

## SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

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Meeting to be held in the Civic Hall, Leeds on  
Monday, 18th February, 2013 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:**  
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**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**  
**Tel: 22 43836**

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

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Chief Democratic Services Officer at least 24 hours before the meeting).</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <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 21st January 2013

(Copy attached)

1 - 4

7

### **EXECUTIVE BOARD MINUTES - 9TH JANUARY 2013**

To receive for information the minutes of the Executive Board held on 9<sup>th</sup> January 2013

(Copy attached)

5 - 14

8		<p><b>CONTACT CENTRE</b></p> <p>To consider a report by the Head of Scrutiny and Member Development which provides a general update on the operation of the Contact Centre including statistics on performance levels for 2011/12 and 2012/13</p> <p>(Report attached)</p>	15 - 18
9		<p><b>EMPLOYEES' DECLARATION OF INTEREST</b></p> <p>To consider a report by the Head of Scrutiny and Member Development requesting the Board to consider the progress made on the recommendations agreed by Executive Board concerning employees' declarations of interest.</p> <p>(Report attached)</p>	19 - 20
10		<p><b>WELFARE REFORM - DRAFT FINAL REPORT</b></p> <p>To consider a report by the Head of Scrutiny and Member Development into the inquiry into Welfare Reform.</p> <p>The final inquiry report is currently being drafted and will be available to the Board prior to the meeting.</p> <p>(Inquiry report to follow)</p>	21 - 22
11		<p><b>WORK SCHEDULE</b></p> <p>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</p> <p>(Report attached)</p>	23 - 28

**DATE AND TIME OF NEXT MEETING**

To note that the next meeting will take place on Monday 18<sup>th</sup> March 2013 commencing at 10.00am in the Civic Hall, Leeds.