

## **SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)**

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 15th October, 2012 at 10.00 am

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

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### **MEMBERSHIP**

#### **Councillors**

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

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

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

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

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <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><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-  <b>No exempt items on this agenda.</b></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

**DECLARATIONS OF INTEREST**

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 notifications of substitutes.

6

**MINUTES OF THE PREVIOUS MEETING**

To confirm as a correct record, the minutes of the previous meeting held on 3<sup>rd</sup> September 2012

(Copy attached)

1 - 6

7

**EXECUTIVE BOARD MINUTES - 5TH SEPTEMBER 2012**

To receive for information the minutes of the Executive Board held on 5<sup>th</sup> September 2012

(Copy attached)

7 - 18

8

**AGENCY WORKERS AND OVERTIME**

19 -  
38

To consider a report by the Chief Officer (HR) which provides an update on plans to reduce use and requirements for agency workers and overtime and to indicate what steps are being taken in services where there is greatest use of overtime and agency cover.

(Report attached)

9

**COMMERCIAL SERVICES FLEET SERVICES**

39 -  
48

To consider a report by the Chief Commercial Services Officer which provides an update on the Authority's fleet replacement programme, influences around alternative fuels and carbon reduction, community engagement, additional MOT testing facilities, the co-location of grounds maintenance workshops and the driver cpc qualification to date.

(Report attached)

10

**WORK SCHEDULE**

49 -  
54

To consider a report by the Head of Scrutiny and Member Development which sets out the Board's draft work schedule for the 2012-13 Municipal year

(Report attached)

11

**DATE AND TIME OF NEXT MEETING**

To note that the next meeting will take place on Monday 19<sup>th</sup> November 2012 at 10.00am in the Civic Hall, Leeds (Pre – Meeting for Board Members at 9.30am)