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## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Tuesday, 8th October, 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

- M Rafique (Chair) - Chapel Allerton;  
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;  
J Chapman - Weetwood;  
A Castle - Harewood;  
D Coupar - Cross Gates and Whinmoor;  
A Khan - Burmantofts and Richmond Hill;  
J Marjoram - 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:**  
**Guy Close**  
**Governance Services**  
**Civic Hall**  
**LEEDS LS1 1UR**  
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**Principal Scrutiny Advisor:**  
**Kate Arscott**  
**Tel: 24 74189**

# 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 Head of Governance Services 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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
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 notification of substitutes.</p>	
6			<p><b>MINUTES - 17 SEPTEMBER 2013</b></p> <p>To confirm as a correct record the minutes of the meeting held on 17 September 2013.</p>	1 - 6
7			<p><b>DRAFT TERMS OF REFERENCE - SCRUTINY BOARD INQUIRY ON APPRENTICESHIPS</b></p> <p>To agree the terms of reference for the Scrutiny Board's proposed inquiry on apprenticeships.</p>	7 - 14
8			<p><b>REQUEST FOR SCRUTINY</b></p> <p>To consider a request for scrutiny regarding developers and the planning process.</p>	15 - 18
9			<p><b>TOUR DE FRANCE</b></p> <p>To consider a report on the progress of preparations for the Tour de France 2014, with particular reference to the opportunities for Leeds residents to enjoy the event, and the legacy proposals.</p>	19 - 24

Item No	Ward/Equal Opportunities	Item Not Open		Page No
10			<p><b>RESIDENTS' PARKING PERMIT SCHEMES</b></p> <p>To consider and comment on progress in bringing forward proposals to introduce charges for residents' parking permit schemes.</p>	25 - 52
11			<p><b>RECOMMENDATION TRACKING</b></p> <p>To consider a progress report on outstanding recommendations from previous scrutiny inquiries.</p>	53 - 60
12			<p><b>WORK SCHEDULE</b></p> <p>To confirm the Board's work schedule for the remainder of the year.</p>	61 - 66
13			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Tuesday 19 November 2013 at 10.00am in the Civic Hall, Leeds (pre-meeting for Board members at 9.30am)</p>	

# Agenda Item 6

## SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

TUESDAY, 17TH SEPTEMBER, 2013

**PRESENT:** Councillor M Rafique in the Chair

Councillors D Cohen, M Lyons,  
P Wadsworth, R Harington, M Ingham,  
J McKenna, J Chapman, D Coupar, A Khan  
and N Buckley

### 30 Recording of Meeting

The Chair reported that a request had been made by a member of the public to record the meeting.

**RESOLVED** – That the request be refused but that the member of the public be offered a copy of the council's recording of the meeting.

(Councillor Cohen requested that it be noted that he was in favour of allowing the member of the public to record the meeting.)

### 31 Late Items

There were no formal late items of business to consider. However the Chair agreed to accept the following items as supplementary information:

- Scrutiny Inquiry - West Park Centre – Condition survey 2009; West Park Centre Audit Chronology; and West Park Centre Closure Internal Audit Review findings (Agenda item 7) (Minute 35 refers)
- Draft terms of reference – Scrutiny Board inquiry on Jobs and Skills (Agenda item 9) (Minute 37 refers)
- Work Schedule - Minutes of the Executive Board meeting on 4 September 2013 (Agenda item 10) (Minute 38 refers)

### 32 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared at the meeting.

### 33 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor A Castle, with Councillor N Buckley in attendance as a substitute.

### 34 Minutes - 16 July and 6 August 2013

In relation to minute 17, the Chair and Principal Scrutiny Adviser confirmed that a letter had been sent to NHS Leeds regarding the possible inclusion of

the Quarry Hill facilities in the Leeds Let's Get Active Scheme, but that a response was still awaited.

**RESOLVED** – That the minutes of the meetings held on 17 July and 6 August 2013 be confirmed as a correct record.

### **35 Scrutiny Inquiry - West Park Centre**

The Board carried out its inquiry examining the temporary closure of the West Park Centre in the autumn of 2012 and the deterioration of the Centre's condition leading up to that time. Members were provided with a joint report from the Directors of City Development and Children's Services as background information, and also with reports and minutes from the North West (Inner) Area Committee, which had initiated the original request for scrutiny on the centre's closure. Two additional papers from November 2012 relating to an internal audit review were tabled at the meeting.

In attendance to address the Board and answer Members' queries were:

- Councillor Richard Lewis, Executive Member for Development and the Economy
- Councillor Javaid Akhtar, Chair of the North West (Inner) Area Committee
- Christine Addison, Chief Asset Management and Regeneration Officer
- Neil Charlesworth, Community Assets Officer
- Chris Coulson, Executive Officer, Asset Management
- Sarah Sinclair, Chief Officer, Children's Services (Strategy, Commissioning and Performance)
- Charlotte Foley, Lead Officer for the Built Environment, Children's Services
- Victoria Jaquiss, West Park Centre Campaign Group
- Lorraine Cowburn, Musical Ark.

Christine Addison introduced the report and outlined the history of the building and its maintenance since it stopped being used as a school. In particular she focused on the period since 2003 when the building was first identified as surplus to Education Leeds requirements and deemed not to be a priority for maintenance expenditure. She also explained the closure process that took place in November 2012 and the decision-making leading up to that point. It was acknowledged that, with the benefit of hindsight, there were a number of aspects of the Centre's management that could have been handled better.

Councillor Lewis confirmed that, in his view, he had no alternative but to support the temporary closure of the centre on health and safety grounds in the light of the briefing he received.

Sarah Sinclair endorsed Christine Addison's summary but also highlighted the absence at the time of clear procedures for closing a building, which needed to be addressed.

Victoria Jaquiss and Lorraine Cowburn outlined their views as centre users. Whilst they agreed that it was right to have taken the decision to temporarily close the building on the basis of the safety issues, their main concern was that the focus of attention had been placed on the building and its condition rather than its occupants and what the centre provided as a focus for the arts across the city. They explained the investment that various groups had made in the centre and the ongoing difficulties being faced to keep operating.

Councillor Akhtar outlined the Area Committee's involvement in the issue, including the referral to the Scrutiny Board so that lessons can be learned for the future. He referred to examples where former council buildings had successfully become community buildings, such as Shine and Heart.

The following issues were raised in discussion:

- The relationship between Asset Management and departments and the respective responsibilities for the maintenance and safety of buildings.
- The history of the building's transfer from Education Leeds and then Children's Services to Corporate Property Management.
- That, with the benefit of hindsight, a decision to close the centre should probably have been made several years ago.
- An acknowledgement that the event on 3 November should not have been allowed to take place in the centre, but that the officers involved acted in good faith on the basis of the advice available to them on the day.
- The need to have clear processes and procedures for the future where building closures may be required.
- The potential role of the Emergency Planning service.
- Clarification of work carried out to ensure that there are no other council buildings that pose a similar health and safety risk.
- The limitations on funding available for building maintenance.
- The extent to which income generation is a factor in considering the future of council buildings.
- The extent of consultation with Area Committee members and centre users.
- The aspirations of the community to recreate a community venue with the synergy they enjoyed at West Park.
- The ongoing need to work with the organisations that were displaced.
- The possibility of external funding being available to support local community organisations to develop a facility to meet their needs, and the role of community asset transfer.

Members also requested that the guidance provided to members of the public taking part in scrutiny inquiries be reviewed to ensure it was fit for purpose.

**RESOLVED** - That the issues raised by the inquiry be noted and that a report be drafted including the board's conclusions and recommendations.

(Councillor N Buckley left the meeting at 11.50 at the conclusion of this item.)

## 36 Community Infrastructure Levy - Draft Charging Schedule

The Board received a report on the draft charging schedule for the Community Infrastructure Levy (CIL). Members were invited to comment on the draft schedule prior to its presentation to the Executive Board on 9 October 2013.

In attendance to address the Board and answer Members' questions were:

- Councillor Peter Gruen, Executive Member for Neighbourhoods, Planning and Support Services
- Steve Speak, Deputy Chief Planning Officer
- Tom Ridley, Senior Planner.

Steve Speak outlined the work carried out in preparing the CIL draft charging schedule and the consultation already carried out, including the role of the Development Plan Panel. The current timetable aimed to approve the draft schedule in advance of further changes in the regulations, and to have the schedule formally agreed and in place by April 2014.

Councillor Gruen drew the Board's attention to the table of CIL rates, and the changes that had been made in the light of consultation comments. He also highlighted the instalments policy.

Members raised the following issues in discussion:

- Members welcomed the fact that payment of the CIL would become due as soon as a development commenced on site.
- Clarification that only the very largest developments would qualify for the two year instalment period for payment.
- A suggestion from some Board members that consideration could be given to setting a lower retail rate for town centres in some parts of the city where retail development was positively encouraged (for example Armley, Bramley, Chapeltown).
- The lack of an evidence base to support such a move, which would be needed to satisfy the formal public examination stage. Members were also reminded that there were other mechanisms that are available to encourage development in these areas.
- Discussion of the robustness of the proposed CIL rates, particularly in light of the reductions in some rates from the preliminary draft.
- The development of the Regulation 123 list, and the fact that the CIL would generate only a small proportion of the infrastructure funding identified as being required in the city.
- The place of the CIL within the wider planning process.
- The continuing use of Section 106 for certain matters, alongside the new CIL mechanism.
- The uncertainties for all associated with the newness of the CIL process.
- Confirmation that, once set, any change to the CIL rates would be required to go through a similar process to the current approval regime.



The Board also noted that decisions on spending priorities and local apportionment of the CIL was a separate workstream, for consideration at a later date. Members requested that the Scrutiny Board be notified of the timetable for this work and be given the opportunity to be involved at the appropriate time.

**RESOLVED** – That the Principal Scrutiny Adviser produce a summary of the Board's comments to be submitted with the report to the Executive Board meeting on 9 October 2013.

(Councillors J Chapman and M Ingham left the meeting at 12.20 during discussion of this item.)

**37 Draft terms of reference - Scrutiny Board inquiry on Jobs and Skills**

Consideration of this item was deferred until the next meeting of the Board on 8 October 2013. It was agreed that it would be the first main agenda item.

**38 Work Schedule**

The Board received a report of the Head of Scrutiny and Member Development which set out the latest version of Board's work schedule. The report also presented the Executive Board minutes for Members' information.

**RESOLVED** –

- a) That the work schedule be agreed
- b) That the minutes of the Executive Board meetings on 17 July and 4 September 2013 be noted.

**39 Date and Time of Next Meeting**

Tuesday 8 October 2013 at 10.00am (a pre-meeting will start at 9.30am for Board members).

(The meeting finished at 1.00pm)

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## Report of Head of Scrutiny and Member Development

### Report to Scrutiny Board (Sustainable Economy and Culture)

**Date: 8 October 2013**

### **Subject: Draft terms of reference – Scrutiny Board inquiry on Apprenticeships**

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 decided in June that it wishes to carry out an inquiry on jobs and skills this year. A working group meeting was held on 9 September to meet with representatives from City Development to scope the inquiry. Members of the working group identified apprenticeships as the focus for the inquiry.
2. Draft terms of reference for the inquiry are attached at Appendix 1 for the Board's approval. The inquiry itself is due to start at the Board's meeting in November.

### **Views of the director and executive member**

3. 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.
4. Comments received on the draft terms of reference have been incorporated into the attached document.

### **Recommendation**

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

## **Background papers<sup>1</sup>**

None used

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

## **SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)**

### **INQUIRY INTO APPRENTICESHIPS**

#### **DRAFT TERMS OF REFERENCE**

##### **1.0 Introduction**

- 1.1 At its meeting in June 2013, the Board identified jobs and skills as a priority area of work for the coming year. It was agreed that a working group would meet with officers from City Development to consider a focus for the inquiry.
- 1.2 The working group met on 9 September 2013 and proposed that the inquiry should focus on apprenticeships. This decision was made in the context of an explicit intention to carry out further subsequent inquiry work on other aspects of the employment and skills agenda in the future.
- 1.3 The following issues were identified as shaping the inquiry:
- High and sustained levels of unemployment among young people, particularly in the more deprived areas of the city
  - There are a number of apprenticeship vacancies across the city which are not attracting applicants
  - The availability of useful local data about apprenticeships
  - The recent changes in the information, advice and guidance service available to young people
  - The important role of parents and carers in influencing young people's choices about future employment, education and training
  - A general lack of awareness and understanding of the range and variety of apprenticeships available, the benefits and how to access these
  - Potential barriers to accessing apprenticeships, including qualification requirements, and how these can be overcome
  - Levels of pay
  - The council's role in supporting and promoting apprenticeships both city-wide and at a local level
  - The council's own role as a major employer in the city
- 1.4 There is a clear link to the findings of the inquiry report published in April 2013 by the Children and Families Scrutiny Board following its inquiry into increasing the number of young people in employment, education or training. The inquiry also builds on previous work carried out by the Sustainable Economy and Culture Scrutiny Board focused on the council's use of its planning and procurement powers to promote employment and skills opportunities. The recommendations from both of these inquiries are still being actively monitored by the respective Scrutiny Boards. Any relevant information emerging from

that monitoring process will be incorporated into the evidence for this inquiry.

## **2.0 Scope of the inquiry**

2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:

- The role of apprenticeships in getting Leeds residents into sustained employment
- How best to make information about apprenticeships accessible to young people, parents, , employers, schools and other relevant partners
- Whether there is anything more the council could be doing as a major employer to support apprenticeships.

## **3.0 Desired Outcomes and Measures of Success**

3.1 The decision to undertake this Inquiry has been based on the city priority to drive the sustainable growth of the Leeds economy to support business growth and meet the skills needs of businesses in key growth sectors. In conducting the Inquiry the Board wishes to promote access to employment and skills development through apprenticeships to support business growth and as one route to tackling youth unemployment levels in the city.

3.2 It is also important to consider how the Scrutiny Board will deem if its inquiry has been successful in making a difference to local people. Some measures of success may be obvious at the initial stages of an inquiry and can be included in these terms of reference. Other measures of success may become apparent as the inquiry progresses and discussions take place.

3.3 Some potential initial measures of success are:

- Increased number of apprenticeship starts in the city (by age and gender)
- An increase in the percentage of successful applications for apprenticeship by Leeds residents
- A reduction in the percentage of unfilled apprenticeship vacancies
- An increase in the number of Leeds residents supported to be ready to take up an apprenticeship

## **4.0 Comments of the relevant Director and Executive Member**

4.1 In line with Scrutiny Board Procedure Rule 12.1 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.

## **5.0 Timetable for the inquiry**

5.1 The Inquiry will take place over two formal Scrutiny Board sessions, supplemented by a working group meeting to engage with young people, with a view to issuing a final report in the spring of 2014.

5.2 The length of the Inquiry is subject to change.

## **6.0 Submission of evidence**

### **6.1 Session one – 19 November 2013**

The evidence for this session is aimed at providing an overview of apprenticeships for the Board. It will include input from Executive Members and Leeds City Council officers, covering the following information:

- Background information about what an apprenticeship is and the range of opportunities available
- The benefits of apprenticeships as a career pathway compared to other options for young people
- Data on the apprenticeship opportunities available in Leeds
- Information on how apprenticeship opportunities are promoted to young people nationally, city-wide and at a locality level
- Information on pre-apprenticeship provision, traineeships and support for those not meeting the initial requirements for functional skills
- General information on the work of Employment and Skills with education and business partners in brokering apprenticeship opportunities in Leeds
- Information on the council's commitment as an employer to apprenticeships

### **6.2 Session two – 21 January 2014**

The evidence for this session will enable the Board to broaden the debate through discussion with partners. It will include input from Executive Members, Leeds City Council officers and other key stakeholders, covering the following information:

- The role of schools and colleges in providing impartial information, advice and guidance, including information about apprenticeships
- The role of the Connexions service in supporting young people to access apprenticeships
- The role of the National Apprenticeship Service and the role of the Apprenticeship Training Agency and the Apprenticeship Hub in Leeds
- The role of employers in providing apprenticeships and promoting apprenticeship opportunities to young people
- The training aspect of apprenticeships

6.3 A working group session will be arranged to hear young people's views directly.

## **7.0 Witnesses**

7.1 The following witnesses have been identified as possible contributors to the Inquiry:

- Executive Member for Jobs and Skills
- Executive Member for Children's Services
- City Development
- Children's Services
- Schools
- igen
- National Apprenticeship Service
- Apprenticeship Training Agency
- Employers
- Training providers including FE colleges
- Young people

## **8.0 Equality and Diversity / Cohesion and Integration**

8.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve its ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.

8.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.

8.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.

8.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.

## **9.0 Post inquiry report monitoring arrangements**

9.1 Following the completion of the Scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.



9.2 The monitoring will be undertaken by the Board. This will be done at regular intervals appropriate to the content of the recommendation.

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**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Sustainable Economy and Culture)**

**Date: 8 October 2013**

**Subject: Request for Scrutiny**

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. A request for Scrutiny has been received from a member of the public, Mr George Hall. This relates to developers and the planning process.
2. The details of Mr Hall's request are attached as appendix 1, and Mr Hall has been invited to attend the Board to present his request.
3. The decision whether or not to further investigate matters raised by a request for scrutiny is the sole responsibility of the Scrutiny Board. As such, any decision in this regard is final and there is no right of appeal.
4. When considering the request for Scrutiny, the Scrutiny Board may wish to consider:
  - If further information is required before considering whether further scrutiny should be undertaken;
  - If a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently;
  - If the matter raised is of sufficient significance and has the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements;
  - The impact on the Board's current workload;
  - The time available to undertake further scrutiny;
  - The level of resources required to carry out further scrutiny;
  - Whether an Inquiry should be undertaken.

## **Recommendations**

5. The Scrutiny Board is asked to:
  - (i) Consider the request for Scrutiny.
  - (ii) Determine if it wishes to undertake further scrutiny of this matter.

## **Background papers<sup>1</sup>**

6. None used

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

**From:** George Hall  
**Sent:** 14 September 2013 09:18  
**To:** Procter, Cllr John  
**Cc:** Gruen, Cllr Peter; Robinson, Cllr Matthew  
**Subject:** Housing & Regeneration Scrutiny Board  
**Importance:** High

Dear John,

I write to ask if as an emergency item at the next board meeting you will consider a resolution to require Developer to attend the October session . The suggestion for the resolution being (1)the board requests that representatives of the House Builders Federation attend the October meeting of this board to explain why planning applications are being submitted thereby attempting to Circumvent the due process of site allocations (2) Why due process is not being followed by them to obtaining the approval of the Council or engaging with Ward members, entering communities without notice to create their evidence base (3) If Developers seek to work with the Council why do they choose to ignore the resolution of the Executive Board who were minded not to release larger PAS sites for development prior to the formal allocations process

Given the latter I hope that my request will have the support of Cllr Peter Gruen., who has been copied into this email along with our Ward member Matthew Robinson

I will be happy to attend the board as a witness if you grant this submission. I see no other way of requiring developers or their consultants to account for actions which has cause such distress in recent days and months

kind regards

George Hall

NB. David Wilson Barrett Homes must be required to attend

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Report author: Peter Smith/Ed Mylan  
Tel: 0113 2478322

**Report of the Chief Officer Resources and Strategy**

**Report to the Sustainable Economy and Culture Scrutiny Board**

**Date: Tuesday 8<sup>th</sup> October 2013**

**Subject: Engaging local people in the Tour de France**

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. To inform Members of the plans for the Grand Depart 2014 of the Tour de France.
2. To seek Members' views on the planned events for the city.
3. To seek Members' opinions on the role they can play in enabling the whole city to feel involved.

**Recommendations**

4. Members are requested to comment on the plans for the Grand Depart 2014, and to put forward their ideas on how local people can feel involved.

## **1 Purpose of this report**

- 1.1 To explore how local people can get engaged in the Tour de France and the role local ward members could play in enabling people to feel the event is for the whole city

## **2 Background information**

- 2.1 The Tour de France is the largest annual sporting event in the world attracting a global audience. Welcome to Yorkshire successfully bid to bring the tour to the UK in 2014 on behalf of the Yorkshire Authorities. The objective was not just to bring a spectacular event to the region but also to demonstrate to the world the benefits of the region and to build a legacy for cycling and tourism.
- 2.2 Hosting the Grand Départ in 2007 generated an estimated £73 million of economic benefit to London and £15 million to Kent. A further £35 million was generated in publicity (over 20,000 pieces of media coverage). Over 3 million spectators attended the event across London and Kent with more than half of these coming from outside London and another 10% travelling to London from overseas. Day visitors spent £26.15 in London and £18.82 in Kent.
- 2.3 The basic requirement of up to 10,000 bed nights of accommodation for teams and media for between 7 and 10 days and the increased interest in cycling as a result of the London Olympics and GB successes in the Tour, it is anticipated that Yorkshire will surpass the benefits to London in 2007. Some of the key areas of visitor expenditure include up to £1.8m on accommodation, £6m in retail (non food) spend per stage and up to £6.2m in food and catering spend per stage. The media equivalent value would be approximately £15m.
- 2.4 For 2014 there will be a full impact assessment carried out but benefits are already being evidenced with strong hotel bookings and significant interest from cycling communities across the world.
- 2.5 From the announcement of the success of the Yorkshire bid in January 2013 the local interest has been high and many communities are coming forward to find out how they can engage with the event.
- 2.6 The UK will host the Grand Depart on 5th-7th July 2014. There will be 200 riders supported by a team of about 5000 staff and press. Preceding the race each day is a 'publicity caravan' of about 180 vehicles which will travel the route handing out advertising materials. This is hugely popular in France and the caravan can take up to 45 minutes to pass a single location.
- 2.7 Stage 1 will depart Leeds on 5th July in a neutral (none racing) start and progress to Harewood House for a ceremonial start with the racing start being just outside Harewood House. The route then goes through Otley into Bradford, North Yorkshire and finishes on The Stray in Harrogate.



- 2.8 Stage 2 starts in York on 6th July and travels through North Yorkshire, Bradford, Kirklees, Calderdale, Derbyshire and finishes in Sheffield.
- 2.9 Stage 3 starts in Cambridge on 7th July 2013 and progresses through Hertfordshire, Essex to the Olympic Park along the Thames, finishing on the Mall in front of Buckingham Palace.

### **3. Main Issues**

#### **3.1 Communications plan**

- 3.1.1 Telling them about the tour, where to go to see the tour, how to avoid it if they want, the impact on them on the day and what is going on around the event
- 3.1.2 A key part of the event delivery will be a public facing communications plan including door-to-door communications for those most affected. This will include
- For those on the route what is going to happen, when, diary of the communications proposed and where necessary proposals to enable them to live safely during the event e.g. personal care plans where really vital
  - For those impacted by road closures and diversions an explanation of what is going to happen, when they will be told what, where they can find information if their circumstances or plans change and where they can get help
  - For spectators a guide and map of where to go, what to see, how to get there, including bike parks, toilets etc.

#### **3.2 Spectator Hubs along the route**

- 3.2.1 Safe locations in Scott Hall playing fields, Otley and Harewood are planned where people can watch the caravan and the race and then spend a family focused fun day. It is proposed that there will be food concessions and the inflatable Breeze equipment plus a big screen. What other opportunities would you like to see?

#### **3.3 Cultural Festival**

- 3.3.1 For those not on the route, can't get to the route or don't want to travel too far on the day, there will be a range of cultural activities in the 100 days lead up to the Tour and on the day itself. £1m Arts Lottery has been awarded to WTY to fund the festival across Yorkshire and it will involve many regional arts organisations and will try to capture the essence of Yorkshire. Arts organisations bidding for major commissions to WTY will have to demonstrate that the local authority and where appropriate, local landowner, are also supportive of their plans. The cultural festival should guarantee that activity of high artistic quality is programmed to occur during the key months leading up to and during the Grand Depart.
- 3.3.2 Leeds' grassroots independent arts community is already full of ideas about activities to engage local people in the Tour De France Grand Depart and will meet on Friday 20 September at Leeds Town Hall to explore and get a sense of the

breadth and spread of those early ideas. (e.g. timeline and geographic spread). 50 attenders will share their plans, consider who to team up with and consider all the opportunities for involvement. A number of arts organisers will bring all their learning from the 2012 Cultural Olympiad which so successfully engaged local communities in a vibrant and inclusive celebration. Leeds City Council is collaborating with the organisers of Leeds Bikefest and Wheels Wheels to host this event.

3.3.3 Consideration will need to be given to not only how plans are developing, but what additional publicity is required during the 100 day cultural festival to ensure that communities in Leeds know what is happening and when and where.

3.3.4 Organisations seeking small arts grants for local cultural and creative activities are being signposted to the Leeds Inspired grants programme which has publicised its funding deadlines in September and October at [www.leedsinspired.com](http://www.leedsinspired.com).

### **3.4 Making the event feel relevant across the city**

3.4.1 Unfortunately the route only goes through part of the city and so many communities will not get first hand experience of the riders or the caravan unless they are willing to travel. However we saw with the torch relay for the Olympics how local communities wanted to get involved anyway and a wide range of events and activities were organised. These included 'come and try' Olympic and Paralympic sports, community sports festivals and individual community led celebrations.

3.4.2 The Tour offers another opportunity to engage local communities who are interested in organising events and activities in their neighbourhood. How do we make the best of this opportunity?

- Could local ward members focus on the Tour at their forum events to discuss with the communities what they want to happen
- Could local funding be used as seed corn funding to support the communities who want to get involved and hold their own events
  - What would be eligible
  - How would they apply
  - What would the budget limits be
- Do the members want to work together to set the city a challenge and use the Tour as a catalyst for some community action such as learning to cycle, running local guided rides, setting up bike banks, identifying local good cycling routes
- Other ideas urgently needed!!!!!!

### **3.5 Engaging young people**

3.5.1 A regional Tour de France educational resource is being produced by York that will be available free to all schools and Children's Services are reviewing how projects

such as Spirit Alive (adopted by over 95% of all Leeds schools as an Olympic educational project) will fit around the Tour.

- 3.5.2 Leeds currently funds the delivery of 5000 level 2 places on Bikeability, the cycle safety training offer, to all Leeds primary schools. There is a wider package of training and cycle facility infrastructure at targeted high schools. Over 8,000 people including many families, took part in the first Sky Ride Leeds. What are the priorities in getting more people riding bikes?

## **4. Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Welcome to Yorkshire are holding roadshow events, and consultation is ongoing with cycling groups, and with businesses in the city.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 Work is ongoing to consider access issues around the event itself and the creation of safe viewing areas.

### **4.3 Council policies and City Priorities**

- 4.3.1 The Grand Depart of the Tour de France supports the Best Council Plan objective of “promoting sustainable and inclusive economic growth”, and cycling legacy will be enhanced by the success of Highway to Health bid from the Cycle City Ambition fund.

### **4.4 Resources and value for money**

- 4.4.1 The Executive Board have allocated resources for the Grand Depart.

### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 Legal services are currently working with UK Sport on an agreement for government funding.

- 4.5.2 The report is not subject to call in.

### **4.6 Risk Management**

- 4.6.1 A full Risk Register has been created for the delivery of the Grand Depart and is reviewed formally at the Tour de France Project Board.

## **5 Conclusion**

- 5.1 Arrangements for the Grand Depart are progressing well, with estimates, being that the event can be delivered within budget, and the next visit by the organisers, ASO, will take place in week commencing 30<sup>th</sup> September 2013.

## **6 Recommendations**

- 6.1 To inform Members of the plans for the Grand Depart 2014 of the Tour de France.
- 6.2 To seek Members' views on the planned events for the city.
- 6.3 To seek Members' opinions on the role they can play in enabling the whole city to feel involved.

## **7 Background documents<sup>1</sup>**

- 7.1 There are no background documents.

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Sustainable Economy and Culture)**

**Date: 8 October 2013**

**Subject: Residents' Parking Permit Schemes**

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:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**Summary of main issues**

1. In July, the Board considered a request for scrutiny from Ms Kath Field in relation to proposals to introduce charges for residents' parking permit schemes.
2. The Board noted that this request arose from a report to the Executive Board in June 2013 and that a public consultation exercise was underway prior to a further report to Executive Board and planned implementation in November. It was also noted that a previous Scrutiny Board inquiry in 2008 had recommended that the council consider introducing charges for residents' parking schemes.
3. Members decided that they would like to scrutinise these proposals, following the consultation process and prior to the final proposals being presented to the Executive Board.
4. The attached report from the Director of City Development provides an update on the position and summarises the findings of the consultation process and other comments received.
5. As the initiator of the original request for scrutiny, Ms Field has also been offered the opportunity to attend the Board and clarify her concerns to Members, to inform their consideration of the matter.
6. Following the meeting, the Board's observations will be summarised for incorporation into the proposed further report to the Executive Board.

**Recommendation**

7. The Board is requested to comment on the attached report.

## **Background papers<sup>1</sup>**

None used

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

**Report of Director of City Development**

**Report to Scrutiny Board (Sustainable Economy and Culture)**

**Date: 8 October 2013**

**Subject: RESIDENTS PARKING PERMIT CHARGES**

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 meeting of 19 June 2013 the Executive Board resolved to progress the development of proposals to introduce a charge for the provision of residents parking permit and to consult further on the basis for developing such a proposal.
2. This report which draws on the information already contained in the above report, provides an update on the position and summarises the findings of the consultation process and other comments received.
3. It is proposed to submit a further report to Executive Board in due course to set out recommendations for further consideration.

**Recommendations**

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

## **1 Purpose of this report**

- 1.1 This report provides Board Members with further background information in order that they may examine the proposition for introducing a charge for residents' parking permits which was presented to the Executive Board on 19 June.

## **2 Background information**

- 2.1 Parking permit schemes form a part of the overall suite of traffic management and parking control measures that are available to the Highway Authority. They are used as part of traffic management schemes to manage parking where high demand for parking in residential areas leads to problems due to insufficient spaces being available. This can result in inappropriate parking behaviours and obstruction as well as adverse impacts on access and movement of traffic in local neighbourhoods. In some instances the issues arise because on-street parking is limited and insufficient to meet the needs of residents where they have no off-street parking facilities such as driveways. This may occur because of extraneous parking caused by the presence of significant local facilities such as shops, business and leisure amenities which generate excess parking and deprives residents of parking opportunities.
- 2.2 The introduction of a charge or fee for the amenity of a residents parking scheme can be beneficial in several ways. Firstly, it can help to offset the costs for providing the service thus allowing budgets to be utilised in other priority areas of the service. Secondly, the presence of charge for a service, which is neither a mandatory requirement nor an obligation on the Council, can help to ensure that the measures are properly prioritised and targeted at a time when there is pressure from other potentially higher priority calls for services from the available highways and traffic management budgets.
- 2.3 A Scrutiny Board review into Resident Permit Parking was conducted in 2008 and this recommended that the introduction of a charge be considered further. However, on 1<sup>st</sup> April 2009 the Executive Board resolved that no action should be taken to implement the recommendations of the review. Subsequently, with increasing pressure on Council budgets an external review of City Development Directorate funding and budgets was conducted which included considering the potential to offset the cost of some of its services. This study identified the potential for charges for residents parking permits to contribute towards budget pressures as is the case in the majority of the Core Cities group of large local authorities and many other local authorities (Appendix 1).
- 2.4 In June 2013 an initial proposal was put forward to the Executive Board Report which included the following options for consideration:
- An annual charge within the range from £35 to £70 should be made for Residents' Parking Permits
  - Alternative options for how a charge might be levied: a flat rate, an escalating fee based upon engine size



- Exemptions for Blue Badge holders and drivers of certain Low Emission Vehicles (LEVs)
- An annual charge within the same range (£35 - £70) should be made for a Visitors' Permit
- A pre-payment book of scratch cards should be made available as an alternative to the single disk Visitors' Permit at a cost of £10 for 10 cards
- No change to the existing fee for Business Permits
- Contractors' monthly permit fees to increase from £5 to £10
- Damaged, lost or stolen permit replacement fees to increase from £10 to £20

2.5 Subsequent to the Executive Board, detailed development work to initiate the consultation process and assist in formulating further recommendations to Executive Board was undertaken. This work has enabled a revised figure for the number of permits in use rather than earlier estimate previously provided in the June Executive Board. This has provided a figure of 21,374 residents and visitors parking permit presently in circulation.

2.6 Similarly, a detailed analysis of the overall total costs to the Council of having residents' parking schemes has been undertaken.

2.7 The current calculated costs (2013/14, prior to any change) for the provision and operation of residents parking permit schemes are as follows:

Scheme administration	£100,200
Capital borrowing costs	£ 56,530
	=====
<b>Total</b>	<b>£ 156,730</b>

These costs take no account of change to costs that may accrue due to revised arrangements which are detailed in the next section 3.26 of the report.

Costs associated with enforcement of the scheme have not been included. Whilst substantial these are broadly cost neutral.

2.8 In the meantime, since reporting in June 2013, the budget position has not improved and with the subsequent announcement of the Spending Review the present pressures on the Council's financial position and directorate budget pressures are set continue. As such, there remains a case for additional measures to bridge the budget gap and support the ongoing provision of highways and transportation services by meeting the ongoing costs of the residents parking schemes.

### **3 Main issues**

- 3.1 As approved by the Executive Board on 19 June, a full consultation was conducted seeking the views of the approximately 10,500 residents/households holding permits. Ahead of the Executive Board meeting all Ward Members were also advised by letter of the intended report and that subject to approval a full consultation would be undertaken and that member feedback would be welcome which was followed up by a further e-mail on 24<sup>th</sup> July.
- 3.2 There was a high response rate to the survey, with 4,030 responses received which equated to 38.4%. In addition to this, 196 written responses and 34 telephone calls were received. An on-line petition opposing the proposal was also established. To date the petition has received 75 signatures.
- 3.3 The process and summary of the results are detailed as follows.

#### Consultation

- 3.4 During June initial engagement commenced with a series of Focus Groups which was held with permits holders, invited from the Parking Services database, as well as non-permit holders selected from the Citizens Panel. The objective of the four focus group sessions was to understand:
- the continued need for the Resident Parking Permit Schemes
  - the perceived value of a Residents' and a Visitors' Permit
  - the level of support for the proposed charges
  - the price tolerance for a permit
  - the degree to which permits may be purchased
  - which groups should be exempt from charges
  - what vehicles should be exempt from charges

The findings from the sessions helped to influence a questionnaire that was subsequently issued to existing permit holders.

#### Postal Survey

- 3.5 The survey was developed in consultation with existing permit holders and other Leeds residents in the pre-consultation focus groups. Advice and support was provided throughout the process from the Council's Communication Team and from the independent research company. Printing, postage and distribution of the survey was managed in-house.
- 3.6 Qa Research Ltd was commissioned to handle data inputting, processing, quality checking, data analysis and to provide a comprehensive written report.

- 3.7 The survey, containing 26 questions, was sent to all 10,500 permit holders in mid July. The survey was formally open from 15th July to 1st August but Qa Research was asked to include returned surveys up until 7<sup>th</sup> August to take account of a small number of delayed and late responses. In total 4,030 (38.4%) surveys were returned for analysis.
- 3.8 At the same time as the Survey was live, two additional focus group sessions were conducted where non permit holders from the Citizens' Panel were invited to offer their opinions of the proposals and asked to complete the postal survey so that a comparison could be drawn between permit holders and non-permit holders (Appendix 2).
- 3.9 Summary of the findings from the Postal Survey:
- The Residents' Permit Schemes are generally well viewed by residents with a majority (61%) feeling their scheme has made parking easier near their home.
  - Over half of all respondents (52%) indicated that they fully support the scheme however, 20% of residents responded that while they supported the schemes, improvements could be made. Of these, the highest proportion (25%) expressed a desire to see Civil Enforcement Officers enforcing the zones more stringently.
  - When asked, 65% of respondents stated that they would not like to see their schemes removed.
  - For both Residents' and Visitors' permits, the number of respondents who unreservedly indicated they would pay for the permits were in the minority (Visitors':17%, Residents': 15%). Those stating that they would not opt for a permit were 34% residents and 36% visitors. More indicated that the decision to purchase a permit would depend on the cost (Visitors': 43%, Residents': 34%).
  - 25% of those respondents who would choose not to pay for a residents' permit indicated that having no permit would have no impact on them as they could park on a driveway.
  - There was some evidence that introducing a charge may increase the parking demand upon those areas just outside the permit zone boundaries. A quarter (26%) of residents indicated they would park outside the permit zone should they choose not to have a permit.
  - In terms of costs, 58% stated the costs were too high whilst 16% of residents indicated that they are prepared to pay £35 per annum (16%) and only 4% that were prepared to pay more than £35.
  - Only 27% of respondents agreed that charging households an increased permit cost for additional vehicles would be a good idea, whilst 40% disagreed. The highest response came from the view that the additional permits should be the same charge as the first and second permit.

- The present visitor permit arrangements were supported by 78% of respondents and when asked about the possible use of Visitor scratch cards the majority of respondents (74%) indicated a preference to keep the existing Visitors' Permit disk. Concern was also raised that a charge could deter visitors.
- In terms of potential for exemptions 58% agreed that blue badge holders should be exempt from the charges. 11% of respondents are currently blue badge holders although 19% of respondents consider themselves to be disabled and 9% consider themselves to be a carer. 62% said that Low Emission Vehicles and 59% said that smaller vehicles that take up less space should not be exempt.

#### Additional feedback and comments

3.10 In addition to the findings of the postal survey, comments were submitted by individual permit holders and residents associations via email, letter and phone call. 230 permit holders expressed opposition to the proposals in this way and provided additional feedback across a range of topics. The most common subjects are summarised below. A summary account of the comments made is contained in Appendix 3.

- Permit holders expressed opposition to the principle of charging when the schemes had been brought in to alleviate parking problems that were not of their making. Organisations including Leeds Metropolitan University and Green Flag were named as significant problems as were some hospitals and railway stations.
- Respondents from Farsley and from the Silver Royd Estate expressed the opinion that the schemes that they lived in were no longer necessary as the original causes of the problems no longer existed. A petition was also submitted by some residents of the Claremonts area for their scheme to be reviewed.
- Many suggested that the level of enforcement in their scheme was insufficient and that additional revenue could be made if enforcement was increased or took place at other times of the day.
- Some responses noted that the proposed charges were equivalent to a substantial percentage increase in Council Tax and that the proposed starting price was too high especially for those on low incomes, on a pension or benefits, or those that had multi car families.
- Around a dozen respondents took issue with the survey itself, stating that some questions had been worded in a way that did not provide sufficient opportunity to express a true opinion.
- There was significant opposition to charges from the area around Elland Road stadium, as the scheme only operates on match days which equates to less than 30 days per year.

- 3.11 In addition further to the invitation to comment requests for information and referrals from constituents were received from 11 Ward Members. Four Ward Members and three Members of Parliament made known their opposition to the proposals.

Judicial review of London Borough of Barnet's increased parking permit charges

- 3.12 During the course of the consultation period, on 22 July, the High Court issued a ruling in the case of R (on the application of David Attfield) v London Borough of Barnet. This case had been brought on behalf of residents contesting Barnet's increase in the cost of residents' parking permits and visitor vouchers, in which the local residents argued that the price increases were not needed to cover the cost of running the permit scheme, as it was already in surplus. Barnet Council has paid the income received from parking charges into its special parking account which had generated a surplus for some years. At the end of each year, surplus from this account was transferred into the general fund which was used to fund matters such as highways and transportation investment.
- 3.13 In finding in favour of the applicant, Mrs Justice Lang ruled that Barnet had acted unlawfully when it raised permit costs to generate more money for road maintenance. The court held that as a matter of general principle, a public body must exercise a statutory power for the purpose for which it was conferred and not for any unauthorised purpose.
- 3.14 Justice Lang said that the 1984 Road Traffic Regulation Act "is not a fiscal measure and does not authorise the authority to use its powers to charge local residents for parking in order to raise surplus revenue for other transport purposes".
- 3.15 The judge commented that the issue is not whether or not the public body has acted in the public interest, but whether it has acted in accordance with the purpose for which the statutory power was conferred. *"Where a statutory power is exercised both for the purpose for which it was conferred and for some other purpose, the public body will have acted unlawfully unless the authorised purpose was its dominant purpose"*
- 3.16 In other words, by using the charges primarily to increase revenue, the Council went beyond its powers. It is one thing to have a surplus from the parking fund and to spend it on those matters set out in the legislation, but another to use the charges for the principal purpose of raising revenue.
- 3.17 The judge also commented that *"the authority has discretion to set charges to reflect its parking policies. It is not restricted to levying a charge only to cover the base cost of running the schemes."*
- 3.18 The legal case has confirmed that budgeting for a modest surplus was permissible, provided this related to the lawful objective for which the charge was being levied as opposed to an intention to fund other transport projects.
- 3.19 In considering the implications of this judgement, the advice of the Council's legal officers is that due regard needs to be given in the further development of the proposals.

### Options for making a charge for residents parking permits

- 3.20 Taking into account the continuing budget pressures confirmed by the Spending Review, it is considered that raising an administration charge to cover the cost of the permits is appropriate and any charge levied would be compliant within the 1984 Road Traffic Regulation Act.
- 3.21 On this basis, the initial proposals as set out for Executive Board have been re-evaluated taking on board the information that is set out in this report. A proposal is being prepared which takes full regard of the associated costs to the authority of administering residents' parking schemes in the city as described in the following section and a forecasted take up rate based on the feedback in the survey and the experience arising from a neighbouring authority's scheme.
- 3.22 A range of possibilities for differential charges including concessions for low emission vehicles are feasible. However, given the responses received to the consultation; the prospect that any fees are likely to involve a relatively modest level of charge and the added administrative complexity it is considered that the benefits of such an approach will be limited.
- 3.23 It has been concluded that any revised proposal should remain based on a flat fee approach which is set at a level that meets anticipated costs and is fair and affordable. Any proposed costs will be calculated based on the cost of the service and the medium range of take up based on the experience from other authorities and the response to the survey. This range has varied from 25% drop out to the 50% indicated in the survey from Leeds residents (albeit that the latter figure is based around that set out in the Executive Board report).
- 3.24 Currently, residents' parking permits are renewed on a rolling three yearly cycle, However, this system does not reflect the turnover of households nor fully support the effective enforcement and management of schemes. It is therefore considered that there is a value in moving towards an annual renewal process in producing a more robust scheme for the future.
- 3.25 In moving to an annual administration fee it is deemed fair that all permits will be issued at the same time therefore not giving one area preference over another with regard to delayed charging and therefore billing will be issued simultaneously.
- 3.26 The existing calculated costs of £156,730 per annum for residents parking schemes were set out in section 2 above. On the basis of the figures contained in this report and moving to an annual renewal it is estimated that there will be additional cost of £51,078 per annum which would give a total estimated annual cost of £207,808. However, any figures would ultimately be subject to confirmation in advice provided to Executive Board. These costs are net of any enforcements costs and exclude any on-costs for general traffic management technical input to parking strategy, liaison and project feasibility.
- 3.27 On the basis of the known and forecast costs for operating the scheme it is considered that the options for setting the level of an Administration Fee should not need to be any more than a maximum £25 per annum for either residents or visitors permits. The actual level would be determined by any differentials in fee levels

between the two categories of permit and the assumptions made about the level of take up.

3.28 The survey information has also indicated that some residents may wish to have their local scheme reviewed. It is also noted that in some instances there may already be good reason for schemes to be reviewed or even withdrawn. At this stage there has been no attempt to forecast such action of requirements, it being judged best to make a decision once the new arrangements are in place and the local response is understood. Similarly future arrangements for the consideration and review of schemes and longer term policy approach to residents parking schemes may merit further consideration in due course.

3.29 In making any proposals regard will also need to be given to the administrative arrangements and fee implications for schemes in the future where the measures are introduced as a consequence of a planning requirement. The estimates provided in this report assume any administration fee would apply equally to such already established schemes.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This report and supporting documents describe the process that has been followed in consulting on the proposals discussed in this report. As noted elsewhere in the report Ward Members were invited to make comments on the proposals.

4.1.2 No other specific consultation has been carried out in relation to this report.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 A full Equality Impact Assessment has been conducted and is included within the Executive Board report of 19 June on this topic. No further EDCI Assessment has been undertaken at this time.

### **4.3 Council Policies and City Priorities**

4.3.1 The cross Council Priorities include 'Spending Money Wisely'. A proposal for charging for Residents' Parking Permits would support Directorate budgets and the continued delivery of key services by relieving the cost of managing and operating the schemes from present budgets. Whilst not intended, any surplus resulting, would be held against the costs for the provision of traffic management services from which budget residents' parking permit costs are met.

### **4.4 Resources and Value for Money**

4.4.1 This report has no specific resource and value for money implications.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 This report has no specific legal or access to information implications.

### **4.6 Risk Management**

- 4.6.1 This report has no specific risk management implications. Processes for risk and project management form part of the arrangements for the further development of the proposals as may be subsequently directed by the Executive Board.

## **5 Conclusions**

- 5.1 This report has provided additional information to complement the report previously submitted to Executive Board in order that Members of the Scrutiny Board may consider in detail the proposals to introduce a charge for residents parking permits in the light of further consultation and the general budget situation faced by the City Council.
- 5.2 Subsequent to the Executive Board decision a comprehensive survey of residents has taken place eliciting a large response and in addition a significant number of representations have been received from individual, groups and ward members/Members of Parliament. In the course of setting up the survey a detailed re-evaluation of all the data held on permit holders has been undertaken together with a comprehensive review of the detailed budgeting and costs.
- 5.3 On the basis of the activities undertaken and re-consideration of the wider situation as set out in this report, the basis for a revised proposal is identified within this report which could form the basis of preparing proposals for future consideration by Executive Board.

## **6 Recommendations**

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

## **7 Background documents<sup>1</sup>**

- 7.1 The following background documents relate to this report.
- i) Parking Permit Charges, report to the Council's Executive Board, 19 June 2013
  - ii) Parking Permit Charging consultation report, Qa Research, August 2013

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.



## APPENDIX 1

### Comparison of Parking Permit fees from other cities

Table 1: Core Cities

Authority	Annual Resident Permit Charge
Birmingham	City Centre (Jewellery Quarter) £210, rest of city currently first permit £15, second £30
Bristol	City Centre £50, rest of city currently first permit £30, second £80, subsequent £200
Leeds	Free
Liverpool	Free
Manchester	£116 to £347
Newcastle	First permit £25, second £75
Nottingham	Free except for students (£70)
Sheffield	First permit £36, second and additional permits £72

**Table 2: Selected other Cities**

Authority	Annual Resident Permit Charge
Leicester	<p>Residents' Permit</p> <ul style="list-style-type: none"> <li>• £25</li> <li>• Blue Badge and Carers permit – free</li> </ul> <p>Visitors' Permit</p> <ul style="list-style-type: none"> <li>• 5 free scratch cards p.a.</li> <li>• Then £1 each to a maximum of 15 in any 7 consecutive days</li> <li>• Free for over 60 years of age</li> <li>• Scratch cards are active for 48 hours</li> </ul>
Oxford	<p>Residents' Permit</p> <ul style="list-style-type: none"> <li>• First &amp; Second - £50, Third £100, Fourth £150</li> <li>• Blue Badge – free</li> </ul> <p>Visitors' Permit</p> <ul style="list-style-type: none"> <li>• Eligible to anybody over 17 in the household</li> <li>• 25 free scratch cards p.a.</li> <li>• Can apply for a second batch of 25 after 6 months - £16</li> <li>• Free for anybody over 70</li> </ul>
Southampton	<p>Residents' Permit</p> <ul style="list-style-type: none"> <li>• First - free (except in Zones 17 &amp; 18 - £60 p.a.)</li> <li>• Second - £30 (zones 2 – 12 &amp; 16) (free in other zones)</li> <li>• Blue Badge holders – free (unconfirmed)</li> </ul> <p>Visitors' Permit</p> <ul style="list-style-type: none"> <li>• Max 6 books of 10 p.a. @ £10 per book (zones 1 – 12 &amp; 16)</li> <li>• Max 2 books of 10 p.a. @ £10 per book (zones 13 – 15)</li> <li>• Annual Visitors' Pass - £30 (zones 1 – 12 &amp; 16)</li> </ul>
Derby	<p>Residents' Permit</p> <ul style="list-style-type: none"> <li>• First - £25, Second - £50,</li> <li>• Blue Badge - free</li> </ul> <p>Visitors' Permit</p> <ul style="list-style-type: none"> <li>• 20p each</li> <li>• Max 50 at a time</li> <li>• Does appear to be an annual ceiling</li> </ul> <p>Carer's Permit</p> <ul style="list-style-type: none"> <li>• £25</li> </ul>

## APPENDIX 2

### Control Group Comparison with Permit Holders

In August, two sessions were held with non-permit holders invited from the Citizens' Panel. The proposals were discussed and at the end of each session the invitees were asked to complete the postal survey that had been sent to the current permit holders

The Permit Holder figures relate to the 4,030 returned Postal Surveys  
The Control Group figures are from the 16 attendees from the Citizens' Panel

Questions 1 to 6 and questions 11 to 13 on the Postal Survey were not applicable for the Control Group. The questions were:

- Q1. To what extent do you think the Residents' Parking Permit Scheme has made parking near your home easier for you?
- Q2a. Do you support your Residents' Parking Permit Scheme?
- Q2b. If you support your Residents' Parking Permit Scheme but think it could be improved, please write in the box below how you think it can be improved?
- Q3a. Would you prefer that the Residents' Parking Permit Scheme was removed?
- Q3b. Why do you say that?
- Q4a. How many Residents' Permits do you currently have in your household?
- Q4b. If you do not currently have a Residents' Permit, do you intend to get one in the future?
- Q5. If an annual charge was to be made for a Residents' Permit would you still choose to have one?
- Q6. If you chose not to have a Residents' Permit, what impact, if any, would it have on you and your family?
- Q11. Just to check, is a Visitors' Permit the only permit you have?
- Q12. Are you satisfied with the way that the current Visitors' Permit works for you ?
- Q13. Who currently uses your Visitors' Permit?

<b>Q7. The proposal is that the charge for the Residents' Permit would be in the range of £35 to £70 per annum. How much would you be prepared to pay for a Residents' Permit?</b>	Permit Holders	Control Group
The proposed starting figure of £35 is too high for my circumstances	58%	25%
I would be prepared to pay £35 per annum	16%	25%
I would be prepared to pay £50 per annum	2%	44%
I would be prepared to pay £60 per annum	0%	6%
I would be prepared to pay £70 per annum	1%	0%
Some permit holders added a 6 <sup>th</sup> option – Don't agree with any charge	5%	
No response	17%	

<b>Q8. In some other cities a permit for a second or third vehicle in a household costs more than the first permit. How far do you agree that this would be a good idea in your area?</b>	Permit Holders	Control Group
Strongly agree	13%	19%
Tend to agree	14%	44%
Neither agree nor disagree	11%	13%
Tend to disagree	8%	13%
Strongly disagree	32%	13%
Don't know	7%	0%
No response	16%	

<b>Q9. How much do you think the charge for a second permit should be?</b>	Permit Holders	Control Group
The same as the first permit	47%	19%
£1 - £10 more than the first permit	13%	44%
£11 - £20 more than the first permit	4%	25%
Greater than £20 more than the first permit	3%	6%
Double the price of the first permit	6%	0%
Some permit holders added an option – Don't agree with any charge	9%	-
Some from the Control Group added an option – Less than the first	-	6%
No response	22%	

<b>Q10. How much do you think the charge for a third permit should be?</b>	Permit Holders	Control Group
The same as the first permit	39%	25%
£1 - £10 more than the second permit	9%	19%
£11 - £20 more than the second permit	5%	44%
Greater than £20 more than the second permit	5%	6%
Double the price of the first permit	11%	6%
Some permit holders added an option – Don't agree with any charge	8%	-
No response	23%	

<b>Q14. In some cities, Residents can purchase a book of tear out scratch cards instead of a single Visitors' Permit disk. Which do you feel could be more appropriate for you?</b>	Permit Holders	Control Group
I prefer the current Visitors' Permit disk	74%	31%
I think the scratch cards would be better for me as I receive few visitors	9%	-
I think the scratch cards would be better for me as I often have more than one visitor at once	6%	-
Other	3%	-
Control Group only – Scratch cards	-	44%
Control Group only - Don't know	-	25%
No response	7%	

<b>Q15. Would you choose to still have a Visitors' Permit even if there was a charge?</b>	Permit Holders	Control Group
Yes	17%	63%
No	36%	6%
It would depend on the cost of the permit	43%	25%
Some from the Control Group offered no response	-	6%
No response	4%	

<b>Q16. If you chose not to have a Visitors' Permit, what impact, if any, would it have on you and your family?</b>	Permit Holders	Control Group
No impact, there is sufficient space for my visitors to park on my drive	13%	38%
It would be inconvenient but they would park on the nearest street outside the scheme boundary	42%	19%
My visitors would use public transport or walk	4%	0%
I think it would reduce my number of visitors	39%	25%
Other impact	18%	19%
No response	5%	

<b>Q17. Should the Visitors' Permit be charged at the same rate as the Residents' Permit?</b>	Permit Holders	Control Group
Yes, otherwise a resident would simply choose the cheaper of the two options	19%	38%
No, it should be cheaper	31%	44%
No, a Visitors' Permit should be free to anybody who does not have a car	39%	6%
Some from the Control Group added an option – It should be much higher	-	6%
No response	10%	

<b>Q18. The proposal is that the charge for the Visitors' Permit would be in the range of £35 to £70 p.a. How much would you be prepared to pay for a Residents' Permit?</b>	Permit Holders	Control Group
Less than the Residents' Permit	45%	44%
The same as the Residents' Permit	11%	19%
The proposed starting figure of £35 is too high for my circumstances	31%	6%
I would be prepared to pay £35 per annum	5%	6%
I would be prepared to pay £50 per annum	1%	13%
I would be prepared to pay £60 per annum	<1%	0%
I would be prepared to pay £70 per annum	<1%	6%
Some permit holders added an option – Don't agree with any charge	9%	-
No response	11%	

<b>Q19. Does £10 for a book of 10 scratch cards seem reasonable to you?</b>	Permit Holders	Control Group
Yes	15%	50%
No	61%	25%
Don't know	17%	19%
No response	7%	6%

<b>Q20a. The proposal is to exempt Blue Badge holders, that is, people with higher levels of disability wouldn't need to pay for Residents Permits. Do you agree with this exemption?</b>	Permit Holders	Control Group
Yes	58%	63%
No	27%	25%
Don't know	9%	13%
No response	6%	

<b>Q20b. Are you a Blue Badge holder yourself?</b>	Permit Holders	Control Group
Yes	11%	13%
No	87%	88%
No, but someone in my household is	2%	0%

<b>Q21. Should exemptions or reductions be made for low emission vehicles?</b>	Permit Holders	Control Group
Yes, they should be exempt	16%	0%
Yes, they should pay a reduced charge	11%	13%
No, they should pay the same as other vehicles	62%	81%
Some permit holders added an option – Don't agree with any charge	1%	
No response	10%	6%

<b>Q22. Should exemptions or reductions be made for smaller vehicles that take up less space?</b>	Permit Holders	Control Group
Yes, they should be exempt	16%	0%
Yes, they should pay a reduced charge	14%	13%
No, they should pay the same as other vehicles	59%	88%
Some permit holders added an option – Don't agree with any charge	1%	
No response	10%	

Additional to the questions that appeared in the Postal Survey – a series of background questions were asked of the Control Group

**1. Do you think that these Parking Schemes are of benefit to residents in areas where parking has become a problem ?**

- Yes 100%
- No 0%
- Don't know 0%

**2. Have any of you, or any of your neighbours thought about asking for a Residents Parking Permit Scheme where you live?**

- Yes 13%
- No 81%
- Don't know 6%

**3. Did you know that the resident parking schemes in Leeds are completely free ?**

- Yes 50%
- No 50%
- Don't know 0%



**4. What is your first reaction to the principle of paying for the permits like they do in other cities ?**

- Agree 88%
- Disagree 6%
- Don't know 6%

**7. If you were going to move to an area with a parking charge would a charge of this level make you look elsewhere ?**

- Yes 25%
- No 56%
- Don't know 19%

**11. Do you ever visit someone, by car, who lives in a Residents Parking permit zone?**

- Yes 44%
- No 56%
- Don't know 0%

**12. If so, do you use their Visitor' permit?**

- Yes 31%
- No 13%
- Not applicable 56%

**13. Do you think having to pay for Visitors Permits would make a difference to whether people you know get one ?**

- Yes 19%
- No 44%
- Don't know 31%
- No response 6%



## APPENDIX 3

### Summary of Additional Feedback

Detailed below is a summary of the comments and objections that were received via email, letter, phone call etc. during the consultation process. 230 permit holders made contact and the comments recorded here are in addition to the findings in the consultation report supplied by Qa Research.

Area	Number and nature of the responses from this area
LS1	Only one response was received that was identified as being from LS1.
LS3	Four responses were received from LS3 indicating that local shops have disappeared meaning that a car is no longer a luxury but that the available roadside space is usually occupied by visitors and tradesmen.
LS6	Seven responses were received in LS6, including a letter from St Chad's Residents Association which indicated that the rapid expansion of Leeds Met caused the problem. Although some considered permits to be unnecessary as most houses have drives. One resident asked whether consideration could be given to a reduced rate for Becketts Park as restrictions are only in operation for 31% of the year ?
LS7	Five responses were received from LS7. One resident of Duxbury Rise (LS7) started an online petition that attracted 75 responses of opposition to the proposals. Some responses indicated that parking for the new Arena could be an issue in the future.
LS8	Five responses were received from LS8, some suggesting that their scheme was imposed upon them and paid for by St James' hospital. Some indicated that this is a poorer area where residents may have difficulty affording the charge. It was also pointed out that there is little enforcement and that shop workers park in the area all day with no penalty.
LS9	In total there were twenty eight responses from LS9 including eleven from Stoney Rock Court Sheltered Housing complex that were primarily concerned that inability to afford a permit may mean that they receive fewer visitor whilst the limited enforcement allowed others to use the road space for free.
LS10	There was only one response from LS10 which stated that they did not ask for the zone in the first place and that the proposal was just a way of LCC to raise money
LS11	There were fifteen responses from LS11 including an invitation to speak at the Beeston Community Forum. Most of the opposition centred around the football ground and the fact that matches and events only affected 20 – 30 days per year, yet the restrictions and charges would be in force year round which already has a detrimental effect on people's lives. It was suggested that the new police station and Park and Ride site may cause problems in the future. The Forum also expressed concern about the impact on residents on low incomes and the expansion of the existing scheme.
LS12	There were only two responses from LS12 and both suggested that their scheme be removed as the Winewright factory closed a long time ago and the scheme was no longer needed.

LS14	There were only three responses from LS14. Again there were calls for a scheme to be removed as the original problems stemmed from the job centre and Council offices both of which have now moved.
LS15	There were thirteen responses from LS15 with the Crossgates Centre and the associated dual use zone being singled out as a particular problem.
LS16	Twenty six responses from residents in LS16 including a letter from the West Park Residents Association. A significant amount of correspondence came from two streets some saying that they would prefer if the scheme was removed rather than pay.
LS18	There were seven responses from LS18 including one from the residents of New Road Side. Pressure comes from commuters and shoppers with local businesses suffering as the spaces are taken up by people who are using public transport into Leeds.
LS19	There were five responses from LS19 one of which pointed out that Rawdon House had re-opened with 1000 employees and that police have been called to parking disputes. It was also said that enforcement officers only patrol when the streets are not busy.
LS20	Only four responses from LS20, some stating that planners caused some of the problems as do the railway station and TK Maxx. It was a common complaint that residents should not pay to benefit commuters.
LS22	Only one response from LS22 which asked that consideration be given to the recent Barnet Ruling
LS23	Only one response from LS23 which argued that the scheme wasn't necessary in the first place
LS25	There were fifteen responses from LS25 including letters from the residents of Coupland Road and Halliday Road. One of the major complaints was that some residents have multiple Visitor Permits which puts pressure on the space. Some said that they were all for encouraging people to visit Garforth but that additional parking is required and that enforcement is sporadic to non-existent.
LS27	There were two responses from LS27 the main point of which was "Why should those that live in RPPSs subsidise the vast majority that don't"
LS28	There were 15 responses from LS28. There was a strong feeling from residents around the former site of Tradex that their scheme was no longer necessary. However it was recognised that the area around Green Flag continued to be a problem. There was also a petition submitted calling for consideration to be given to removing the scheme from the Claremonts area. Cllrs Carter and Wood also drew specific attention to the Dawson's Corner sheltered complex.
WF3	There was one response from WF3 that contained suggestions for parking improvements
Anon	There were 54 responses from residents who did not identify which part of the city they live in

## **Summary of the Points Raised:**

The opinions that were most commonly expressed were:

- Any charge is unfair
- The proposed starting price of £35 is too high or unjustifiable
- The scheme should be removed as it is either no longer necessary, is inconvenient or is not worth the proposed cost
- Current enforcement is inadequate
- The most vulnerable residents will find it more difficult to pay which may have a detrimental effect on their home life

### **The Current Scheme**

- The Residents' Permit Scheme is already inconvenient as it is
- The proposal to charge will not improve the service
- There are no guarantees of finding a parking space
- A charge could prevent some residents from receiving visitors
- The scheme has contributed to the loss of amenities in my area
- If anything, we should have a reduction in Council Tax contribution as a result of the inconvenience of the scheme
- Around Elland Road we only need permits approx 20 times a year – why do we pay the same as everybody else ?
- There'll be even more traffic as a result of the proposed park & ride and police station

### **Another Tax**

- We already pay Council Tax and Road Tax – this is another tax
- The charge is the equivalent of a substantial hike in Council Tax

### **Charge is Unfair**

- The charge is discriminatory
- Why should I pay to park outside my house
- Why should I pay when somebody 2 streets away doesn't ?
- Why should we pay when others park outside our homes for free ?
- Drivers are being targeted again

### **Financial Impact**

- The proposed starting price of £35 is too high
- My neighbourhood is largely pensioners who would not be able to afford the proposed charge
- Any charge could make selling my house more difficult
- Any charge may limit the ability to rent my property out
- I already pay ground rent for parking
- The general cost of living has increased making life difficult
- If the proposal is that this charge would have to be paid in lump sum, some may have to resort to pay day loans
- If a charge is brought in would a refund be provided if I move out of the zone?
- We would be prepared to pay a small admin charge for a FREE permit

## **Avoidance**

- There is a concern that some neighbours will park in their gardens to avoid paying the charge. This could cause issues such as collapsed drains

## **Principle**

- Any charge should only cover the cost of the scheme not produce revenue
- If we'd have known there would one day be a charge we would have never agreed to the scheme in the first place
- Why should renewals be every year ? – Renewing annually is unnecessary and the cost of administration would be reduced if renewals were less frequent – every three years as it is currently.
- It should not be a one size fits all for every scheme. Each scheme is different.
- Residents will be charged to park where they live yet commuters who were the initial cause of the problem will park at no charge in the free car parks
- A car is not a luxury anymore. Poor public transport, the closure of local amenities, an aging population requiring care and different work patterns mean that the car is a necessity.
- Leeds City Council will spend the income on “silly schemes”

## **Operation of the Scheme**

- Enforcement is insufficient, poor, non-existent and comes at the wrong time of day
- The scheme was imposed on us / we were never consulted and didn't want the scheme in the first place
- The scheme in our area is no longer necessary (eg. Around former Tradex / Winewright / Council Office near Baileys Hill)
- We don't believe there would be a parking issue if the scheme was removed
- LCC did not fund our scheme
- All of the schemes should be scrapped – this will save the cost of administration, maintenance and enforcement
- We struggle to find a parking space as it is so why should we pay
- We don't receive any annual maintenance in the zone where I live – there are no lines to maintain
- A limit should be placed on the number of permits allowed in a scheme – this would provide more of a guarantee of a parking space
- We live in a dual use zone where there is free limited parking for shoppers etc. This makes it very difficult to find a space
- Taxis park up reducing the space available. They leave engines running causing air and noise pollution and Civil Enforcement Officers do nothing
- Some residents keep their caravans on their drives whilst their cars block the road
- Some health professionals are reluctant to visit for fear of receiving a ticket
- There should be a reporting system so that residents can notify the Parking Enforcement Office of repeat offenders

## **Causes of the Problem**

- Green Flag
- Leeds Metropolitan University
- St James' Hospital

- Seacroft Hospital
- Crossgates Centre
- Elland Road Football Ground
- Unofficial University bus drop off point
- Halifax Building Society
- LCC Planners

### **Leeds City Council**

- LCC should make economies elsewhere
- We already get a poor service from the Council
- LCC provides little maintenance for the road surface
- LCC doesn't provide adequate gritting in winter
- Leeds should not follow the bad example of other cities
- These proposals are already a done deal and the outcomes of this consultation will be ignored
- The minority should not have to make up the LCC shortfall
- This proposal damages the reputation of the Council
- I can see that the permit costs will rise every year
- LCC should pay attention to the High Court vs Barnet Council Ruling – any charge cannot be used to raise revenue
- We already have problems renewing permits when the renewal process is spread over 3 years. This will only get worse if renewals become annual
- The maintenance of lines and signs doesn't cost any more than the general road - but you don't charge individual streets for those
- LCC should stop wasting money
- LCC allows regular meetings of faith groups in people's homes. Many visitors can attend and this contributes to a lack of parking space
- Why do we need 99 councillors in Leeds ?
- Current Parking Services provision is inadequate. We cannot speak to anybody at the weekend or in the evening to allow additional spontaneous visitors
- Parking Services are unable to act despite being informed of parking offences

### **The Survey**

- Survey doesn't offer sufficient opportunity to express my views
- There should have been a question which asked if we support a charge for permits
- There has been insufficient time to answer the survey. The survey window was only open 18 days
- The survey was issued during a period when many residents were away on holiday
- The survey should be put on hold pending outcome of Barnet appeal
- Equality monitoring is an intrusion

### **Drive ways**

- The proposal penalises those without drives who are likely to be less well off
- Even those with drives complain as they sometimes choose not to use them as they are often blocked
- Some drives are narrow or steep and are difficult to park on especially for visitors
- It would be impossible for all residents to use the drives as some are shared drives

## **Visitors**

- A single Visitors' Permit is restrictive
- We don't have sufficient visitors to warrant buying a permit
- People should be able to have visitors regardless of their ability to pay
- This is a serious worry as I am terminally ill and concerned that I may not get the visitors I require
- People in Sheltered Housing would not get visitors
- Visitors' Permits are abused at the moment - some use them permanently
- There is a concern that Care visits will decrease
- Care visits will be expensive if scratch cards are brought in
- There is a concern that it will be difficult to get tradesmen to visit if we don't buy a Visitors' Permit

## **Exemptions**

- Don't offer exemptions for low emissions this is a car size issue
- Low emission vehicles don't get discounts anywhere else such as in NCP car parks
- LEVs already receive a discount in Road tax – this is a space issue
- Low emission cars tend to be newer – you are penalising those that can't afford a new car
- Why should people be penalised for having a larger vehicle ?
- Dispensation for disability should be wider than just blue badge holders
- Usually the more you buy of anything, the cheaper it becomes – why charge more for second / third vehicles ?
- LCC essential car users should be exempt
- I object to further exemptions for disabled drivers – they already get enough

## **Alternative suggestions for revenue**

- There would be sufficient income from PCNs if enforced correctly
- LCC should reduce costs with increased productivity and reduced staff / waste
- Parking meters should be installed close by to increase revenue
- A charge should be made at railway station car parks
- Target Council Tax dodgers and those that don't pay road tax
- Can we suggest a 2 hour limited stay to encourage trade but discourage commuter traffic
- Suggest paid car park on waste ground on Burley Road
- Increase city centre charges to offset RPPS



**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Sustainable Economy and Culture)**

**Date: 8 October 2013**

**Subject: Recommendation Tracking**

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. Each Scrutiny Board receives regular reports on any recommendations from previous inquiries which have not yet been completed.
2. This allows the board to monitor progress and identify completed recommendations; those progressing to plan; and those where there is either an obstacle or progress is not adequate. The board will then be able to take further action as appropriate.
3. A standard set of criteria has been produced, to enable the board to assess progress. These are presented in the form of a flow chart at Appendix 1. The questions should help to decide whether a recommendation has been completed, and if not whether further action is required.
4. Attached as Appendix 2 is a report on the final two outstanding recommendations from the board's inquiry report on young people's engagement in cultural, sporting and recreational activities.
5. For each recommendation, a progress update is provided in the table accompanying the report. To assist board members, the Principal Scrutiny Adviser has proposed a draft status for each recommendation. The board is asked to confirm whether these assessments are appropriate, and to change them where they are not.
6. In deciding whether to undertake any further work, members will need to consider the balance of the board's work programme.

## **Next Steps**

7. Further recommendation tracking reports are scheduled to be presented to the Scrutiny Board early in 2014 and will cover the remaining outstanding recommendations from the board's inquiries, enabling the board to judge progress against outstanding recommendations.

## **Recommendations**

9. Members are asked to:
  - Agree those recommendations which no longer require monitoring;
  - Identify any recommendations where progress is unsatisfactory and determine the action the board wishes to take as a result.

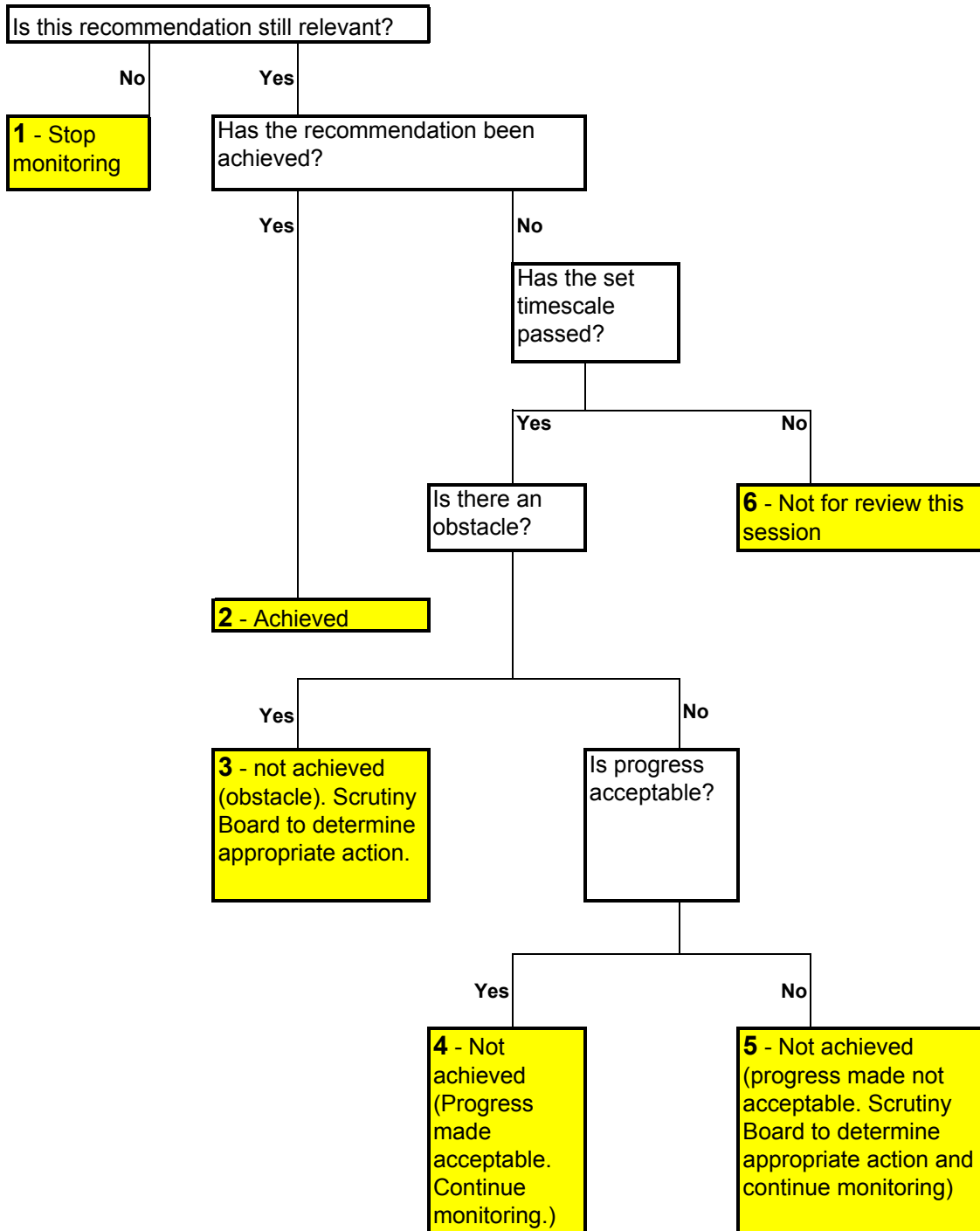
## **Background documents<sup>1</sup>**

None used

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<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

**Recommendation tracking flowchart and classifications:**  
**Questions to be Considered by Scrutiny Boards**



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Engagement of young people in cultural, sporting and recreational activities

Report published April 2012

Last update April 2013

	Recommendation	Stage	Complete
3	<p>That the Director of city Development and the Director of Children’s Services implement a system of accurate data collection and management which will identify the engagement and take up of Breeze programmes by young people and enable service provision to be targeted. Progress to be reported back to the Scrutiny Board in February 2013.</p>	<p>4 (not achieved – progress made acceptable)</p>	
<p style="writing-mode: vertical-rl; transform: rotate(180deg);">Page 57</p>	<p><b><u>October 2013 update</u></b></p> <p>The ambition to collect data beyond Council delivered activities poses some data protection issues as well as financial considerations. In order to identify the cheapest, most robust system that is both secure in terms of data and user friendly for organisations who are under resourced in staffing, we have piloted 3 approaches over the summer which are currently being reviewed.</p> <p>Breeze on Tour and Breeze events - Hand held swipes were used – through these we were able to collect card numbers and down load them on onto the system. The swipes were backed up by data collected on computers. This system seems at first analysis to be both robust and safe in terms of data protection. Although we are still awaiting data for seven Mini Breeze events, we can confirm that 20,013 under 19’s attended the 6 Breeze on Tour events and 8 Mini Breeze events.</p> <p>The Inner South Wellbeing Pilot – Individual organisations who have been successful at securing Wellbeing funds were asked to upload attendance data onto a web based system via the Breeze Culture Network. This data has yet to be analysed.</p> <p>The Breeze Youth Activities Fund - Spread sheets have been circulated to all organisations who have been granted Activity Funding. The spread sheets will now be collated to give a picture of attendance at the activities funded. We will report back to Scrutiny both on the data collected and the success of the method.</p>		

Director's Response (Received July 2012)

*As part of the work on the cards outlined in Recommendation 2, the data collection the system offers is being rationalised and agreed between the two directorates. City Development is also developing economic and social impact information as part of its grant schemes. This will include a wide range of activity for young people and so is relevant to both directorates who are working together to develop robust measures for the Children's Services Indicator 'having fun growing up' and the City Development Indicator 'engaging more people in cultural activity'. While progress could be reported in February, it is recommended to delay until April/May when a further report could be provided including data for activities for the whole of the 2012/13 financial year.*

April 2013 update

*A system is being trailed this summer in a range of venues. It will collect data that will enable elected members and event organisers to measure take up of their activity by young people. It will show numbers, age range, gender and map where young people have come from to attend the event. It will only use de personalised data so no individual can be identified. The system will test a variety of collection devices in different type of venues from non council run, indoor council venues and outdoor venues to identify which are the most robust and reliable technical approaches.*

*To be tested and refined over summer 2013*

Engagement of young people in cultural, sporting and recreational activities

Report published April 2012

Last update April 2013

Page 59

	Recommendation	Stage	Complete												
9	<p><b>That the Director of City Development and the Director of Children’s Services report back to the Scrutiny board in February 2013 on the progress of seeking sponsorship opportunities and the projected budget position for Breeze in 2013/14.</b></p>														
	<p><b>October 2013 update</b>                      Although we have not been successful in securing sponsorship the team has pursued a variety of funding sources securing a total of:                      £74,731 capital spend from Shorts Breaks to purchase additional infrastructure                      £28,000 from Barclays Bank, Leeds Inspired, Pocca, and the NHS to run projects.                      £59,970 from Cluster funding, Wellbeing funds and Youth Activities Funding to provide Mini Breeze and Back Yard Breeze across the city                      £19,979 Gross income from private hire bookings                      The funding and income secured has been to deliver specific pieces of work, or capital infrastructure. It has not enabled us to reinstate the 4 Breeze on Tour Events we lost this year in the West and South of the city. The Breeze on Tour budget has been reduced annually as follows:</p> <table border="1" data-bbox="143 820 1196 971"> <thead> <tr> <th></th> <th>2011</th> <th>2012</th> <th>2013 (target)</th> </tr> </thead> <tbody> <tr> <td><b>Cost to the service</b></td> <td>146,781</td> <td>138,360</td> <td>105,710</td> </tr> <tr> <td><b>Attendance</b></td> <td>18,113 (10 events)</td> <td>21,452 (10 events)</td> <td>16,541 (6 events)</td> </tr> </tbody> </table> <p><i>Director’s Response (Received July 2012)</i>                      Work has been ongoing to seek sponsorship and a detailed sponsorship pack produced. It is a challenging market and currently only small scale sponsorship has been attracted. However this enabled significant activity to progress. The February 2013 Scrutiny Board will include a summary to date.</p> <p><i>April 2013 update</i>                      Sponsorship has proved very hard to achieve with only modest income from Ikea and B&amp;Q and discussions on social media development with Sky.</p> <p>More success has been achieved through funding bids including £57,000 capital for 2013-14 from the Short Breaks fund to refurbish and refresh the Breeze inflatable equipment and event infrastructure.. We have also been successful in bids to support specific activities at Breeze on Tour including health initiatives through NHS funding and financial literacy from the Illegal Money Laundering team at Birmingham Council. We will however continue to approach businesses for sponsorship and in kind support. Budget for Breeze On Tour has been reduced by £50,000 as part of the overall Council reductions</p>		2011	2012	2013 (target)	<b>Cost to the service</b>	146,781	138,360	105,710	<b>Attendance</b>	18,113 (10 events)	21,452 (10 events)	16,541 (6 events)	<p><b>3 - not achieved (obstacle). Scrutiny Board to determine appropriate action.</b></p>	
	2011	2012	2013 (target)												
<b>Cost to the service</b>	146,781	138,360	105,710												
<b>Attendance</b>	18,113 (10 events)	21,452 (10 events)	16,541 (6 events)												





**Report of Head of Scrutiny and Member Development**

**Report to Scrutiny Board (Sustainable Economy and Culture)**

**Date: 8 October 2013**

**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 draft work schedule is attached as appendix 1. The work schedule reflects discussions at the Board's meeting in September. It will be subject to change throughout the municipal year.

**Recommendation**

2. Members are asked to:
  - a) Consider the work schedule and make amendments as appropriate.

**Background documents<sup>1</sup>**

None used

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	June	July	August
<b>Jobs and skills Inquiry</b>			
<b>Leeds Let's Get Active Scheme Inquiry</b>	To agree terms of reference SB 18/6/13	Session One SB 16/7/13	
<b>Tour de France</b>			
<b>Call In</b>			West Park Centre SB 6/8/13
<b>Requests for scrutiny</b>	Party in the Park	Residents' Parking Permit Schemes SB 16/7/13	
<b>Pre-decision Scrutiny</b>		Draft Sports Strategy SB 16/7/13	
<b>Recommendation Tracking</b>		Maximising Powers to Promote Influence and create Local Employment and Skills Opportunities SB 16/7/13	
<b>Budget &amp; Policy Framework Plans</b>			
<b>Performance Monitoring</b>	Quarter 4 performance report SB 18/6/13		
<b>Contributions to the work of other Scrutiny Boards</b>		Youth Offer (led by Children & Families) WG 9/7/13	

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	September	October	November
<b>Jobs and skills Inquiry</b>	Scope inquiry WG 9/9/13	Agree terms of Reference SB 8/10/13	Session One SB 19/11/13
<b>Cultural organisations' engagement with communities Inquiry</b>			Agree terms of Reference SB 19/11/13
<b>Tour de France</b>		SB 8/10/13	
<b>West Park Centre</b>	SB 17/9/13		
<b>Sustainability of events</b>		WG Date TBC	WG Date TBC
<b>Manufacturing Sector</b>			Briefing SB 19/11/13
<b>Requests for scrutiny</b>		Developers and planning process SB 8/10/13	
<b>Pre-decision Scrutiny</b>	Community Infrastructure Levy draft charging schedule SB 17/9/13	Residents' Parking Permit Schemes SB 8/10/13	
<b>Budget &amp; Policy Framework Plans</b>			
<b>Recommendation Tracking</b>		Young People's engagement in culture SB 8/10/13	
<b>Performance Monitoring</b>		Input into revised performance framework SB 8/10/13	
<b>Contributions to the work of other Scrutiny Boards</b>	Youth offer WG 24/9/13		

## Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year

Area of review	Schedule of meetings/visits during 2013/14		
	December	January	February
Jobs and skills Inquiry		Session Two SB 21/1/14	
Cultural organisations' engagement with communities Inquiry			Session One SB 18/2/14
Leeds Let's Get Active Scheme			Session Two SB 18/2/14
Requests for scrutiny			
Pre-decision Scrutiny			
Budget & Policy Framework Plans	Executive Board's initial budget proposals SB 17/12/13 Site Allocations DPD SB 17/12/13 ( TBC) Aire Valley Action Plan SB 17/12/13 (TBC)	Local Flood Risk Management Strategy SB 21/1/14 (TBC)	
Recommendation Tracking		Scrutiny of Strategic Partnership Board SB 21/1/14	Maximising Powers to Promote Influence and create Local Employment and Skills Opportunities SB 18/2/14
Performance Monitoring	Quarter 2 performance report SB 17/12/13		
Contributions to the work of other Scrutiny Boards	Youth offer WG 10/12/13		

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**Scrutiny Board (Sustainable Economy and Culture) Work Schedule for 2013/2014 Municipal Year**

<b>Area of review</b>	<b>Schedule of meetings/visits during 2013/14</b>	
	<b>March</b>	<b>April</b>
<b>Cultural organisations' engagement with communities Inquiry</b>		Session 2 SB 15/4/14
<b>Annual review of Partnership</b>	To undertake "critical friend" challenge SB 18/3/14	
<b>Requests for scrutiny</b>		
<b>Pre-decision Scrutiny</b>		
<b>Budget &amp; Policy Framework Plans</b>		
<b>Recommendation Tracking</b>		
<b>Performance Monitoring</b>	Quarter 3 performance report SB 18/3/14	
<b>Contributions to the work of other Scrutiny Boards</b>		