

## SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 5th December, 2011 at 10.00 am

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

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### 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 and Richmond Hill;
J Hardy	- Farnley and Wortley;
A Lowe	- Armley;
C Macniven	- Roundhay;
R Wood	- Calverley and Farsley;

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

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**Agenda compiled by:**  
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**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**  
**Tel: 22 43836**

**Head of Scrutiny and Member**  
**Development:**  
**Peter Marrington**  
**Tel: 39 51151**

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <ol style="list-style-type: none"> <li>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.</li> <li>2 To consider whether or not to accept the officers recommendation in respect of the above information.</li> <li>3 If so, to formally pass the following resolution:-</li> </ol> <p><b>RESOLVED –</b> 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><b>No exempt items on this agenda.</b></p>	

3		<p><b>LATE ITEMS</b></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><b>DECLARATIONS OF INTEREST</b></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><b>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notifications of substitutes.</p>	
6		<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record, the minutes of the meeting held on 7<sup>th</sup> November and a Call In meeting held on 9<sup>th</sup> November 2011.</p> <p>(Copies attached)</p>	1 - 10
7		<p><b>2011/12 QUARTER 2 PERFORMANCE REPORT</b></p> <p>To consider a report by the Assistant Chief Executive (Customer Access and Performance) which presents a summary of the quarter 2 performance data for 2011-12 and provides an update on the progress in delivering the priorities in the Council Business Plan which are relevant to this Board.</p> <p>(Report attached)</p>	11 - 36

8		<b>WASTE MANAGEMENT PROCESS REVIEW PROJECT</b>  To consider a report by the Head of Scrutiny and Member Development which provides an update on the Waste Management Process Review Project.  (Report attached)	37 - 40
9		<b>WORK SCHEDULE</b>  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  (Report attached)	41 - 76
10		<b>DATE AND TIME OF NEXT MEETING</b>  Monday 9 <sup>th</sup> January 2012 at 10.00am in the Civic Hall, Leeds (Pre – Meeting for Board Members at 9.30am)	