

## SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 22nd April, 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: 39 50878**

**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:</p> <p><b>No exempt items have been identified on this agenda.</b></p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notifications of substitutes.</p>	
6			<p><b>MINUTES - 18TH AND 22ND MARCH 2013</b></p> <p>To confirm as a correct record, the minutes of the meetings held on 18<sup>th</sup> and 22<sup>nd</sup> March 2013.</p>	1 - 6
7			<p><b>COUNCIL BUSINESS PLAN REVIEW 2013-17</b></p> <p>To receive and consider a report from the Assistant Chief Executive (Customer Access and Performance) presenting a number of changes and updates to the Council Business Plan for scrutiny prior to approval through Executive Board and Full Council.</p> <p><b>(Copy of Council Business Plan to follow)</b></p>	7 - 12

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8			<p><b>COMMUNITY CENTRE CHARGES</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing information on current charging arrangements for the use of the Council Community Centre portfolio that is delegated to Area Committees and overseen on their behalf by the Environment and Neighbourhoods directorate.</p>	13 - 22
9			<p><b>OCCUPATIONAL HEALTH AND SAFETY</b></p> <p>To receive and consider a report from the Chief Officer (Human Resources) providing information about how the Council manages health and safety in the current legal and political context.</p>	23 - 32
10			<p><b>AGENCY WORKERS, OVERTIME AND CONSULTANTS</b></p> <p>To receive and consider a report from the Chief Officer (Human Resources) providing an update on the use and requirements for agency workers, overtime and consultants.</p>	33 - 52
11			<p><b>WORK SCHEDULE</b></p> <p>To receive and consider a report from the Head of Scrutiny and Member Development outlining the Scrutiny Board's work schedule for the 2012/13 municipal year.</p>	53 - 58
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Friday, 10<sup>th</sup> May 2013 at 10.00am. (Pre-meeting for all Scrutiny Board Members at 9.30am.)</p>	