



SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

Meeting to be held in on
Thursday, 20th September, 2012 at 10.00 am

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

MEMBERSHIP

Councillors

M Rafique (Chair) - Chapel Allerton;
J Akhtar - Hyde Park and Woodhouse;
D Cohen - Alwoodley;
M Lyons - Temple Newsam;
P Wadsworth - Guiseley and Rawdon;
R Harington - Gipton and Harehills;
M Ingham - Burmantofts and Richmond Hill;
J McKenna - Armley;
B Urry - Roundhay;
J Chapman - Weetwood;
J Marjoram - Calverley and Farsley;

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

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A G E N D A

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

3

LATE ITEMS

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

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

4

DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 12TH JULY 2012

1 - 6

To approve as a correct record, the minutes of the meeting held on 12th July 2012 and also the Call-in meeting held on the same day.

7

2012/13 QUARTER 1 PERFORMANCE REPORT

7 - 22

To receive and consider a joint report from the Assistant Chief Executive (Customer Access and Performance) / Director of City Development presenting a summary of the quarter 1 performance data relevant to the Scrutiny Board (Sustainable Economy and Culture).

8

**SCRUTINY BOARD INQUIRY SESSION 4 -
INQUIRY INTO THE IMPACT OF EXISTING
MAJOR SOURCES OF TRAVEL MOVEMENTS
WITHIN THE CITY, AND THE PLANS BEING
MADE TO ADDRESS THE IMPACT OF KNOWN
FUTURE DEVELOPMENTS ON THE CITY'S
TRANSPORT INFRASTRUCTURE**

23 -
36

To receive and consider a report from the Head of Scrutiny and Member Development presenting evidence in line with Session 4 of the Scrutiny Board's Inquiry into the impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City's transport infrastructure.

9

**BUS SERVICES IN LEEDS - DRAFT TERMS OF
REFERENCE**

37 -
38

To receive and consider a report from the Head of Scrutiny and Member Development inviting Members to agree terms of reference for the Scrutiny Board's inquiry on Bus Services in Leeds.

(Draft terms of reference to follow)

10

WORK SCHEDULE

39 -
84

To receive and consider a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work programme for the remainder of the current municipal year.

11

DATE AND TIME OF NEXT MEETING

Thursday, 18th October 2012 at 10.00am in the Civic Hall, Leeds.

(Pre-meeting for Board Members at 9.30am)

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 12TH JULY, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, D Cohen, M Lyons,
P Wadsworth, R Harington, M Ingham,
B Urry, J Chapman, V Morgan and
D Collins

14 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

15 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

16 Late Items

There were no late items.

17 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations made.

18 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor J McKenna, Councillor V Morgan was in attendance as substitute. Apologies were also received from Councillor J Marjoram, Councillor D Collins was in attendance as substitute.

19 Minutes - 28th June 2012

The minutes of the meeting held on 28th June 2012 were approved as a correct record subject to an amendment to include the establishment of working groups to draw the up the terms of reference for inquiries.

20 Director's response to the recommendations of the Scrutiny Inquiry into Maximising Powers to Promote, Influence and Create Local Employment and Skills Opportunities

The Chief Officer (Employment and Skills) presented a report of the Director of City Development. The report set out the response of the Directors of the relevant directorates to the recommendations of the recent Scrutiny Board (sustainable Economy and Culture) inquiry into how the Council can maximise its powers to promote, influence and create local employment and skills opportunities.

Draft minutes to be approved at the meeting
to be held on Thursday, 12th July, 2012

All recommendations made by the Scrutiny Board were agreed by the Directorates.

RESOLVED – That the Board approve the responses to the inquiry recommendations.

21 Response by Director of City Development and Director of Children's Services in relation to Scrutiny Board Recommendations into the Engagement of Young People in Cultural, Sporting and Recreational Activities

The Chief Officer (Libraries Arts and Heritage) presented a report which responded to the Sustainable Economy and Culture Scrutiny Board report and outlined the action planned.

Members stressed the importance of departments working together to achieve outcomes. It was also considered that areas of work highlighted within the report would be good areas for the Children and Families Scrutiny Board to look into.

RESOLVED – that the Board note the progress made with regards to recommendations and that two further progress reports be submitted one in September 2012 and the second in April/May 2013.

22 Work Schedule

The Head of Scrutiny and Member Development presented a report which considered the Board's work schedule for the forthcoming municipal year.

RESOLVED –

- (a) that the report be noted; and
- (b) that working groups be established to draw up the terms of reference for future inquiries.

23 Date and time of next meeting

10am, Thursday 20th September 2012.

SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

THURSDAY, 12TH JULY, 2012

PRESENT: Councillor M Rafique in the Chair

Councillors J Akhtar, D Cohen, M Lyons,
P Wadsworth, R Harington, M Ingham,
B Urry, J Chapman, V Morgan and
D Collins

24 Appeals Against Refusal of Inspection of Documents

There were no appeals against the refusal of inspection of documents.

25 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public.

26 Late Items

There were no late items. However the Head of Scrutiny and Member Development circulated some e mailed correspondence received from interested parties and members of the public.

27 Declaration of Disclosable Pecuniary and Other Interests

Councillors Lyons and Morgan declared a significant other interest in agenda item 7, Call In – Proposed Scheme to permit Hackney Carriage use of Bus Lanes, Minute 30 refers, as members of the West Yorkshire Integrated Transport Authority.

Councillor Urry declared a significant other interest in agenda Item 7, Call In – Proposed Scheme to permit Hackney Carriage use of Bus Lanes, Minute 30 refers, as a member of the Leeds Passenger Consultative Committee.

28 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor J McKenna, Councillor V Morgan was in attendance as substitute. Apologies were also received from Councillor J Marjoram, Councillor D Collins was in attendance as substitute.

29 Call In Decision - Briefing Paper

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

- Release the decision for implementation or;
- Recommend that the decision be reconsidered.

30 Call In - Proposed scheme to permit Hackney Carriage use of bus lanes

The report of the Head of Scrutiny and Member Development presented the background papers to a decision which had been Called In in accordance with the Council's Constitution. The decision was a Delegated Decision Notice of the Proposed Scheme to permit Hackney Carriage Use of Bus Lanes.

The Chair welcomed the following to the meeting:

- Councillor J Illingworth – Signatory to the Call In;
- Councillor R Downes – Signatory to the Call In;
- Councillor G Harper – Representing the Executive Board Member for Development and the Economy ;
- Andrew Hall – Acting Head of Transport Policy;
- Paul Foster – Team Leader Special Projects;
- Dr Reather – Cyclist and representative of Leeds Cycling Action Group;
- Mike Utting – representative of Hackney Carriage Drivers in Leeds; and
- Tim Mc Sherry – Chair of Leeds Access Committee.

Councillors Illingworth and Downes along with Dr Reather presented their arguments against the proposed decision. These included the following:

- The risk or perceived risk posed to cyclists if Hackney Carriage drivers were to use bus lanes;
- That bus lanes were seen as a “safe space” by cyclists and this would be lost if the decision was implemented;
- That the benefit of the proposal in terms of increased journey time did not outweigh the negative impacts;
- That implementation should be delayed until the planned bus lane enforcement measures are put in place;
- Concerns over the driving behavior of those using the bus lane, particularly in terms of weaving in and out of the lane and the consequential risk to cyclists;
- That the city council should be encouraging the take up of cycling in the interest of public health and that this proposal would deter cyclists; and
- Concern that allowing vehicles other than buses into bus lanes will be open to abuse.

Mr Utting and Mr Mc Sherry presented their arguments in favour of the proposed decision. These included the following:

- The needs of the disabled community;
- The role of hackney carriage vehicles in the public transport “offer”;
- That taxis are a key element of the public transport system and as such should benefit from access to bus lanes as a positive approach to

improving social inclusion and mobility, especially important to disabled and older people who are unable to access buses and trains; and

- The Council's duties in terms of the Equality Act 2010.

In response to the above arguments the, officers present raised the following points:

- Other Core Cities and London allow Hackney Carriages to use bus lanes which puts Leeds at odds with these major cities;
- There being a low number of Hackney Carriages which would use the bus lanes meaning that they could be accommodated safely and that this would also provide a better service to the public; and
- Hackney Carriage drivers will be expected to remain within the bus lanes and not weave in and out.

Councillor Harper representing the Executive Member for Development and the Economy who supported the release of the decision highlighted that two million pounds had been spent on cycling routes within the City which demonstrated the Council's commitment to cycling. He also stated that there had been a 118% increase in cycling between 2004 and 2010 and that Hackney Carriages using bus lanes would not have a detrimental effect on cycling.

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

- Members clarified the definition of a Hackney Carriage vehicle establishing that they are classified as a form of public transport just as a bus is;
- The reasons for the existence of bus lanes, the high number of passengers buses carry and the need to keep buses moving freely throughout the City;
- The need for improved enforcement against drivers misusing bus lanes, which the police have previously undertaken, but which now relies increasingly on roadside cameras to capture offenders;
- Members agreed that cycling and good cycle routes were a positive for the health of the City and went on to consider whether allowing Hackney Carriages use of the bus lanes would present a real danger to public safety, especially in terms of children on bicycles using the lanes as regular routes to and from school; and
- The need to ensure the best service possible is available to elderly and disable people who rely on the flexibility and door to door service of the Hackney Carriage trade.

Councillor Illingworth was invited to summarise the reasons for calling in the decision and re-iterated his earlier comments with an emphasis on the

benefits of cycling to public health and that by allowing Hackney Carriages to use bus lanes people would be less inclined to take up cycling. Councillor Downes added that cycling was a sustainable mode of transport and that increasing the traffic in bus lanes would have a detrimental effect on cyclists. It was also argued that Hackney Carriage use of bus lanes did not provide a significant enough advantage to the public to warrant the decision.

Members were asked to consider the options available to them.

31 Outcome of Call In

Following a vote by Members present, it was:

RESOLVED - to release the decision for implementation. The Board agreed however to monitor the roll out of enforcement cameras in bus lanes and also to monitor the impact of this decision should it be implemented after the necessary statutory consultation and road traffic orders.

32 Date and time of next meeting

10 am, Thursday 20th September 2012.



Report author: Rob Wood / Fiona McAnespie

Tel: 272564 / 74767

Report of Assistant Chief Executive (Customer Access and Performance) / Director of City Development

Report to Sustainable Economy and Culture Scrutiny Board

Date: 20th September 2012

Subject: 2012/13 Q1 Performance Report

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 checked="" type="checkbox"/> Yes	<input 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 report provides a summary of performance against the strategic priorities for the council and city related to Sustainable Economy and Culture Scrutiny Board.

Recommendations

2. Members are recommended to
 - Note the Q1 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

1 Purpose of this report

- 1.1 This report presents to Scrutiny a summary of the quarter one performance data for 2012-13 which provides an update on progress in delivering the relevant priorities in the Council Business Plan 2011-15 and City Priority Plan 2011-15.

2 Background information

- 2.2 The City Priority Plan 2011 to 2015 is the city-wide partnership plan which sets out the key outcomes and priorities to be delivered by the council and its partners.

There are 21 priorities which are split across the 5 strategic partnerships who are responsible for ensuring the delivery of these agreed priorities.

- 2.3 The Council Business Plan 2011 to 2015 sets out the priorities for the council - it has two elements - five cross council priorities aligned to the council's values and a set of directorate priorities and targets.
- 2.4 Members will note that the delivery of City Priority Plan priorities are shared with partners across the city while the Council Business Plan sets out the Council's contribution to these shared priorities. This report provides an overview of the performance relating to both plans enabling the Scrutiny Board to directly challenge the council's performance as well as seeking to influence and challenge partners contributions through existing partnership arrangements.
- 2.5 This report includes 2 appendices:
- Appendix 1 – Performance Reports for the City Priority Plan Priorities relevant to the board
 - Appendix 2 – Directorate Priorities and Indicators relevant to the Board
- 2.6 Each quarter every priority within the City Priority Plans and Council Business Plan are rated either green, amber or red according to overall progress against their achievement. These are allocated as follows:
- Green - progress is as planned/expected over the last 3 months. All, or most, of the relevant actions/activities are on track and most targets are being met for the aligned performance measures.
 - Amber - positive progress is being made but not as much as planned/expected. Only some of the relevant actions/activities are on track. Only some of targets are being met for the aligned performance measures.
 - Red =-progress is not being made as planned/expected. Few of the relevant actions/activities are on track. Few of the targets are being met for the aligned performance measures.

A review of this process is currently underway to ensure that all priorities are rated in a consistent manner.

In addition, performance indicators within the Council Business Plan are also rated green, amber or red according to progress against the target laid out in the plan.

3 Main issues

Quarter 4 Performance Summary

City Priority Plan

- 3.1 The Sustainable Economy and Culture Board have undertaken further development work on their priorities and performance reporting. The seven priorities have been combined into three with Q1 reports based on these three revised priorities. This has removed the repetition between the performance reports particularly for major projects that contribute to a number of the old priorities especially for economic growth, skills and jobs. The revised priorities can be seen in the table below. Work is on-going to similarly sharpen and reduce the headline indicators but in the interim the results for the agreed headline

indicators will be cycled throughout the year. It is anticipated that these changes will be developed and finalised in time for the mid-term refresh of the City Priority Plan.

Existing Priority	New Priority
Create more jobs	Driving the sustainable growth of the Leeds economy to support the creation of new jobs and skills
Improve skills	
Support the sustainable growth of the Leeds economy	
Improve journey times and the reliability of public transport	Promote low carbon businesses, buildings, energy generation and connectivity across the City
Improve the environment through reduced carbon emissions	
Get more people involved in the city's cultural opportunities	Raise the profile of Leeds and its cultural opportunities
Raise the profile of Leeds nationally and internationally	

3.2 The 3 revised priorities in the City Priority Plan relevant to Sustainable Economy and Culture Board are all assessed as amber at Q1.

3.3 Economic Growth: Unemployment rose in the last quarter and enquiries from businesses seeking to locate in Leeds remains below target - mostly due to a continuing reduction in the number of enquiries from start-up businesses since 2010/11 - which is consistent with a contracting economy. However, the recently announced City Deal should enable significant progress in a number of priority areas including skills and apprenticeships, initiatives to boost inward investment and create jobs, and transport. This includes the trolleybus scheme that is currently awaiting statutory consent with additional funding required, and developers publicly announcing their intention to develop a John Lewis store in Leeds.

Council Business Plan

3.4 **Directorate Priorities and Indicators** – there are currently 9 directorate priorities relevant to the Board and 5 are assessed as green and 4 are amber. The amber priorities are:

- Produce a new Local Development Framework and Core Strategy
- Support people to improve skills and move into jobs
- Develop the council's cultural events and facilities including changes to sport centres and Libraries
- Reduce carbon emissions and water usage in council buildings

3.5 In terms of performance indicators 4 are green, 4 are amber and 4 are red. Red indicators are:

- Number of enquiries received from businesses seeking to locate in Leeds – 292 (annual target – 1,400). The result is 17% lower than targeted, mostly due to a continuing reduction in the number of enquiries from start-up businesses since 2010/11, which is consistent with a contracting economy.
- Increase percentage of major planning applications that are completed on time – 54.17% (Target 75%). The percentage of major planning applications completed on time has continued to fall and is worst than the Q4 result mainly because of the impact of the economic situation which has led to delays in applicants completing legal agreements (s106) and negotiations on detailed proposals to achieve high quality schemes causing planning applications to go 'out of time'. The overall level of performance mirrors the national picture (57%) Following an OBA workshop in May to review and refine processing of applications to determine how these might be improved, an action plan is being developed.
- Maintain the level of use of libraries (including for example book lending and e-lending) – 703,446 (Annual target – 3,079,309). The use of libraries both in person and on-line has seen a reduction of approx 2.4% compared to the same period last year. Yet visitors are up by approximately 2% on the same period. Some of the smaller libraries are those affected by the biggest % reductions in issues, whereas the mobile library service has seen an increase in issues of nearly 27% compared to the same period last year. The Library Service have begun a program of Community Engagement to build a libraries service that more closely reflects the communities needs and aspirations.
- Reduce our energy and water bills - £1,136,444 (Annual Target – £8,377,220). At Q1, there is a projected overspend of approximately £560k as a result of continually increasing energy costs. Work continues with other Directorates to progress the Asset Rationalisation Programme however there has been significant slippage, specifically with Bramley Baths, Garforth Sports Centre and the continued delays within Adult Social Care.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This is an information report and as such does not need to be consulted on with the public. However all performance information is published on the council's and Leeds Initiative websites and is available to the public.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This is an information report and not a decision so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities.

4.3 Council policies and City Priorities

4.3.1 This report provides an update on progress in delivering the council and city priorities in line with the council's performance management framework.

4.4 Resources and value for money

4.4.1 There are no specific resource implications from this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 All performance information is publicly available and is published on the council and Leeds Initiative websites. This report is an information update providing Scrutiny with a summary of performance for the strategic priorities within its remit and as such is not subject to call in.

4.6 Risk Management

4.6.1 The Performance Report Cards include an update of the key risks and challenges for each of the priorities. This is supported by a comprehensive risk management process in the Council to monitor and manage key risks. These processes also link closely with performance management.

5 Conclusions

5.1 This report provides a summary of performance against the strategic priorities for the council and city related to Sustainable Economy and Culture Scrutiny Board.

6 Recommendations

6.1 Members are recommended to:

- Note the Q1 performance information and the issues which have been highlighted and consider if they wish to undertake further scrutiny work to support improvement over the coming year in any of these areas.

7 Background documents¹

7.1 City Priority Plan 2011 to 2015

7.2 Council Business Plan 2011 to 2015

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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Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All people in Leeds have a high quality standard of living

Priority: Drive the sustainable growth of the Leeds economy to support the creation of new jobs

Why and where is this a priority Ensuring Leeds has a strong and sustainable economy is important to the quality of its citizens' lives and their wellbeing. Attracting investment and supporting businesses to start up and grow will support the creation of new job opportunities which is vital in achieving this priority.

Story behind the baseline Following last quarter's predictions, this quarter expectations have sobered somewhat, although still in positive territory with more companies predicting increases than not, news that we are now technically back in recession and the continued Euro zone issues are clearly having an effect.

In addition, following last quarter's improvements this quarter has seen a slowing down in domestic sales and orders across service and manufacturing sectors. The manufacturing sector recorded the biggest falls in confidence points of -13 (sales) and -20 (orders); service sector falls were less marked being -2 (sales) and -7 (orders). The long running saga of a sluggish UK economy continues to affect our region.

Businesses are also asked how confident they are that employment within their company will increase over the next 12 months. There were 643 respondents in Q2 2012. The quarter's results show a significant increase with 57% of respondents reporting job creation up from 35% last quarter. Job creation amongst micro-businesses, which make up the majority of the local economy, is however much lower at 17%.

Leeds' unemployment rate (Oct 10 – Sep 11) is higher at 9.2% than the national rate of 7.8%. This equates to 36,700 people unemployed in Leeds, up 2% on last quarter, but down 3.2% on last year. Unemployment in Leeds last peaked at 9.5% with 40,000 unemployed in the year to March 2010.

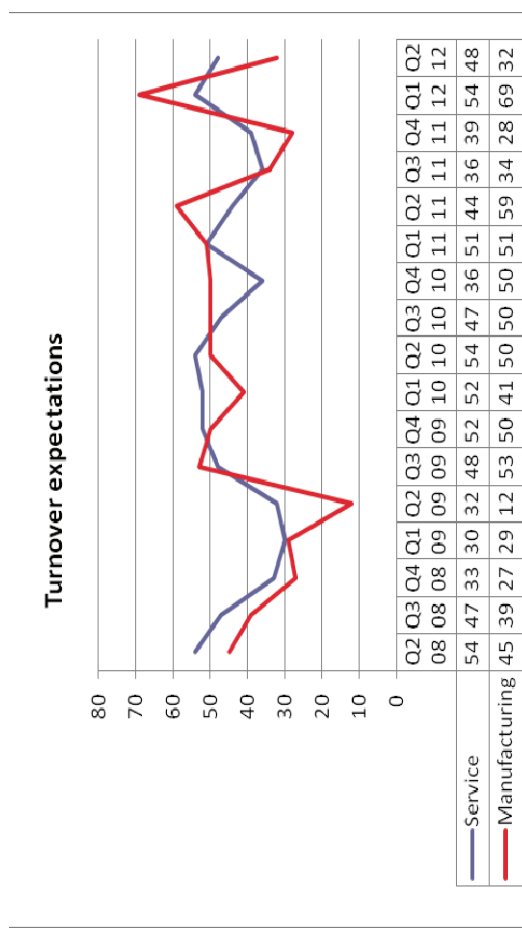
The total number of Apprenticeship starts from August 2011 to April 2012 were: 1,716 for 16-18 year olds; 1,671 for 19-24 year olds; and 2,118 for 25+. This gives a total of 5,505 Apprenticeship starts in the current academic year, compared with 5,095 in the same period the previous year, an increase of 9%.

What do key stakeholders think

In late 2011 the Chambers in Leeds City Region jointly conducted a survey of businesses to understand their attitudes towards apprentices. This showed that 77% of the respondents who employed apprentices said they do so to build skills within their company; 37% of firms said they needed to overcome skills shortages; while 33% said that civic duty was a factor. The main reasons businesses cited for not employing apprentices was that they simply want to maintain current employee numbers; they didn't feel there were any apprenticeship programmes for their industry or they prefer to recruit graduates or people with more experience. A small minority cited a reduction in their overall employment levels as a reason for not hiring apprentices.

Leeds, York & North Yorkshire Business Confidence (Turnover)

Headline Indicator: Leeds, York & North Yorkshire Business Confidence (Turnover)



Headline indicator under development; this proxy indicator is based on a quarterly survey, carried out by Leeds, York & North Yorkshire Chamber of Commerce, of owners or senior managers within businesses across these areas.

Amber

What we did:

- City Deal: The Leeds City Region secured a 'city deal' in July to transfer some central government powers and funding to boost jobs and growth.
- Large Casino: Five license applications received
- Aire Valley Leeds (AVL) Submitted a £150m bid for funding to enable infrastructure investment across AVL to bring sites forward; Continued liaison with government departments on the Enterprise Zone (EZ) and on encouraging business interest in Leeds; Work commenced with Marketing Leeds and developers to develop a strategic approach to AVL and the EZ
- AVL EZ established as shortlist location for the new Medical Technology Park
- First Enterprise Zone occupier, Watershed Packaging, who are to develop 25,000 sq ft manufacturing facility at Thornes Farm, announced in June and expected to create up to 40 new jobs.
- Trinity: is on schedule to complete construction in Spring 2013; 66% of the development has been pre-let (an increase of approx 8% in the quarter) including 25 new brands for Leeds, 10 of which are new to the UK
- Apprenticeships: The number of apprentices that have participated in the Council's apprentice programme since is start 3 years ago now stands at 766, placing Leeds at the forefront of local authority Apprenticeship programmes nationally.
- The Council is working with Leeds City College to develop sector based pre-apprenticeship training programmes to support young people to access apprenticeships and meet the recruitment needs of key employers e.g. Clinical Support at Leeds Teaching Hospital Trust n Apprenticeship.

What worked locally /Case study of impact

The Clinical Support Pre-Apprenticeship programme is delivered in partnership with Leeds City College and Leeds Teaching Hospital Trust with applicants gaining accreditation through the National Open College Network. Work experience placements are provided by the Hospital Trust providing individuals with the opportunity to gain valuable work experience within a hospital setting and a guaranteed interview for an apprenticeships for all who complete the 6 week programme. Jobcentre Plus supports customers with travel and childcare expenses.

Risks and Challenges

- Failure to realise the benefits of the City Deal
- Failure to deliver the Eastgate scheme in the current economic climate
- Delivering and financing the long-term vision for a city centre park and the regeneration of Leeds' South Bank that includes land and developments not wholly the responsibility of the council.

New Actions

- City Deal: Develop priorities, programmes and opportunities arising from 'City Deal' announcement.
- Large Casino: Consider stage 1 applications in July 2012.
- City Centre Park & South Bank: Tender returns deadline for the procurement of consultants to create outline business case for the creation of the new City Centre Park, exploring opportunities for infrastructure development, wider linkages beyond the park itself and funding streams, is mid July
- Kirkgate Market: Consider social enterprise ownership model with market tenants
- Super Fast Broadband: Seek LCC Executive Board approval to provide the capital funding contribution to the BDUK and super connected cities projects
- AVL: Establish better links with UKTI to promote Leeds and the EZ
- Apprenticeships: In March, a programme of visits to schools and academies was launched along with an Information Evening that was attended by 800 young people and their parents / carers to provide information on current and future apprenticeship opportunities
- Business and operating plans are being drawn up by Leeds City Council and Leeds City College to establish the Apprenticeship Training Agency in Autumn 2012. This will provide support to micro, small and medium businesses to take on apprentices.

Data Development:

- Work will progress to establish a headline indicator
- Inward investment intelligence is being sourced from a number of collaborations with private sector partners and key stakeholders

Meeting: Sustainable Economy and Culture Board

Population: All people in Leeds

Outcome: All people of Leeds will enjoy the benefits of a vibrant, culturally rich city

Priority: Raise the profile of Leeds and its cultural opportunities

Why and where is this a priority Raising the profile of Leeds will attract new investment and skilled work into the city. This supports Leeds' existing businesses and workforces to grow which is fundamental to the city's prosperity. Promoting better knowledge of and engagement in the city's cultural offer, both to individuals and businesses, contributes to several of the city's priorities, particularly in terms of economy, health and Child Friendliness

Overall Progress:
Amber



Story behind the baseline

The Council's inward investment, marketing and tourism services are currently merging with Marketing Leeds (ML) to create a new body to promote Leeds. The new Chief Executive, Lurene Joseph, took up post in April and work is now underway on developing the organisation's business plan.

Intelligence regarding the future for Leeds includes the results of a study carried out by DTZ, which showed that Leeds' commercial property market is the most fairly-priced in the UK and will be among the leading performers over the next five years.

In terms of reviving the development market in Yorkshire, Leeds City Region Local Enterprise Partnership chairman Neil McLean had indicated that more needs to be done to promote the region. He said: "This region is almost hidden in economic terms. Most investors know very little about us and we are now doing all we can to promote the region."

The latest results from the Active People survey (see right) relating to 'regular participation in sport' show Leeds to be 13th out of 325 local authority areas, and 1st out of the eight core cities. This has been achieved despite having the third lowest net costs per head of population for Sport Facilities and Development of the eight cities with which Leeds is most comparable.

What do key stakeholders think Research by tourism agency Visit England showed that nearly 25 million people made day trips to Leeds in 2011, making Leeds one of the UK's most popular places for a day out. Leeds ranked 4th in the country behind Manchester and the London boroughs of Westminster and City of London. However, Ernst & Young 2012 UK Attractiveness Survey showed that Yorkshire experienced a significant decline in the number of foreign direct investments in 2011 and the region was ranked lowest in the UK in terms of number of jobs created through FDI.

Headline Indicator: | Sport England 'Active People' Survey – June 2012

Core City	AP1		AP2/3		AP4/5		AP 4/6		Value for money	
	2005-6	2007-9	2007-9	2009-11	2009-11	2010-12	2012 AP	2012 Rank	2012 Totals	2012 Rank
Leeds	20.60%	26.50%	26.50%	24.60%	24.60%	27.60%	1st	1st	£35.60	3rd
Nottingham	20.70%	21.00%	21.00%	22.90%	22.90%	24.20%	2nd	4th	£37.57	4th
Bristol	21.40%	22.50%	22.50%	23.60%	23.60%	22.40%	3rd	1st	£19.00	1st
Sheffield	18.80%	20.10%	20.10%	22.80%	22.80%	21.90%	4th	7th	£56.12	7th
Newcastle	21.20%	21.00%	21.00%	19.60%	19.60%	21.90%	4th	6th	£44.60	6th
Liverpool	18.10%	20.40%	20.40%	21.10%	21.10%	21.80%	5th	8th	£56.96	8th
Manchester	21.10%	21.80%	21.80%	19.50%	19.50%	21.30%	6th	2nd	£30.06	2nd
Birmingham	17.20%	17.60%	17.60%	19.50%	19.50%	20.00%	7th	5th	£40.29	5th

Published 22nd June 2012 by Sport England. The percentage of the adult (16 and over) population in a local area who participate in sport and active recreation, at moderate intensity, for atleast 30 minutes on at least 12 days out of the 4 weeks.

<p>What we did</p> <ul style="list-style-type: none"> • New chief executive of Marketing Leeds (ML), Lurene Joseph, took up post in April 2012 • Successfully delivered Leeds stages of the Olympic Torch Relay and evening celebration on 19th, 24th and 25th June. 1 in 4 people in Leeds saw the torch • Successfully delivered Leeds Loves Food event on 25th-27th May 2012, and Love Architecture Festival event held 15th-24th June • Welcomed the director of Le Tour de France <i>Grand Départ in preparation for bidding for Yorkshire in 2016</i> with Leeds as the host city • Attended OMTEC in Chicago in June 2012 to promote Leeds as a location for orthopaedic manufacturing and medical technology • Delegates from the national teams of New Zealand and Italy visited Leeds to tour facilities and venues in preparation for being based here during the 2013 Rugby League World Cup • Installation of Solar powered 'Walk-it' signs completed in the city centre • Lloyds TSB National School Sport Week held for more than 500 children across south Leeds; event was featured by the Daily Telegraph. Leeds is one of 8 UK pilots working with Sport England and National Governing Bodies to improve the way national funding is used to deliver projects on the ground • Distributed £2m of grants to arts and sports organisations resulting in significant increase in programme for local people to engage with • Attracted funding for Leeds Museums £5.2m over 3 years which will ensure continuation of strong learning focus as well as new developments in provision • Leeds Inspired events calendar launched and very well used as the place to go to find out what's on. • Despite the wettest summer on record and whilst many events have been cancelled across the country, Leeds parks and green spaces continue to provide opportunities to get outdoors and engage in the cultural life of the city. In addition to many other activities 72 community led events have gone ahead since April. Notable amongst them being the annual Kirkstall Festival in the abbey grounds with approx 15,000 people attending and a 'proms' style event held on Wethery Ings. We also enjoyed 10 events linked to the royal jubilee culminating in the lighting of a beacon on top of the Chevin. 	<p>New Actions</p> <ul style="list-style-type: none"> • Continue to work in partnership with Chamber and property agents to organise Unfold 2 to promote Leeds and city region as a location for business and investment • Work with Leeds fashion and textiles sector to develop 'Made in Leeds' programme to promote local companies in the sector • Capitalise on opportunities linked to London 2012 training camps, the Leeds Gold programme and the success of Leeds athletes at the Olympics; the first overseas team to train in Leeds in the run-up to the Olympics arrives at John Charles Centre for Sport on 12 July • Develop and launch strategy and business plan for Marketing Leeds; Develop and launch new brand • Launch Precious Cargo in Leeds City Museum as part of Cultural Olympiad with objects chosen and curated by young people of Leeds. <p>Data Development</p> <ul style="list-style-type: none"> • The Council and Marketing Leeds are finalising the SLA which will outline the expectations, targets and performance indicators for the new ML. • Work is ongoing with the city's arts organisations and the university to develop measures regarding the relationship between the cultural offer and the economy. • The Parks and Countryside Residents Survey will be conducted during the summer via the Citizens panel and Breeze to gather usage and satisfaction data. The data captured will be used to direct future investment and site development.
<p>What worked locally /Case study of impact</p> <ul style="list-style-type: none"> • The Torch Relay and Evening Celebration caught the hearts of local people. Over 200,000 people came out to cheer it on its way and to support local torch bearers. 2,000 young people saw it at the John Charles Centre Stadium as part of a special sports event. Elsewhere schools, residential homes and individuals joined in the fun of its three day stay in Leeds. 25,000 attended the biggest Evening Celebration outside of London with an amazing contribution from singers, poets and dancers on the day. 	<p>Risks and Challenges any significant risks from the existing risk registers and/or any current challenges or issues with an impact on delivery</p> <ul style="list-style-type: none"> • Effective transition to Marketing Leeds. • Ensure the outward promotion of the city reflects the diversity of the Board e.g. from inward investment to the city's cultural offer.

Meeting: Sustainable Economy and Culture Board

Priority: Promote low carbon businesses, buildings and connectivity across the city

Population: All people in Leeds

Outcome: All people of Leeds enjoy the benefits of a well connected, environmentally sustainable, city

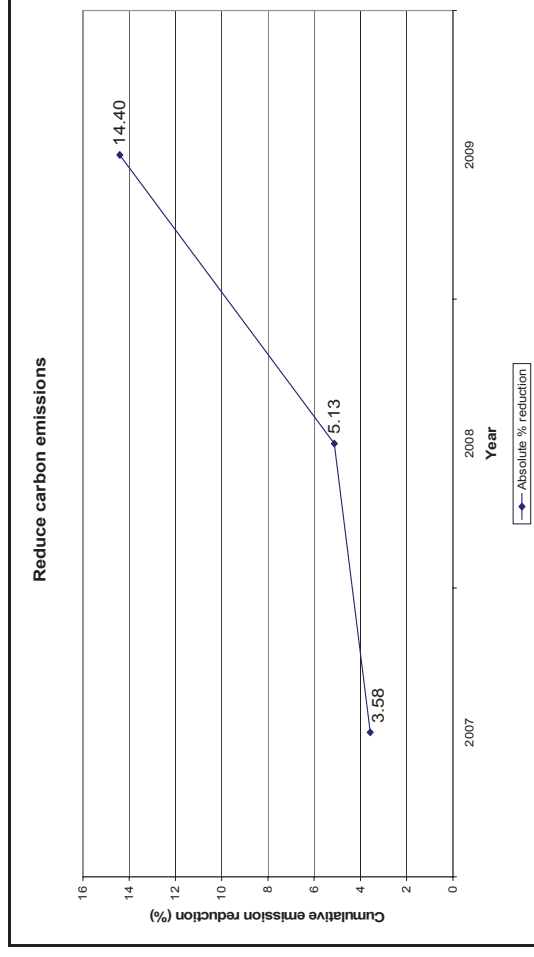
Why and where is this a priority Our way of life in Leeds relies on a temperate climate which is finely balanced and small changes to it can have dramatic impacts on our lives. Climate change will alter this balance, threatening the health of our citizens, damaging our natural environment and disrupting the supply chain that our economy relies on. The council, the health sector, colleges and universities, voluntary organisations and businesses are working together to find ways to speed up carbon reductions through the use of energy efficiency and low carbon technologies, energy management, staff engagement and procurement of low carbon goods. Since road vehicles are a major producer of carbon, improvements to the city's connectivity are a key focus.

Amber

Story behind the baseline

- Emissions levels for 2005 and 2009 were obtained from the DECC report 'Local and Regional CO2 Emissions estimates for 2005-9' and used to generate the percentage reduction between the baseline year of 2005 and 2009.
- Leeds City Council's (LCC) target is to reduce gross emissions by 40% between 2005-2020 i.e. a 2.67% reduction is required every year against the 2005 baseline.
- The 2009 result of 14.40% is excellent performance, but as noted last year, 2009 and 2010 data is likely to be significantly lower than the long term trends due to the impact of the recession however, Leeds is showing good progress when compared with comparator authorities. Sheffield achieved a reduction of 12.8%, Bradford 9.3% and Kirklees 9.1%. Birmingham reduced emissions by 11.1%.
- In Leeds, industry and commerce has had the biggest reduction (16%) closely followed by housing (15%) with road transport achieving a 10% reduction.
- West Yorkshire Fire and Rescue Service (WYFRS) managed a reduction of 3.79% in electricity and 11.61% in gas consumption during 2011/12 compared with 2010/11.
- A total of 184,036Kgs of textiles and books was recycled by WYFRS via its recycling banks in 2011/12 raising £28,058 for charity and saving it from landfill.
- West Yorkshire Transport Passenger Executive (WYTPE) LED lighting installations have reduced electricity usage by around 10% on the previous year.

Headline Indicator: Reduce carbon emissions



The graph shows absolute emissions reduction from all sectors, compared to 2005 baseline. Data is only available 2 years in arrears.

What do key stakeholders think

The three Clinical Commissioning Groups (CCG's) are now more engaged in the Sustainable Development agenda and are developing understanding of their future responsibilities in this area. This was to establish the Clinical Commissioning Groups (CCGs) requirements on sustainability for authorisation, their requirements and responsibilities once authorised, and to provide appropriate options and recommendations. This work has been delivered in three phases: 1. **Scoping research** to understand the CCGs requirements and responsibilities on sustainability, their current position in this area and to identify tools, guidance and support available. 2. **Stakeholder Meetings** to consult with key stakeholders and to understand roles and support structures around sustainability. 3. **Sustainability Implementation Options** outlined in a report for the Leeds CCGs from doing nothing to full scale sustainable development plans and implementation.

What we did

- Leeds and its partners have been successful in securing a 'City Deal' which includes a £1 billion local fund for investment in transport and highways to provide enhanced transport connectivity to promote jobs growth across West Yorkshire
- New Generation Transport (NGT) granted "programme entry status". Subject to the statutory consents being approved, work will commence in 2016
- Direct flights from Leeds Bradford Airport to Heathrow launched by British Airways in June, linking Leeds with cities across the world
- Approval given for expenditure of £500k on further work to support a bid for funding for the Flood Alleviation Scheme (FAS).
- Meeting held with Secretary of State for Transport on 18th June regarding High Speed Rail
- West Yorkshire proposition submitted to government to take on the DfT's role in running of the local franchises.
- Aire Valley Area Action Plan (AVAAP) Contributed to the Aire Action Leeds Green Infrastructure Workshop for the area to consider options for enhancing green infrastructure; Hunslet Riverside masterplan draft completed.
- NHS Leeds supported Leeds' three CCG's to ensure they are prepared for SD requirements within the national CCG Authorisation Process; Metro card scheme for NHS Leeds staff introduced; Continuation of bike to work scheme.
- Under the Local Sustainable Transport Fund (LSTF) 'Getting Transport to Work' project the new "go:cycling" brand was launched; Free adult cycle training sessions commenced across WY; Bike Week activities delivered in June in partnership with the National Sponsor (Samsung), Northern Rail, and other agencies including schools.
- WYFRS' housing accommodation at Normanton now complete incorporating solar panels, rainwater collection, efficient lighting, heating and energy management controls.
- Groundwork installed Small energy efficiency measures in vulnerable households in Q1 2012/13 which will save 17 tonnes of CO2 per year; the Environmental Business service saved 16.23 tonnes in Q1 2012/13. This reduction is equivalent to the amount of CO₂ required to fill 168 Hot air balloons or 66 UK passengers taking a long haul flight of 5200km.

What worked locally /Case study of impact

- LCC's 'Walk the History of the Games' project delivered in 55 Leeds schools saw the winning schools increase the volume of pupils walking to school by over 100%. Data for the top 14 winning schools at the end of June 2012 shows the total average daily increase in walking, scooting and cycling to school was +902 pupils per day.

New Actions

- Establish the governance arrangements for the City Deal and continue to work on developing a 10 year programme of schemes.
- Project team to be reassembled to enable work to progress.
- A65 bus lane to be opened by Minister for Transport 15 September 2012. The scheme aims to generate a 13% increase in bus patronage.
- Leeds Southern Station Entrance consultation to be reviewed; need for a public enquiry to be determined.
- Hold 'Cycle safety near HGV's' display in partnership with Cemex, the Police and go:cycling; Obtain WY Travel Plan Network sponsorship and presence at the annual Eco-Fair; Hold event to cycle 20 pupils from Wigton Moor primary to the Olympic torch Event at Harewood House; Support adoption of a final SPD on Travel Plans by Summer 2012
- Develop a Green Deal financial and delivery model for Leeds City Region to enable a step change in investment and energy efficiency across all housing tenures. Marksman consulting have been appointed by LCR to lead development of Green Deal business case
- Groundwork to continue to work with the governments flagship "Green Deal" programme to be involved in its implementation. Groundwork's aim is to work with the ECO (Energy company obligation) portion of the policy which aims to reduce fuel poverty along with carbon emissions
- Launch and implement the Leeds Climate Change (refresh) Strategy from August 2012.

Data Development

- Headline indicator to be developed
- LCC is working to develop links with the private sector to better monitor their contribution to CO2 emissions.

Risks and Challenges

- As NHS Leeds is due to cease from 1st April 2013 transitional arrangements are curtailing NHS Leeds' ability to drive forward initiatives to reduce emissions
- Cuts to public sector budgets and focus on other priorities alongside difficult economic climate for businesses could provide significant risks for the Third sector
- Securing private sector buy-in to the AVAAP particularly in view of the reduced availability of public funding
- Developing a workable Green Deal financial and delivery model
- Data from the private sector on their contribution to CO2 emissions still needs to be clarified and included
- Create better connectivity between innovation in low carbon technology and the wider business community.

Directorate Priorities	Progress Summary	Overall Progress	Supporting Measures	Target	Q1	Q2	Q3	Q4	Executive Portfolio
Create the environment for effective partnership working	The fourth meeting of the SEC board took place on 23rd July 2012. The Board discussed the impact of the new City Deal on delivery of public transport priorities for Leeds; the 5:3:1 campaign for employers and the draft SEC chapter of the state of the city report. The Board also received a quarter one highlight report on the progress made against the priorities, and approved the report to streamline the current 7 priorities to 3 more sharply focussed ones.	↔	None applicable						
Deliver the Sustainable Economy and Culture Board City Priority Plan	At the second meeting of the Performance Steering Group, members considered how to sharpen and focus the Board's priorities. The group proposed to merge the seven priorities into three higher level priorities and report on these from Q1 onwards. The group also compiled a highlight report summarising the key messages and opportunities which the board considered and approved at their meeting on 23rd July 2012.	↔	None applicable						
Market and promote the city	Leeds fell 5 places in the European cities Monitor 2011 and the supporting measure result is 17% lower than targeted, mostly due to a continuing reduction in the number of enquiries from start-up businesses since 2010/11 which is consistent with a contracting economy. Significant progress has been made in changing the way in which Leeds markets and promotes itself. The new Marketing Leeds Chief Executive took up post at the end of April 2012 and staff from the inward investment and tourism services are due to be seconded to the new organisation in August 2012, which will lead to stronger and more coordinated marketing activity in Leeds. Working in partnership with UK Trade & Investment, Leeds City Region was successfully promoted by the Council at OMTEC 2012 as a location for orthopaedic manufacturing and medical technology. A formal agreement was reached between the Chinese Olympic Committee and the Council to bring the Chinese Olympic training camp to Leeds, which will lead to opportunities for international exposure and the development of business linkages between Leeds and China. The Leeds City Region has successfully secured 'City Deal' status, receiving increased control of additional funding for areas including; transport, infrastructure and inward investment support.	↑	Number of enquiries received from businesses seeking to locate in Leeds*	1400	292				Development and the Economy
Produce a new Local Development Framework and Core Strategy	Work is continuing across several workstreams concurrently in progressing development plan documents and other related documents through their various statutory stages. A number of key milestones have been achieved including Executive Board approval of the scope of the Site Allocations Development Plan Document (DPD), conclusion of public consultation on the proposed changes to the Natural Resources and Waste DPD on 5th July arising from public examination and consultation on the Core Strategy with an initial report on representation considered by Development Plans Panel on the 6th of June. The National Planning and Policy Framework was published during the consultation on the Core Strategy and together with the need to respond to representations will require further public consultation leading to further delays to the previously published timetable. The processing of major planning applications has not met the target again this quarter, mainly because of the impact of the economic situation which has led to delays in applicants completing legal agreements (s106) and negotiations on detailed proposals to achieve high quality schemes causing planning applications to go 'out of time'. The overall level of performance mirrors the national picture which shows the proportion of major applications decided within 13 weeks falling by 13.6% between 2010/11 and 2011/12 to 57% within 13 weeks in 2011/12. The number of applications 'out of time' has been reduced to below 50 and there is a targeted action plan to reduce this further in the coming quarter. The successful completion of applications is a critical indicator to the calculation of new homes bonus for the Council (Which has increased from £2.7m in 2011/12 to £5.47m in 2012/13) Improving major applications performance is a key priority and an action plan is being prepared in conjunction with the cabinet member. The Planning Service is continuing to work closely with developers including establishing early dialogue and confirming s106 expectations and timescales. In addition, an 'Outcome Based Accountability' workshop was held in May to review and refine processing of applications to determine how these might be improved. The outcomes and forward actions from this workshop are now being drafted.	↓	Increase percentage of major and minor planning applications that are completed on time	Majors*	75%	54.17%			Neighbourhoods, Planning and Support Services
				Minors*	80%	83.09%			

Support people to improve skills and move into jobs	<p>Partners in the City have supported a total of 3,387 Apprenticeships starts (16-24yrs) from August 2011 to April 2012. This compares to 3,087 in the same period the previous year, an annual increase of 9%. The Council has supported 25 businesses to take on apprentices with 17 recruited in April; a further 20 apprenticeship starts in the Council; supported the development of a pre-apprenticeships programme with City College to address recruitment needs in specific sectors and delivered support and advice on apprenticeships opportunities to schools and academies.</p> <p>Term 3 of the 2011/12 adult and community learning programme commenced to deliver skills training to over 7,000 adult learners and additional contracts were awarded in April to third sector organisations to provide community based skills support to the parents and carers of 180 young people identified as NEET. A contract was awarded to Leeds College of Building for 12 months support to improve access by young people from disadvantaged communities for skills training, employment and apprenticeships in the construction sector.</p> <p>Tenders were invited for the delivery of the Community Learning programme for 12/13 to commence in September. Through Jobshops and commissioned providers, 487 people have been supported into employment in quarter 1 across sectors and a number of occupation types including retail, financial, manufacturing, health services and logistics.</p>	↑	Number of additional apprenticeship starts for young people (16-24 yrs)	1000	300				Leisure and Skills
			Number of people supported into work	1800	487				
			Number of additional businesses supported to take on apprentices	150	25				
Develop the council's cultural events and facilities including changes to sport centres and Libraries	<p>The sport restructure went live on 30th April 2012, with 34 fewer posts in the system, producing significant budget savings. Work continues with the The Friends of Bramley Baths to support the transfer of Bramley Baths to the group early next year. Work on the Garforth transfer to Schools Partnership Trust continues. Sport's new ICT management system goes live with a pilot leisure centre in August 2012. Development work continues on changes to the Leisure Card offer. There was a small fall in the number of visits to leisure centres this quarter compared to quarter one last year, due to reduced hours at Bramley and Middleton.</p> <p>Options to transfer 3 libraries to community groups to run have been finalised as has the closure of one library. The Olympic and Paralympic games have come to life in the city with the Torch Relay and evening celebration with 1 in 4 people in the city getting involved in the three days the torch was in the city. The 'Artist taking the Lead' project funded by the Arts Council, also part of the Olympics, saw a transformation of the dark arches to great effect.</p> <p>The use (borrowing) of libraries has seen a reduction of approx 2.4% compared to the same period last year. Yet visitors are up by approximately 2% on the same period. Some of the smaller libraries are those affected by the biggest % reductions in issues, whereas the mobile library service has seen an increase in issues of nearly 27% compared to the same period last year.</p> <p>The Library Service have begun a program of Community Engagement which will target each library in turn, working with the communities in the area to build a library that more closely reflects the communities needs and aspirations. By working in and with communities and with local community groups we are naturally letting people know what we do, We will conduct further service-wide and mobile marketing later in the year.</p>	↑	Maintain number of visits to leisure centres*	4,200,000	1,021,835				Leisure and Skills
			Maintain the level of use of libraries (including for example book lending and e-lending)*	3,079,309	703,446				
Provide, manage and maintain a safe and efficient transport network for the city	<p>Highways & Transportation and their partners have had a successful start to the year. The City Deal announcement will provide a £1 billion local fund for investment in transport across the region whilst NGT will boost the local economy through the provision of modern, accessible vehicles which provide reliable, comfortable and frequent journeys to the City Centre from Park and Ride Sites around Leeds.</p> <p>Major works on the Inner Ring Road and A65 are progressing well. All planned maintenance schemes are on track and the Local Transport Plan 3 Integrated Block Schemes; including road safety schemes are progressing well. Provisional killed and seriously injured figures for the first 6 months of the year (Jan-June) indicate that the downward trend is continuing and should help the authority achieve the ambitious target of reducing KSI's by 50% by 2026.</p>	↑	Reduce percentage of non-main roads where maintenance may be needed	8%	Annually Reported at Q4				
			Reduce number of people killed or seriously injured on the roads (Based on a 5 year rolling average)*	289	75 (Jan-Mar)				Development and the Economy

<p>Deliver major projects and make sure these help to deliver the city's priorities; – Arena; Eastgate/Harewood; Trinity; City Park & South Bank; New Generation Transport; Flood Alleviation Scheme; Aire Valley; South Leeds; Leeds /Bradford corridor/Kirkgate Market</p>	<p>The major projects continue to progress well. All key milestones within the Aire Valley (AV) have been achieved to date and the first AV Enterprise Zone occupier, Watershed Packaging, are to develop a new manufacturing facility at Thornes Farm which is expected to create up to 40 new jobs. Both the Arena and Trinity Leeds developments are still on-track to complete in spring 2013 creating 1000's of jobs. The government recently gave 'programme entry status' for the Leeds New Generation Transport (NGT) trolleybus network. The consultants have been appointed to develop the various elements of the current Flood Alleviation Scheme. A pre-application for a development at Clarence Dock, in the South Bank, has been received and the tender process to appoint consultants to develop an outline business case for a new City Centre Park is nearing completion. Finally, Kirkgate Market has completed its stage 1 public consultation and the feasibility study has now commenced.</p>	↔	<p>% major projects key milestones delivered on time</p>	95%	75%				Development and the Economy
<p>Reduce carbon emissions and water usage in council buildings</p>	<p>At Q1, there is a projected overspend of approximately £180k in terms of the running costs of buildings. With regard to energy and water costs, we are projecting an overspend of approximately £560k as a result of continually increasing energy costs. Work continues with other Directorates to progress the Asset Rationalisation Programme however there has been significant slippage, specifically; the Bramley Baths, Garforth Sports Centre and the continued delays within Adult Social Care.</p>	↔	<p>Reduce running costs of our buildings*</p>	£34,600,396	£15,404,580				Environment
			<p>Reduce our energy and water bills*</p>	£8,377,220	£1,136,444				
			<p>Reduce our carbon emissions*</p>	-9.40%	not expected till late Aug 2012				

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20 September 2012

Subject: Scrutiny Board Inquiry Session 4 – Inquiry into the impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City’s transport infrastructure

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 On 16 June 2011 the Scrutiny Board considered the work programme for the year and determined that transport would be one of the key areas on which the Board would concentrate. On 14 July and 22 September 2011 the Scrutiny Board considered the West Yorkshire Transport Plan and Leeds Local Implementation Plan and Strategy and resolved that further Scrutiny be undertaken to establish if transport infrastructure and management is sufficient for Leeds as a developing city in order to sustain economic growth.

The following matters were specifically highlighted as areas of interest:

- a. Traffic impact of new city centre developments under construction or in planning and maintaining traffic flow
- b. Outcome and progress of the NGT scheme and other funding bid requests for major transport works in the City
- c. Park and Ride schemes
- d. Links around and through the City, with particular reference to the north and north-west areas

Submission of Evidence

- 2 Evidence was submitted to the board in accordance with the terms of reference agreed at the December 2011 meeting.

Session 1 – 26th January 2012

- Current transport challenges for the City
- Forecasting, planning and delivery – The integrated approach to identify demand, generate capacity and keep transport flowing
- The role of good transport availability for tackling deprivation
- Transport as a catalyst for the growth of employment and inward investment

Session 2 – 22nd March 2012

- Draft Transport Strategy for the City Centre
- Traffic management strategies and plans
- Network management
 - Links and control of traffic flowing into and around the city centre
 - the improvement of travel times
 - plans for managing disruption to networks/traffic flow around Arena, Eastgate and Harewood quarter and other major city centre developments whilst under construction and once completed
- Promoting sustainable movement including the integration of pedestrians and cyclists

Session 3 – 19th April 2012

- Meeting future demand – Forecast growth and development of the City and the capacity of the transport infrastructure as detailed in the Leeds Implementation Plan to cope in the long, medium and short term. (Census information 2010 if available)
- Park and Ride
 - overview of functioning park and ride schemes in the City and their effectiveness
 - overview of the public consultation that has taken place with regard to functioning sites
 - update on the current position, including development work in progress and potential future options, including influences/rationale for site selection
 - planned consultation process to be undertaken and timetable
 - the opportunities and barriers and the outcomes that might be expected from park and ride

3 The board determined that the outcome of the NGT bid and the next steps to be taken should also be considered as part of this inquiry, once the Government decision on funding the scheme proposal had been made. The Government made their announcement in July 2012. The attached report is brought before the Scrutiny Board (Sustainable Economy and Culture) to provide an update with respect to the Leeds New Generation Transport (NGT) scheme.

4 The attached report completes the submission of evidence for this scrutiny inquiry. An inquiry report will be prepared for the Board's approval.

Recommendation

- 5 The Sustainable Economy and Culture Scrutiny Board is recommended to note and comment on the information contained within the attached report.

Background Papers

None

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Report of Director of City Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20 September 2012

Subject: LEEDS NEW GENERATION TRANSPORT SCHEME

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. At their 1st December 2011 meeting the Board agreed Terms of Reference for an “inquiry into the impact of existing major sources of travel movements within the City, and the plans being made to address the impact of known future developments on the City’s transport infrastructure”.
2. This report provides an initial update with respect to the Leeds New Generation Transport (NGT) scheme following the granting of Programme Entry status by the Department for Transport on the 5th July last.
3. It is anticipated that as the project is developed through the statutory and procurement processes further updates will be provided to this Board in due course.

Recommendations

4. Members are requested to note and comment on this report.

1 Purpose of this report

- 1.1 This report provides Members with an update on the Leeds New Generation Transport project following approval by the Government in July this year.

2 Background information

- 2.1 The Leeds NGT scheme has been developed to deliver a rapid transit public transport solution for the city within the context of traffic congestion; the pivotal support transport provides for a strong economy; and the public wish to see Leeds have a quality transport system with a high standard of public transport.

- 2.2 When funding was withdrawn from the former Leeds Supertram scheme in November 2005, recognising that the City still needed a step change in public transport quality and service and with the encouragement of the Department for Transport consideration was given to the alternatives offered by flexible bus based systems rather than a tram network.

- 2.3 This development process led to the identification of a “trolleybus” based system as offering the most appropriate way forward for the city, with key attributes being that it would:

- Provide a higher capacity system on corridors with highest levels of demand
- Fast and reliable journeys from high levels of segregation
- Electrically powered
- Quality waiting environment – shelters, lighting, information provision
- Quality information before and during the journey
- High quality vehicles attractive to users.

- 2.4 And that such a system would be most appropriate in the following area

- On the busiest and most crowded bus corridors with high proportion of standing passengers
- On the most congested highway corridors, experiencing significant peak delay
- Where there is scope to achieve a significant reduction in public transport journey times
- Where there is potential for a significant improvement in journey time reliability.

- 2.4 Subsequently, further evaluation led to the selection of a preferred option for an electric Trolleybus with rubber tyres powered by overhead wires (sometimes referred to as ‘Light Trams’). This provides a mode of transport with many of the best attributes of tram systems with significant cost savings and advantage of more flexible use. This therefore formed the basis for the development of a detailed scheme case and Government funding submission for a high quality, mainly segregated, rapid transit service with higher capacity and faster journey times than conventional bus services, known as New Generation Transport.

- 2.5 With the approval of the Council's Executive Board on 14 October 2009, a Major Scheme Business Case (MSBC) application was submitted to the Department for Transport (DfT) seeking Programme Entry status (in principle support for scheme funding) at the end of October 2009. Following the General Election of 2010 all major transport schemes were subject to review by the Government and accordingly a detailed review of the NGT scheme was undertaken. It concluded that the NGT scheme demonstrated a strong contribution to the future transport network in Leeds with highly beneficial impacts on travel modal shift and more sustainable travel, whilst helping to maximise the Leeds economy by enhancing its competitive position and facilitating future employment and population growth. This also confirmed the contribution NGT offered for access to employment opportunities and an improved quality of life.
- 2.6 After detailed engagement with the Department for Transport a revised Best and Final Funding Bid (BAFFB) for the scheme was submitted on the 30th March 2012. This bid provided the Department of Transport with a robust economic case for Government investment in the scheme.

3 Main issues

- 3.1 On the 5th July 2012 the Government announced approval to the scheme business case.

“Leeds will have new state-of-the-art trolleybuses that will be faster, more reliable and greener than their predecessors. They will make public transport in Leeds more accessible and attractive than ever before and I know trolleybuses will be transformational for growth and jobs in West Yorkshire. Investment on this scale in precisely this kind of infrastructure is a recognition of how crucial Leeds and Yorkshire are to the long-term success of the British economy.” Justine Greening, Department of Transport 5th July 2012.

- 3.2 A letter confirming this offer was received from the Department of Transport on the 19th July 2012, stating that the scheme will receive the bulk of the funding (up to £173.5 million) from the Department for Transport with the remainder (£76.5 million) coming from local authority sources. The granting of Programme Entry status for the scheme in the Local Transport Major Schemes Programme now enables the scheme to be progressed to the final stages of detailed development and the preparation and submission of the proposed Transport and Works Act Order (i.e. the statutory consents necessary for the scheme to be constructed).
- 3.3 The attached plan shows the proposed routes being developed which includes a North Leeds, City Centre and South line route. When the trolleybus system is completed it will run from Holt Park in the north to Stourton in the south, linking with two Park-and-Ride sites. The trolleybus will operate in exclusive designated road lanes along more than 40 per cent of its 8.7 mile length.

- 3.4 The main change since the scheme was first submitted for Government approval is that the previous proposals of a central loop around the City Centre and the East Line out to St James have been withdrawn from the first phase of the scheme. This was as a result of the Department of Transport being unable to allocate funding for that element of the scheme at this stage. However, it is considered that the approved scheme has the potential to be the first phase of a wider network with the potential, subject to future funding and value for money assessments, for extensions to the East and Aire Valley areas as well as West Leeds, although these do not form part of the current funding allocation and design work.
- 3.5 As well as the routing and vehicle issue the potential impact of NGT on commercial bus services across Leeds is an acknowledged issue that any publicly controlled rapid transit system must assess and resolve. This is something the project team is giving detailed consideration to including the review of a number of complex scenarios depending on the procurement route taken, potential partners / operators of NGT, the implementation of Quality Partnerships / Contracts, and potential for interchange at the Park and Ride sites. The approach to be taken will become clearer as time progresses and will be considered in some detail at the Public Inquiry.
- 3.6 As a result of this approval the joint promoters (Metro and Leeds City Council) have remobilised the project team and commenced development work in order to hit the scheme programme agreed with the aim of moving forward to a Transport and Works Act Order (TWAO) application in Spring 2013 and a Public Inquiry in late 2013.
- 3.7 This package of plans and reports, in essence is similar to a large planning application, is submitted to the Local Planning Authority but then 'called in' by the Secretary of State. The TWAO seeks to obtain the powers required to:
- compulsorily purchase land
 - designate roads
 - operate a trolleybus system
 - procure the trolleybus vehicles and operate them
 - deliver enforcement strategies including Traffic Regulation Orders and cameras
 - remove trees and relocate utilities
 - implement mitigation measures (to offset the negative impacts of the scheme)
- 3.8 In conjunction with the TWAO process the Promoters will be seeking:
- deemed planning consent for the whole scheme
 - approval of the required Conservation Area and Listed Building applications
- 3.9 The deemed planning consent is comparable to an Outline planning consent with the principle of the extent of works (limits of deviation) approved, along with

indicative proposals but with the very detailed measures conditioned. The responsibility of discharging these conditions then lies with the Local Planning Authority.

- 3.10 The TWAO package will contain among other items:
- formal request for the S.90 direction (deemed consent)
 - consultation report
 - proposed planning conditions
 - various plans at different scales and detail
 - Design Statement
 - Transport Assessment
 - full Environmental Statement including Sustainability Appraisal
 - Planning Statement
- 3.11 The application will result in local advertisement, local notices and a 42 day period for members of the public and other interested parties to inspect the application and make representations to the Secretary of State, with the probability that these will then be referred to a public local inquiry. All documents will be made available to view at Leeds City Council / Metro offices with a version accessible on-line. Prior to the TWAO submission further approval will be sought from the Leeds City Council Executive Board, following on from the current consultation with Ward Members and the public including the local Area Committees.
- 3.12 Prior to the original scheme submission, the extent of the TWA Order submission plans and the limits of deviation were in preparation. It was assumed at this time that the limits would remain quite broad until the Promoters were satisfied that all works to be undertaken by the Project are contained within the agreed limits. The initial consequences of broad limits however mean that the number of affected parties remains quite large. To draw in the limits at this stage would restrict on going design and restrict the opportunity to make amendments in response to negotiations and discussions with potential objectors.
- 3.13 A detailed 'Land Referencing' exercise also forms part of the scheme development process. This was commenced prior to the original scheme submission in 2009. The information will now require updating so that it can form part of the 'Book of Reference' required as part of the TWAO application with key land ownership and interest details.
- 3.14 When the application is made for the TWAO, documents will be made available for inspection by the public. Adverts in local newspapers, a notice to all landowners/properties affected by the compulsory purchase of property and display of notices along the route of any proposed construction sites.
- 3.15 Once the TWAO application is made, there is a right to make a formal objections to the proposals over a six week period. Within 28 days of the objection period ending, the Secretary of State must decide on whether to hold a public Inquiry. A Public Inquiry can be expected where a scheme raises complicated issues and it is therefore most likely that a Public Inquiry will be required for NGT. The current proposed programme for the scheme is indicated below:

Programme entry re approval	July 2012
Remobilisation of team	August/September/October 2012
Design Freeze for the Plans	December 2012
Transport and Works Act Order submission	April 2013
Public Inquiry	Sept 2013 to October 2013
Secretary of State Decision	May 2014
Construction	Summer 2016 to Autumn 2018
Start of NGT Operations	Winter 2018

- 3.16 Creation of local jobs is a key issue for the Council and will be considered as part of the scheme package as it is developed. There are three key areas of potential job creation The scheme business case estimated that approximately 4000 jobs would be created as a result of the NGT scheme. This will be from enhanced local business opportunities and efficiencies of time travel and construction jobs. Additionally it is estimated that 250 jobs will be created from the operation and maintenance of the scheme The ability to employ local labour will be a consideration of the procurement agreement for both the construction and operations elements and these will be explored through the ability to instigate legal local labour agreement.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Prior to the original submission of the scheme business case an extensive process of consultation was undertaken up to the point the scheme was paused whilst the Government undertook a review in 2010.
- 4.1.2 The initial period of NGT public engagement involved undertaking a series of public exhibitions in Leeds City Centre in November 2008. This process served to raise awareness of the emerging NGT proposals and provide feedback from the public on certain key attributes of the scheme. The exhibitions were well attended with over 1,000 people visiting over a four day period. There was a positive response to the NGT proposals and respondents welcomed the fact that they involve high quality public transport improvements and Park and Ride. The issue of quality was important and the results showed a desire for a scheme that is more than a 'typical bus'.
- 4.1.3 The second phase of NGT consultation ran from June to September 2009. The aim of this second phase was to present the more detailed proposals for NGT at exhibitions along the proposed routes as well as in Leeds City centre to obtain as wide a consultation as possible of the public's views on the scheme. At the same time a series of detailed briefings were given to Ward Members, together with presentations to Area Committees and attendance at Community Forums where requested.

4.1.4 During this second phase a series of public exhibitions were held on each of the NGT routes and exhibition visitors had the opportunity to discuss the proposals with project staff and if desired go through the concept design plans in detail. Overall 20,000 questionnaires were handed out as part of the consultation exhibitions and an online version was also available on the NGT website. The summer 2009 consultation consisted of six public exhibitions each lasting two to four days across Leeds including evenings and Saturdays with nearly 1,400 people attending. Information was also available on the internet, in libraries, to local groups and distributed to members of the public on-street.

4.1.5 It is now recognised that the final detailed development of the scheme for implementation will need further engagement to build on the extensive consultation which underpinned the successful scheme bid. This will also need to reflect the two year gap occupied by the process of securing the Government's support. The next stage of consultation and engagement will therefore focus on the preparations and detailed needed to support the development and submission of the Transport and Works Act application in spring 2013 and the Public Inquiry in late 2013.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 The development of the NGT Major Scheme Business Case and funding bid was accompanied by a full Equality Impact Assessment.

4.3 Council Policies and City Priorities

4.3.1 The development and progression of the Leeds NGT scheme is consistent with the Local Transport Plan and transport strategy and specifically supports the delivery of the City Priorities to:

- Improve journey times and the reliability of public transport; and
- Improve the environment through reduced carbon emissions.

4.4 Resources and Value for Money

4.4.1 This report has no specific resource and value for money implications. Further detailed reports on the progress and development of the scheme will be provided to the Executive Board in due course.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report has no specific legal or access to information implications. The detailed legal, procurement and developments issues relating to the scheme are being addressed in the course of the detailed project development now in process.

4.6 Risk Management

- 4.6.1 This report has no risk management implications. Processes for risk and project management are in place for the delivery of the NGT scheme in line with the Council and Metro best practice and procedures.

5 Conclusions

- 5.1 This report has presented the current position with respect to the Leeds NGT scheme following approval by the Department for Transport in June this year. The report has set out the current position and the next steps now being followed to progress the scheme through the necessary statutory processes, other procedures and procurement required to move the project forward to implementation.

6 Recommendations

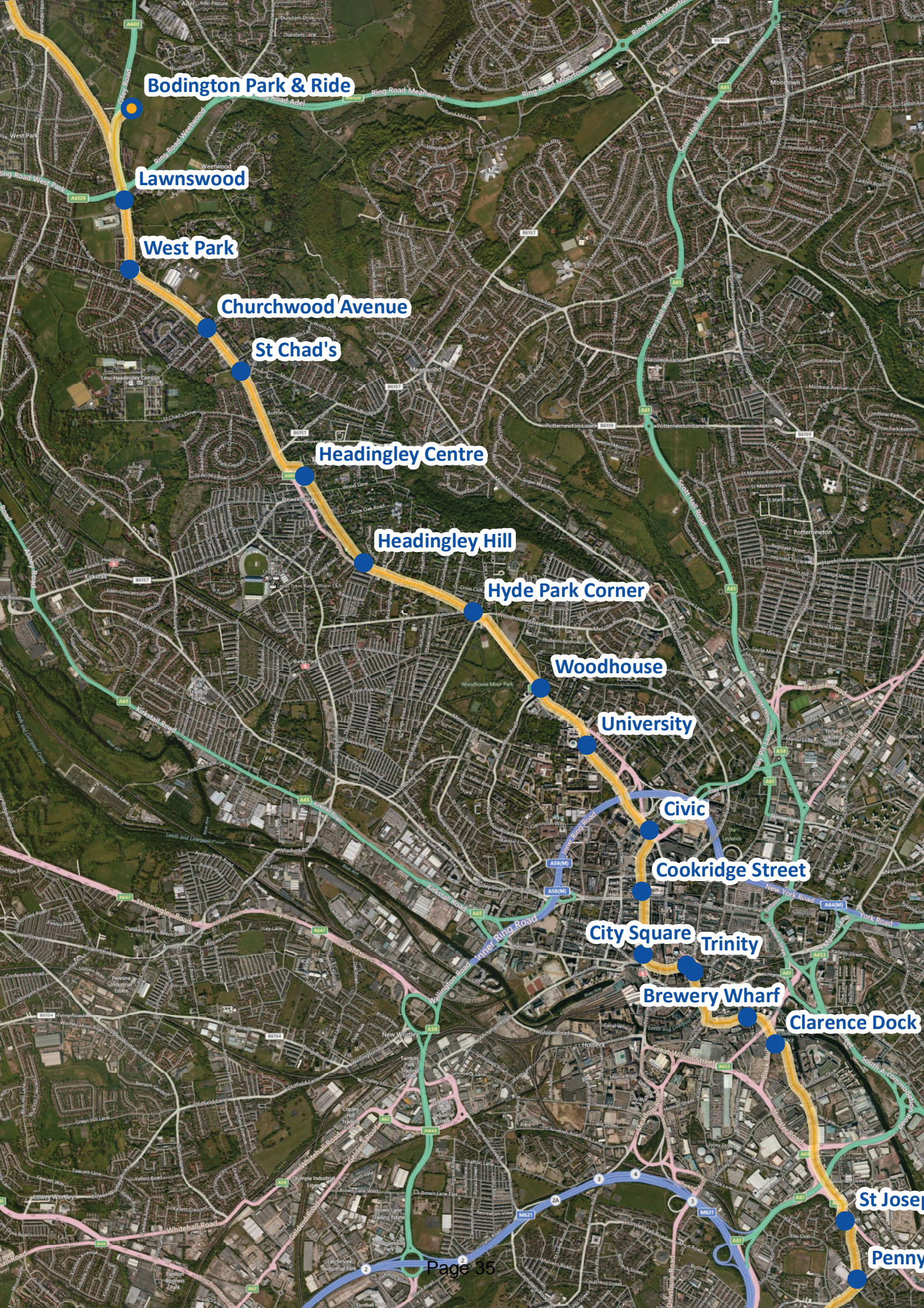
- 6.1 Scrutiny Board members are requested to note and comment on this paper.

7 Background documents ¹

- 7.1 The following background documents relate to this report.

- i) Leeds New Generation Transport, Major Scheme Business Case.

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.



Bodington Park & Ride

Lawnswood

West Park

Churchwood Avenue

St Chad's

Headingley Centre

Headingley Hill

Hyde Park Corner

Woodhouse

University

Civic

Cookridge Street

City Square

Trinity

Brewery Wharf

Clarence Dock

St Joseph

Penny

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Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20 September 2012

Subject: Draft terms of reference – Scrutiny Board inquiry on Bus Services

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. The Board has decided that it wishes to carry out an inquiry on bus services this year. A working group meeting was held on 2 August to meet with representatives from City Development and Metro to scope the inquiry. Draft terms of reference for the inquiry will be circulated before the meeting for the Board's approval.

Views of the director and executive member

2. The Scrutiny Board Procedure Rules also require that, where a Scrutiny Board undertakes an Inquiry, the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference. These views will need to be taken into account in finalising the terms of reference.
3. Any comments received on the draft terms of reference will be reported to the Board at the meeting.

Recommendation

4. The Board is requested to agree the terms of reference for the inquiry.

Background papers¹

None used

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: Kate Arscott
Tel: 247 4189

Report of Head of Scrutiny and Member Development

Report to Scrutiny Board (Sustainable Economy and Culture)

Date: 20 September 2012

Subject: Work Schedule

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. The Board's current work schedule is attached as appendix 1. The work schedule will be subject to change throughout the municipal year.
2. Also attached as appendix 2, 3 and 4 respectively are the minutes of Executive Board of 18 July and 5 September 2012 and the Council's current Forward Plan relating to this Board's portfolio.

Recommendations

3. Members are asked to:
 - a) Consider the work schedule and make amendments as appropriate.
 - b) Note the Executive Board minutes and Forward Plan

Background papers¹

None used

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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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	June	July	August
Marketing and promotion of the City			
Bus services in Leeds			Draft terms of reference WG 2/8/12
The role of Leisure and Culture in promoting public Health			Draft terms of reference WG 30/8/12
Transport			
Annual review of Partnership			
Requests for Scrutiny		Call In (Hackney Carriages in bus lanes) SB 12/7/12	
Briefings	Equality Indicators SB 28/6/12		
Budget & Policy Framework Plans			
Flood Risk Management			
Recommendation Tracking		<ul style="list-style-type: none"> • Young People's engagement in cultural, sporting and recreational activities • Maximising Powers to Promote, Influence and create Local Employment and Skills Opportunities SB 12/7/12	
Performance Monitoring	Quarter 4 performance report SB 28/6/12		

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Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	September	October	November
Marketing and promotion of the City	Session 1 Evidence from Marketing Leads Draft terms of reference (to be undertaken by WG post September meeting if applicable) SB 20/9/12	Session 2 SB 18/10/12	Session 3 SB 22/11/12
Bus services in Leeds	Agree terms of reference SB 20/9/12		Session 1 SB 22/11/12
The role of Leisure and Culture in promoting public Health		Agree terms of reference SB 18/10/12	
Transport	Evidence gathering (Continuation of work commenced in 2011/12) SB 20/9/12		
Annual review of Partnership			
Requests for Scrutiny			
Briefings		Report requested by Board April 2012 with regard to ensuring our contractors are set CO ₂ targets which are monitored SB 18/10/12	
Budget & Policy Framework Plans			
Flood Risk Management		Report on current position SB 18/10/12	
Recommendation Tracking		Young People's engagement in cultural, sporting and recreational activities SB 18/10/12	Maximising Powers to Promote Influence and Create Local Employment and Skills Opportunities SB 22/11/12
Performance Monitoring	Quarter 1 performance report SB 20/9/12		

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	December	January	February
Marketing and promotion of the City			
Bus services in Leeds	Session 2 SB 20/12/12		
The role of Leisure and Culture in promoting public Health		Session 1 SB 24/1/13	Session 2 SB 21/2/13
Annual review of Partnership			
Requests for Scrutiny			
Briefings		To consider how S106 obligations are monitored and tracked, the current position with outstanding/overdue obligations and the arrears of S106 funding SB 24/1/13	
Budget & Policy Framework Plans		To receive Executive Board's initial budget proposals SB 24/1/13	
Flood Risk Management			
Recommendation Tracking			
Performance Monitoring	Quarter 2 performance report SB 20/12/12		

Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2012/2013 Municipal Year

Area of review	Schedule of meetings/visits during 2012/13		
	March	April	May
Marketing and promotion of the City			
Bus services in Leeds			
The role of Leisure and Culture in promoting public Health	Session 3 SB 21/3/13		
Annual review of Partnership	To undertake “critical friend” challenge SB 21/3/13		
Requests for Scrutiny			
Briefings			
Budget & Policy Framework Plans			
Flood Risk Management			
Recommendation Tracking			Young People’s engagement in cultural, sporting and recreational activities
Performance Monitoring	Quarter 3 performance report SB 21/3/13		

EXECUTIVE BOARD

WEDNESDAY, 18TH JULY, 2012

PRESENT: Councillor K Wakefield in the Chair

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

**33 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 A to the report referred to in Minute No. 40 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendix 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 benefit of keeping the information exempt is considered greater than that of allowing public access to the information.
- (b) Appendix 1 to the report referred to in Minute No. 42 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendix contains the detailed prices submitted by the contractor for the goods supplied. It is, therefore, considered that the public interest in maintaining the content of appendix 1 as exempt outweighs the public interest in disclosing the information contained in Appendix 1, as disclosure would prejudice the commercial interests of the contractor and the prices submitted relates to the financial/business affairs of a particular company.
- (c) Appendix 1 to the report referred to in Minute No. 45 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendix contains information which if disclosed to the public would, or would be likely to prejudice the commercial interests of the Council and/or proposed partner. It is therefore deemed in the public interest not to disclose such information.
- (d) Appendix A to the report referred to in Minute No. 53 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the public interest in maintaining the exemption in relation to this confidential appendix outweighs the public interest in disclosing the information, by reason of the fact that it contains information and

financial details which, if disclosed, would adversely affect the business of the Council and may also adversely affect the business affairs of the other parties concerned.

- (e) Appendices B to F to the report referred to in Minute No. 54 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendices contain information relating to the financial or business affairs of third parties and of the Council, and the release of such information would be likely to prejudice the interests of all parties concerned. Whilst there maybe a public interest in disclosure, in all the circumstances of the matter, maintaining the exemption is considered to outweigh the public interest in disclosing this information at this time.
- (f) The Appendix to the report referred to in Minute No. 57 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that this is information relating to the financial or business affairs of Caddick and the Council, and that in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosure.
- (g) Appendix A, together with Plans A and B to the report referred to in Minute No. 60 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that they contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining the exemption in relation to this documentation outweighs the public interest in disclosing the information by reason of the fact that they contain information and financial details which, if disclosed, would adversely affect the business of the Council and may also adversely affect the business affairs of the other parties concerned.

34 Late Items

There were no late items as such, however, it was noted that exempt Appendix A to agenda item 9, entitled, 'Little London, Beeston Hill and Holbeck: Housing PFI Updated Affordability Position' had been circulated to Executive Board Members for their consideration, following the publication of the agenda (Minute No. 40 refers).

35 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations of interest made at this point in the meeting, however, declarations of interest were made later in the meeting (Minute No. 54 refers).

36 Minutes

RESOLVED – That the minutes of the meeting held on 20th June 2012, be approved as a correct record.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

37 Gambling Act 2005 Statement of Licensing Policy

The Head of Licensing and Registration submitted a report on the triennial review of the Gambling Act 2005 Statement of Licensing Policy, with the recommendation that the matter be referred to Scrutiny Board (Resources and Council Services) for consideration, in accordance with the Council's Budget and Policy Framework.

RESOLVED –

- (a) That the current Gambling Act 2005 Statement of Licensing Policy 2010-2012 be noted.
- (b) That the contents of the submitted report, together with the letter appended to the report, be noted.
- (c) That the policy be referred to Scrutiny Board (Resources and Council Services) for its consideration.

(The matters referred to within this minute were not eligible for Call In, as the development of a Policy under the Gambling Act 2005 was a matter for full Council and follows the Council's Budgetary and Policy Framework process)

38 Scrutiny Inquiry into Affordable Housing by Private Developers

The Director of City Development together with the Director of Environment and Neighbourhoods submitted a joint report providing a response to the nine recommendations of the former Scrutiny Board (Regeneration), following its inquiry into Affordable Housing by Private Developers.

Councillor J Procter attended the meeting as Chair of the Scrutiny Board (Regeneration) which had undertaken the inquiry.

RESOLVED – That consideration of the responses to the Scrutiny Board's recommendations, as set out within section 3 of the submitted report, be deferred, in order to enable all relevant parties to discuss such matters further, with an updated report being submitted to the September 2012 meeting of Executive Board for consideration.

39 Derelict and Nuisance Site Programme

The Director of City Development submitted a report presenting the emerging derelict and nuisance site programme, whilst also providing an overview of the early work which had been undertaken in this field.

A Member raised concerns in respect of the related consultation exercise which had been undertaken with Members and the extent to which the programme had been considered by Area Committees. In response, such concerns were acknowledged and it was noted that local Ward Members would be consulted directly on the programme. Additionally, it was noted that if Ward Members wished to suggest further sites for inclusion within the

programme, then such suggestions would be welcomed and considered in line with the programme's processes.

RESOLVED –

- (a) That the progress made on the project to deal with derelict and nuisance sites be noted.
- (b) That the first tranche of properties to be tackled be agreed, and that a further report be submitted to the Board in June 2013 covering the progress made during 2012/13.

40 Little London, Beeston Hill & Holbeck: Housing PFI Updated Affordability Position

Further to Minute No. 217, 7th March 2012, the Director of City Development submitted a report confirming the outcomes being sought for the Little London, Beeston Hill and Holbeck Private Finance Initiative Project and providing updated details of the financial position, in advance of the Financial Close.

Appendix A to the submitted report, which was designated as exempt under Access to Information Procedure Rule 10.4(3) was circulated to Board Members for their consideration, following the publication of the agenda papers.

Responding to an enquiry, the Board received assurances in respect of the processes which had been followed regarding public procurement regulations.

The Chief Executive advised that dialogue continued with central Government with the aim of ensuring that wherever possible, the pace of progress for such initiatives was maximised.

Following consideration of Appendix A 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 – That (without affecting the authority to proceed to financial close of the project and approvals in relation there to resolved at previous meetings of this Board [and in particular Executive Board resolution 184 (g) – (j) inclusive made on 9 March 2011]):-

- (a) The progress made, and the intention to let the contract by the end of July 2012, or as soon as possible after that, to allow a start on site by November 2012, with mobilisation and preliminaries prior to this date, be noted.
- (b) The process in place to achieve financial close 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) The key decision to re-profile the Council's affordability contribution to the project, as set out within exempt Appendix A to the submitted report be approved, and the Director of Environment and Neighbourhoods be authorised to approve the final profiling of the contributions.
- (d) The updated financial implications and affordability parameters, as set out within exempt Appendix A to the submitted report, be approved.

(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 this minute)

(The matters referred to within this minute were not eligible for Call In, as it was considered that any delay to such matters would seriously prejudice the Council's or the public's interests)

CHILDREN'S SERVICES

41 Design and Cost Report : Hugh Gaitskell Primary School: Additional Accommodation

The Director of Children's Services submitted a report seeking approval to provide additional accommodation at Hugh Gaitskell Primary School for September 2012, whilst also seeking the necessary authority to incur the associated expenditure.

Responding to a concern raised, officers provided assurances in respect of the budgetary implications arising from the proposed provision of additional accommodation within schools and also undertook to submit a report to the September 2012 Executive Board meeting responding to a previous request specifically regarding Bankside Primary School.

RESOLVED –

- (a) That approval be given to proceed with works to provide additional accommodation at Hugh Gaitskell Primary School, at an estimated total cost of £514,690.
- (b) That approval be given to incur expenditure of £514,690 from capital scheme number 15822\HUG\000.

42 Basic Need programme - Permission to consult on School Place Expansions for 2014

The Director of Children's Services submitted a report which sought permission to consult upon proposals relating four primary school expansions, scheduled to take effect from September 2014, which would form part of the Council's Basic Need programme.

Having reported a concern which had been received from a school governor regarding faith education, the Executive Member for Children's Services

assured the Board that such matters would be addressed as part of the associated consultation exercise.

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

RESOLVED –

- (a) That the development of the Little London community hub project be noted.
- (b) That approval be given to the following consultation exercises being undertaken:-
- to expand Little London Primary School from a capacity of 210 pupils to 630 pupils with an increase in the admission number from 30 to 90 with effect from September 2014;
 - to expand Tranmere Park Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014;
 - to expand Rufford Park Primary School from a capacity of 210 pupils to 315 pupils with an increase in the admission number from 30 to 45 with effect from September 2014;
 - to expand Sharp Lane Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2014.

LEISURE AND SKILLS

43 Establishment of the Leeds Apprenticeship Training Agency (ATA)

The Director of City Development submitted a report which sought approval for Leeds City Council to establish the Leeds Apprenticeship Training Agency (ATA) in partnership with Leeds City College, which would operate as a jointly owned and separate company limited by guarantee.

The Board emphasised the crucial role which Small and Medium Enterprises (SMEs) would play in the delivery of this initiative and received an update on the work currently ongoing to engage with such enterprises. In addition, Members were provided with assurances that the initiative would be a key component of Leeds becoming a NEET (Not in Education, Employment or Training) free city, and that it would also help to equip young people with the necessary skills they required for employment.

In conclusion, the Chair emphasised the ambitious nature of this initiative and thanked the Board for the cross-party support it had received.

RESOLVED –

- (a) That Leeds City Council's involvement in the establishment of the Leeds Apprenticeship Training Agency be approved.

- (b) That approval of the detailed terms of the Articles of Association and the Member Agreement be delegated to the Director of City Development.
- (c) That the Director of City Development, or his nominated representative, be appointed as a Director of the Leeds Apprenticeships Training Agency.
- (d) That the Board's endorsement be given to the new company being registered with Companies House.

ADULT SOCIAL CARE

44 Update on the Award of the Contracts for Neighbourhood Network Services for the East of Leeds and on Wider Neighbourhood Network Developments

Further to Minute No. 5, 22nd June 2011, the Director of Adult Social Services submitted a report which provided details of the approval given by the Director to award the contracts for the Neighbourhood Network Service provision for the East of Leeds. In addition, the report detailed background information to the current service provision and the decision to procure the services detailed within the submitted report, whilst also outlining the procurement process and the outcomes from the evaluation stage, taking account of the recommendations and lessons learned from the 2009 citywide Neighbourhood Networks procurement exercise and the Independent Review in 2010.

The Board welcomed the outcomes arising from the procurement process, whilst the Chair thanked the Director of Adult Social Services and her team for all of the work which they had undertaken on this matter.

RESOLVED –

- (a) That the award of the contracts for the Neighbourhood Network Services for the East of Leeds to the following organisations be noted:
 - Burmantofts area – Burmantofts Senior Action
 - South Seacroft area - South Seacroft Friends and Neighbours Scheme
 - Richmond Hill - Richmond Hill Elderly Action Limited
 - Swarcliffe area - Swarcliffe Good Neighbours Scheme
 - Crossgates - Crossgates & District Good Neighbours.
- (b) That the procurement process undertaken, and the implementation of lessons learned from the 2010 Independent Review, be noted.
- (c) That the continued importance and potential of the Neighbourhood Network Services in delivering the priorities associated with the Adult Social Care 'Better Lives for People in Leeds' programme, be noted.

45 Shared Service Partnership with Calderdale Metropolitan Borough Council to meet Adult Social Care Technology Requirements

The Director of Adult Social Services submitted a report outlining the options available for replacing the current Electronic Social Care Record (ESCR) and ESCR financial systems, whilst also detailing the case for adopting a shared service partnership arrangement with another local authority. In addition, the report outlined the supporting technology components, including Electronic Document Record Management and Reporting, to be implemented alongside the case management solution. The report also sought approval to enter into a partnership agreement with Calderdale Council, release the related funding and incur the necessary expenditure.

The report noted that a number of options for the replacement of the existing ESCR and ESCR financial systems had been investigated. The options considered related to:

- Upgrading the existing system;
- The use of health systems;
- The procurement of a third party system; and
- A potential 'shared service' arrangement with another local authority, where Leeds adopted their case management recording system.

Responding to specific concerns raised as to whether the Adult Social Care Client Information System used by Calderdale Council would be fit for Leeds' purpose, it was requested that related matters were referred to the Corporate Governance and Audit Committee, so that the acquisition of the system could be monitored.

Following a Member's enquiry regarding the costs associated with this scheme, together with the equivalent system used by Children's Services, the Member in question was provided with further details, with officers undertaking to provide more detailed information, should this be required.

Having noted the comments which had been made, it was agreed that further to the related matters being referred to the Corporate Governance and Audit Committee, Executive Board receive an update report every 6 months in order to monitor the progress of the initiative.

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

RESOLVED –

- (a) That approval be given to enter into a partnership agreement with Calderdale Metropolitan Borough Council for the purchase of an initial 20% share of their Adult Social Care Client Information System (CIS), with options to increase this share as described in section 3.2 of the submitted report.
- (b) That the necessary expenditure be authorised, as defined within exempt Appendix 1 to the submitted report, to undertake the following:-

- purchase a share in the system and implementation support from Calderdale Metropolitan Borough Council;
 - implement the Case management, integrated financial and contract management modules of Calderdale's CIS in partnership with Calderdale Metropolitan Borough Council to meet Leeds requirements;
 - implement and integrate Leeds City Council's corporate Electronic Document and Records Management System (EDRMS) in parallel with the Case Management System;
 - build and develop a reporting and Business Intelligence (BI) solution utilising existing corporate reporting and Business Intelligence technology.
- (c) That the matters raised in relation to the Adult Social Care Client Information System be referred to the Corporate Governance and Audit Committee, so that the acquisition of the system can be monitored.
- (d) That Executive Board receive a report every 6 months which provides an update in respect of the project's progress.

46 Consultation on the Charges for Non-Residential Adult Social Care Services

The Director of Adult Social Services submitted a report setting out proposals for a consultation process on proposed changes to charges for non-residential Adult Social Care services following approval for a further charging review by Executive Board on 27th July 2011 (Minute No. 36 referred). In addition, the report outlined the reasons for the proposals and the likely implications for customers and income levels. The report also detailed the way in which the public consultation on the impact of these proposals would be conducted.

Members highlighted the need to ensure that the proposed consultation exercise was handled as sensitively as possible.

RESOLVED -

- (a) That the public consultation on the proposed new charges that are set out within section 4.8 of the submitted report, be approved.
- (b) That the impact of the proposed changes on commissioned services, as outlined within sections 4.17 and 4.18 of the submitted report, be noted.
- (c) That the impact of the proposed changes on other Council services, as set out within sections 4.19 and 4.20 of the submitted report, be noted.
- (d) That the public consultation on the proposed changes to the financial assessment methodology that are set out within sections 4.21 and 4.22 of the submitted report, be approved.

- (e) That a further report be brought to Executive Board later this financial year, with final charging proposals following a more detailed analysis of the impact and the outcome of the consultation.

47 Leeds Safeguarding Adults Partnership Annual Report 2011/2012

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

Professor Paul Kingston, Independent Chair of the Adult Safeguarding Partnership Board, provided an introduction to the key points raised within the annual report, together with a summary of the work undertaken by the Partnership.

Responding to an enquiry, the Board was provided with details regarding the level and source of safeguarding referrals in Leeds. Having noted the significant increase in the number of safeguarding referrals which had been reported over the past year, Members discussed the reasons for such a rise and the accompanying capacity issues.

The Board highlighted the importance for Elected Members to be aware of the safeguarding process and welcomed the fact that a further Members' seminar on such matters was proposed for later in the year. In addition, it was requested that Executive Board members were provided with a further, more detailed breakdown of data relating to the source and levels of safeguarding referrals, which included a distinction between those referrals made in respect of public and private service provision and also NHS provision.

In conclusion, Members welcomed the annual report and the detailed discussion which had taken place, and it was agreed that the submitted report and associated documentation be referred to Scrutiny Board (Health and Wellbeing and Adult Social Care) for further consideration.

RESOLVED –

- (a) That the contents of the 2011/12 Leeds Safeguarding Adults Partnership Annual Report, as appended to the submitted report be noted, and that the work programme of the Adult Safeguarding Partnership Board for 2012/13 be endorsed.
- (b) That the submitted report and associated documentation be referred to Scrutiny Board (Health and Wellbeing and Adult Social Care) for further consideration.

RESOURCES AND CORPORATE FUNCTIONS

48 Treasury Management Annual Outturn Report 2011/12

The Director of Resources submitted a report providing a final update on the Council's Treasury Management Strategy and operations for 2011/2012.

The Chair thanked all of the officers who had been involved in the Council achieving its current Treasury Management position.

RESOLVED – That the treasury management outturn position for the year 2011/2012, be noted.

49 Annual Risk Management Report

The Director of Resources submitted a report providing assurances upon the strength of the Council's risk management arrangements, whilst presenting an overview of the authority's strategic risks.

The Executive Member for Development and the Economy provided the Board with an update in respect of the current position regarding city flooding. Having considered this matter, Members emphasised the need for all parties to continue to lobby central Government with regard to accessing the funding streams required to establish the level of flood defences necessary to protect the city, given the substantial economic and commercial impact that flooding to Leeds city centre would have upon the whole of the city region.

RESOLVED – That the contents of the annual risk management report be received, and the related assurances provided within the submitted report be noted.

50 Financial Health Monitoring 2012/2013 - First Quarter Report

The Director of Resources submitted a report presenting the Council's projected financial health position for 2012/2013 after three months of the financial year, in respect of the revenue budget and the Housing Revenue Account.

Responding to a Member's concerns, the Board discussed the projected overspend within refuse collection and any potential impact that this may have upon the roll out of further service provision in this area.

RESOLVED – That the projected financial position of the authority, after three months of the financial year, be noted.

51 Capital Programme Update for 2012 - 2015

The Director of Resources submitted a report providing an update upon the financial position for 2012/13 as at June 2012, including an update on capital resources, a summary of schemes upgraded from 'Amber' to 'Green' status since February and a summary of progress which had been made on some major schemes. In addition, the report also included ALMO capital investment proposals and sought specific approvals in order to allow some schemes to progress.

RESOLVED –

- (a) That the latest position on the general fund and Housing Revenue Account capital programmes, be noted.

- (b) That the transfer of schemes from the Amber to the Green programmes, as set out within section 3.3 of the submitted report, be noted.
- (c) That the following allocations from the Economic Initiatives provision in the capital programme be approved:-
 - § £885,000 for the Eastgate development
 - § £250,000 for Brunswick Terrace
 - § £500,000 for Town and District Regeneration Scheme
 - § £3,345,000 to support the delivery of superfast broadband in the region
- (d) That the injection into the capital programme of £10,173,000, funded by government grant to enable the provision of additional primary school places, be approved.
- (e) That the economic impact of the Council's capital programme, as detailed within section 5 and Appendix D of the submitted report be noted.

52 Council Business Plan Refresh 2012-2013

The Assistant Chief Executive (Customer Access and Performance) submitted a report outlining a number of proposed amendments and updates to the Council Business Plan, which would ensure that the Plan remained up to date, continued to reflect the Council's main challenges and included targets which were both challenging, but also realistic.

Responding to a Member's enquiry, the Board received reassurance in respect of the proposed target for 2012/2013 regarding the maintenance of non main roads.

RESOLVED – That the changes to the Council Business Plan for 2012-2013, as detailed within the submitted report, be approved.

53 Phase 1 Changing the Workplace: City Centre Office Accommodation

Further to Minute No. 137, 2nd November 2011, the Director of Resources, the Assistant Chief Executive (Customer Access and Performance) and the Director of City Development submitted a joint report detailing the progress which had been made to date in relation to the Changing the Workplace programme, whilst also highlighting the benefits being delivered as a result. Specifically, the report sought agreement to roll out new ways of working within the city centre, which would lead to a reduction in the number of the Council's city centre office properties.

Members highlighted the importance of the scheme and the need to ensure that the progress of it was monitored in terms of costs, savings and value for

money. The Chair acknowledged the comments made and emphasised the vital role that face to face contact played in the delivery of Council services.

Following consideration of Appendix A 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 – That the proposals outlined within the submitted report, regarding city centre office accommodation, together with the specific recommendations contained within section 6.0 of the exempt appendix to the submitted report (which included the submission of an annual report to Executive Board providing an update position of spend on the programme against outcomes delivered), be approved.

54 Loan with Yorkshire County Cricket Club - Variation of Agreement and Granting of Consents

Further to Minute No. 184, 14th January 2009, the Director of Resources submitted a report providing information on a request received by the Council from Yorkshire County Cricket Club regarding a loan provided by the Council to the Club in 2005. The Club's request related to amending the current schedule of repayments for the loan and extending the repayment period. In addition, the report noted that the Club was also seeking the Council's consent to amend its term loan with its bank and to enter into a financial liability.

On behalf of the Board, the Chair thanked all officers who had been involved in the negotiation process with the Club in respect of this matter.

Following consideration of Appendices B to F 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 variation to the Council's loan agreement with Yorkshire County Cricket Club be agreed, as outlined within the submitted report.
- (b) That the necessary consents be granted to facilitate Yorkshire County Cricket Club entering into a variation in respect to their loan agreement with their bank and also to enable the Club to accept the loan from its Chairman.

(Councillor Yeadon declared an Other Significant Interest in respect of this matter, as a member of Yorkshire Disabled Cricket Club. The Director of City Development declared an interest in respect of this matter, as the Council's nominated Director on the Board of Yorkshire County Cricket Club)

55 Commission on the Future of Local Government - Progress Update

Further to Minute No. 232, 11th April 2012, the Assistant Chief Executive (Customer Access and Performance) submitted a report providing an update on the outcome of the work undertaken by the Commission on the Future of

Local Government which explored the concept of Civic Enterprise as a means to respond to the changes and challenges which faced local government.

RESOLVED –

- (a) That the findings of the Commission, in particular the five Propositions, along with the Commitments and Calls to Action, be noted.
- (b) That the work which is underway to enable Leeds to become an enterprising council be supported.

DEVELOPMENT AND THE ECONOMY

56 Design and Cost Report for Broadband Projects

The Director of City Development submitted a report regarding the various broadband initiatives which were underway in the city, whilst also seeking approval and commitment to a Leeds City Council contribution to the delivery of such projects.

RESOLVED –

- (a) That the Broadband Delivery UK (BDUK) Local Broadband Plan process be ratified and supported.
- (b) That the capital funding contribution to the BDUK and super connected cities project, as outlined within section 4.4.1 of the submitted report be approved.

57 Quarry Hill, Leeds, LS2

Further to Minute No. 7, 11th June 2008, the Director of City Development submitted a report advising of the revised terms upon which the Council's site at Quarry Hill in the city centre could be sold to Caddick Developments Limited.

Responding to an enquiry, Members received clarification in respect of proposals for the development regarding public car parking provision.

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

RESOLVED - That the terms, as detailed within the exempt appendix to the submitted report, be approved.

58 Community Asset Transfer of Holbeck Youth Centre to Health for All (Leeds) Ltd

The Director of City Development submitted a report on the proposed Community Asset Transfer of Holbeck Youth Centre to Health for All (Leeds) Ltd. by way of a 25 year peppercorn, full repairing and insuring lease.

RESOLVED – That the Community Asset Transfer of Holbeck Youth Centre to Health for All, by way of a 25 year peppercorn lease with full repairing and insuring liabilities, be approved.

59 Community Asset Transfer of the former Bramley Lawn Day Centre to Bramley Elderly Action

The Director of City Development submitted a report regarding the proposed Community Asset Transfer of Bramley Lawn Day Centre to Bramley Elderly Action by way of a 25 year peppercorn full repairing and insuring lease.

RESOLVED – That the Community Asset Transfer of Bramley Lawn Day Centre to Bramley Elderly Action, by way of a 25 year peppercorn lease with full repairing and insuring liabilities, be approved.

60 Land Proposals for Eastgate

Further to Minute No. 214, 7th March 2012, the Director of City Development submitted a report which sought to obtain the necessary authority for further land acquisition which related to the delivery of the Eastgate redevelopment scheme. In addition, the report also detailed the current position regarding the delivery of the John Lewis Partnership store as part of the development and which sought the necessary approvals to enable the delivery of a car park on the land presently held by the West Yorkshire Police Authority.

Following consideration of Appendix A and Plans A and B 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 approval be given to the capital injection of funds and the authority to spend (identified in the exempt appendix to the submitted report) into the capital programme for the Council to acquire the West Yorkshire Police landholdings, as shown on exempt plan A, and that approval also be given to allocating the sum identified within the exempt appendix for the demolition of the Millgarth building, which will be dealt with as a Design & Cost report to a future Executive Board.
- (b) That subject to the agreement of final terms, approval be given to the Council releasing to Hammerson part of the acquired site necessary to allow for the construction of the John Lewis building (as identified upon exempt plan A to the submitted report).
- (c) That the principle that the Council enters into an agreement, subject to the agreement of final terms, with either or both John Lewis and Hammerson, in respect to the delivery and/or operation of the car park, be approved.
- (d) That the principle that should the Council be unable to agree acceptable Heads of Terms with Hammerson to deliver the car park, approval be given to the Council delivering a car park, the details of

which would be subject to a further Design & Cost report to Executive Board.

- (e) That the necessary authority be provided to the Director of City Development, with the concurrence of the Executive Member for Development and the Economy and the Director of Resources, for the completion of all necessary Heads of Terms and legal documentation, for the various property transactions (as set out within the submitted report and exempt appendix A), so that such matters can be dealt with under the appropriate scheme of delegation.

(The matters referred to within this minute were not eligible for Call In as it was considered that any delay in such matters would seriously prejudice the Council's or the public interest. A delay in completing the Heads of Terms and legal documentation as soon as practically possible may have an impact upon the critical path of approvals which were being sought both from Hammerson and John Lewis Boards)

ENVIRONMENT

61 Leeds Climate Change Strategy 2012-2015 (Light Touch Review)

The Director of Environment and Neighbourhoods submitted a report seeking the endorsement of, and approval to publish the updated Leeds Climate Change Strategy 2012-2015. In addition, the report also outlined the support available from the European Local Energy Assistance (ELENA) mechanism and sought formal approval to join the EU Covenant of Mayors, as a first step towards submitting an ELENA bid.

RESOLVED –

- (a) That the Leeds Climate Change Strategy 2012-2015 be approved and that it be published via the Leeds Initiative channels, together with a short non-technical summary.
- (b) That the Council's role in delivering the priority actions contained within the strategy be supported and championed.
- (c) That the development of an expression of interest and full business case to ELENA to refine and commercialise a series of strategic low carbon energy infrastructure and energy efficiency projects, in order to deliver the objectives of the Leeds Climate Change Strategy 2012-2015, be supported.
- (d) That approval be given to Leeds becoming a signatory to the EU Covenant of Mayors and to the submission of the Leeds Climate Change Strategy 2012-2015, as Leeds' Sustainable Energy Action Plan, in order to support an ELENA bid.

62 Funding Application to Department for Communities and Local Government for Weekly Food Waste Collections and Associated Infrastructure

Further to Minute No. 144, 14th December 2011, the Director of Environment and Neighbourhoods submitted a report regarding the submission of a final bid for funding from the Weekly Collection Support Fund (WCSF) managed by the Department for Communities and Local Government (DCLG).

Responding to concerns raised, the Board was assured that the proposed bid was realistic and that the proposals outlined within the submitted report would not lead to a two-tier system across the city. In addition, assurances were also provided in respect of a Member's specific concerns regarding the future delivery of food waste collections in Leeds.

RESOLVED –

- (a) That the contents of the submitted report be noted, and that the submission of a final bid to the WCSF by August 17th 2012, to fund the roll-out of weekly food waste collections to 80% of residents in the City be approved.
- (b) That the continued provision of these weekly food waste collections for at least two years beyond the end of the DCLG funding period (i.e. 2015/16 and 2016/17) as required by DCLG, be agreed.
- (c) That additional funding of approximately £4,000,000 per annum to deliver this service during the financial years 2015/16 to 2016/17 be approved, but it be noted that the savings in disposal costs (compared to landfill) derived from the development of the Residual Waste Treatment PFI facility would significantly offset these costs. Savings of an estimated £2,500,000 per annum from the fortnightly collection of residual waste and recycling that would accompany weekly food waste collections would also mitigate the costs of food waste collections post 2014/15 (as section 4.4 of the submitted report details).
- (d) That authority be delegated to the Director of Environment and Neighbourhoods to amend the bid to address feedback from DCLG, provided that the proposals remain within the level of funding, as agreed at resolution (c) above.
- (e) That if the bid is successful, approval be given to a fully funded injection into the Capital Programme of the capital costs included within the final approved bid (currently calculated at £8,150,000), and that Authority to Spend up to this amount also be approved.
- (f) That officers' intentions to seek further Member approvals regarding the specific weekly food waste collection service roll-out plans be noted, including the proposed geographical areas for inclusion within Phase 1, or, in the event that the DCLG bid is unsuccessful, for the pilot phase of fortnightly residual waste and recycling collections agreed by Executive Board in December 2011.

(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 this minute)

63 RE:FIT Phase 2

Further to Minute No. 157, 5th January 2011, the Director of City Development and the Director of Resources submitted a joint report which sought the support of Executive Board to participate in phase 2 of the RE:FIT programme. In addition, the report also sought agreement to the scope of the procurement.

RESOLVED –

- (a) That the project proposals for RE:FIT phase 2, including the associated portfolio of buildings, be approved.
- (b) That the injection of £1,500,000 into the capital programme, to be fully funded by unsupported borrowing, be approved.
- (c) That the expenditure of up to £1,500,000 on this project be approved.
- (d) That authority be delegated to the Director of City Development in order to approve any changes to the portfolio of buildings falling under the RE:FIT phase 2 proposals, in terms of additions or removals.
- (e) That authority be delegated to the Director of City Development in order to approve the award of the contract.

DATE OF PUBLICATION: 20TH JULY 2012

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 27TH JULY 2012 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 30th July 2012)

EXECUTIVE BOARD

WEDNESDAY, 5TH SEPTEMBER, 2012

PRESENT: Councillor K Wakefield in the Chair

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

64 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 3 to the report referred to in Minute No. 72 under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that the appendix contains information relating to the financial or business affairs of local authorities. The information relates to proposals that are being developed for consideration by a number of local Councils and in some instances, such proposals are still subject to the relevant approval processes. Therefore, in all the circumstances of the case, it is deemed that at this point in time, it is in the public interest not to disclose this information.

65 Late Items

There were no late items as such, however, it was noted that supplementary information had been circulated to Board Members following the despatch of the agenda in the form of correspondence received on behalf of the Morley Borough Independent Group and Green Group respectively, which provided the individual representations of both Groups in respect of the proposals detailed within the report entitled, 'Gypsy and Travellers Site Options'. (Minute No. 69 referred).

66 Minutes

RESOLVED – That the minutes of the meeting held on 18th July 2012, be approved as a correct record.

CHILDREN'S SERVICES

67 Transfer of Council Owned Land and Buildings to Trust Schools

The Director of Children's Services submitted a report which sought approval for the mechanism to negotiate the detailed terms of the disposal of land and buildings to schools converting, or which have converted, to Trust status, in accordance with the Education and Inspections Act 2006 and The Schools

Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007.

Having acknowledged a Member's comments, it was proposed that the Director of City Development, or such other officer authorised by him, be provided with the necessary authority to negotiate the detailed terms of such disposals of land, but only having first consulted with the relevant Executive Member.

Members raised concerns regarding the potential for Trusts to invest funds from the sale of their Leeds based surplus assets in their other educational assets which are located outside of the city. In response, the Director undertook to confirm Trusts' rights in respect of this matter, and if it was deemed that Trusts did have authority to invest such funds in their other educational assets located outside of Leeds, Members proposed that appropriate representations be made to the Secretary of State for Education.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the Director of City Development, or such other officer authorised by him, in consultation with the relevant Executive Member, be authorised to negotiate the detailed terms of the transfer of the freehold land and buildings to trust schools at less than best consideration.
- (c) That if it is confirmed that Trusts have the necessary authority to invest funds from the sale of their Leeds based surplus assets in their other educational assets which are located outside of the city, appropriate representations be made regarding this matter on behalf of the Board to the Secretary of State for Education.

68 Bankside Primary School Capital Project

Further to Minute No. 41, 18th July 2012, the Director of Children's Services submitted a report which provided details of the overspend which had occurred on the Bankside Primary School capital scheme, sought authority to spend £1,593,000, outlined the key issues that the project had encountered and which provided assurances on the improvements which had been made to prevent a re-occurrence of the issues which led to the overspend on, and delay of the project.

The Board emphasised the need to ensure that the necessary lessons were learned from the situation detailed within the submitted report. In addition, it was highlighted that a more cohesive approach between directorates was required and in respect of future Design and Cost Reports relating to similar developments, it was noted that such reports would not be submitted to Executive Board until design freeze and costs were understood, so that Members were in possession of all relevant facts when determining such matters.

Having regard to the involvement of internal audit in this matter, it was suggested that consideration was given to the future role of internal audit in relation to such projects.

RESOLVED –

- (a) That the content of the submitted report, which provides details of the issues that contributed to the overspend of £1,593,000, be noted.
- (b) That authority to spend £1,593,000 be approved.

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

69 Gypsy and Travellers Site Options

Further to Minute No. 146, 14th December 2011, the Director of Environment and Neighbourhoods submitted a report detailing the findings of officers involved in the assessment of Council owned sites for potential use as Gypsy and Traveller accommodation provision, and which proposed an alternative solution which involved the expansion of the current provision at the Cottingley Springs site.

It was noted that correspondence had been received and circulated to Board Members prior to the meeting on behalf of the Morley Borough Independent Group and the Green Group respectively, which confirmed both Groups' individual positions on the proposals detailed within the submitted report. The Board also noted that a petition signed by local residents had been submitted by Members of the Green Group prior to the meeting.

Members received a summary of the comprehensive site assessment process which had been undertaken on Council owned sites against agreed criteria in order to determine their suitability as Gypsy and Traveller accommodation and which had led to the recommendations detailed within the submitted report.

The Board acknowledged the concerns which had been previously raised in respect of the Cottingley Springs site, however, it was emphasised that should the proposal to expand the Cottingley site proceed, then comprehensive dialogue would continue with all relevant parties, which would be accompanied by a programme of re-design and modernisation of the site, together with a review of the services provided to residents, in order to ensure that their needs were met.

Having noted that none of the Council owned sites detailed within the submitted report had been deemed suitable for use as Gypsy and Traveller accommodation provision, it was suggested that dialogue was undertaken with private land owners, in order to determine whether potentially any privately owned sites could be utilised for this purpose.

RESOLVED –

- (a) That it be noted that none of the Council owned sites, as detailed within the table in Appendix A to the submitted report, are currently suitable for use as Gypsy and Traveller accommodation provision.
- (b) That officers be requested to identify how Cottingley Springs can be expanded with the development of twelve new pitches.
- (c) That on the assumption that the expansion of Cottingley Springs proceeds:-
 - (i) That such an expansion is complemented by a programme of modernisation at the site to improve the housing offer made to existing tenants.
 - (ii) That a further funding bid be made to the HCA to part finance the modernisation programme.
- (d) That Cottingley Springs be included within the Housing Revenue Account (HRA) Business Plan so that HRA funding can be used to 'match fund' any further HCA award and to finance longer term investment at Cottingley Springs.
- (e) That work with the Cottingley Spring's residents and other Council/voluntary sector services proceeds to improve the service offer made to residents, with a review of access to services to be undertaken and to include Health, Adult Social Care and Children's Services.
- (f) That the development of a Gypsy and Traveller Lettings Policy be authorised, which will be a satellite policy of the Leeds City Council Lettings Policy.

LEISURE AND SKILLS

70 Inspiring a Generation: A Sporting Legacy for Leeds

The Director of City Development and the Director of Children's Services submitted a joint report outlining proposals aimed at enabling Leeds to build upon the successes of the London 2012 Olympic Games and Paralympic Games, and in particular the successes of local and regional participants. In addition, the report outlined a strategy leading up to 2016 and beyond, which aimed to leave a continuing legacy of the Games for the people of Leeds.

The Board welcomed the timely submission of the report, and highlighted the need to ensure that the momentum arising from the Olympics and Paralympics was built upon, in order to ensure that Leeds' strong sporting tradition continued.

Responding to a Member's comments, it was noted that further work would be undertaken in respect of the Olympic Legacy Fund and how such funding would be allocated, which would include liaison with Leeds Sports Federation.

The Board concurred with the comments made regarding the need to ensure that any initiatives to promote a sporting legacy included the necessary provisions to protect current sports fields and pitches, and wherever possible, increase such facilities across the city.

Members provided a number of examples of how the Games had already made a positive impact upon communities across Leeds, and it was noted that a celebratory reception event for Leeds Paralympians was being scheduled.

In conclusion, the Chair thanked all of those officers who had been involved in successfully delivering all related events throughout Leeds, both prior to and following the Games, he welcomed all of the comments which had been made during the discussion and he proposed that a further report be submitted to a future meeting, in order to provide an update on the progress which had been made on the establishment of a sporting legacy for Leeds.

RESOLVED –

- (a) That the contents of the submitted report be noted, along with the following proposals:-
 - (i) That further work will be undertaken to explore the benefits and costs of Leeds introducing a “BeActive” style programme. The Director of City Development, Director of Children’s Services and Director of Public health to meet and progress further.
 - (ii) That the emerging Sport and Active Lifestyles strategy is noted and the ambition to be the “most active big city” supported.
 - (iii) Consult with the Leeds Public on how best to celebrate the achievements of our Olympians and Paralympians, and then establish an Olympic Legacy Fund of £100,000 annually, with details to follow.
 - (iv) Support future international sports events in Leeds and to use them to inspire a new generation of participants.
 - (v) To develop proposals for a sustainable school sport system, building on the school games, and that supports Leeds as a child friendly city.
 - (vi) Establish options for increasing National Non Domestic Rate relief to sports clubs in Leeds.
 - (vii) Seek a commitment from sporting groups, third sector and business in the city to attend a Leeds Sporting Summit to maintain and further develop sports in Leeds.
 - (viii) To build on the Games Makers and volunteering which already exists in the city, as we move forward with the other major events planned.

- (b) That a further report be submitted to a future meeting of the Board which provides an update on the progress which has been made on the establishment of a sporting legacy for Leeds.

RESOURCES AND CORPORATE FUNCTIONS

71 Financial Health Monitoring 2012/13 - Month 4 Report

The Director of Resources submitted a report which detailed the Council's projected financial health position for 2012/2013 after four months of the financial year.

With regard to Council owned void properties, responding to a Member's comments, it was acknowledged that further consideration needed to be given to the future of such properties on a case by case basis, particularly in respect of the costs associated with the longer term protection and maintenance of them.

In response to a Member's enquiry, the Board received an update on the progress made regarding the rationalisation of refuse collection routes.

RESOLVED – That the projected financial position of the authority, after four months of the financial year, be noted.

72 Consultation on Localised Council Tax Support Scheme

Further to Minute No. 31, 20th June 2012, the Director of Resources submitted a report which provided details of the outcomes arising from the consultation undertaken with the West Yorkshire Police Authority and West Yorkshire Fire and Rescue Service on a local Council Tax Support scheme.

Members noted that as a result of the outcomes from such consultation, the report sought approval to consult upon an alternative scheme proposal, alongside the original proposals, which were approved by the Board for the purposes of consultation in June 2012.

Following consideration of Appendix 3 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 – That additional schemes which would aim to limit scheme spend to Government funding levels, be approved for the purposes of consultation alongside the option already approved by Executive Board.

73 High Cost Legal Money Lending in Leeds

Further to Minute No. 239, 11th April 2012, the Director of City Development submitted a report providing details of the current issues across the city which related high cost legal money lending and advising on the services being offered by the Council and its partners to assist in overcoming such matters. In addition, the report also outlined possible future initiatives which were currently being investigated.

The Board welcomed the work which was being undertaken collectively with partners, such as Leeds Credit Union and Community Development Finance Institutions (CDFIs), and highlighted the need to ensure that public access to, and awareness of such organisations was maximised.

Members highlighted the importance of the work being undertaken to address the issues associated with high cost legal money lending in Leeds and emphasised that the Council should take any incremental measures it could to help tackle such issues.

In conclusion, it was proposed that, in looking to further address such matters in the future, consideration should also be given to the ways in which the Council could help restrict the advertising campaigns of high cost money lenders in the area, how the Council could help address the wider implications arising from high cost money lending, such as the affect upon individuals' mental and physical health, and that an audit be undertaken, in order to determine which communities across the city were most affected by such matters. It was then requested that a report be submitted to a future meeting, which brought together such information, so that the matter could be progressed further.

RESOLVED –

- (a) That the extent of the high cost lending market nationally and more particularly that operating in Leeds, as set out within the submitted report and including the information on the sector provided within Appendix 2, be noted.
- (b) That the approaches outlined within the 'Conclusions', as set out within section 5 of the submitted report, be noted and welcomed.
- (c) That continuing support and promotion of Leeds City Credit Union be agreed, particularly in those areas which complement the delivery of the Leeds City Priority Plans.
- (d) That the ongoing work of the inter-Directorate credit union Working Group, and the range of possible future developments, as set out within paragraph 3.17 of the submitted report, be noted and welcomed.
- (e) That a report be submitted to a future meeting of the Board which provides an update on the progress made in respect of the work being undertaken to address the wider implications of high cost money lending in Leeds, as discussed during the meeting, and detailing how the problems associated with high cost legal money lending could be addressed further.

ENVIRONMENT

74 Response to the Deputation to Council from Sparrow Park Action Group on 11th July 2012

The Director of Environment and Neighbourhoods submitted a report responding to the deputation presented by Sparrow Park Action Group to the meeting of Council on 11th July 2012 which related to the issues regarding the future ownership, restoration and management of a green space in Headingley, known locally as “Sparrow Park”.

RESOLVED – That the contents of the submitted report be noted, and that the case for pursuing a Compulsory Purchase Order under relevant powers be endorsed, subject to the clarifications identified within paragraph 3.2.17 of the submitted report.

75 A Review of City Centre Car Parking in Leeds

The Director of Resources submitted a report providing a summary review of city centre car parking in Leeds and which highlighted the issues which would inform future car parking policy. The review considered the Council’s current approach towards city centre parking, and how such an approach related to the Council’s policy objectives. In addition, the review considered current and future capacity of car parking spaces within the city centre, provided an analysis of city car park usage and examined recent income trends from Council car parks. In addition, the report highlighted the issues which needed to be taken into account when shaping a future car parking strategy and made recommendations which were consistent with the Council’s objectives.

The Board acknowledged the vital importance of the retail economy in Leeds, and in response to a Member’s concerns regarding the possibility of reviewing current policies in respect of city centre evening and Sunday parking, it was noted that the summary review was for the purposes of informing a consultation exercise which would be undertaken with relevant stakeholders in respect of the Council’s car parking strategy, with the outcomes arising from the consultation being reported back to the Board.

The Board acknowledged that the Council’s current car parking strategy and wider transport policy objectives had been set on the basis that a comprehensive transport strategy would be implemented in Leeds, and which to date, had not occurred in its entirety. A matter which Members requested be taken into consideration when undertaking further work on the city centre car parking review.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That approval be given to the review informing a consultation with relevant stakeholders regarding the Council’s car parking strategy, with agreement being given to the following:-

- i) Consideration should be given to reviewing current policies in respect of evening and Sunday car parking.
- ii) Occupancy levels at Woodhouse Lane multi-storey car park should be reviewed following the completion of the refurbishment works, with a view to re-assessing prices once a true level of demand can be re-established, taking into account demand from the Arena.
- iii) On street parking charges should continue to be reviewed annually on a street by street basis to ensure that charges are more responsive to changes in demand.
- iv) Although the Council should review each car park on a site by site basis, it should aim to keep the overall weighted average price of long stay car parking above the cost of public transport.
- v) The Council should continue to develop its Park and Ride proposals and income from car parking activities should be ring fenced to expenditure on the transport infrastructure, with additional income generated from parking activities re-invested into improving the transport infrastructure, including Park and Ride schemes.
- vi) A parking league table should be published for the permanent car parks in the city centre, showing who operates the car parks and ranked according to how much they charge. A statement demonstrating how the Council re-invests its car parking income should also be published alongside this.

(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)

DEVELOPMENT AND THE ECONOMY

76 Green Space Proposals for the Sovereign Street site

Further to Minute No. 48, 27th July 2011, the Director of City Development submitted a report advising of the progress made in respect of the development of the Sovereign Street green space proposal and which sought agreement of the next steps, including the broad concepts for the scheme; indicative budget parameters and the submission of the planning application. In addition, the report also included a summary of the consultation outcomes about the green space proposal and the programme and timetable for its development.

The Board provided its support for the proposals detailed within the submitted report and it was requested that young people were invited to be involved in the project's design and development.

RESOLVED –

- (a) That the progress made in respect of the green space proposals to date be noted.
- (b) That the concept design scheme for the new green space at Sovereign Street be approved and that the indicative budget parameter being used as a guide to the design work be noted.
- (c) That the submission of a planning application for the green space at Sovereign Street be approved.
- (d) That the injection of £2,500,000 into the Sovereign Street green space scheme, funded by the first call on any capital receipts generated from the Sovereign Street development, be approved.
- (e) That the outcome of the consultation undertaken to date be noted, and that the consultation proposals with key stakeholders scheduled prior to the planning application determination be approved.

77 Community Asset Transfer

Further to Minute No. 221(B), 7th March 2012, the Director of City Development submitted a report summarising the results of the consultation exercise undertaken in respect of the Community Asset Transfer Policy and presenting a final Community Asset Transfer Policy for approval.

Responding to an enquiry, officers undertook to provide the Member in question with details regarding the current position of all ongoing Community Asset Transfers throughout the city.

Members welcomed the progressive approach being taken by the Council in respect of Community Asset Transfers, and it was acknowledged that further work would be undertaken in order to ensure that the approach continued to be developed.

RESOLVED – That the Community Asset Transfer Policy and Framework documents, as appended at Appendix 1 and Appendix 2 to the submitted report, be approved for use in developing and considering Community Asset Transfers.

78 Stimulating Growth in Affordable Housing

The Director of City Development and the Director of Environment and Neighbourhoods submitted a joint report which outlined a proposed approach towards housing investment, combining a range of funding sources and investment models. Further to this, the report sought a number of approvals from the Board in order to facilitate the development of such an approach.

The Board provided its support for the proposals set out within the submitted report.

RESOLVED –

- (a) That the development of an investment programme, as illustrated within the submitted report, be approved, through a contribution of £9,400,000 over three years from the Housing Revenue Account, a contribution of £1,500,000 from the New Homes Bonus and the use of Right To Buy receipts, currently estimated to be £1,900,000 over three years.
- (b) That an injection of £1,500,000 and £800,000 into the capital programme from New Homes Bonus and Right To Buy receipts respectively, be approved.
- (c) That the development of the investment programme be delegated to the Directors of City Development and Environment and Neighbourhoods, in consultation with the Executive Member for Development and the Economy.

DATE OF PUBLICATION:

7TH SEPTEMBER 2012

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

14TH SEPTEMBER 2012

(Scrutiny Support will notify Directors of any items called in by 12.00 p.m. on 17th September 2012)

Draft minutes to be approved at the meeting
to be held on Wednesday, 17th October, 2012

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FORWARD PLAN OF KEY DECISIONS

(Extract relating to Sustainable Economy and Culture Scrutiny Board)

For the period 1 October 2012 to 31 January 2013

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
A653 Dewsbury Road junction with A6029 Rein Road, Tingley - Proposed pedestrian crossing facilities To seek approval to incur expenditure and undertake the detailed design and implementation of a pedestrian crossing on the A653 Dewsbury Road junction with A6029 Rein Road, Tingley.	Chief Officer (Highways and Transportation)	1/10/12	Morley South Ward Members	None	Nick Borrás, Senior Engineer - Traffic Management nick.borras@leeds.gov.uk
Construction Skills Commissioning	Director of City Development	1/10/12	Jobcentre Plus, Members, existing/potential providers	Delegated decision report	Jane Hopkins, Head of Employment and Skills jane.hopkins@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Elmete Primary Centre To give authority to spend for the removal of asbestos and demolition of Elmete Primary Centre.</p>	<p>Director of City Development</p>	<p>1/10/12</p>	<p>Executive Member for Development and the Economy, Ward Members</p>	<p>Design and Cost Report</p>	<p>Phil Elliott, Building Surveyor phil.elliott@leeds.gov.uk</p>
<p>Exercise of Option to Purchase Agreement - Land at Freely Lane, Bramham Approval is sought to:</p> <ol style="list-style-type: none"> 1) Trigger an option to purchase agreement to acquire third party owned land to support the sale and redevelopment of Bramham House, a Council owned property; and 2) Give authority to incur expenditure of approx £270k in connection with the land purchase. 	<p>Director of City Development</p>	<p>1/10/12</p>	<p>Executive Member for Development and the Economy, Ward Members, and Bramham Parish Council have already been consulted.</p>	<p>Design and Cost Report</p>	<p>Martin Blackett, Senior Surveyor martin.blackett@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Leeds Community Learning Programme 2012-13 Award of contract(s) following a procurement exercise, to deliver Community Learning provision from August 2012 (Formal First Step and Community Learning funding).</p>	<p>Director of City Development</p>	<p>1/10/12</p>	<p>Consultation has taken place with the Executive Member Leisure and Skills and the Executive Board Member, formerly Neighbourhoods, Housing and Regeneration. There has been specific internal consultation with Children's Services and City Development and external partners including Jobcentre Plus, the Skills Funding Agency, training providers and local FE/HE representatives</p>	<p>None</p>	<p>Sue Wynne, Chief Officer Employment & Skills sue.wynne@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Leeds Local Implementation Plan supporting document for the West Yorkshire Local Transport Team Report requesting authority for approval of the supporting document for Leeds setting out details of the strategy and implementation proposals for Leeds included in the West Yorkshire Local Transport Plan.</p>	<p>Chief Officer (Highways and Transportation)</p>	<p>1/10/12</p>	<p>The document sets out issues and proposals that have been consulted on as part of the Local Transport Plan preparation process which has included Members and stakeholders</p>	<p>Delegated decision report</p>	<p>Andrew Hall, Acting Head of Transportation Services andrew.hall@leeds.gov.uk</p>
<p>Morley Conservation Area To amalgamate and extend the Morley Town Centre and Morley Dartmouth Park Conservation Area into the Morley Conservation Area and adopt the Morley Conservation Area Appraisal and Management Plan as non-statutory planning guidance.</p>	<p>Chief Planning Officer</p>	<p>1/10/12</p>	<p>Ongoing consultation since May 2008 with the local community, Ward Members, Morley Town Council and Other bodies</p>	<p>Report and Morley Conservation Area Appraisal and Management Plan</p>	<p>Philip Ward, Conservation Officer phil.ward@leeds.gov.uk</p>

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Reinstatement works following fire damage at Temple Newsam Farm Authority to spend from insurance fund.	Director of City Development	1/10/12	Corporate Procurement Unit, Insurance Section, Ward Members, Executive Member for Leisure	Design and Cost Report	Anne Chambers, Head of Corporate Property Management anne.chambers@leeds.gov.uk
Restructure of Regional Policy Team Approval of the restructure of the Regional Policy Team including deletion of four existing posts and the creation of fourteen new posts. The additional posts will support the activity of the Leeds City Region in particular the Local Enterprise Partnership and new activity relating to the development of the City Deal.	Assistant Chief Executive (Customer Access and Performance)	1/10/12	Affected staff / trade unions	Delegated decision report including appendices, equality, diversity, cohesion and integration screening	Rob Norreys, Head of Regional Policy rob.norreys@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Travel Plan SPD Approve Travel Plan Supplementary Planning Document as adopted part of the Local Development Framework.	Chief Planning Officer	1/10/12	The draft SPD has gone through significant internal consultation and a full statutory external consultation. Amendments have been made to the SPD as a result of these conditions.	The report to be issued to the decision maker with the agenda for the meeting	Nathan Huntley, Senior Highways Engineer nathan.huntley@leeds.gov.uk
City Centre Water Features Future management of water features in City Centre.	Executive Board portfolio: Development and the Economy	17/10/12	Local Ward Members (City & Hunslet) and businesses who may be effected by the decision taken.	The report to be issued to the decision maker with the agenda for the meeting	Roy Coello, Head Of Engineering Service roy.coello@leeds.gov.uk
Leeds Rail Growth Package To agree in principle a request to provide financial assistance for the development of the Leeds Rail Growth Package as part of the development of the former Kirkstall Forge site.	Executive Board Portfolio: Development and the Economy	17/10/12	None	The report to be issued to the decision maker with the agenda for the meeting	Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
NGT - update on progress and spending approvals Update on progress / approval to spend.	Executive Board Portfolio: Development and the Economy	17/10/12	Extensive consultation already undertaken	The report to be issued to the decision maker with the agenda for the meeting	Andrew Wheeler, Highway Design and Construction / NGT Manager andrew.wheeler@leeds.gov.uk
Holt Park District Centre 1) Approval to the Draft Informal Planning Statement as a guide to future development proposals for this site. 2) Approval to commence public consultation on the draft Informal Planning Statement	Executive Board Portfolio: Development and the Economy	7/11/12	Executive Member for Development and the Economy and Ward Members	The report to be issued to the decision maker with the agenda for the meeting	Ben Middleton, Senior Surveyor ben.middleton@leeds.gov.uk
Proposed Hotel alongside the Arena, Clay Pit Lane, Leeds 2 Approval in principle to leasing a site for the development of a hotel alongside the Arena, Clay Pit Lane, Leeds 2	Executive Board Portfolio: Development and the Economy	7/11/12	Ward Members, Executive Member	The report to be issued to the decision maker with the agenda for the meeting	Richard Fenton, Senior Development Surveyor richard.fenton@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
Resident Permit Parking Policy To approve the draft Resident Permit Parking Policy	Executive Board Portfolio: Development and the Economy	7/11/12	The report is based on the current working practices developed following the consultation on specific schemes and has been discussed with the Executive Member for City Development. Individual scheme reports would still require approval from the Highways and Transportation Board which details the community consultation on a scheme.	The report to be issued to the decision maker with the agenda for the meeting	Howard Claxton, Traffic Engineering Manager howard.claxton@leeds.gov.uk
Asset Management Plan (including Community Asset Strategy and Carbon and Water Management Plan) Approval Required	Executive Board Portfolio: Development and the Economy	12/12/12	Equality Impact Assessment	The report to be issued to the decision maker with the agenda for the meeting	Colin Mawhinney, Head of Economic Policy and Programmes colin.mawhinney@leeds.gov.uk

Key Decisions	Decision Maker	Expected Date of Decision	Proposed Consultation	Documents to be Considered by Decision Maker	Lead Officer
<p>Initial Budget Proposals / Medium Term Financial Plan Agreement to the proposals for the allocation of available resources to support the delivery of the council's spending priorities for 2013/14 and 2014/15, and agreement to the indicative position for the following two years. The final budget proposals will be presented to Full Council in February for approval.</p>	<p>Executive Board Portfolio: Leader of Council</p>	<p>12/12/12</p>	<p>In accordance with the Council's constitution, consultation will be undertaken with stakeholders.</p>	<p>The report to be issued to the decision maker with the agenda for the meeting</p>	<p>Doug Meeson, Chief Officer (Financial Management) doug.meeson@leeds.gov.uk</p>

