manager who presented the report

Together with details of the overarching priorities and those in the city priorities plan, Members were informed that tackling issues relating to alcohol was a priority and it was hoped that changes to be outlined by the Government later this year would mean that when considering licensing applications, the impact on health could be considered

In terms of community engagement, the Citizen's Panel would be used with a health and wellbeing questionnaire to be developed for use. In the interim a standardised two page questionnaire had been devised for use by staff which would be put on the Council's Talking Point

A health and wellbeing portal had been developed which Members were urged to view and provide feedback on to Bash Uppal

The Community Capacity Building Programme was outlined, the focus of which was to engage local people in health and wellbeing issues with a view to them sharing the messages wider and becoming local volunteer health champions

Members welcomed the report and raised the following issues:

- the membership of the organisation and whether Elected Members had a presence
- the need to strengthen partnerships, particularly with Elected Members

- the need to recognise the differences between communities within an Area Committee and to provide information to Members with greater specificity to their areas
- the problems of excessive and underage drinking in the area and the role of supermarkets in this
- older people and the importance of ensuring, particularly in cold weather, that the most vulnerable were eating properly and heating their homes sufficiently
- the lack of a proper medical centre in Swarcliffe
- the need for the Licensing Committee to be made aware of alcohol-related issues and how this message could be taken into communities
- the need for greater information to be provided on what was actually being delivered, with concerns being raised that the facility in East Leeds designed as a walk-in centre, now appeared to have a three-week delay for treatment

Bash Uppal provided the following responses:

- that Councillor James Lewis was a member of the South East Health and Wellbeing Partnership
- that the move from PCTs to Clinical Commissioning Groups (CCGs) next spring had already seen greater involvement with local GPs, with the aim being to have regular meetings which would include GPs and Councillors to create the links and commence dialogue
that cheap alcohol was a problem and that underage drinking had to be tackled through enforcement, ie Trading Standards. However work would be undertaken with community groups and Licensing Officers had agreed to speak to groups to advise on how to object to licensing applications, which would include observing at a sub-committee
- in respect of excess winter deaths, the Wrap up Warm programme in Leeds which offered insulation also incorporated a benefits check, fire safety check and advice offered about Telecare, where relevant, to provide greater help to those in need

The South East Leeds Area Leader stated that with forthcoming changes in the commissioning and delivery of health services, there was the opportunity for Members to be at the centre of the reforms and be able to form a relationship with the CCG for the benefit of the local community

RESOLVED – To note the report, the presentation and the comments now made

67 Joint Strategic Needs Assessment and Area Profiles

Members considered a report of the Director of Public Health providing information on the emerging priorities for the Outer East area arising from the latest refresh of the Joint Strategic Needs Assessment (JSNA)

The Chair welcomed Brenda Fullard – Public Health Consultant, Nichola Stephens, Senior Information Manager Public Health and also Bash

Draft minutes to be approved at the meeting
to be held on Tuesday, 20th March, 2012

Uppal who was also in attendance for this item. Appended to the report was information showing the difference across a range of indicators between what were defined as an affluent area and deprived area

Brenda Fullard presented the report and explained how the data had been broken down, this being in a national measure known as Middle Super Output Areas (MSOAs) which was a geographic area with a minimum population of 5000 and that there were 12 MSOAs in the Outer East area

The differences between MSOAs in the Committee's area were outlined with high levels of diabetes, coronary heart disease, COPD (Chronic Obstructive Pulmonary Disease), higher smoking rates and alcohol admissions being found in the most deprived MSOAs. Higher early death rates were also an issue in these areas. By comparison, In what was defined as the most affluent area, lower rates for these conditions and outcomes were seen, however, obesity rates were higher than the average for the city as a whole

Members were informed that tackling these issues were not the sole responsibility of the NHS and that addressing the social circumstances of people was one of the major factors to improving people's health

Members commented on the following matters:

- the impact of the smoking ban; that many people would only smoke when socialising and whether smoking rates had decreased
- housing conditions in privately rented accommodation and if an assessment had been made of whether such accommodation met the decency standards
- the impact of building an energy from waste facility in close proximity to deprived areas
- the form of the JSNA refresh and the need for Members to have a concise working document which contained data relevant to their areas
- the CCGs and the need to ensure there was parity of service in any one area, between GP practices
- how those hard to reach groups and those who did not visit their GP would be targeted
- the accuracy of the information provided and that Swillington and Great Preston included areas of deprivation; that Swillington's medical centre was in need of replacement and that no GP surgery existed in Great Preston
- the data obtained; whether the size of East Garforth at 7255 was high in terms of an MSOA and whether the data was skewed because of this

Brenda Fullard and Nichola Stephens provided the following responses:

- that from data extracted quarterly from GPs surgeries, levels of smoking in the city had decreased from 30% to 24% although there were differences between MSOAs. However new targets had been set which indicated that smoking prevalence should be 18% and that a slight rise in smoking levels had been seen in the city in the last six months. To address issues around tobacco, an action plan was being developed

- in respect of life expectancy, over recent years an increase in life expectancy had been seen but that there was no narrowing of the gap between life expectancy between rich and poor and that more work needed to be carried out around healthy life expectancy. In terms of the location of an incinerator, there could be a health impact, with Members being informed that proposals for such a facility had been raised at a recent meeting attended by the Director of Public Health and that a health inquiry was to be undertaken
- in terms of the JSNA, an Executive Summary would be provided which would set out key priorities for Leeds with Members being able to access detailed information on the Leeds Observatory, which could pin point information down to postcode level
- regarding hard to reach groups, that consideration would be needed on the best way to target people and that the local knowledge of Ward Members could be utilised in this area
- that the 12 MSOAs in East Outer Area Committee did show differences and that the key themes had been extracted to compile the submitted report, however there was much more information behind this data and it was accepted that some areas did have health issues, even if they were not explicit in the headlines
- that the minimum population for an MSOA was 5000 and that what was being considered was rates of disease; that the information in one MSOA was directly comparable to that in another MSOA so there was no skewing of data

Councillor Lyons referred to a meeting which was taking place on Saturday 18th February with Veolia, the Council's Preferred Bidder for the energy from waste facility and invited a health representative to attend that meeting

The South East Leeds Area Leader referred to the importance of the health agenda and that it was clear Members wished for greater detail and involvement in this area

RESOLVED –

- i) That the contents of the report, appendices and the comments now made be noted
- ii) That the Area Committee notes the prioritisation of action in line with the diverse needs within the population
- iii) That further consideration be given to each of the MSOA profiles for Halton Moor, Wykebecks, Kippax East, Micklefield and Swarcliffe in line with the present actions taking place within these areas
- iv) That consideration be given to the lead roles of different agencies in terms of addressing needs outlined

(During consideration of this item, Councillor James Lewis joined the meeting)

68 Proposal to develop Integrated Health and Social Care Teams

Draft minutes to be approved at the meeting
to be held on Tuesday, 20th March, 2012

Members considered a report of the Director of Adult Social Services providing information on the work being undertaken in Leeds to improve the effectiveness of health and social care services, including the approach of using demonstrator sites to test out and develop aspects of the model of service, with one demonstrator site being located in the Outer East area

The Chair welcomed the Chief Officer, Access and Inclusion, John Lennon, who presented the report

Members were informed that whilst in the main, people were living longer, this was not necessarily in good health. Statistics showed as there would be greater demand on resources in the future, there would be a need to manage them in a more effective and integrated way and in so doing, to increase choice and control; provide a better experience and create better outcomes through joined up services

In Leeds, the plan would be to work around the three CCGs and the starting point would be on the area where most money was spent, this being older people

The use of an analysing tool – risk stratification – to help identify future health problems would then enable preventative work or early interventions to help people stay well for longer and have greater independence

Along with integration around professionals, there would also be engagement with community organisations, using the neighbourhood networks to provide often needed, non-medical support, ie garden maintenance, decorating, cleaning etc

Members were informed that a key challenge of the new Health and Wellbeing Board and the CCGs would be to change the current balance between primary and secondary care to ensure that older people were not sent to hospital if that was not the most appropriate setting

That along with the needs of an integrated service there would be issues around governance, transparency and accountability and that engagement with Members on these issues would be of great importance

The Area Committee welcomed the paper and presentation and commented on the following matters:

- the current situation; the money being spent on drawing up future proposals and the need to provide Members with information on actions taken and proof of their effectiveness
- the need for better co-ordination and that the current financial constraints on all sectors was probably a driver towards integration
- concerns that whilst clear pathways would be created for patients, in terms of staffing and administration, this could become more complex
- the need for Elected Members to have a more active role in this area and that the links and local knowledge of Members could be utilised

RESOLVED - To note the report and that further updates be requested on the progress of the demonstrator sites over the coming year

69 Date and time of next meeting

Draft minutes to be approved at the meeting
to be held on Tuesday, 20th March, 2012

Tuesday 20th March 2012 at 3.00pm in the Civic Hall, Leeds

Draft minutes to be approved at the meeting
to be held on Tuesday, 20th March, 2012

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SOUTH (INNER) AREA COMMITTEE

WEDNESDAY, 8TH FEBRUARY, 2012

PRESENT: Councillor A Gabriel in the Chair

Councillors D Congreve, G Driver, E Nash
and A Ogilvie

61 Chair's Opening Remarks

The Chair welcomed all in attendance to the February meeting of the South (Inner) Area Committee and invited everyone present to introduce themselves.

62 Declarations of Interest

There were no declarations of interest.

63 Apologies for Absence

Apologies for absence were submitted by Councillors Blake, Davey, Groves and Iqbal.

64 Minutes - 11th January 2012

RESOLVED – That the minutes of the meeting held on 11th January 2012 be approved as a correct record.

65 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 local resident queried the likely impact of the Localism Act, particularly in relation to inner south Leeds. The Area Committee was advised about opportunities for local involvement in planning and shaping neighbourhoods.

Another local resident raised the following concerns:

- Motorists parked in bus lanes on Dewsbury Road.
- Litter outside various shop premises in Holbeck.
- Litter on St Matthew's Street, Holbeck.

It was agreed that greater enforcement of the above issues was required.

66 South East Health and Wellbeing Partnership Progress Update

The South East Health and Wellbeing Improvement Manager submitted a report which provided an update on activity being undertaken by the South East Health and Wellbeing Partnership.

The Chair welcomed to the meeting, Baksho Uppal, South East Health and Wellbeing Improvement Manager, to present the report and respond to Members' questions and comments.

RESOLVED – That the contents of the report be noted.

67 Leeds Joint Strategic Needs Assessment and Area profiles

The Director of Public Health submitted a report which updated the Area Committee on the refresh of the Leeds Joint Strategic Needs Assessment and the emerging priorities for the inner south area.

The following information was appended to the report:

- Affluent Middle Super Output Area (MSOA) compared to most deprived MSOA
- Inner South Area Committee MSOA Profiles – current activity

The Chair welcomed the following representatives to the meeting:

- Brenda Fullard, Public Health Consultant, NHS Leeds
- Nichola Stephens, Senior Information Manager (Public Health), NHS Leeds.

Brenda Fullard, Public Health Consultant, provided a presentation on the Joint Strategic Needs Assessment profiles.

The presentation focussed on the following key areas:

- Middle Super Output Areas in the Inner South
- Inner South compared with the City of Leeds
- Life expectancy 2007-09 by Ward
- Headline Facts
- Gaps in Healthy Life Expectancy.

The main areas of discussion were:

- Concern about the impact of poor air quality linked to lung disease in residential areas, particularly in the City Centre, Hunslet Green and Thwaite Gate.
- Raising awareness of free NHS health check-ups and exploring the possibility of mobile provision.
- Developing links with partners and agencies in targeting resources more effectively.

RESOLVED –

- (a) That the contents of the report and appendices be noted
- (b) That further consideration be given to the MSOA profiles showing the most significant health and wellbeing issues, which are; Middleton and Westwoods; Holbeck; West Hunslet and Hunslet Hall; City Centre; Belle Isle North; Cottingley and Beeston
- (c) That consideration be given to the lead roles of different agencies in addressing these needs.

68 Children & Young People's Sub-group Report

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report which presented details of a proposal to establish an inner south Children and Young People's Working Group.

Appended to the report was a copy of the draft terms of reference.

Tom O'Donovan, Area Improvement Manager, presented the report and responded to Members' questions and comments.

One Member suggested minor amendments to the terms of reference as follows:

- Membership to include one Councillor per inner south Ward.
- Greater voluntary sector representation was required.

The key points of discussion were:

- Identifying opportunities to add value to existing children's services work through well being funding, avoiding the duplication of work funded by the area committee, and demonstrating its effectiveness and value for money.
- Understanding and further supporting the development of extended service clusters in inner south Leeds.
- Exploring the benefits of sharing knowledge and expertise across the third sector to the benefit of children, young people, and families in inner south Leeds.

RESOLVED –

- (a) That the contents of the report and appendices be noted
- (b) That an Inner South Children and Young People's Working Group be established
- (c) That the amended terms of reference for the Inner South Children and Young People's Working Group be approved
- (d) That a further report be submitted to the March Area Committee that addresses funding issues in this sector that might be considered by the Children and Young People's Working Group.

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st March, 2012

69 Wellbeing Report

The South East Area Leader submitted a report which provided Members with:

- Confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
- An update on both the revenue and capital elements of the wellbeing budget
- Details of revenue funding for consideration and approval
- Details of revenue projects agreed to date
- Details of capital projects agreed to date
- The current position of the Small Grants Budget.

Gavin Forster, Area Officer, presented the report and responded to Members' questions and comments.

RESOLVED –

- (a) That the contents of the report and appendices be noted.
- (b) That the following decision be made in relation to the wellbeing funding proposal which had been submitted for determination at the meeting:

- Hunslet Club Vocational training – £30,980 (revenue) (£10,326.66 from each Ward) – Approved
- Middleton Elderly Aid – Outreach worker – £5,974.76 (revenue) – Approved
- St Luke's Cares – Youth provision – £28,301 (six months revenue) – Approved.

70 A Summary of Key Work

The South East Area Leader submitted a report which detailed work by the Area Management Team on key priorities in the inner south area of Leeds since the last Area Committee meeting.

The following information was appended to the report:

- Minutes of Area Chairs' Forum held on 11 November 2011
- Minutes of Inner South Environmental Sub Group held on 16 December 2011
- Draft protocol for community clean ups
- Burglary ward risk matrix
- Minutes of Beeston, Holbeck and Hunslet Neighbourhood Improvement Board Core Group held on 16 December 2011
- Minutes of Middleton Park Strategic Advisory Group held on 23 November 2011
- Leeds Citizens Panel Report to Area Committees (February 2012)

Gavin Forster, Area Officer, presented the report and responded to Members' questions and comments.

The main highlighted points were:

- Clarification regarding an error in the text of the report that the Neighbourhood Improvement Board was known as the Middleton and Belle Isle Improvement Board.
- Clarification was sought regarding the Olympic torch route from the John Charles Centre to Morley. It was advised that the route was determined by the London Organising Committee.

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

71 Date, Time and Venue of Next Meeting

Wednesday, 21st March 2012

(St Matthew's Community Centre, St Matthew's Street, Holbeck, LS11 9NR)

(Meeting to commence at 6.30pm.)

(The meeting concluded at 8.08pm)

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SOUTH (OUTER) AREA COMMITTEE

MONDAY, 13TH FEBRUARY, 2012

PRESENT: Councillor R Finnigan in the Chair

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

50 Declaration of Interests

Councillor Varley declared a personal interest in Agenda Item 8, South East Health and Wellbeing Partnership Update, due to her position on the Health and Wellbeing Partnership.

51 Minutes - 5 December 2011

RESOLVED – That the minutes of the meeting held on 5 December 2011 be confirmed as a correct record.

52 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.

A member of the public present raised concerns regarding a request to meet with the Chief Executive of the Council with reference to missed refuse collections. The Chair reported that he would contact the Chief Executive regarding this request for a meeting. Further concerns were raised regarding the deployment of Police Officers and it was reported that this would be referred to the Divisional Commander for comment.

53 South East Health and Wellbeing Partnership Progress Update

The report of the South East Health and Wellbeing Partnership provided an update for the Area Committee on activity undertaken and shared middle super output area (MSOA) health profiles developed by NHS Leeds. It also highlighted key evidence and provided an understanding of significant issues relating to the health and wellbeing of those living in the South Outer area.

The Chair welcomed Bash Uppal, South East Health and Wellbeing Improvement Manager to the meeting.

The Committee was given an overview of the report. The following issues were highlighted:

- The Health and Wellbeing Partnerships were established as a result of consultation and three partnerships are operating across the City. The partnerships give opportunity to look at local health and wellbeing issues in conjunction with citywide priorities.
- Members attention was brought to the overarching priorities identified by the locality based Health and Wellbeing programmes. These included the following:
 - Ensuring services and delivery meet the needs of those in deprived neighbourhoods.
 - Ensure translation of citywide priorities at a local level.
 - Reducing health inequalities between deprived communities and the rest of Leeds.
 - Improving communication and community engagement.
- Priorities taken from the City Priorities Plan for 2011 to 2015.
- Success of the Multi Agency Referral Scheme and links to other health programmes.
- Reducing Alcohol Community Safety Related Issues – reducing hospital admissions, changes to licensing legislation, under aged drinking.
- Communications/Community Engagement – the Wellbeing Leeds portal (www.welbeingleeds.com) , use of the Citizens panel and development of a standardised health and wellbeing questionnaire.
- Transformation programme – the Area Committee would receive an update on this at the next meeting.

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

- Work on referral pathways.
- Service provision in Ardsley and Robin Hood.
- Licensing – lack of representations on health grounds.
- Tackling underage drinking – work with schools and the Children’s Board.
- Links to deprived areas, poor housing and unemployment and how to tackle associated health inequalities.
- Preventative measures.
- Obesity.
- How to get Elected Members working more closely with GPs.

RESOLVED – That the report and discussion be noted.

54 Joint Strategic Needs Assessment and Area Profiles

The report of the Director of Public Health updated the Area Committee on the emerging priorities for the Outer South Area following from the refresh of the Joint Strategic Needs Assessment.

The Chair welcomed Brenda Fullard and Nicola Stephens to the meeting.

It was reported that there were 11 Middle Super Output Areas across Outer South Leeds and with the exception of Morley East and Morley West, these areas had better levels of mortality than MSOAs across the rest of the City. Heart disease, cancer and respiratory diseases had been identified as the biggest killers of older people and cancer had been noted as predominant in the Outer South area and associated with areas of deprivation.

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

- Collation of information from GP practices – all but two practices in Leeds were now able to share information with the Council, there were also issues with cross boundary information for people who were treated in Wakefield, Bradford and Kirklees. It was reported that some information could be gathered based on residency.
- How figures could be affected by people moving into the area.
- Health issues related to local industries including mining and mills.
- It was agreed to provide full information on the Outer South MSOAs to Members.

RESOLVED – That the report and discussion be noted.

55 Children and young People Out of School Activities 2011/12

The report of the Area Leader – South East Leeds outlined the activities carried out by the Outer South Extended Services Clusters from March 2011 to present and the proposed use of grant funding to August 2012.

Tom O'Donovan South East Area Management presented the report.

The following issues were highlighted:

- Use of Wellbeing monies and activities provided – activities for Children and Young People had been identified as a priority.
- The commissioning process and Breeze events/website.
- Childrens and Young People Working Group – this hadn't met for a while but was now back on track.
- Proposed programming for 2011/12.

RESOLVED – That the report be noted.

56 Well Being Report

The report of the Area Leader, South East Leeds provided the following:

- Confirmation of the 2010/11 carry forward figure and the 2011/12 revenue allocation
- An update on both the revenue and capital elements of the Well being budget
- A summary of the revenue spend approved for 2011/12
- Details of projects that required approval
- A summary of all revenue and capital projects agreed to date
- An update on the Small Grants Budget

Tom O'Donovan, South East Area management presented the report.

With regard to the application for CASAC Burglary Reduction, Members discussed alternative and made reference to a presentation given to the Aire Valley Homes Area Panel and requested for further information to be presented to the Area Committee.

RESOLVED –

- (a) That the report be noted;
- (b) That the position of the Well Being Budget as set out at 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 listed in Appendix 2 be noted.
- (e) That the following project proposals be approved:
 - CASAC Burglary Reduction - £3,000 revenue – agreed in principle subject to further discussion and presentation to the Area Committee
 - Stanhope Memorial Renovations - £3,000 capital
 - Stanhope Memorial Roof Void Cladding - £1,100 capital
- (f) That the Small Grants situation in 5.1 be noted.

57 Summary of Key Work

The report of the South East Area Leader presented a summary of key work taking place within the Outer South Leeds area.

The following issues were highlighted:

- There would be an update on the former Joseph Priestley College at the next meeting.
- Conservation Audits.
- Citizens Panel update.
- Olympic Torch route.
- Localism Bill – Community First panels would be meeting.

RESOLVED – That the report be noted.

58 Dates, Times and Venues of Future Meetings

Draft minutes to be approved at the meeting
to be held on Monday, 26th March, 2012

Monday, 26 March 2012, 400 p.m. at Rothwell One Stop Centre.

Draft minutes to be approved at the meeting
to be held on Monday, 26th March, 2012

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WEST (INNER) AREA COMMITTEE

WEDNESDAY, 15TH FEBRUARY, 2012

PRESENT: Councillor T Hanley in the Chair

Councillors J Harper, A Lowe, J McKenna
and N Taggart

73 Apologies for Absence

Apologies were received from Councillor Atkinson.

74 Declaration of Interests

There were no declarations of interest.

75 West Leeds Dog Watch Scheme

West Yorkshire Police and Community Safety submitted a report informing of the new West Leeds Dog Watch Scheme which was launched on 29th October 2011.

Mick Cox, PCSO at Pudsey Police Station updated the Area Committee on the West Leeds Dog Watch Scheme. New Members to the scheme are asked to report any suspicious activities that they see whilst walking their dogs. So far the scheme has resulted in a number of arrests including for scrap metal theft and burglary, as well as providing information relating to drug dealing. A number of other Police Forces are interested in starting similar schemes due to the success of the West Leeds Dog Watch Scheme.

The Chair thanked Mr Cox for his attendance and report.

RESOLVED- That the report be noted.

76 Minutes - 14th December 2011

RESOLVED- That the minutes of the meeting held on 14th December 2011 be approved as a correct record subject to the addition of Mr Cross's apologies for that meeting.

77 Open Forum / Community Forums

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 for the Area Committee.

Mr Morgan Pugh, Area Panel Member, informed the Area Committee that he had judged and presented the Garden Competition Awards in Bramley. He thanked the Area Committee for the funding it had provided towards the Garden Awards, which had been well attended.

The Chair informed the Area Committee that he was pleased that one prize had gone to Haley's Field which had been previously funded by the Area Committee.

78 Proposal to Develop Integrated Health and Social Care Teams

The Director of Adult Services submitted a report providing details of the work going on in Leeds to improve the effectiveness of health and social care services.

John Lennon, Adult Social Services, presented the report and responded to Members' queries and comments.

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

- The importance of identifying the people who need assistance now and in the future; analytical tools will be used to look at GP patient lists to enable this work to be done.
- The importance of increasing abilities to ensure support with self care and management as part of personalisation of services.
- The areas of work which will require further consideration such as accountability to the Area Committee, and Governance Issues.
- The future work that will need to be done around the workforce such redesign and identifying the skill set which is required.

RESOLVED- That the report be noted and that a further update be brought to the Area Committee in six months time.

79 Joint Strategic Needs Assessment and Area Profile

The Director of Public Health submitted a report providing an update on the emerging priorities for this area flowing from the refresh of the Leeds Joint Strategic Needs Assessment.

Victoria Eaton, Consultant for Public Health with the Airedale, Bradford and Leeds NHS Trust presented the report and responded to Members' comments and queries.

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

- The Joint Strategic Needs Assessment has been done between the NHS and Leeds City Council in order to identify health needs across the city ahead of the transfer of functions to Leeds City Council in April 2013. This work has included the creation of 108 detailed profiles of local areas within Leeds.
- The difference in life expectancies depending on where people live, the causes of this and what work could be done regarding this.
- The issues around barriers for different groups of people to accessing healthcare and what can be done to improve accessibility of services to improve outcomes.

RESOLVED- That the recommendations of the report be accepted.

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st March, 2012

80 Area Chairs' Forum Minutes

The Assistant Chief Executive (Customer, Access and Performance) submitted a report informing Members of dates of future Area Chairs' Forum meetings for whom minutes will be sent to the Area Committee, and providing the minutes of the Area Chairs' Forum meeting of 11th November 2011.

RESOLVED- That the contents of the report and the minutes of the Area Chairs' Forum Meeting of 11th November 2011 be noted.

81 Minutes- Community Forum Minutes

A copy of the minutes of the Armley Community Forum held on 17th January 2012 were submitted for Members' information.

RESOLVED- That the minutes of the Armley Community Forum held on 17th January 2012 be received and noted.

82 Minutes- ALMO Inner West Area Panel

A copy of the minutes of the ALMO Inner West Area Panel meeting held on 12th December 2011 was submitted for Members' information.

Lynn Hamshaw, West North West homes Leeds, informed the Area Committee of funding available from the Area Panel to benefit ALMO neighbourhoods, and there was a discussion regarding this.

RESOLVED- That the minutes of the ALMO Inner West Area Panel held on 12th December 2011 be received and noted.

83 Wellbeing Fund Budget Report

The Deputy Chief Executive submitted a report updating Members on the capital and revenue funding committed via the Area Committee Well-Being Budget for wards in the Inner West area in the financial year 2011 / 12.

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

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

- All monies for this financial year have now been allocated.
- The next Area Committee meeting would have some applications for funding for consideration.
- Levels for Small Grant Funding would be set at the next Area Committee meeting.

RESOLVED- That the position of the Wellbeing Budget and the small grant approvals be noted.

84 Armley Town Centre Manager Update

The Armley Town Centre Manager submitted a report providing an update on events and actions in the Armley Town Centre area.

There was a discussion regarding future activity which could be done in the area by the former Town Centre Manager, Mr Condor, as he had now left that post but could potentially be commissioned to run events via his new role.

The Chair asked that the appreciation of the Area Committee be passed to Mr Condor for his work as Town Centre Manager.

RESOLVED- That the report be noted

85 Date, Time and Venue of Next Meeting

Wednesday 21st March at 5.00 p.m. Venue to be confirmed.

The Chair thanked the Clerk who was leaving the Area Committee and wished her all the best for the future.

The meeting concluded at 7.05 p.m.