

SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

**Meeting to be held in the Civic Hall, Leeds, on
Monday, 3rd October, 2011 at 10.00 am**

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

MEMBERSHIP

Councillors

S Bentley	- Weetwood;
A Blackburn	- Farnley and Wortley;
J L Carter	- Adel and Wharfedale;
B Chastney	- Weetwood;
N Dawson	- Morley South;
P Grahame (Chair)	- Cross Gates and Whinmoor;
R Grahame	- Burmantofts & Richmond Hill
J Hardy	- Farnley and Wortley;
A Lowe	- Armley;
C Macniven	- Roundhay;
R Wood	- Calverley and Farsley;

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

**Agenda compiled by:
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**Head of Scrutiny and Member
Development:
Peter Marrington
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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report. 2 To consider whether or not to accept the officers recommendation in respect of the above information. 3 If so, to formally pass the following resolution:- <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>No exempt items on this agenda.</p>	

3		<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4		<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81 (3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5		<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notifications of substitutes.</p>	
6		<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record, the minutes of the meeting held on 5th September 2011</p> <p>(Copy attached)</p>	1 - 6
7		<p>COMMERCIAL SERVICES FLEET SERVICES</p> <p>The purpose of this report is to appraise Scrutiny Board of the functions undertaken by Fleet Services, it's trading position, potential for income generation and the regulatory functions it undertakes.</p> <p>(Report attached)</p>	7 - 18
8		<p>MEMBERS ICT SURVEY</p> <p>To consider a report by the Head of Scrutiny and Member Development setting out the results of an ICT Survey into the ICT Service</p> <p>(Report attached)</p>	19 - 26

9		<p>INQUIRY INTO EMPLOYEES DECLARATIONS OF INTERESTS - DRAFT FINAL REPORT & RECOMMENDATIONS</p> <p>The Head of Scrutiny and Member Development submitted a report indicating that the Scrutiny Board (Resources and Council Services) had now completed its inquiry on Employees' Declaration of Interests which was requested by the former Scrutiny Board (City Development) and is in a position to report on its findings and its conclusions and recommendations resulting from the evidence that has been gathered.</p> <p>(Report attached)</p>	27 - 38
10		<p>FINANCIAL HEALTH MONITORING 2011/12 - MONTH 5 REPORT</p> <p>To consider a report by the Head of Scrutiny and Member Development which provides information for financial health monitoring 2011/12 – Month 5 report</p> <p>(Cover report attached, appendices to follow)</p>	39 - 40
11		<p>WORK SCHEDULE</p> <p>To consider a report of the Head of Scrutiny and Member Development on the Board's draft work schedule, together with the latest Executive Board minutes and Forward Plan</p> <p>(Report attached)</p>	41 - 74
12		<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 7th November 2011 at 10.00am in the Civic Hall, Leeds (Pre-meeting for Board Members at 9.30am)</p>	