



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 26th March, 2014 at 1.30 pm

Members of the Council are invited to attend and transact the following business:

- 1 **Minutes** 1 - 32

To approve the minutes of the Council Meeting held on 26th February 2014.

- 2 **Declarations of Interest**

To receive any declarations of interest from Members

- 3 **Communications**

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate

- 4 **Deputations**

To receive deputations in accordance with Council Procedure Rule 10

- 5 **Recommendations of the Executive Board - Local Flood Risk Management Strategy** 33 - 150

To consider the report of the Director of City Development setting out recommendations from the Executive Board on 5 March 2014 to Full Council in respect of the Local Flood Risk Management Strategy.

- 6 **Recommendations of the General Purposes Committee - 2014/2015 Pay Policy Statement** 151 - 176

To consider the report of the City Solicitor setting out recommendations from the General Purposes Committee on 4 March 2014 to Full Council regarding the 2014/2015 Pay Policy Statement.

- 7 **Recommendations of the General Purposes Committee - Joint Health Overview and Scrutiny Committee** 177 - 188

To consider the report of the City Solicitor setting out recommendations from the General Purposes Committee on 4 March 2014 to Full Council regarding the Joint Health Overview and Scrutiny Committee.

8 **Recommendations of the Standards and Conduct Committee - Annual Report** 189 - 196

To consider the report of the City Solicitor setting out recommendations from the Standards and Conduct Committee on 7 March 2014 to Full Council regarding the Annual report of the Standards and Conduct Committee.

9 **Report on Appointments and Nominations to the West Yorkshire Combined Authority**

Report to Follow

10 **Report on Leeds Award** 197 - 204

To consider a report of the City Solicitor on nominations for receipt of the Leeds Award.

11 **Questions**

To deal with questions in accordance with Council Procedure Rule 11

12 **Minutes**

To receive the following minutes in accordance with Council Procedure Rule 2.2(i):-

| | |
|--|-----------|
| Executive Board | 205 - 226 |
| Scrutiny Boards | 227 - 264 |
| Plans Panels | 265 - 292 |
| Licensing Committee and Sub Committees | 293 - 302 |
| Advisory and Procedural Committees | 303 - 310 |
| Area Committees | 311 - 328 |
| Health and Wellbeing Board | 329 - 340 |
| Joint Committees | 341 - 356 |

13 **Back Bench Community Concerns** 357 - 368

To receive Community Concerns in respect of:-

- 1) Councillor Dawson - Closure of the Kodak site in Morley with the loss of 210 jobs.
- 2) Councillor Walker – Responding to trees falling from private property across the public highway.

- 3) Councillor Downes – Allocation of policing resources in Otley and Yeadon ward.
- 4) Councillor A Blackburn – Housing Repairs.
- 5) Councillor Finnigan – The Council decision making process and how they impact upon Morley.
- 6) Councillor P Latty - Concerns about the configuration of the Station Hotel Junction in Guiseley and Rawdon ward and the possible impacts on pedestrian safety.

14 **White Paper Motion (in the name of Councillor A Carter) - Planning** 369 - 370

This Council reaffirms its opposition to a developer led approach to planning policy.

This Council believes that a brown field first approach to development is the right one and further believes that new housing should be prioritised in regeneration areas and areas where there is clear unmet housing need.

This Council calls on the administration to act on the following issues:

- Evidence a robust 5 year land supply in Leeds
- Note and implement the recent planning guidance ‘Making the planning system work more efficiently and effectively’ regarding infrastructure constraints when assessing site suitability
- Further note the planning guidance with regard to brownfield land, developer profits and previous developer records on unimplemented planning permissions
- Take action to ensure that housing is not delivered in areas of flood risk
- Commit to continuing protection of the Greenbelt in Leeds
- Take note of recent ministerial advice that suggests that phasing of new housing development is not centrally prescribed by Government

This Council believes that housing numbers should not be seen in isolation as simply a positive for growth and a mechanism to address unmet need. These are important, but due consideration has to be given to infrastructure. Otherwise, in Leeds, this will likely result in over-subscribed schools, massively congested roads and key services stretched to breaking point.

This Council believes that new housing should be genuinely sustainable and this means delivering the infrastructure to support it before it is built.

15 **White Paper Motion (in the name of Councillor Downes) - Leeds Bradford International Airport** 371 - 372

This Council recognises the long term benefits Leeds Bradford International Airport brings to the local and regional economy and fully supports the city region’s proposed infrastructure improvements to improve both its accessibility and connectivity.

Council reiterates its commitment to ensure every child in Leeds enjoys the best start in life and welcomes the Administration's decision to keep all 57 children's centres open despite massive Government funding cuts.

Council further recognises the overwhelming evidence that development in the first years of life is crucial to improving social, economic, educational and health outcomes for children and young people.

Given that evidence, members commit to continue to work towards our Best city and Child Friendly ambitions, focusing in particular on ensuring that every child in Leeds is ready to learn before they start school.

In support of this approach and the clear evidence of the importance in investing wisely in Early Years, Council calls on Government to immediately:

1. Re-instate the Early Intervention Grant in full
2. Secure the financial future of Children's Centres and their multi-agency workforce
3. Provide an additional Early Years investment fund for local partnerships to access, based on the needs of local communities
4. Support the extension of the successful Families First approach to target the most vulnerable families
5. Ensure additional health capacity is identified and ring-fenced so as to provide targeted support

Council asks that the Chief Executive write to the Secretaries of State for Health and Education.

Tom Riordan
Chief Executive
Civic Hall
Leeds
LS1 1UR

Please note: this meeting may be filmed for live or subsequent broadcast via the City Council's website on the internet - at the start of the meeting the Lord Mayor will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council. Generally the public gallery is not filmed. However, by entering the Council Chamber and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding this, please contact the City Solicitor.

Third Party Recording

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the clerk.

Use of Recordings by Third Parties– code of practice

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.



Proceedings of the Meeting of the Leeds City Council held
Civic Hall, Leeds on Wednesday, 26th February, 2014

PRESENT: The Lord Mayor Councillor Thomas Murray in the Chair

WARD

ADEL & WHARFEDALE

Barry John Anderson
John Leslie Carter
Clive Fox

ALWOODLEY

Neil Alan Buckley
Dan Cohen
Peter Mervyn Harrand

ARDSLEY & ROBIN HOOD

Karen Renshaw
Jack Dunn
Lisa Mulherin

ARMLEY

Alison Natalie Kay Lowe
James McKenna
Janet Harper

BEESTON & HOLBECK

Adam Ogilvie
David Congreve

BRAMLEY & STANNINGLEY

Caroline Gruen
Ted Hanley
Neil Taggart

BURMANTOFTS & RICHMOND HILL

Maureen Ingham
Asghar Khan
Ron Grahame

WARD

CALVERLEY & FARSLEY

Joseph William Marjoram
Rod Wood

CHAPEL ALLERTON

Eileen Taylor
Mohammed Rafique
Jane Dowson

CITY & HUNSLET

Elizabeth Nash
Patrick Davey
Mohammed Iqbal

CROSS GATES & WHINMOOR

Debra Coupar
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

David Blackburn
Ann Blackburn
John Hamilton Hardy

GARFORTH & SWILLINGTON

Andrea McKenna
Mark Dobson
Thomas Murray

GIPTON & HAREHILLS

Roger Harington
Arif Hussain
Kamila Maqsood

GUISELEY & RAWDON

Graham Latty
Paul John Spencer Wadsworth
Pat Latty

HAREWOOD

Ann Castle
Rachael Procter
Matthew James Robinson

HEADINGLEY

Janette Walker
Neil Walshaw
Martin Hamilton

HORSFORTH

Christopher Townsley
Dawn Collins
Brian Cleasby

HYDE PARK & WOODHOUSE

Christine Denise Towler
Gerry Harper
Javaid Akhtar

KILLINGBECK & SEACROFT

Graham Hyde
Veronica Morgan
Brian Michael Selby

KIPPAX & METHLEY

Mary Elizabeth Harland
James Lewis
Keith Ivor Wakefield

KIRKSTALL

Lucinda Joy Yeadon
John Anthony Illingworth
Bernard Peter Atha

MIDDLETON PARK

Paul Anthony Truswell
Judith Blake
Kim Groves

MOORTOWN

Alex Sobel
Rebecca Charlwood
Sharon Hamilton

MORLEY NORTH

Robert Finnigan
Robert William Gettings
Thomas Leadley

MORLEY SOUTH

Judith Elliott
Neil Dawson
Shirley Varley

OTLEY & YEADON

Sandy Edward Charles Lay
Colin Campbell
Ryk Downes

PUDSEY

Josephine Patricia Jarosz
Richard Alwyn Lewis
Mick Coulson

ROTHWELL

David Nagle
Karen Bruce
Barry Stewart Golton

ROUNDHAY

Bill Urry
Christine Macniven
Ghulam Hussain

TEMPLE NEWSAM

Judith Cummins
Katherine Mitchell
Michael Lyons

WEETWOOD

Jonathan Bentley
Susan Bentley
Judith Mara Chapman

WETHERBY

Alan James Lamb
John Michael Procter

102 Announcements

- a) The Lord Mayor reminded all those present that the Council meeting was been webcast.

- b) The Lord Mayor informed Members that due to a recent change in legislation all votes in respect of the budget motion and any amendments would be via a recorded vote.

- c) The Lord Mayor reported that Dom Harington, son of Councillor Roger Harington, was part of Team GB 7-strong snowboarding line-up in the winter Olympics in Sochi.

103 Minutes

It was moved by Councillor G Harper, seconded by Councillor G Latty and

RESOLVED – That the minutes of the meeting held on 15th January 2014 be approved.

104 Declarations of Interest

There were no declarations of interest.

105 Communications

The Executive Member (Children’s Services) informed Council of the current position with regard to the sponsors of the Leeds West and Leeds East Acadamies.

106 Report on Attendance at Meetings

It was moved by Councillor G Harper, seconded by Councillor Nash and

RESOLVED – That the absence of Councillor Charlwood from meetings of the authority for a period of six months from this meeting be approved.

107 Motion to suspend Council Procedure Rules

It was moved by Councillor G Harper and seconded by Councillor G Latty that Council Procedure Rule 14.6(b) be suspended to allow Councillor J Procter to move, and Councillor A Lamb to second, amendments 1 to 10 en bloc, and to allow Councillor Golton to move, and Councillor Downes to second, amendments 11-19 en bloc.

It was also moved by Councillor G Harper and seconded by Councillor G Latty that Council Procedure Rule 14.1 be suspended in order that:-

- a) time limits will not be imposed on budget speeches of Group Leaders in the budget debate;
- b) a Member contributing to the budget debate can do so for up to 5 minutes;
- c) a Member seconding the budget motion or budget amendments can do so for up to 5 minutes;
- d) when summing up on the budget motion the Leader of Council can do so for up to 10 minutes.

RESOLVED –

- a) That that Council Procedure Rule 14.6(b) be suspended to allow Councillor J Procter to move, and Councillor A Lamb to second, amendments 1 to 10 en bloc, and to allow Councillor Golton to move, and Councillor Downes to second, amendments 11-19 en bloc.
- b) That Council Procedure Rule 14.1 be suspended in order that:-
 - i) time limits will not be imposed on budget speeches of Group Leaders in the budget debate;
 - ii) a Member contributing to the budget debate can do so for up to 5 minutes;
 - iii) a Member seconding the budget motion or budget amendments can do so for up to 5 minutes;
 - iv) when summing up on the budget motion the Leader of Council can do so for up to 10 minutes.

108 Budget

Under the provision of Council Procedure Rule 14.9, leave of Council was given to:-

To seek leave of Council under the provisions of Council Procedure Rule 14.9 to:-

- alter paragraph (ii) 3 of item 5 by the deletion of the words 'are expected to issue' and replace with 'have issued' and alter the tabulation in (ii) 3 (page 6 of the summons)

(The altered paragraph/table is contained in the motion below)

i) Revenue Budget

- a) To agree that the Revenue Budget for 2014/15 totalling £565.777m, as detailed and explained in the submitted report and accompanying papers be approved, with a 1.99% increase in the Leeds' element of the Council Tax for 2014/15.
- b) To agree that Grants totalling £109k be allocated to Parishes as detailed in paragraph 6.15.4 of the report.
- c) To agree an amendment to the Council Tax scheme as detailed in paragraph 3.14 of the report which is to be adopted as the empty property scheme.
- d) To agree that with respect to the Housing Revenue Account the following be approved:-
 - i) approve the budget at the average rent increase figure of 5.9%;
 - ii) increase the charges for garage rents to £7.18 per week (based on 52 rent weeks);

iii) increase service charges in line with rents (5.9%).

e) To agree that the delegated limits for revenue virements are amended to allow Executive Board to approve virements up to a maximum of £5m.

ii) Council Tax

1. That it be noted that at the meeting on 15th January 2014, Council agreed the following amounts for the year 2014/15, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-

a) 211,767 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its council tax base for the year.

b)

| PARISH OF | Taxbase Numbers 2014/15 |
|------------------------------|--|
| Aberford and District | 754 |
| Allerton Bywater | 1,282 |
| Alwoodley | 3,601 |
| Arthington | 286 |
| Austhorpe | 26 |
| Bardsey cum Rigton | 1,073 |
| Barwick in Elmet and Scholes | 1,949 |
| Boston Spa | 1,846 |
| Bramham cum Oglethorpe | 716 |
| Bramhope and Carlton | 1,786 |
| Clifford | 737 |
| Collingham with Linton | 1,679 |
| Drighlington | 1,776 |
| Gildersome | 1,769 |
| Great and Little Preston | 458 |
| Harewood | 1,815 |
| Horsforth | 6,614 |
| East Keswick | 586 |
| Kippax | 2,820 |
| Ledsham | 94 |
| Ledston | 157 |
| Micklefield | 490 |
| Morley | 9,814 |
| Otley | 4,570 |
| Pool in Wharfedale | 942 |
| Rawdon | 2,660 |
| Scarcroft | 787 |
| Shadwell | 958 |
| Swillington | 933 |
| Thorner | 749 |
| Thorp Arch | 362 |
| Walton | 119 |
| Wetherby | 4,413 |
| Wothersome | 8 |

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2 That the following amounts be now calculated by the Council for the year 2014/15 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-

- a) £2,039,817,225.85 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.

- b) £1,795,665,761.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.
- c) £244,151,464.85 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its **council tax requirement** for the year.
- d) £1,152.924983 being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, **as the basic amount of its council tax for the year.**
- e) £1,489,801.85 being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- f) £1,145.89 being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the **basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.**

g)

| Parish | Band D £ p |
|------------------------------|-----------------------|
| Aberford and District | 1,162.47 |
| Allerton Bywater | 1,167.42 |
| Alwoodley | 1,156.09 |
| Arthington | 1,152.88 |
| Bardsey cum Rigton | 1,174.69 |
| Barwick in Elmet and Scholes | 1,164.95 |
| Boston Spa | 1,165.12 |
| Bramham cum Oglethorpe | 1,173.82 |
| Bramhope and Carlton | 1,176.69 |
| Clifford | 1,174.38 |
| Collingham with Linton | 1,176.56 |
| Drighlington | 1,160.53 |
| Gildersome | 1,157.76 |
| Great and Little Preston | 1,164.60 |
| Harewood | 1,146.44 |
| Horsforth | 1,161.61 |
| East Keswick | 1,174.90 |
| Kippax | 1,160.53 |
| Ledsham | 1,173.75 |
| Ledston | 1,166.27 |
| Micklefield | 1,235.19 |
| Morley | 1,165.51 |
| Otley | 1,203.87 |
| Pool in Wharfedale | 1,186.68 |
| Rawdon | 1,160.93 |
| Scarcroft | 1,172.83 |
| Shadwell | 1,176.64 |
| Swillington | 1,175.05 |
| Thorner | 1,181.94 |
| Thorp Arch | 1,179.04 |
| Walton | 1,193.79 |
| Wetherby | 1,198.68 |

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

| | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| LEEDS EXCEPT PARTS BELOW: | 763.93 | 891.25 | 1,018.57 | 1,145.89 | 1,400.53 | 1,655.17 | 1,909.82 | 2,291.78 |
| Parish of: | | | | | | | | |
| Aberford and District | 774.98 | 904.14 | 1,033.31 | 1,162.47 | 1,420.80 | 1,679.12 | 1,937.45 | 2,324.94 |
| Allerton Bywater | 778.28 | 907.99 | 1,037.71 | 1,167.42 | 1,426.85 | 1,686.27 | 1,945.70 | 2,334.84 |
| Alwoodley | 770.73 | 899.18 | 1,027.64 | 1,156.09 | 1,413.00 | 1,669.91 | 1,926.82 | 2,312.18 |
| Arthington | 768.59 | 896.68 | 1,024.78 | 1,152.88 | 1,409.08 | 1,665.27 | 1,921.47 | 2,305.76 |
| Bardsey cum Rigton | 783.13 | 913.65 | 1,044.17 | 1,174.69 | 1,435.73 | 1,696.77 | 1,957.82 | 2,349.38 |
| Barwick in Elmet and Scholes | 776.63 | 906.07 | 1,035.51 | 1,164.95 | 1,423.83 | 1,682.71 | 1,941.58 | 2,329.90 |
| Boston Spa | 776.75 | 906.20 | 1,035.66 | 1,165.12 | 1,424.04 | 1,682.95 | 1,941.87 | 2,330.24 |
| Bramham cum Oglethorpe | 782.55 | 912.97 | 1,043.40 | 1,173.82 | 1,434.67 | 1,695.52 | 1,956.37 | 2,347.64 |
| Bramhope and Carlton | 784.46 | 915.20 | 1,045.95 | 1,176.69 | 1,438.18 | 1,699.66 | 1,961.15 | 2,353.38 |
| Clifford | 782.92 | 913.41 | 1,043.89 | 1,174.38 | 1,435.35 | 1,696.33 | 1,957.30 | 2,348.76 |
| Collingham with Linton | 784.37 | 915.10 | 1,045.83 | 1,176.56 | 1,438.02 | 1,699.48 | 1,960.93 | 2,353.12 |
| Drighlington | 773.69 | 902.63 | 1,031.58 | 1,160.53 | 1,418.43 | 1,676.32 | 1,934.22 | 2,321.06 |
| Gildersome | 771.84 | 900.48 | 1,029.12 | 1,157.76 | 1,415.04 | 1,672.32 | 1,929.60 | 2,315.52 |
| Great and Little Preston | 776.40 | 905.80 | 1,035.20 | 1,164.60 | 1,423.40 | 1,682.20 | 1,941.00 | 2,329.20 |
| Harewood | 764.29 | 891.68 | 1,019.06 | 1,146.44 | 1,401.20 | 1,655.97 | 1,910.73 | 2,292.88 |
| Horsforth | 774.41 | 903.47 | 1,032.54 | 1,161.61 | 1,419.75 | 1,677.88 | 1,936.02 | 2,323.22 |
| East Keswick | 783.27 | 913.81 | 1,044.36 | 1,174.90 | 1,435.99 | 1,697.08 | 1,958.17 | 2,349.80 |
| Kippax | 773.69 | 902.63 | 1,031.58 | 1,160.53 | 1,418.43 | 1,676.32 | 1,934.22 | 2,321.06 |
| Ledsham | 782.50 | 912.92 | 1,043.33 | 1,173.75 | 1,434.58 | 1,695.42 | 1,956.25 | 2,347.50 |
| Ledston | 777.51 | 907.10 | 1,036.68 | 1,166.27 | 1,425.44 | 1,684.61 | 1,943.78 | 2,332.54 |
| Micklefield | 823.46 | 960.70 | 1,097.95 | 1,235.19 | 1,509.68 | 1,784.16 | 2,058.65 | 2,470.38 |
| Morley | 777.01 | 906.51 | 1,036.01 | 1,165.51 | 1,424.51 | 1,683.51 | 1,942.52 | 2,331.02 |
| Otley | 802.58 | 936.34 | 1,070.11 | 1,203.87 | 1,471.40 | 1,738.92 | 2,006.45 | 2,407.74 |
| Pool in Wharfedale | 791.12 | 922.97 | 1,054.83 | 1,186.68 | 1,450.39 | 1,714.09 | 1,977.80 | 2,373.36 |
| Rawdon | 773.95 | 902.95 | 1,031.94 | 1,160.93 | 1,418.91 | 1,676.90 | 1,934.88 | 2,321.86 |
| Scarcroft | 781.89 | 912.20 | 1,042.52 | 1,172.83 | 1,433.46 | 1,694.09 | 1,954.72 | 2,345.66 |
| Shadwell | 784.43 | 915.16 | 1,045.90 | 1,176.64 | 1,438.12 | 1,699.59 | 1,961.07 | 2,353.28 |
| Swillington | 783.37 | 913.93 | 1,044.49 | 1,175.05 | 1,436.17 | 1,697.29 | 1,958.42 | 2,350.10 |
| Thorner | 787.96 | 919.29 | 1,050.61 | 1,181.94 | 1,444.59 | 1,707.25 | 1,969.90 | 2,363.88 |
| Thorp Arch | 786.03 | 917.03 | 1,048.04 | 1,179.04 | 1,441.05 | 1,703.06 | 1,965.07 | 2,358.08 |
| Walton | 795.86 | 928.50 | 1,061.15 | 1,193.79 | 1,459.08 | 1,724.36 | 1,989.65 | 2,387.58 |
| Wetherby | 799.12 | 932.31 | 1,065.49 | 1,198.68 | 1,465.05 | 1,731.43 | 1,997.80 | 2,397.36 |

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 3 That it be noted for the year 2014/15 that the Police and Crime Commissioner and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

| Precepting Authority | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|--|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Police & Crime Commissioner Yorkshire | 92.1327 | 107.4882 | 122.8436 | 138.1991 | 168.9100 | 199.6209 | 230.3318 | 276.3982 |
| West Yorkshire Fire and Rescue Authority | 38.266688 | 44.644469 | 51.022251 | 57.400032 | 70.155595 | 82.911157 | 95.666720 | 114.800064 |

- 4 That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2014/15 for each of the categories of dwellings shown below:

| | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| LEEDS EXCEPT PARTS BELOW: | 894.33 | 1,043.38 | 1,192.43 | 1,341.49 | 1,639.60 | 1,937.70 | 2,235.82 | 2,682.98 |
| Parish of: | | | | | | | | |
| Aberford and District | 905.38 | 1,056.27 | 1,207.17 | 1,358.07 | 1,659.87 | 1,961.65 | 2,263.45 | 2,716.14 |
| Allerton Bywater | 908.68 | 1,060.12 | 1,211.57 | 1,363.02 | 1,665.92 | 1,968.80 | 2,271.70 | 2,726.04 |
| Alwoodley | 901.13 | 1,051.31 | 1,201.50 | 1,351.69 | 1,652.07 | 1,952.44 | 2,252.82 | 2,703.38 |
| Arthington | 898.99 | 1,048.81 | 1,198.64 | 1,348.48 | 1,648.15 | 1,947.80 | 2,247.47 | 2,696.96 |
| Bardsey cum Rigton | 913.53 | 1,065.78 | 1,218.03 | 1,370.29 | 1,674.80 | 1,979.30 | 2,283.82 | 2,740.58 |
| Barwick in Elmet and Scholes | 907.03 | 1,058.20 | 1,209.37 | 1,360.55 | 1,662.90 | 1,965.24 | 2,267.58 | 2,721.10 |
| Boston Spa | 907.15 | 1,058.33 | 1,209.52 | 1,360.72 | 1,663.11 | 1,965.48 | 2,267.87 | 2,721.44 |
| Bramham cum Oglethorpe | 912.95 | 1,065.10 | 1,217.26 | 1,369.42 | 1,673.74 | 1,978.05 | 2,282.37 | 2,738.84 |
| Bramhope and Carlton | 914.86 | 1,067.33 | 1,219.81 | 1,372.29 | 1,677.25 | 1,982.19 | 2,287.15 | 2,744.58 |
| Clifford | 913.32 | 1,065.54 | 1,217.75 | 1,369.98 | 1,674.42 | 1,978.86 | 2,283.30 | 2,739.96 |
| Collingham with Linton | 914.77 | 1,067.23 | 1,219.69 | 1,372.16 | 1,677.09 | 1,982.01 | 2,286.93 | 2,744.32 |
| Drighlington | 904.09 | 1,054.76 | 1,205.44 | 1,356.13 | 1,657.50 | 1,958.85 | 2,260.22 | 2,712.26 |
| Gildersome | 902.24 | 1,052.61 | 1,202.98 | 1,353.36 | 1,654.11 | 1,954.85 | 2,255.60 | 2,706.72 |
| Great and Little Preston | 906.80 | 1,057.93 | 1,209.06 | 1,360.20 | 1,662.47 | 1,964.73 | 2,267.00 | 2,720.40 |
| Harewood | 894.69 | 1,043.81 | 1,192.92 | 1,342.04 | 1,640.27 | 1,938.50 | 2,236.73 | 2,684.08 |
| Horsforth | 904.81 | 1,055.60 | 1,206.40 | 1,357.21 | 1,658.82 | 1,960.41 | 2,262.02 | 2,714.42 |
| East Keswick | 913.67 | 1,065.94 | 1,218.22 | 1,370.50 | 1,675.06 | 1,979.61 | 2,284.17 | 2,741.00 |
| Kippax | 904.09 | 1,054.76 | 1,205.44 | 1,356.13 | 1,657.50 | 1,958.85 | 2,260.22 | 2,712.26 |
| Ledsham | 912.90 | 1,065.05 | 1,217.19 | 1,369.35 | 1,673.65 | 1,977.95 | 2,282.25 | 2,738.70 |
| Ledston | 907.91 | 1,059.23 | 1,210.54 | 1,361.87 | 1,664.51 | 1,967.14 | 2,269.78 | 2,723.74 |
| Micklefield | 953.86 | 1,112.83 | 1,271.81 | 1,430.79 | 1,748.75 | 2,066.69 | 2,384.65 | 2,861.58 |
| Morley | 907.41 | 1,058.64 | 1,209.87 | 1,361.11 | 1,663.58 | 1,966.04 | 2,268.52 | 2,722.22 |
| Otley | 932.98 | 1,088.47 | 1,243.97 | 1,399.47 | 1,710.47 | 2,021.45 | 2,332.45 | 2,798.94 |
| Pool in Wharfedale | 921.52 | 1,075.10 | 1,228.69 | 1,382.28 | 1,689.46 | 1,996.62 | 2,303.80 | 2,764.56 |
| Rawdon | 904.35 | 1,055.08 | 1,205.80 | 1,356.53 | 1,657.98 | 1,959.43 | 2,260.88 | 2,713.06 |
| Scarcroft | 912.29 | 1,064.33 | 1,216.38 | 1,368.43 | 1,672.53 | 1,976.62 | 2,280.72 | 2,736.86 |
| Shadwell | 914.83 | 1,067.29 | 1,219.76 | 1,372.24 | 1,677.19 | 1,982.12 | 2,287.07 | 2,744.48 |
| Swillington | 913.77 | 1,066.06 | 1,218.35 | 1,370.65 | 1,675.24 | 1,979.82 | 2,284.42 | 2,741.30 |
| Thorner | 918.36 | 1,071.42 | 1,224.47 | 1,377.54 | 1,683.66 | 1,989.78 | 2,295.90 | 2,755.08 |
| Thorp Arch | 916.43 | 1,069.16 | 1,221.90 | 1,374.64 | 1,680.12 | 1,985.59 | 2,291.07 | 2,749.28 |
| Walton | 926.26 | 1,080.63 | 1,235.01 | 1,389.39 | 1,698.15 | 2,006.89 | 2,315.65 | 2,778.78 |
| Wetherby | 929.52 | 1,084.44 | 1,239.35 | 1,394.28 | 1,704.12 | 2,013.96 | 2,323.80 | 2,788.56 |

- 5 That, in accordance with section 52ZB of the Local Government Finance Act 1992, following the principles set out by the Secretary of State and in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2014/2015, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2014/15 is not excessive.

- 6 That the schedule of instalments for 2014/15 for transfers to Leeds City Council and payments to the Police and Crime Commissioner and the Fire and Rescue Authority out of the Collection Fund be determined as set out in Appendix II of this report.

iii) Capital Programme Update 2014-2017

- a) That the capital programme, as attached to the submitted report, be approved;
- b) That the proposed Minimum Revenue Provision (MRP) policies for 2014/15 as set out in Appendix F be approved.

iv) Treasury Management Strategy 2014/2015

- a) That borrowing limits be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.4 of the submitted report.
- b) That treasury management indicators be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.5 of the report.
- c) That investment limits be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.6 of the submitted report.

An amendment (1) was moved by Councillor J Procter, seconded by Councillor A Lamb that

In 5 (i) a) substitute £565.777m with £561.033m and delete “with a 1.99% increase in the Leeds’ element of the Council Tax for 2014/15” and substitute with “with no increase in the Leeds element of the Council Tax for 2014/15”.

In 5 (i) a), after the words "be approved" add “subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate to reflect the £4.744m reduction in Council Tax income”

- (a) an increase of £2.789m in grant income in the Strategic budget in respect of accepting the 2014/15 Council Tax Freeze Grant.
- (b) a reduction in the Strategic budget of £0.230m to be achieved through a reduction in Trade Union facilities time
- (c) a reduction of £0.435m in the strategic budget through a reduction in agency staffing for support, administration and management
- (d) a reduction in the Strategic budget of £0.150m to be achieved by implementing a moratorium on purchasing furniture
- (e) an increase in income in the Strategic budget of £0.150m to reflect additional revenue generated from increased charges to schools for support services
- (f) a reduction in the Environment and Housing budget of £0.07m to reflect reduced cover for Trade Union meetings within the refuse service
- (g) a reduction of £0.25m in the City Development budget representing a 50% reduction in the void property budget
- (h) a reduction in the Communication Team staffing budget of £0.25m within Citizens and Communities
- (i) an increase in Advertising income of £0.2m within City Development for new hoardings

(j) a reduction in the Citizens and Communities and Environment and Housing budgets of £0.2m in total to reflect staffing savings within those directorates.

(k) a decrease in the Environment and Housing of £15k budget for the immediate roll out of in cab technology in the refuse service”

A further amendment (2) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (iii) a), after the words “be approved” add:

“subject to an amendment to the capital programme as set out below:

(a) an increase of £4m in the Council House building programme within the Housing Revenue Account to be funded by unsupported borrowing”

A further amendment (3) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add “subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

(a) additional income of £0.4m in the Environment and Housing budget, generated from additional parking spaces at the International Pool site

(b) a reduction in income of £0.4m in the Environment and Housing budget from the removal of on street evening and weekend parking charges”

A further amendment (4) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add “subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

(a) an increase in the Citizens and Communities budget of £0.2m representing the reversal of the reduction to the Well Being budget

(b) a contribution from general fund reserves of £0.2m”

A further amendment (5) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add “subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

(a) an increase in the Environment and Housing budget of £0.2m, reinstating cost reductions in the Enforcement and Anti-Social behaviour teams

(b) a contribution from general fund reserves of £0.2m”

A further amendment (6) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase in the Children's Services budget of £0.3m to reverse savings within the Transport budget
- (b) a contribution from general fund reserves of £0.3m"

A further amendment (7) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase of £180k in the Environment and Housing budget to provide for an additional food waste route
- (b) a contribution from general fund reserves of £180k"

A further amendment (8) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

- (a) an increase in the Strategic budget of £120k for the unsupported borrowing costs of delivering shared ownership homes with housing associations
- (b) a contribution from general fund reserves of £120k"

and in 5 (iii) a), after the words "be approved" add:

"subject to the injection into the capital programme of £2m for an unsupported borrowing scheme to deliver shared ownership homes with housing associations"

A further amendment (9) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (iii) a), after the words "be approved" add:

"subject to an amendment to the capital programme as set out below:

- (a) the injection into the capital programme of £2.5m for an additional road maintenance programme to be funded from increased asset sales and the rephasing of the ICT essential services programme into 2015/16"

A further amendment (10) was moved by Councillor J Procter, seconded by Councillor A Lamb, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate

- (a) the establishment of an earmarked reserve for £0.3m for one-off projects
- (b) a reduction of £0.3m in the Strategic budget to reflect the half year impact of freezing all increments for Principal Officers and above."

A further amendment (11) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) the provision for 1% pay award for all Council staff (excluding schools) will not be implemented. Instead provision will be made for a flat rate pay increase of £242 for staff at spinal point 49 and below
- (b) an increase of £2.3m in the Strategic budget for the introduction of the living wage to bring all non-school staff up to a minimum pay level of £7.65 per hour
- (c) a reduction in the Strategic budget of £238k to be achieved through a reduction in Trade Union facilities time
- (d) a contribution from general fund reserves of £2.062m"

A further amendment (12) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a) substitute £565.777m with £561.033m and delete "with a 1.99% increase in the Leeds' element of the Council Tax for 2014/15" and substitute with "with no increase in the Leeds element of the Council Tax for 2014/15".

In 5 (i) a), after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate to reflect the £4.744m reduction in Council Tax income"

- (a) an increase of £2.789m in grant income in the Strategic budget in respect of accepting the 2014/15 Council Tax Freeze Grant.
- (b) a reduction of £1.15m in the Strategic budget to reflect the half year impact of freezing all increments.
- (c) a contribution from general fund reserves of £0.805m"

A further amendment (13) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase of £420k in the City Development budget for additional investment in cycling facilities
- (b) a reduction of £210k in the Strategic budget to be achieved by restricting council car mileage allowances to the HMRC maximum levels from October 2014
- (c) a contribution from general fund reserves of £210k"

A further amendment (14) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase of £430k in the Children's Services budget to supply all children from the age of 6 months up to their 4th birthday with 'Healthy Start vitamins' to be funded from the Public Health budget"

A further amendment (15) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase of £387k in the Children's Services budget to reverse the increase of £3 per day for charges at Children's Centres
- (b) a contribution from general fund reserves of £387k"

A further amendment (16) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase of £203k in the Environment and Housing budget to convert a fortnightly waste collection round to include a weekly food waste collection
- (b) a reduction of £79k in the Environment and Housing budget to remove the provision to cover the estimated additional cost of sickness in the refuse service
- (c) a contribution from general fund reserves of £124k"

A further amendment (17) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase of £100k in the Environment and Housing budget to reverse the reduction in the Allotments budget and
- (b) an increase of £98k in the Environment and Housing budget to reverse the reduction in the Bowling Green's budget

both of the above to be funded from the Public Health budget"

A further amendment (18) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) an increase in the Strategic budget of £135k for the unsupported borrowing costs of establishing an earmarked fund of £2m to invest in purchasing land under threat of house building or commercial development and ensuring its long term continuation as open space for the use of the local community

- (b) a contribution from general fund reserves of £135k"

and in 5 (iii) a), after the words "be approved" add:

"subject to the injection into the capital programme of £2m for an unsupported borrowing scheme to invest in purchasing land under threat of house building or commercial development and ensuring its long term continuation as open space for the use of the local community"

A further amendment (19) was moved by Councillor Golton, seconded by Councillor Downes, that

In 5 (i) a), or 5 (i) a) as amended, after the words "be approved" add "subject to amendment to the Council's budget for 2014/15 as set out below and adjustments to the figures at 5 (ii) 2 a to f and accompanying tables as appropriate"

- (a) a change to the City Development budget to remove provision for the revenue costs of proceeding with the residential element of the street lighting switch off, which is cost neutral in 2014/15"

and in 5 (iii) a), after the words "be approved" add:

"subject to the removal of the capital programme provision for the residential element of the street lighting switch off scheme"

Amendments 1 and 3 to 19 were declared lost

Amendment 2 was carried and upon being put to the vote it was

RESOLVED -

i) Revenue Budget

- a) To agree that the Revenue Budget for 2014/15 totalling £565.777m, as detailed and explained in the submitted report and accompanying papers be approved, with a 1.99% increase in the Leeds' element of the Council Tax for 2014/15.
- d) To agree that Grants totalling £109k be allocated to Parishes as detailed in paragraph 6.15.4 of the report.
- e) To agree an amendment to the Council Tax scheme as detailed in paragraph 3.14 of the report which is to be adopted as the empty property scheme.
- d) To agree that with respect to the Housing Revenue Account the following be approved:-
 - i) approve the budget at the average rent increase figure of 5.9%;
 - ii) increase the charges for garage rents to £7.18 per week (based on 52 rent weeks);
 - iii) increase service charges in line with rents (5.9%).
- f) To agree that the delegated limits for revenue virements are amended to allow Executive Board to approve virements up to a maximum of £5m.

ii) Council Tax

- 1. That it be noted that at the meeting on 15th January 2014, Council agreed the following amounts for the year 2014/15, in accordance with regulations made under Sections 31B(3) and 34(4) of the Local Government Finance Act 1992:-
 - a) 211,767 being the amount calculated by the Council, in accordance with Regulation 3 of the Local Authorities (Calculation of Council Tax Base) Regulations 1992 (as amended) as its council tax base for the year.
 - b)

| PARISH OF | Taxbase Numbers 2014/15 |
|------------------------------|--|
| Aberford and District | 754 |
| Allerton Bywater | 1,282 |
| Alwoodley | 3,601 |
| Arthington | 286 |
| Austhorpe | 26 |
| Bardsey cum Rigton | 1,073 |
| Barwick in Elmet and Scholes | 1,949 |
| Boston Spa | 1,846 |
| Bramham cum Oglethorpe | 716 |
| Bramhope and Carlton | 1,786 |
| Clifford | 737 |
| Collingham with Linton | 1,679 |
| Drighlington | 1,776 |
| Gildersome | 1,769 |
| Great and Little Preston | 458 |
| Harewood | 1,815 |
| Horsforth | 6,614 |
| East Keswick | 586 |
| Kippax | 2,820 |
| Ledsham | 94 |
| Ledston | 157 |
| Micklefield | 490 |
| Morley | 9,814 |
| Otley | 4,570 |
| Pool in Wharfedale | 942 |
| Rawdon | 2,660 |
| Scarcroft | 787 |
| Shadwell | 958 |
| Swillington | 933 |
| Thorner | 749 |
| Thorp Arch | 362 |
| Walton | 119 |
| Wetherby | 4,413 |
| Wothersome | 8 |

being the amounts calculated by the Council in accordance with Regulation 6 of the Regulations, as the amounts of its Council Tax base for the year for dwellings in those parts of its area to which one or more special items relate.

2 That the following amounts be now calculated by the Council for the year 2014/15 in accordance with Sections 31A to 36 of the Local Government Finance Act 1992:-

- a) £2,039,817,225.85 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(2)(a) to (f) of the Act.

- b) £1,795,665,761.00 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A(3)(a) to (d) of the Act.
- c) £244,151,464.85 being the amount by which the aggregate at 2(a) above exceeds the aggregate at 2(b) above, calculated by the Council, in accordance with Section 31A(4) of the Act, as its **council tax requirement** for the year.
- d) £1,152.924983 being the amount at 2(c) above, divided by the amount at 1(a) above, calculated by the Council, in accordance with Section 31B(1) of the Act, **as the basic amount of its council tax for the year.**
- e) £1,489,801.85 being the aggregate amount of all special items referred to in Section 34(1) of the Act.
- f) £1,145.89 being the amount at 2(d) above, less the result given by dividing the amount at 2(e) above by the amount at 1(a) above, calculated by the Council, in accordance with Section 34(2) of the Act, as the **basic amount of its council tax for the year for dwellings in those parts of its area to which no special item relates.**

g)

| Parish | Band D £ p |
|------------------------------|-----------------------|
| Aberford and District | 1,162.47 |
| Allerton Bywater | 1,167.42 |
| Alwoodley | 1,156.09 |
| Arthington | 1,152.88 |
| Bardsey cum Rigton | 1,174.69 |
| Barwick in Elmet and Scholes | 1,164.95 |
| Boston Spa | 1,165.12 |
| Bramham cum Oglethorpe | 1,173.82 |
| Bramhope and Carlton | 1,176.69 |
| Clifford | 1,174.38 |
| Collingham with Linton | 1,176.56 |
| Drighlington | 1,160.53 |
| Gildersome | 1,157.76 |
| Great and Little Preston | 1,164.60 |
| Harewood | 1,146.44 |
| Horsforth | 1,161.61 |
| East Keswick | 1,174.90 |
| Kippax | 1,160.53 |
| Ledsham | 1,173.75 |
| Ledston | 1,166.27 |
| Micklefield | 1,235.19 |
| Morley | 1,165.51 |
| Otley | 1,203.87 |
| Pool in Wharfedale | 1,186.68 |
| Rawdon | 1,160.93 |
| Scarcroft | 1,172.83 |
| Shadwell | 1,176.64 |
| Swillington | 1,175.05 |
| Thorner | 1,181.94 |
| Thorp Arch | 1,179.04 |
| Walton | 1,193.79 |
| Wetherby | 1,198.68 |

being the amounts given by adding to the amount at 2(f) above the amounts of the special item or items relating to dwellings in those parts of the Council's area mentioned above divided in each case by the amount at 1(b) above, calculated by the Council, in accordance with Section 34(3) of the Act, as the basic amounts of its Council Tax for the year for dwellings in those parts of its area to which one or more special items relate.

h)

| | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| LEEDS EXCEPT PARTS BELOW: | 763.93 | 891.25 | 1,018.57 | 1,145.89 | 1,400.53 | 1,655.17 | 1,909.82 | 2,291.78 |
| Parish of: | | | | | | | | |
| Aberford and District | 774.98 | 904.14 | 1,033.31 | 1,162.47 | 1,420.80 | 1,679.12 | 1,937.45 | 2,324.94 |
| Allerton Bywater | 778.28 | 907.99 | 1,037.71 | 1,167.42 | 1,426.85 | 1,686.27 | 1,945.70 | 2,334.84 |
| Alwoodley | 770.73 | 899.18 | 1,027.64 | 1,156.09 | 1,413.00 | 1,669.91 | 1,926.82 | 2,312.18 |
| Arthington | 768.59 | 896.68 | 1,024.78 | 1,152.88 | 1,409.08 | 1,665.27 | 1,921.47 | 2,305.76 |
| Bardsey cum Rigton | 783.13 | 913.65 | 1,044.17 | 1,174.69 | 1,435.73 | 1,696.77 | 1,957.82 | 2,349.38 |
| Barwick in Elmet and Scholes | 776.63 | 906.07 | 1,035.51 | 1,164.95 | 1,423.83 | 1,682.71 | 1,941.58 | 2,329.90 |
| Boston Spa | 776.75 | 906.20 | 1,035.66 | 1,165.12 | 1,424.04 | 1,682.95 | 1,941.87 | 2,330.24 |
| Bramham cum Oglethorpe | 782.55 | 912.97 | 1,043.40 | 1,173.82 | 1,434.67 | 1,695.52 | 1,956.37 | 2,347.64 |
| Bramhope and Carlton | 784.46 | 915.20 | 1,045.95 | 1,176.69 | 1,438.18 | 1,699.66 | 1,961.15 | 2,353.38 |
| Clifford | 782.92 | 913.41 | 1,043.89 | 1,174.38 | 1,435.35 | 1,696.33 | 1,957.30 | 2,348.76 |
| Collingham with Linton | 784.37 | 915.10 | 1,045.83 | 1,176.56 | 1,438.02 | 1,699.48 | 1,960.93 | 2,353.12 |
| Drighlington | 773.69 | 902.63 | 1,031.58 | 1,160.53 | 1,418.43 | 1,676.32 | 1,934.22 | 2,321.06 |
| Gildersome | 771.84 | 900.48 | 1,029.12 | 1,157.76 | 1,415.04 | 1,672.32 | 1,929.60 | 2,315.52 |
| Great and Little Preston | 776.40 | 905.80 | 1,035.20 | 1,164.60 | 1,423.40 | 1,682.20 | 1,941.00 | 2,329.20 |
| Harewood | 764.29 | 891.68 | 1,019.06 | 1,146.44 | 1,401.20 | 1,655.97 | 1,910.73 | 2,292.88 |
| Horsforth | 774.41 | 903.47 | 1,032.54 | 1,161.61 | 1,419.75 | 1,677.88 | 1,936.02 | 2,323.22 |
| East Keswick | 783.27 | 913.81 | 1,044.36 | 1,174.90 | 1,435.99 | 1,697.08 | 1,958.17 | 2,349.80 |
| Kippax | 773.69 | 902.63 | 1,031.58 | 1,160.53 | 1,418.43 | 1,676.32 | 1,934.22 | 2,321.06 |
| Ledsham | 782.50 | 912.92 | 1,043.33 | 1,173.75 | 1,434.58 | 1,695.42 | 1,956.25 | 2,347.50 |
| Ledston | 777.51 | 907.10 | 1,036.68 | 1,166.27 | 1,425.44 | 1,684.61 | 1,943.78 | 2,332.54 |
| Micklefield | 823.46 | 960.70 | 1,097.95 | 1,235.19 | 1,509.68 | 1,784.16 | 2,058.65 | 2,470.38 |
| Morley | 777.01 | 906.51 | 1,036.01 | 1,165.51 | 1,424.51 | 1,683.51 | 1,942.52 | 2,331.02 |
| Otley | 802.58 | 936.34 | 1,070.11 | 1,203.87 | 1,471.40 | 1,738.92 | 2,006.45 | 2,407.74 |
| Pool in Wharfedale | 791.12 | 922.97 | 1,054.83 | 1,186.68 | 1,450.39 | 1,714.09 | 1,977.80 | 2,373.36 |
| Rawdon | 773.95 | 902.95 | 1,031.94 | 1,160.93 | 1,418.91 | 1,676.90 | 1,934.88 | 2,321.86 |
| Scarcroft | 781.89 | 912.20 | 1,042.52 | 1,172.83 | 1,433.46 | 1,694.09 | 1,954.72 | 2,345.66 |
| Shadwell | 784.43 | 915.16 | 1,045.90 | 1,176.64 | 1,438.12 | 1,699.59 | 1,961.07 | 2,353.28 |
| Swillington | 783.37 | 913.93 | 1,044.49 | 1,175.05 | 1,436.17 | 1,697.29 | 1,958.42 | 2,350.10 |
| Thorner | 787.96 | 919.29 | 1,050.61 | 1,181.94 | 1,444.59 | 1,707.25 | 1,969.90 | 2,363.88 |
| Thorp Arch | 786.03 | 917.03 | 1,048.04 | 1,179.04 | 1,441.05 | 1,703.06 | 1,965.07 | 2,358.08 |
| Walton | 795.86 | 928.50 | 1,061.15 | 1,193.79 | 1,459.08 | 1,724.36 | 1,989.65 | 2,387.58 |
| Wetherby | 799.12 | 932.31 | 1,065.49 | 1,198.68 | 1,465.05 | 1,731.43 | 1,997.80 | 2,397.36 |

being the amounts given by multiplying the amounts at 2(f) and 2(g) above by the number which, in the proportion set out in Section 5(1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in Valuation Band D, calculated by the Council, in accordance with Section 36(1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

- 3 That it be noted for the year 2014/15 that the Police and Crime Commissioner and the West Yorkshire Fire & Rescue Authority have issued the following precepts to the Council in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings shown below:

| Precepting Authority | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|---|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Police & Crime Commissioner West Yorkshire | 92.1327 | 107.4882 | 122.8436 | 138.1991 | 168.9100 | 199.6209 | 230.3318 | 276.3982 |
| West Yorkshire Fire and Rescue Authority | 38.266688 | 44.644469 | 51.022251 | 57.400032 | 70.155595 | 82.911157 | 95.666720 | 114.800064 |

- 4 That, having calculated the aggregate in each case of the amounts at 2(h) and 3 above, the Council, in accordance with Section 30(2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of council tax for the year 2014/15 for each of the categories of dwellings shown below:

| | Band A £ p | Band B £ p | Band C £ p | Band D £ p | Band E £ p | Band F £ p | Band G £ p | Band H £ p |
|------------------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|
| LEEDS EXCEPT PARTS BELOW: | 894.33 | 1,043.38 | 1,192.43 | 1,341.49 | 1,639.60 | 1,937.70 | 2,235.82 | 2,682.98 |
| Parish of: | | | | | | | | |
| Aberford and District | 905.38 | 1,056.27 | 1,207.17 | 1,358.07 | 1,659.87 | 1,961.65 | 2,263.45 | 2,716.14 |
| Allerton Bywater | 908.68 | 1,060.12 | 1,211.57 | 1,363.02 | 1,665.92 | 1,968.80 | 2,271.70 | 2,726.04 |
| Alwoodley | 901.13 | 1,051.31 | 1,201.50 | 1,351.69 | 1,652.07 | 1,952.44 | 2,252.82 | 2,703.38 |
| Arthington | 898.99 | 1,048.81 | 1,198.64 | 1,348.48 | 1,648.15 | 1,947.80 | 2,247.47 | 2,696.96 |
| Bardsey cum Rigton | 913.53 | 1,065.78 | 1,218.03 | 1,370.29 | 1,674.80 | 1,979.30 | 2,283.82 | 2,740.58 |
| Barwick in Elmet and Scholes | 907.03 | 1,058.20 | 1,209.37 | 1,360.55 | 1,662.90 | 1,965.24 | 2,267.58 | 2,721.10 |
| Boston Spa | 907.15 | 1,058.33 | 1,209.52 | 1,360.72 | 1,663.11 | 1,965.48 | 2,267.87 | 2,721.44 |
| Bramham cum Oglethorpe | 912.95 | 1,065.10 | 1,217.26 | 1,369.42 | 1,673.74 | 1,978.05 | 2,282.37 | 2,738.84 |
| Bramhope and Carlton | 914.86 | 1,067.33 | 1,219.81 | 1,372.29 | 1,677.25 | 1,982.19 | 2,287.15 | 2,744.58 |
| Clifford | 913.32 | 1,065.54 | 1,217.75 | 1,369.98 | 1,674.42 | 1,978.86 | 2,283.30 | 2,739.96 |
| Collingham with Linton | 914.77 | 1,067.23 | 1,219.69 | 1,372.16 | 1,677.09 | 1,982.01 | 2,286.93 | 2,744.32 |
| Drighlington | 904.09 | 1,054.76 | 1,205.44 | 1,356.13 | 1,657.50 | 1,958.85 | 2,260.22 | 2,712.26 |
| Gildersome | 902.24 | 1,052.61 | 1,202.98 | 1,353.36 | 1,654.11 | 1,954.85 | 2,255.60 | 2,706.72 |
| Great and Little Preston | 906.80 | 1,057.93 | 1,209.06 | 1,360.20 | 1,662.47 | 1,964.73 | 2,267.00 | 2,720.40 |
| Harewood | 894.69 | 1,043.81 | 1,192.92 | 1,342.04 | 1,640.27 | 1,938.50 | 2,236.73 | 2,684.08 |
| Horsforth | 904.81 | 1,055.60 | 1,206.40 | 1,357.21 | 1,658.82 | 1,960.41 | 2,262.02 | 2,714.42 |
| East Keswick | 913.67 | 1,065.94 | 1,218.22 | 1,370.50 | 1,675.06 | 1,979.61 | 2,284.17 | 2,741.00 |
| Kippax | 904.09 | 1,054.76 | 1,205.44 | 1,356.13 | 1,657.50 | 1,958.85 | 2,260.22 | 2,712.26 |
| Ledsham | 912.90 | 1,065.05 | 1,217.19 | 1,369.35 | 1,673.65 | 1,977.95 | 2,282.25 | 2,738.70 |
| Ledston | 907.91 | 1,059.23 | 1,210.54 | 1,361.87 | 1,664.51 | 1,967.14 | 2,269.78 | 2,723.74 |
| Micklefield | 953.86 | 1,112.83 | 1,271.81 | 1,430.79 | 1,748.75 | 2,066.69 | 2,384.65 | 2,861.58 |
| Morley | 907.41 | 1,058.64 | 1,209.87 | 1,361.11 | 1,663.58 | 1,966.04 | 2,268.52 | 2,722.22 |
| Otley | 932.98 | 1,088.47 | 1,243.97 | 1,399.47 | 1,710.47 | 2,021.45 | 2,332.45 | 2,798.94 |
| Pool in Wharfedale | 921.52 | 1,075.10 | 1,228.69 | 1,382.28 | 1,689.46 | 1,996.62 | 2,303.80 | 2,764.56 |
| Rawdon | 904.35 | 1,055.08 | 1,205.80 | 1,356.53 | 1,657.98 | 1,959.43 | 2,260.88 | 2,713.06 |
| Scarcroft | 912.29 | 1,064.33 | 1,216.38 | 1,368.43 | 1,672.53 | 1,976.62 | 2,280.72 | 2,736.86 |
| Shadwell | 914.83 | 1,067.29 | 1,219.76 | 1,372.24 | 1,677.19 | 1,982.12 | 2,287.07 | 2,744.48 |
| Swillington | 913.77 | 1,066.06 | 1,218.35 | 1,370.65 | 1,675.24 | 1,979.82 | 2,284.42 | 2,741.30 |
| Thorner | 918.36 | 1,071.42 | 1,224.47 | 1,377.54 | 1,683.66 | 1,989.78 | 2,295.90 | 2,755.08 |
| Thorp Arch | 916.43 | 1,069.16 | 1,221.90 | 1,374.64 | 1,680.12 | 1,985.59 | 2,291.07 | 2,749.28 |
| Walton | 926.26 | 1,080.63 | 1,235.01 | 1,389.39 | 1,698.15 | 2,006.89 | 2,315.65 | 2,778.78 |
| Wetherby | 929.52 | 1,084.44 | 1,239.35 | 1,394.28 | 1,704.12 | 2,013.96 | 2,323.80 | 2,788.56 |

- 5 That, in accordance with section 52ZB of the Local Government Finance Act 1992, following the principles set out by the Secretary of State and in the Referendums Relating to Council Tax Increases (Principles) (England) Report 2014/2015, it be determined that Leeds City Council's relevant basic amount of council tax for the year 2014/15 is not excessive.

- 6 That the schedule of instalments for 2014/15 for transfers to Leeds City Council and payments to the Police and Crime Commissioner and the Fire and Rescue Authority out of the Collection Fund be determined as set out in Appendix II of this report.

iii) Capital Programme Update 2014-2017

- a) That the capital programme, as attached to the submitted report, be approved subject to an amendment to the capital programme as set out below;
'an increase of £4m in the Council House building programme within the Housing Revenue Account to be funded by unsupported borrowing'

- b) That the proposed Minimum Revenue Provision (MRP) policies for 2014/15 as set out in Appendix F be approved.

iv) Treasury Management Strategy 2014/2015

- a) That borrowing limits be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.4 of the submitted report.
- b) That treasury management indicators be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.5 of the report.
- c) That investment limits be set for 2013/14, 2014/15, 2015/16 and 2016/17 as set out in Section 3.6 of the submitted report.

On the requisition of Councillors G Harper and G Latty, the voting on all amendments and the motion was recorded as follows:-

Amendment 1 in the name of Councillor J Procter:-

YES - 32

Anderson, J Bentley, S Bentley, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 63

Akhtar, Atha, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 0

Amendment 2 in the name of Councillor J Procter:-

YES - 95

Akhtar, Anderson, Atha, J Bentley, S Bentley, A Blackburn, D Blackburn, Blake, Bruce, Buckley, Campbell, J L Carter, Castle, Chapman, Charlwood, Cleasby, Cohen, Collins, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Downes, Dowson, Dunn, Elliott, Finnigan, Fox, Gettings, Golton, P Grahame, R Grahame, Groves, C Gruen, P Gruen, M Hamilton, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Marjoram, Macniven, Maqsood, A McKenna, J Lamb, G Latty, P Latty, Lay, Leadley, McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Rafique, Renshaw, Robinson, Selby, Sobel, Taggart, E Taylor, Towler, Townsley, Truswell, Urry, Varley, Wadsworth, Wakefield, Walker, Walshaw, Wood and Yeadon.

NO - 0

ABSTAIN- 0

Amendment 3 in the name of Councillor J Procter:-

YES - 22

Anderson, Buckley, J L Carter, Castle Cohen, Collins, Elliott, Finnigan, Fox, Gettings, Harrand, Lamb, G Latty, P Latty, Leadley, Marjoram, J Procter, R Procter, Robinson, Varley, Wadsworth, Wood

NO - 63

Akhtar, Atha, A Blackburn, D Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 10

J Bentley, S Bentley, Campbell, Chapman, Cleasby, Downes, Golton, M Hamilton, Lay, Townsley,

Amendment 4 in the name of Councillor J Procter:-

YES - 34

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO - 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 0

Amendment 5 in the name of Councillor J Procter:-

YES- 34

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox,

Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 0

Amendment 6 in the name of Councillor J Procter:-

YES-17

Anderson, Buckley, J L Carter, Castle Cohen, Collins, Fox, Harrand, Lamb, G Latty, P Latty, Marjoram, J Procter, R Procter, Robinson, Wadsworth and Wood

NO-73

Akhtar, Atha, J Bentley, S Bentley, A Blackburn, D Blackburn, Blake, Bruce, Campbell, Chapman, Charlwood, Cleasby, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Downes, Dowson, Dunn, Golton, , P Grahame, R Grahame, Groves, C Gruen, P Gruen, M Hamilton ,S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, Lay, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Townsley, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 5

Elliott, Finnigan, Gettings, Leadley, Varley,

Amendment 7 in the name of Councillor J Procter:-

YES- 33

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 1

Marjoram,

Amendment 8 in the name of Councillor J Procter:-

YES- 29

Anderson, J Bentley, S Bentley, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Fox, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 62

Akhtar, Atha, D Blackburn, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 4

A Blackburn, Elliott, Finnigan, Gettings,

Amendment 9 in the name of Councillor J Procter:-

YES- 32

Anderson, J Bentley, S Bentley, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 2

A Blackburn, D Blackburn,

Amendment 10 in the name of Councillor J Procter:-

YES-17

Anderson, Buckley, J L Carter, Castle Cohen, Collins, Fox, Harrand, Lamb, G Latty, P Latty, Marjoram, J Procter, R Procter, Robinson, Wadsworth and Wood

NO-73

Akhtar, Atha, J Bentley, S Bentley, A Blackburn, D Blackburn, Blake, Bruce, Campbell, Chapman, Charlwood, Cleasby, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Downes, Dowson, Dunn, Golton, , P Grahame, R Grahame, Groves, C Gruen, P Gruen, M Hamilton ,S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, Lay, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Townsley, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 5

Elliott, Finnigan, Gettings, Leadley, Varley,

Amendment 11 in the name of Councillor Golton:-

YES- 31

Anderson, J Bentley, S Bentley, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 3

A Blackburn, D Blackburn, Marjoram,

Amendment 12 in the name of Councillor Golton:-

YES- 15

J Bentley, S Bentley, Campbell, Chapman, Cleasby, Downes, Elliott, Finnigan, Gettings, Golton, M Hamilton, Lay, Leadley, Townsley and Varley,

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 19

Anderson, A Blackburn, D Blackburn, Buckley, J L Carter, Castle, Cohen, Collins, Fox, Harrand, Lamb, G Latty, P Latty, Marjoram, J Procter, R Procter, Robinson, Wadsworth and Wood

Amendment 13 in the name of Councillor Golton:-

YES- 14

J Bentley, S Bentley, A Blackburn, D Blackburn, Campbell, Chapman, Cleasby, Downes, Golton, M Hamilton, Lay, Leadley, Marjoram, Townsley,

NO- 76

Akhtar, Anderson, Atha, Blake, Bruce, Buckley, J L Carter, Castle, Charlwood, Cohen, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, Fox, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, , Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Rafique, Renshaw, Robinson, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wadsworth, Wakefield, Walker, Walshaw Wood and Yeadon.

ABSTAIN- 5

Collins, Elliott, Finnigan, Gettings, Varley,

Amendment 14 in the name of Councillor Golton:-

YES- 13

J Bentley, S Bentley, A Blackburn, D Blackburn, Campbell, Chapman, Cleasby, Downes, Golton, M Hamilton, Lay, Leadley, Townsley,

NO- 78

Akhtar, Anderson, Atha, Blake, Bruce, Buckley, J L Carter, Castle, Charlwood, Cohen, Collins, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, Fox, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, Marjoram, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Rafique, Renshaw, Robinson, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wadsworth, Wakefield, Walker, Walshaw ,Wood and Yeadon.

ABSTAIN- 4

Elliott, Finnigan, Gettings, Varley,

Amendment 15 in the name of Councillor Golton:-

YES- 31

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Fox, Gettings,

Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 3

Finnigan, Leadley, Marjoram,

Amendment 16 in the name of Councillor Golton:-

YES- 13

J Bentley, S Bentley, Campbell, Chapman, Cleasby, Downes, Finnigan, Gettings, Golton, M Hamilton, Lay, Leadley, Townsley,

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 21

Anderson, A Blackburn, D Blackburn, Buckley, J L Carter, Castle, Cohen, Collins, Elliott, Fox, Harrand, Lamb, G Latty, P Latty, Marjoram, J Procter, R Procter, Robinson, Varley, Wadsworth, Wood

Amendment 17 in the name of Councillor Golton:-

YES- 28

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Fox, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, J Procter, R Procter, Robinson, Townsley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna,

Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 6

Elliott, Finnigan, Gettings, Leadley, Marjoram, Varley,

Amendment 18 in the name of Councillor Golton:-

YES-12

J Bentley, S Bentley, A Blackburn, D Blackburn, Campbell, Chapman, Cleasby, Downes, Golton, M Hamilton, Lay, Townsley,

NO-76

Akhtar, Anderson, Atha, Blake, Bruce, Buckley, J L Carter, Castle, Charlwood, Cohen, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, Fox, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, Harrand, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, , Lamb, G Latty, P Latty, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, J Procter, R Procter, Rafique, Renshaw, Robinson, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wadsworth, Wakefield, Walker, Walshaw Wood and Yeadon.

ABSTAIN- 7

Collins, Elliott, Finnigan, Gettings, Leadley, Marjoram, Varley,

Amendment 19 in the name of Councillor Golton:-

YES- 26

Anderson, J Bentley, S Bentley, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Fox, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, J Procter, R Procter, Robinson, Townsley, Wadsworth, Wood

NO- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

ABSTAIN- 8

A Blackburn, D Blackburn, Elliott, Finnigan, Gettings, Leadley, Marjoram, Varley,

Substantive Budget Motion in the name of Councillor Wakefield as amended by the incorporation of Amendment 2:-

YES- 61

Akhtar, Atha, Blake, Bruce, Charlwood, Congreve, Coulson, Coupar, Cummins, Davey, Dawson, Dobson, Dowson, Dunn, P Grahame, R Grahame, Groves, C Gruen, P Gruen, S Hamilton, Hanley, Hardy, Harington, Harland, G Harper, J Harper, A Hussain, G Hussain, G Hyde, Illingworth, Ingham, Iqbal, Jarosz, Khan, J Lewis, R Lewis, Lowe, Lyons, Macniven, Maqsood, A McKenna, J McKenna, Mitchell, Morgan, Mulherin, Nagle, Nash, Ogilvie, Rafique, Renshaw, Selby, Sobel, Taggart, E Taylor, Towler, Truswell, Urry, Wakefield, Walker, Walshaw and Yeadon.

NO- 0

ABSTAIN- 34

Anderson, J Bentley, S Bentley, A Blackburn, D Blackburn, Buckley, Campbell, J L Carter, Castle Chapman, Cleasby, Cohen, Collins, Downes, Elliott, Finnigan, Fox, Gettings, Golton, M Hamilton, Harrand, Lamb, G Latty, P Latty, Lay, Leadley, Marjoram, J Procter, R Procter, Robinson, Townsley, Varley, Wadsworth, Wood

109 Motion to suspend Council Procedure Rules

It was moved by Councillor G Harper and seconded by Councillor G Latty that Council Procedure Rule 3.3 be suspended to allow consideration of the minutes (commencing with Executive Board minutes) to commence at the conclusion of the budget and continue up to 4.45 pm, at which point the Leader of Council will sum up for 10 minutes.

RESOLVED - That Council Procedure Rule 3.3 be suspended to allow consideration of the minutes (commencing with Executive Board minutes) to commence at the conclusion of the budget and continue up to 4.45 pm, at which point the Leader of Council will sum up for 10 minutes.

110 Minutes

It was moved by Councillor Wakefield, seconded by Councillor G Harper and

RESOLVED – That the minutes be received in accordance with Council Procedure Rule 2.2(i).

Having suspended Council Procedure Rules, discussion on the minutes concluded prior to all notified comments on the minutes having been debated.

Council rose at 16.45

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Report of the Director of City Development

Report to Full Council

Date: 26th March 2014

Subject: Local Flood Risk Management Strategy

| | | |
|--|---|--|
| 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. Under the Flood & Water Management Act 2010, Lead Local Flood Risk Management Authorities are required to prepare and adopt a Local Flood Risk Management Strategy.
2. Leeds City Council is the Lead Local Flood Risk Management Authority for the District and has therefore drafted a Strategy.
3. As part of our Best Council Objectives in ensuring high quality public services by involving people in shaping their city, the Strategy has been recently consulted on and the Draft has been reviewed to ensure it takes account of the issues raised.
4. The Strategy was endorsed by the Sustainable Economy and Culture Scrutiny Board (as required by the regulations) on 21st January 2014 and by Executive Board on 5th March 2014.
5. This strategy forms part of the Council's budget and policy framework and requires approval by Full Council.

Recommendations

6. Full Council is asked to approve the Leeds Local Flood Risk Management Strategy.

1 Purpose of this report

- 1.1 To ask Full Council to approve the Leeds Local Flood Risk Management Strategy.

2 Background information

- 2.1 Following major floods during 2007, Government set up the Pitt Review to look into the way flood risk management agencies dealt with such a major event. This review came up with 93 recommendations, which Government accepted.
- 2.2 A number of these recommendations needed legislation to give the agencies the powers or duties necessary and hence the introduction of the Flood & Water Management Act 2010 (F&WMA). One of these duties was for all Lead Local Flood Risk Management Authorities (Leeds City Council for this area) to prepare a Local Flood Risk Management Strategy (LFRMS).

3 Main issues

3.1 *Leeds Local Flood Risk Management Strategy*

The Strategy is intended to outline the approach the Council and other agencies will approach flood risk management. The Strategy contains:

- a. The Objectives for managing flood risk.
- b. The measures proposed to achieve those objectives.
- c. Timeframe for any measures.
- d. Costs and benefits of the measures and how they are to be funded.

The specific measures are contained within Appendix C of the Leeds LFRMS and this is to be updated regularly, to ensure it is kept up to date.

3.2 *Public Consultation*

The geographical spread and survey results from the public consultation are given in Appendix 1 of this report. In addition to completing the questionnaire the respondents were also invited to comment on the Draft Strategy; these are listed in Appendix 2.

The main issues highlighted by the consultation were that the Strategy did not show sufficient detail of the flood alleviation schemes proposed and the funding sources.

It is accepted that further details are required on these issues and Appendix C will be regularly updated to provide this, as it becomes available.

3.3 *Scrutiny and Executive Board*

The Strategy was considered by the Sustainable Economy and Culture Scrutiny Board (as required by the regulations) on 21st January 2014. Scrutiny Board was supportive of the Strategy and requested that progress and outcomes of the

strategy is reported back to Scrutiny Board annually. The comments from Scrutiny Board (SE&C) to Executive Board are included in Appendix 4.

The strategy was presented to the Council's Executive Board on 5th March 2014 and recommended that the strategy is approved by Full Council.

3.4 Current Situation

Leeds City Council recognises the impact of flooding and the risk of flooding have on residents and businesses and has been proactive in Flood Risk Management over the last few years. The Council is currently carrying out a number of major works to mitigate the impact of flooding, these include:

- Leeds Flood Alleviation Scheme – providing a key part of the city centre with reduced flood risk from the River Aire. The initial proposals were for a flood alleviation scheme for the major part of the River Aire through Leeds District, for a 1:200 year standard of protection, but due to difficulties with funding Phase 1 is being progressed that will provide a 1:75 year scheme for the city centre section only. Further phases will be dependent upon funding being made available.
- Lowther Road, Garforth – replacement culvert to reduce the flood risk in this locality.
- Ramsden Street, Kippax – floodbank to reduce the flood risk to properties in this area.
- Otley Culvert works – repairs to a culvert that is in a state of collapse.
- Examining development proposals for their flood risk, ensuring mitigation measures are included.
- On-going maintenance of watercourses.
- Investigation of flood incidents to determine cause.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The consultation was carried out across a wide variety of interested bodies, the public and Ward Members. Details on who were consulted are provided in Appendix 1.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An EDCI screening (Appendix 3) has been completed and indicated that an Equality Impact Assessment is not required for what is being proposed.

4.2.2 It should be noted that by carrying out flood alleviation works the Council will be ensuring the safety of the local community and particularly those residents that have children and members of the families have a disability, where these benefits will be greater – as currently these individuals may struggle to get to safety if flooding occurred.

4.3 Council policies and City Priorities

- 4.3.1 The approach to flood risk management is in keeping with Council Policies and City Priorities - to reduce the risk of flooding to various communities, industrial premises and the environment.

4.4 Resources and value for money

- 4.4.1 The implementation of the LFRMs will potentially have an impact in the Council's budgets but the Strategy will ensure that any expenditure is prioritised. Furthermore it will allow stronger cases to be built for future Grant applications.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The F&WM Act places a requirement on Leeds to prepare and manage the LFRMs.
- 4.5.2 This Strategy forms part of the budget and Policy Framework and decisions taken in line with the Budget and Policy Framework Procedure Rules are not eligible for Call-in.

4.6 Risk Management

- 4.6.1 The LFRMs will allow the Council to prioritise its work on Flood Risk and lead to reduced overall risk of flooding.

5 Conclusions

- 5.1 Under the Flood & Water Management Act 2010, Lead Local Flood Risk Management Authorities are required to prepare and adopt a Local Flood Risk Management Strategy.
- 5.2 The draft Strategy was amended to take account of the comments made during the consultation.
- 5.3 The Strategy was endorsed by the Sustainable Economy and Culture Scrutiny Board (as required by the regulations) on 21st January 2014 and by Executive Board on 5th March.
- 5.4 The Strategy forms part of the Council's budget and policy framework and requires approval by Full Council.

6 Recommendations

- 6.1 Full Council is asked to approve the Leeds Local Flood Risk Management Strategy.

7 Background documents¹

7.1 None.

8 Appendices

8.1 Draft Leeds Local Flood Risk Management Strategy (Jan 2014) including Appendices A – E.

8.2 Appendices to the report:

Appendix 1 – Public Consultation Responses to Questionnaire

Appendix 2 – Public Consultation Comments on the Strategy and Responses

Appendix 3 – Equality, Diversity, Cohesion and Integration Screening Form

Appendix 4 – Scrutiny Board (SE&C) comments to Executive Board

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

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Report of the Director of City Development

Report to Executive Board

Date: 5th March 2014

Subject: Local Flood Risk Management Strategy

| | | |
|--|---|--|
| 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. Under the Flood & Water Management Act 2010, Lead Local Flood Risk Management Authorities are required to prepare and adopt a Local Flood Risk Management Strategy.
2. Leeds City Council is the Lead Local Flood Risk Management Authority for the District and has therefore drafted a Strategy.
3. As part of our Best Council Objectives in ensuring high quality public services by involving people in shaping their city, the Strategy has been recently consulted on and the Draft has been reviewed to ensure it takes account of the issues raised.
4. The Strategy was endorsed by the Sustainable Economy and Culture Scrutiny Board (as required by the regulations) on 21st January 2014.

Recommendations

5. Executive Board is requested to recommend to Full Council that the Leeds Local Flood Risk Management Strategy be formally adopted and to note that the Head of Engineering Services will be responsible for implementing the strategy once adopted.

1 Purpose of this report

- 1.1 For the Executive Board to adopt the Leeds Local Flood Risk Strategy as a Leeds City Council Strategy.

2 Background information

- 2.1 Following major floods during 2007, Government set up the Pitt Review to look into the way flood risk management agencies dealt with such a major event. This review came up with 93 recommendations, which Government accepted.
- 2.2 A number of these recommendations needed legislation to give the agencies the powers or duties necessary and hence the introduction of the Flood & Water Management Act 2010 (F&WMA). One of these duties was for all Lead Local Flood Risk Management Authorities (Leeds City Council for this area) to prepare a Local Flood Risk Management Strategy (LFRMS).

3 Main issues

3.1 Leeds Local Flood Risk Management Strategy

The Strategy is intended to outline the approach the Council and other agencies will approach flood risk management. The Strategy contains:

- a. The objectives for managing flood risk.
- b. The measures proposed to achieve those objectives.
- c. Timeframe for any measures.
- d. Costs and benefits of the measures and how they are to be funded.

The specific measures are contained within Appendix C of the Leeds LFRMS and this is to be updated regularly, to ensure it is kept up to date.

3.2 Public Consultation

The geographical spread and survey results from the public consultation are given in Appendix 1 of this report. In addition to completing the questionnaire the respondents were also invited to comment on the Draft Strategy; these are listed in Appendix 2.

The main issues highlighted by the consultation were that the Strategy did not show sufficient detail of the flood alleviation schemes proposed and the funding sources.

It is accepted that further details are required on these issues and Appendix C will be regularly updated to provide this, as it becomes available.

3.3 Scrutiny Board

The Strategy was considered by the Sustainable Economy and Culture Scrutiny Board (as required by the regulations) on 21st January 2014. Scrutiny Board was supportive of the Strategy and requested that progress and outcomes of the

strategy is reported back to Scrutiny Board annually. The comments from the Scrutiny Board (SE&C) to Executive Board are included in Appendix 4.

3.4 Current Situation

Leeds City Council recognises the impact of flooding and the risk of flooding have on its residents and businesses and has been proactive in Flood Risk Management over the last few years. The Council is currently carrying a number of major works to mitigate the impact of flooding across, these include:

- Leeds Flood Alleviation Scheme – providing a key part of the city centre with reduced flood risk from the River Aire. The initial proposals were for a flood alleviation scheme for the major part of the River Aire through Leeds District, for a 1:200 year standard of protection, but due to difficulties with funding Phase 1 is being progressed that will provide a 1:75 year scheme for the city centre section only. Further phases will be dependent upon funding being made available.
- Lowther Road, Garforth – replacement culvert to reduce the flood risk in this locality
- Ramsden Street, Kippax – floodbank to reduce the flood risk to properties in this area.
- Otley Culvert works – repairs to a culvert that is in a state of collapse
- Examining development proposals for their flood risk, ensuring mitigation measures are included.
- On-going maintenance of watercourses
- Investigation of flood incidents to determine cause.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The consultation was carried out across a wide variety of interested bodies, the public and Ward Members. Details on who was consulted are provided in Appendix 1.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An EDCI screening (Appendix 3) has been completed and indicated that an Equality Impact Assessment is not required for what is being proposed.

4.2.2 It should be noted that by carrying out flood alleviation works the Council will be ensuring the safety of the local community and particularly those residents that have children and members of the families have a disability, where these benefits will be greater – as currently these individuals may struggle to get to safety if flooding occurred.

4.3 Council policies and City Priorities

4.3.1 The approach to flood risk management is in keeping with Council Policies and City Priorities - to reduce the risk of flooding to various communities, industrial premises and the environment.

4.4 Resources and value for money

4.4.1 The implementation of the LFRMs will potentially have an impact in the Council's budgets but the Strategy will ensure that any expenditure is prioritised. Furthermore it will allow stronger cases to be built for future Grant applications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The F&WM Act places a requirement on Leeds to prepare and manage the LFRMs.

4.5.2 This Strategy forms part of the Budget and Policy Framework and decisions taken in line with the Budget and Policy Framework Procedure Rules are not eligible for Call-in.

4.6 Risk Management

4.6.1 The LFRMs will allow the Council to prioritise its work on Flood Risk and lead to reduced overall risk of flooding.

5 Conclusions

5.1 That this latest version of the Draft Strategy takes account of the consultation comments made and should be adopted as a Council Strategy

6 Recommendations

6.1 Executive Board is requested to recommend to Full Council that the Leeds Local Flood Risk Management Strategy be formally adopted and to note that the Head of Engineering Services will be responsible for implementing the strategy once adopted.

7 Background documents¹

7.1 None.

8 Appendices

8.1 Draft Leeds Local Flood Risk Management Strategy (Jan 2014) including Appendices A - E.

8.2 Appendices to the report:

Appendix 1 – Public Consultation Responses to Questionnaire

¹ 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 2 – Public Consultation Comments on the Strategy and Responses

Appendix 3 – Equality, Diversity, Cohesion and Integration Screening Form

Appendix 4 – Scrutiny Board (SE&C) comments to Executive Board

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Appendix 1

Public Consultation Responses

The following organisations and individuals were consulted: -

- Public – via Citizens Panel, Libraries, One Stop Shops, website, twitter, newspapers and interest groups, these include flood groups and wardens.
- All Ward Members – via individual e-mails.
- Parish & Town Councils – via individual notices.
- Police, Fire & Rescue – via individual notices.
- Business Community – via Chamber of Commerce.
- Adjacent Local Authorities – via e-mail and meetings
- Environment Agency, Yorkshire Water, Highways Agency & Internal Drainage Board – via direct notices.
- Internal Council Departments and staff – via e-mail and InSite

Location

1. Post Codes

| | |
|-------|----|
| LS2 | 4 |
| LS3 | 1 |
| LS5 | 2 |
| LS6 | 4 |
| LS7 | 6 |
| LS8 | 4 |
| LS9 | 2 |
| LS12 | 1 |
| LS13 | 3 |
| LS15 | 2 |
| LS17 | 2 |
| LS18 | 1 |
| LS21 | 2 |
| LS22 | 1 |
| LS25 | 18 |
| LS26 | 4 |
| LS28 | 2 |
| BD | 3 |
| HG | 2 |
| WF | 2 |
| HD | 1 |
| Blank | 11 |

78

Blank other than
Post Code

30

| Does the Strategy make clear: | |
|--|----|
| 2. Who are the flood risk management authorities in Leeds? | |
| Yes | 46 |
| No | 2 |
| No response | 30 |
| 3. What the flood risk management authorities' responsibilities are? | |
| Yes | 40 |
| No | 8 |
| No response | 30 |
| 4 – The size and locations of flood risk in Leeds? | |
| Yes | 31 |
| No | 14 |
| No response | 30 |
| 5 – The objectives which will guide and direct investment in flood risk management in Leeds? | |
| Yes | 38 |
| No | 7 |
| No response | 33 |
| 6 – The measures the Council will undertake over the next few years to manage local flood risk? | |
| Yes | 36 |
| No | 8 |
| No response | 34 |
| 7 – How the Council will fund these measures? | |
| Yes | 24 |
| No | 20 |
| No response | 34 |
| The Council has limited funding and can't afford to carry out every measure outlined in the Strategy at the same time. Measures have to be prioritised. | |
| 8 – Do you consider the current prioritisation of measures in the 'List of Measures' appropriate for the size and location of flood risk in Leeds? | |
| Yes | 24 |
| No | 20 |
| No response | 34 |
| 9 – Are there any other measures that you would like the Council to prioritise? | |
| Yes | 24 |
| No | 13 |
| No response | 40 |

Appendix 2 Responses to Public Consultation

| Comments From Questionnaire | Response |
|---|---|
| <p>Ecological measures which support tree planting to absorb run off. Increased restrictions on paving land which increases speed of run off, instead encouraging land covering which would reduce speed of run off.</p> <p>The measures appear to be reactionary rather than pre-emptive.</p> | <p><i>This is in accordance with the Council Aims & Policies of more green solutions to flood risk</i></p> <p><i>There is a tendency to react to incidents of flooding, and there is a need for a more pro-active approach but this is dependent upon the resources being made available</i></p> |
| <p>Ecosystems and Ecosystem services.</p> | <p><i>A greener and more eco-friendly approach to flood risk is a key part of the Council's Aims & Policies</i></p> |
| <p>Scheme S13, for Wakefield Rd in Garforth needs to be given greater priority as the problems with the current drainage system are posing a significant flooding risk to a significant number of residential properties in the area. We currently have an active flood warden system and a hotline to the environment agency but we are constantly living in fear of any heavy rainfall.</p> | <p><i>There are many areas around the District that need flood alleviation schemes, the basis of prioritisation can and will be examined. These will be outlined within the Measures Appendix and updated on a regular basis</i></p> |
| <p>You don't seem to actually be doing anything to directly reduce the impact of flooding on Leeds residents and businesses. It's all about collecting data and setting up groups; flooding isn't new: when are we actually going to take some action that will make a difference to someone?</p> | <p><i>The Council has carried a number of flood alleviation projects in the last few years but is important that data is collected to ensure we prioritise the highest risk areas and carryout the correct schemes. There are several schemes the Council is promoting at present - incl Leeds FAS</i></p> |
| <p>Working with developers to include features in new developments such as green roofs, porous outdoor surfaces and water butts to slow rainwater run-off in densely developed areas such as city centre</p> | <p><i>This is a key part of the approach to flood risk and the Council is looking at such solutions on development as a matter of course.</i></p> |
| <p>The "Wakefield Road" drainage problems in Garforth, addressed by Scheme S13 in the plan, are of particular concern to many local residents, and indeed the effect of the problems on one of the affected properties is clearly demonstrated in the top left hand picture on the front of Leed's draft flood risk brochure. As the document states that internal flooding is top of the priority list, then surely scheme S13 should be higher than "low priority".</p> | <p><i>There are many areas around the District that need flood alleviation schemes, the basis of prioritisation can and will be examined.</i></p> |
| <p>Stop new housing developments joining already inadequate/over-subscribed sewerage and drainage</p> | <p><i>The Council looks at the drainage of all new developments very closely, with surface water flows limited so that improvements are achieved to the level of flood risk. In some cases it is only by allowing development that improvements can be achieved - many issues will never see any improvement otherwise.</i></p> |
| <p>Not relating to Flood defence. But public transport infrastructure is poor, no tram or underground in such a big city. The congestion is not going to be solved by having trolley buses it needs new dedicated routes.</p> | <p><i>These issues are not being considered as part of this Strategy but comments will be passed to the Transportation Strategy Team</i></p> |

Appendix 2 Responses to Public Consultation

| | |
|--|--|
| <p>Reduction of combined sewers over time. Maintenance of sewerage infrastructure on a regular basis. Removal of obvious blockage hazards such as larger diameter pipes feeding into smaller ones. Looking into insurance possibilities. Raising awareness of the increased possibilities of flooding. Funding is always the big conundrum. A gradual progression towards an attainable end point must be the ultimate goal and a reasonable sum should be allocated from the rates annually along with bids for appropriate monies as they become available. Unexpected events should always receive priority and regular hotspots should be protected at the earliest opportunity followed by projects that benefit the greatest numbers of people. Communities should be encouraged to 'help themselves' rather than always sitting back and expecting the council to do 'everything'. New build monies should be used proportionately to provide for upgraded drainage, flood defences if deemed necessary and the installation of sustainable urban drainage systems.</p> | <p><i>All these comments are correct and it is important that the Council continues to address these issues - looking at whether further funding can be allocated to address the major problems communities face.</i></p> |
| <p>1) Combined sewage; 2) Keeping sewage systems up to date e.g. large pipes into small and vice versa; 3) Not overloading water and drainage and sewage systems with new builds etc. Must be capable of accepting added capacity. 2) That there should not be any new developments, be it residential, industrial, retail...etc, that border sites that are already prone to flooding.</p> | <p><i>The systems are being stretched at present and it is important that action is taken by the various agencies involved, especially with the predicted impact of Climate Change</i> <i>The Council looks at the drainage of all new developments very closely, with surface water flows limited so that improvements are achieved to the level of flood risk. In some cases it is only by allowing development that improvements can be achieved - many issues will never see any improvement otherwise.</i></p> |
| <p>Encouraging people to be vigilant and take action to improve drainage and prevent blockages eg. Remove litter/leaves from gutters/gullies/drains in their locality; Ensuring council listens to local concerns about planning applications and local concerns for flood alleviation.</p> | <p><i>The only way communities can make a real impact with flood risk, is for all of the residents, businesses and the council to work together. It is only by such joint action that we will see the improvements everyone wishes to see.</i></p> |
| <p>The flood risk management is acceptable as far as it goes, but the strategy should include the necessity to prevent further development in areas already vulnerable to surface water flooding (3 developments in Garforth with a further application pending - this on top of a number having been completed in the past few years). Unless the Council and ultimately the S of S prevent developments the number of areas experiencing flooding will increase as rainfall increases and drainage is unable to cope.</p> | <p><i>The consideration of development is carried out against a rigid set of rules and policies. It is only possible to refuse development where it does not meet these rules and policies - however it is important that where development is allowed it is controlled to ensure flood risk is considered.</i></p> |
| <p>The measures are extremely vague and to use the same wording (i.e. cut and paste) does not help to promote any sense of understanding or reassurance that flood areas will be managed appropriately.</p> | <p><i>The document is intended to set down a strategy for all flood agencies to operate.</i></p> |

Appendix 2 Responses to Public Consultation

| | |
|---|--|
| <p>Use the former open cast site St Aidens to take flood water to reduce flooding lower downstream at Allerton Bywater. As we were led to believe and promised.</p> | <p><i>The St Aidan's washland area will make a huge difference to the flood risk of the surrounding communities for years to come. However it is unfortunate that it cannot stop all flooding.</i></p> |
| <p>2.7 Local Development Framework: Policy EN5 managing flood risk. All eight proposals have obviously not been taken into account when Leeds Council granted permission for the building of residential buildings on Green Belt land on Wakefield Road, Garforth: an area Leeds Council have spent a lot of money on already and consider this a low risk area, however, should it not now be raised to high risk due to the large number of homes being built here, and no gypsy sites either please.</p> | <p><i>The development taking place in Garforth has been considered in line with the Planning Policies. The impact on surrounding areas is in all cases considered.</i></p> |
| <p>Personally I would like to see Wakefield Road Garforth upgraded to high as against low. This area is greatly underestimated at the number of households affected and also this affects the approach roads into Garforth via the Garforth Bridge area from Wakefield Leeds and the feeder roads to motorways this needs urgently in my opinion considering the schemes already being addressed for development in this area.</p> | <p><i>The specific issues about the priority of individual schemes will be assessed on an on-going basis</i></p> |

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As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions.

Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

| | |
|--------------------------------------|--|
| Directorate: City Development | Service area: Flood Risk Management |
| Lead person: Peter Davis | Contact number: 0113 39 51525 |

| | | |
|--|--|---------------------------------------|
| 1. Title: Local Flood Risk Management Strategy | | |
| Is this a: | | |
| <input checked="" type="checkbox"/> Strategy / Policy | <input type="checkbox"/> Service / Function | <input type="checkbox"/> Other |
| If other, please specify | | |

| |
|---|
| 2. Please provide a brief description of what you are screening |
| As part of the Flood & Water Management Act 2010 the Council as Lead Local Flood Authority has to prepare a Local Flood Risk Management Strategy. |
| This strategy has taken account of a Public consultation exercise. |
| This Screening document accompanies a report which requests authority for the Strategy to be taken to Scrutiny Board and CLT for Adoption. |

3. Relevance to equality, diversity, cohesion and integration

All the council's strategies/policies, services/functions affect service users, employees or the wider community – city wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation and any other relevant characteristics (for example socio-economic status, social class, income, unemployment, residential location or family background and education or skills levels).

| Questions | Yes | No |
|---|-----|----|
| Is there an existing or likely differential impact for the different equality characteristics? | x | |
| Have there been or likely to be any public concerns about the policy or proposal? | x | |
| Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom? | | x |
| Could the proposal affect our workforce or employment practices? | | x |
| Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations | | x |

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?** (think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

The Strategy has been developed in partnership with the Environment Agency and following a Public Consultation. It has been developed to enable the Council to provide a framework for the flood risk management work.

- **Key findings** (think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

The Strategy will ensure the Council carries out flood risk activities in a manner that give communities the benefit of being at a lower level of risk of flooding - it should be noted that this will have a particular benefit for those residents that have children and where members of the families have a disability, as currently these individuals may struggle to get to safety if flooding occurred.

- **Actions** (think about how you will promote positive impact and remove/ reduce negative impact)

Dialogue will take place with all communities that face a flood risk and schemes will be drawn up with the input of them.

5. If you are **not already considering the impact on equality, diversity, cohesion and integration you **will need to carry out an impact assessment.****

| | |
|--|-----|
| Date to scope and plan your impact assessment: | N/A |
|--|-----|

| | |
|---|-----|
| Date to complete your impact assessment | N/A |
|---|-----|

| | |
|--|-----|
| Lead person for your impact assessment (Include name and job title) | N/A |
|--|-----|

6. Governance, ownership and approval

Please state here who has approved the actions and outcomes of the screening

| Name | Job title | Date |
|------------|-----------------|---------|
| Roy Coello | Head of Service | 2/12/13 |

7. Publishing

This screening document will act as evidence that due regard to equality and diversity has been given. If you are not carrying out an independent impact assessment the screening document will need to be published.

If this screening relates to a **Key Delegated Decision, Executive Board, full Council** or a **Significant Operational Decision** a copy should be emailed to Corporate Governance and will be published along with the relevant report.

A copy of **all other** screening's should be sent to equalityteam@leeds.gov.uk. For record keeping purposes it will be kept on file (but not published).

Please send a copy to the Equality Team for publishing

| | |
|---------------------------------|---------|
| Date screening completed | 2/12/13 |
|---------------------------------|---------|

| | |
|---|-----|
| If relates to a Key Decision - date sent to Corporate Governance | N/A |
|---|-----|

| | |
|--|---------|
| Any other decision - date sent to Equality Team (equalityteam@leeds.gov.uk) | 6/12/13 |
|--|---------|

Appendix F – Comments of Scrutiny Board (Sustainable Economy and Culture)

21st January 2014

Local Flood Risk Management Strategy

Comments to Executive Board

The Scrutiny Board considered the draft Local Flood Risk Management Strategy, as part of the council's budget and policy framework, at its meeting on 21 January 2014.

The Scrutiny Board would ask the Executive Board to take account of the following observations in finalising its recommendation to Council on adopting the Strategy.

General

Members of the Board broadly welcomed the document. They stressed the importance of maximising the combined resources available to address flood risk, in order to progress action on the priority measures listed in the strategy.

Statutory Role of Scrutiny

In accordance with scrutiny's specific statutory role in relation to flood risk management, the Scrutiny Board decided it would undertake an annual review of progress against the strategy, based on the Schemes and policies included in the List of Measures at Appendix C to the report and the eight key monitoring indicators listed in Section 7 of the strategy.

Recommendation – That Section 7 of the draft strategy is amended to incorporate an annual review of progress by the relevant Scrutiny Board.

Specific issues

Members welcomed the support that had been received from other local authorities for the Leeds Flood Alleviation Scheme bid.

The Board was concerned about the on-going issue of insurance costs for homeowners at risk of flooding.

Members stressed the importance of considering flood risk issues in relation to planning and development. Whilst it was acknowledged that developer contributions for new building could sometimes be key to funding improvements that would also benefit the existing local community, Members were also concerned about the potential impact of the number of planning applications in areas at risk of flooding.

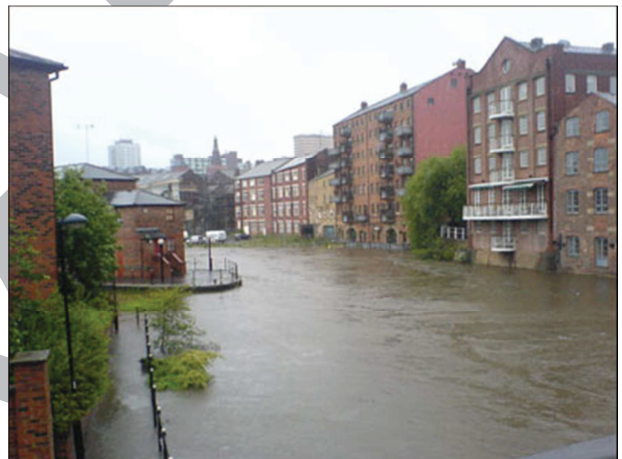
The Board discussed the work of the gully cleansing team and the prioritisation of hotspots for more regular maintenance.

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Leeds City Council

Local Flood Risk Management Strategy

Draft - V1.9
January 2014



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Revision Schedule

Local Flood Risk Management Strategy - 2013

| Rev | Date | Details | Prepared by | Reviewed by | Approved by |
|-----|--------------------------|---|--|--|-------------|
| 1.0 | 22 August 2012 | Draft (for Internal Distribution) | Simon Gilliland Engineer | Ian Hope Group Engineer | |
| 1.1 | 03 July 2013 | Draft (for Internal Distribution) | Ian Hope Group Engineer | Ian Hope Group Engineer | |
| 1.2 | 05 July 2013 | Draft (for Internal Distribution) | Ian Hope Group Engineer | Ian Hope Group Engineer | |
| 1.3 | 24 July 2013 | Draft (for public consultation) | Ian Hope Group Engineer | Peter Davis Flood Risk Manager | |
| 1.4 | 5 th Aug 2013 | Draft (following CDD) | Peter Davis Flood Risk Manager | Peter Davis Flood Risk Manager | |
| 1.5 | 27 Aug 2013 | Draft (for Internal Distribution) | Ian Hope Group Engineer | Peter Davis Flood Risk Manager | |
| 1.6 | 30 Aug 2013 | Draft (for external Consultation) | Peter Davis Flood Risk Manager | Peter Davis Flood Risk Manager | |
| 1.7 | 4 Sept 2013 | Draft (Equality Assessment added) | Peter Davis Flood Risk Manager | Peter Davis Flood Risk Manager | |
| 1.8 | 5 Dec 2013 | Draft (after Public Consultation) | Peter Davis Flood Risk Manager | Peter Davis Flood Risk Manager | |
| 1.9 | 4 Jan 2014 | Draft (after Scrutiny Board) | Peter Davis Flood Risk Manager | Wynne Floyd Technical Services Manager | |

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1. Executive Summary

As Lead Local Flood Authority, Leeds City Council is required under Section 9 of the Flood and Water Management Act, which came into effect on the 12th April 2010, to develop, maintain, apply and monitor a strategy for local flood risk management – a “Local Flood Risk Management Strategy”.

The scope of this Local Flood Risk Management Strategy covers all sources of flooding including Main River flooding, although this is primarily the Environment Agency’s responsibility, but it focuses more specifically on ‘local flooding’ that originates from ordinary watercourses, surface water, sewers (rainfall only) and groundwater.

The purpose of this strategy is to guide the flood risk management activities undertaken by Risk Management Authorities operating in the metropolitan district of Leeds; namely, Leeds City Council, the Environment Agency, Yorkshire Water Services, Ainsty Internal Drainage Board and the Highways Agency.

This strategy has been developed with regard to current legislation and guidance. The strategy builds on the significant work that has already been undertaken to assess the risk of flooding in Leeds district, most recently the Preliminary Flood Risk Assessment in September 2011, by providing the following: -

- An outline of the roles and responsibilities of Risk Management Authorities in relation to flooding in the area;
- The local objectives for managing flood risk in Leeds that all Risk Management Authorities and stakeholders should have regard to;
- A ‘List of Measures’ (included in Appendix C) which identifies short, medium and longer term measures to improve flood risk management in Leeds, together with the benefits and timescales for implementation. The ‘List of Measures’ is a ‘living document’ which will be monitored and updated on a regular basis, at least annually, when measures are completed or new ones added.

It is proposed that this strategy will be reviewed once every 6 years. This will link the LFRMS review with the cycles for reviewing the Preliminary Flood Risk Assessment as outlined in the Flood Risk Regulations Part 2, Regulation 17.4. The first review is scheduled to be completed by April 2018.

2. Legislative Context

2.1. Introduction

This Strategy has been developed with regard to all current legislation and guidance relating to flood risk management in the Leeds district. The key legislation and guidance influencing this strategy are outlined in the following sub-chapters.

A complete list of all legislation, guidance, reports, strategies and studies relating to flood risk management in the Leeds District, which have been referred to in the development of this strategy are listed in Chapter 9.

2.2. Flood Risk Regulations & Flood and Water Management Act

The European Union Flood Directive (2007/60/EC) is consolidated into British law in the Flood Risk Regulations (FRR) 2009, which came into force on 10th December 2009. Under these regulations Leeds City Council (as a unitary authority) is designated a 'Lead Local Flood Authority' (LLFA) for the area.

As a LLFA, the Council is required under Section 9 of the Flood and Water Management Act (FWMA), which came into effect on the 12th April 2010, to develop, maintain, apply and monitor a strategy for local flood risk management – a “Local Flood Risk Management Strategy” (LFRMS).

Section 9 of the FWMA states that the LFRMS must specify the following: -

- (a) The risk management authorities in the Leeds LLFA area,
- (b) The flood and coastal erosion risk management functions that may be exercised by those authorities in relation to the area,
- (c) The objectives for managing local flood risk (including any objectives included in the authority's flood risk management plan prepared in accordance with the Flood Risk Regulations 2009),
- (d) The measures proposed to achieve those objectives,
- (e) How and when the measures are expected to be implemented,
- (f) The costs and benefits of those measures, and how they are to be paid for,
- (g) The assessment of local flood risk for the purpose of the strategy,
- (h) How and when the strategy is to be reviewed, and
- (i) How the strategy contributes to the achievement of wider environmental objectives.

2.3. National Flood and Coastal Erosion Risk Management Strategy

The Environment Agency (EA) and the Department for Environment Food and Rural Affairs (Defra) jointly developed and published their National Flood and Coastal Erosion Risk Management (FCERM) Strategy for England on the 19th July 2011 pursuant to section 7 of the FWMA. The National FCERM Strategy sets out six high-level principles ('The Guiding Principles') to guide LLFAs in their risk management activities. These are: -

1. Community focus and partnership working
2. A catchment and coastal "cell" based approach
3. Sustainability
4. Proportionate, risk-based approaches
5. Multiple benefits
6. Beneficiaries should be encouraged to invest in risk management

The LFRMS must be consistent with this National FCERM Strategy and these six high-level principles. Therefore, the objectives for managing local flood risk in Chapter 6 of this LFRMS and the specific measures in the 'List of Measures' in Appendix C have been aligned with these high-level guiding principles to ensure consistency with National FCERM Strategy and its related strategies and plans as shown by the diagram in Figure 2.1.

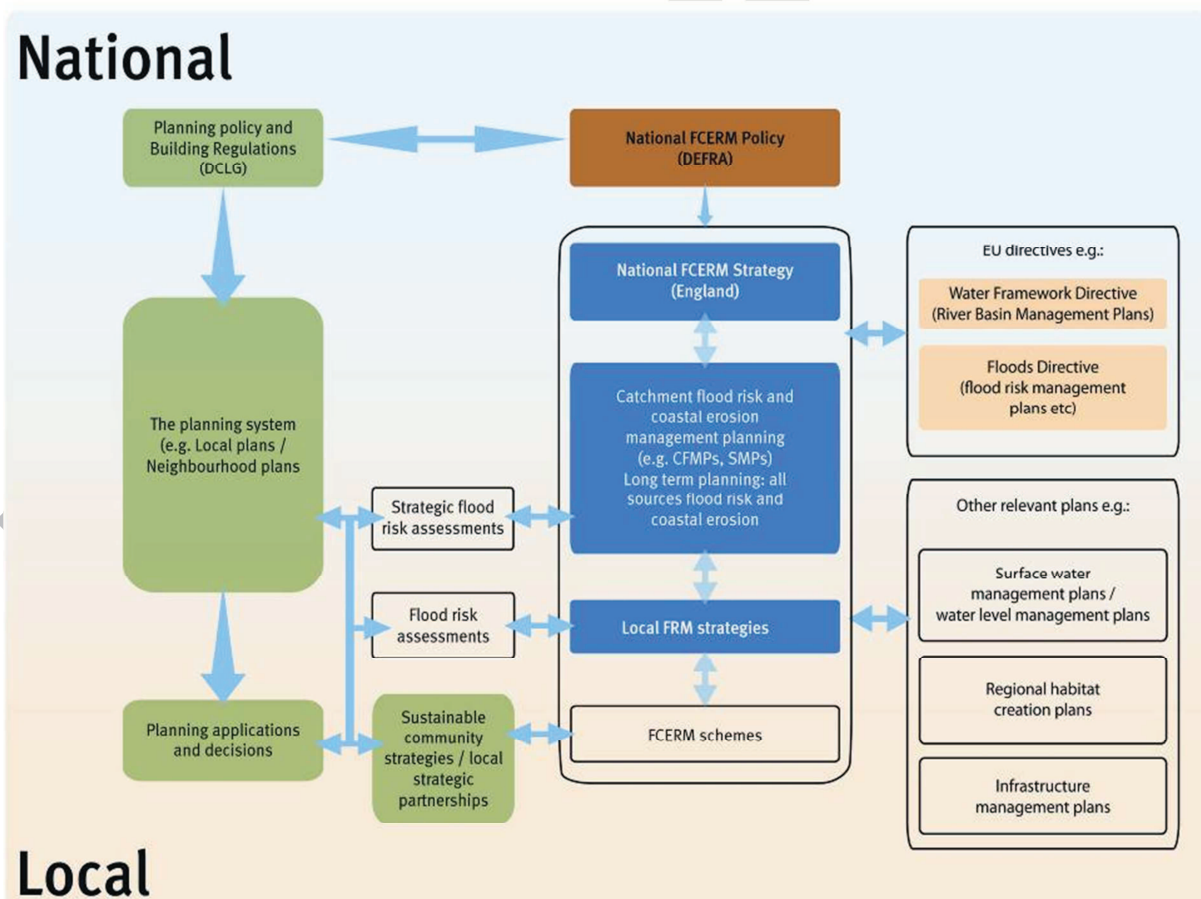


Figure 2.1 – FCERM Strategies and plans and their relationship with other planning initiatives (extracted from National FCERM Strategy, EA/ Defra, page 20)

2.4. Water Framework Directive

This strategy has been prepared under the Water Framework Directive (WFD). The WFD requires all countries throughout the European Union to manage the water environment to consistent standards.¹ Each country has to:

- Prevent deterioration in the status of aquatic ecosystems, protect them and improve the ecological condition of waters;
- Aim to achieve at least good status for all water bodies by 2015. Where this is not possible and subject to the criteria set out in the Directive, aim to achieve good status by 2021 or 2027;
- Meet the requirements of Water Framework Directive Protected Areas;
- Promote sustainable use of water as a natural resource;
- Conserve habitats and species that depend directly on water;
- Progressively reduce or phase out the release of individual pollutants or groups of pollutants that present a significant threat to the aquatic environment;
- Progressively reduce the pollution of groundwater and prevent or limit the entry of pollutants;
- Contribute to mitigating the effects of floods and droughts.

2.5. Environmental Assessment of Plans and Programmes Regulations

A Strategic Environmental Assessment (SEA) has been undertaken in parallel to the production of this strategy in accordance with The Environmental Assessment of Plans and Programmes Regulations 2004. The Leeds Sustainability Appraisal Framework has been used to appraise the LFRMS, with particular focus on the 'Objectives for managing flood risk' in Chapter 6 of this strategy and the associated 'List of Measures in Appendix C'. This framework promotes sustainable development: development that "meets the needs of the present without compromising the ability of future generations to meet their own needs" (Brundtland Commission, 1987).

The SEA process established eight monitoring indicators to assess the implementation of the LFRMS; these are presented in Chapter 8. The SEA Report is included in Appendix E.

2.6. National Planning Policy Framework

To ensure consistency with national planning guidance the LFRMS has been produced with reference to the National Planning Policy Framework (NPPF) which replaced Planning Policy Statement 25: Development and Flood Risk (PPS25) in March 2012.

¹ Leeds LLFA has successfully bid for catchment restoration funding with the Aire Rivers Trust.

2.7. Local Development Framework

To ensure consistency with local planning guidance the LFRMS has been produced with reference to the Leeds Local Development Framework (LDF). The key LDF Development Plan Documents (DPD) reviewed were the Core Strategy DPD and Natural Resources and Waste DPD. Leeds City Councils Policy EN5 on managing flood risk is presented below and embodied in the six 'Objectives for managing local flood risk' listed in this strategy in Chapter 6.

POLICY EN5: MANAGING FLOOD RISK

The Council will manage and mitigate flood risk by: -

- (i) Avoiding development in flood risk areas by applying the sequential approach and where this is not possible, by mitigating measures, in line with the NPPF, both in the allocation of sites for development and in the determination of planning applications.
- (ii) Protecting areas of functional floodplain as shown on the Leeds SFRA from development (except for water compatible uses and essential infrastructure).
- (iii) Requiring flood risk to be considered for all development commensurate with the scale and impact of the proposed development and mitigated where appropriate.
- (iv) Reducing the speed and volume of surface water run-off as part of new build developments.
- (v) Making space for flood water in high flood risk areas.
- (vi) Reducing the residual risks within Areas of Rapid Inundation.
- (vii) Encouraging the removal of existing culverting where practicable and appropriate.
- (viii) The development of the Leeds Flood Alleviation Scheme.

2.8. Equality Impact Assessment

A screening exercise has been carried out into the impact of this strategy on Equality, Diversity, Cohesion and Integration. The finding of this was that a full Assessment was not required at this time – however further assessment will be carried out as each measure is considered.

It should be noted that by carrying out these works the Council will be ensuring the safety of the local community and particularly those residents that have children and members of the families have a disability, where these benefits will be greater – as currently these individuals may struggle to get to safety if flooding occurred.

Introduction

2.9. Physical Characteristics

The Administrative Area of Leeds covers an area of approximately 560 square kilometres. This includes approximately 360 square kilometres of countryside designated as Green Belt. The district encompasses the major city of Leeds as well as number of smaller settlements including: Wetherby, Otley, Guiseley, Yeadon, Horsforth, Garforth, Rothwell, Pudsey and Morley. The population of Leeds is approximately 750,000 - in around 320,000 households (figures from 2011 Census).

The general topography of the district is undulating and varies in level from 10m Above Ordnance Datum (AOD) at Fairburn on the River Aire and Thorp Arch on the River Wharfe to more than 340m AOD at Hawksworth Moor. The rocks underlying the district date from the Upper Carboniferous period: with sandstones and grits of the older Millstone Grit Series in the north of the district and alternating shales, mudstones, coal seams and sandstones of the Lower Coal Measures in the south of the district. The overlying soils in the district mainly comprise clays and loams and are relatively impermeable. However, sands and gravels are predominant adjacent to the River Aire.

2.10. Drainage Features

The majority of the district is drained naturally via a series of watercourses, some of which are culverted in urban areas; these typically run in steep sided valleys towards the major/ strategic watercourses (Main Rivers) which generally travel in an easterly direction eventually discharging in to the River Ouse and Humber. The major watercourses in the district are: -

- The River Aire which traverses the district from the north-west to south-east and drains approximately two thirds of the district;
- The River Wharfe which drains an area to the north and east of the district. This drains to the River Ouse – with small areas draining to the River Nidd and direct to the River Ouse;
- The River Calder which forms part of the southern boundary of the district and flows from the west to east to join the River Aire at Castleford;

In urban areas the drainage of the district is facilitated by a sewer system. Leeds was initially served by 'Combined Sewers' (carrying both foul and surface water), however, it has been the policy since the 1950's to ensure that new developments and redevelopments incorporate separate foul and surface water systems. As a consequence, a significant part of the city now has separate or partially-separate sewers, with the surface water sewers connected in many cases directly to watercourses.

The majority of the combined sewers in the district drain to the Knostrop Waste Water Treatment Works which is located to the south-east of Leeds and adjacent to the River Aire.

2.11. Local Flood Risk

The scope of this LFRMS covers all sources of flooding but it focuses specifically on 'local flooding'. Flooding which originates from Main Rivers such as the River Aire, is not categorised as 'local flooding' and risk management responsibility for these watercourses sits principally with the EA. However, all flooding in Leeds is of concern to the residents and businesses and to Leeds City Council. Therefore, this strategy promotes a collaborative approach to flood risk management in Leeds, between all RMAs, and incorporates specific measures to alleviate Main River flooding such as the River Aire Flood Alleviation Scheme.

For further information on how flood risk from Main Rivers is managed by the EA refer to the Leeds Strategic Flood Risk Assessment (SFRA), the Aire and Ouse Catchment Flood Management Plans (CFMP), the Humber River Basin Management Plan (RBMP) and the EA's National FCERM Strategy.

The 5 main sources of flooding in Leeds are outlined below: -

- **Main Rivers** - This type of flooding typically occurs when a watercourse cannot cope with the water draining into it from surrounding land. Main Rivers are usually larger streams and rivers, but also include smaller watercourses of strategic drainage importance – not categorised as 'local flooding'.
- **Ordinary watercourses** – this includes lakes, ponds or other areas of water which flow into an ordinary watercourse (non Main River). This type of flooding typically occurs when a watercourse cannot cope with the water draining into it from surrounding land.
- **Surface water** – this type of flooding occurs when rainwater does not drain away through the normal drainage system or soak into the ground, but lies on or flows over the ground surface instead.
- **Sewers** – this strategy only covers sewer flooding where it is wholly or partially caused by rainwater. This type of flooding occurs when sewers are overwhelmed by heavy rainfall or they become blocked. The chance of flooding depends on the capacity of the local sewer system and amount of rain that falls.
- **Groundwater** – this type of flooding occurs when levels of water in the ground rise above the surface. It is most likely to happen in areas where the ground contains aquifers. These are permeable rocks that water can soak into or pass through easily.

2.12. Flooding Issues in Leeds

Leeds district is susceptible to flooding from a variety of sources and every year Leeds experiences flooding incidents that affect residential and business properties and city wide infrastructure. These result from severe weather and from issues with the design and maintenance of the built environment. The risks to the city of a significant flooding event, other than the physical damage are disruption, financial and reputational.

The city centre remains at significant risk from fluvial flooding from the River Aire and the Council are working in collaboration with the EA to design and promote a flood alleviation scheme for 19km of the river from Kirkstall, through the city centre to Woodlesford.

The most notable flooding incidents in Leeds have been: -

- River Aire: major floods in 1775, 1866 and 1946 and minor ones in 2000, 2002 and 2007;
- River Wharfe: Otley 1935, 1965, 1975, 1982 (near miss 2000);
- River Calder: Methley 1960 (homes up to 13 feet underwater);
- Wyke Beck: 2004, 2005 and 2007 (70 houses flooded);
- Wortley Beck: 1946, 2002, 2005 and 2007;
- Highways Drainage: Armley Gyratory (regularly);
- 14/15 June 2007: 100mm rainfall in 48 hours caused flooding in City, Wortley, Beeston, Pudsey, Swillington, Methley and Guiseley;
- 19-20 June 2007: intense rainfall caused flooding in City, Halton, Pudsey and Methley;
- 25 June 2007: over 100mm of rainfall in 24 hours flooded 250+ properties city-wide (Halton, Collingham, Wortley, Rothwell, Mabgate, Meanwood, Kippax etc). River Aire at highest levels for years, causing flooding to East Street, The Calls and Dock Street.
- 10 June 2012: heavy rainfall caused flooding to south-east Leeds (Austhorpe, Garforth, Swillington and Woodlesford), Swillington being worst affected;
- 21 & 23 June 2012: heavy rainfall caused flooding in Allerton Bywater, Seacroft & Gipton, Bardsey, Collingham, Garforth, Wetherby and Woodlesford, Allerton Bywater being worst affected.

It is imperative that plans and measures are put in place to mitigate against flood risk particularly in light of the predicted effects of climate change in the region.

Significant work has already been undertaken in Leeds by RMAs to assess the risk of flooding in the district. Most recently a Preliminary Flood Risk Assessment (PFRA) was produced, which was approved following scrutiny in September 2011. The PFRA began the process of identifying the areas at risk from 'local flooding' by collating information on historic floods, localised flooding incidents, areas of potential (future) flood risk and by also identifying measures for reducing flood risk. This was supplemented by culvert, watercourse and asset condition assessments and the EA's Flood Map for Surface Water (FMfSW).

As a result of the FWMA work is also in progress to improve cooperation between RMAs, promote sustainable development and adapt to climate change, raise awareness, respond and recover from flood events and engage with local communities.

A complete list of the reports, strategies and studies relating to flooding in the Leeds District and the guidance referred to in the production of this strategy are listed in Chapter 9.

3. Risk Management Authorities

3.1. Introduction

Flood risk in the district is managed by the Risk Management Authorities (RMAs) as defined in the FWMA. In the Leeds District these are: -

- The Lead Local Flood Authority – Leeds City Council;
- The Environment Agency (EA);
- The Water and Sewerage Company (WaSC) – Yorkshire Water Services (YWS);
- The Internal Drainage Board (IDB) – Ainsty IDB;
- The Highway Authority – Leeds City Council as Unitary Authority,
- And the Highways Agency, who have responsibility for motorways and major trunk roads.

As RMAs each of the above authorities has specific responsibilities in relation to FCERM and must also coordinate their activities with each other. The key responsibilities of each of the above authorities are outlined in the following sub-chapters; some of these responsibilities are still to be enacted.

3.2. Leeds City Council

Leeds City Council's principal responsibilities as LLFA under the FWMA and FRR are summarised below. These supplement any existing duties under the Land Drainage Act 1991: -

- Local Flood Risk Management Strategy (LFRMS) – Develop, maintain, apply and monitor a strategy for managing local flood risk in the Leeds Metropolitan District.
- Preliminary Flood Risk Assessment (PFRA) - Prepare a PFRA report in relation to flooding in the Leeds metropolitan District. Review the report at intervals of 6 years with the first review completed before the 22nd June 2017.
- Co-operation & Arrangements – Co-operate with other Risk Management Authorities in exercising their flood risk management functions under both the FWMA and the FRR.
- Power to Request Information – Request a person to provide information in connection with the authority's risk management functions.
- Duty to Maintain a Register – Establish and maintain a register of structures and features, including ownership which are believed to have a significant effect on a local flood risk.
- General Powers: Flood Risk Management Works – Undertake works to manage flood risk from surface runoff, groundwater and ordinary watercourses (but all works must be consistent with the Local Flood Risk Management Strategy).

- Investigations – Investigate flooding incidents in the District, to the extent that it is considered necessary or appropriate, in cooperation with other RMAs.
- Sustainable Development – contribute towards sustainable development through flood risk management activities.
- Incidental Flooding – Plan erect, maintain, alter or remove buildings or other structures (including those used for flood defence purposes) in a way that will or may cause flooding, an increase in the amount of water below ground, or coastal erosion.
- Designation of Features – Powers to designate a structure or a natural or man-made feature of the environment that is considered to have an effect on flood risk; in order to prevent the alteration or removal of the structure or feature without consent.
- Sustainable Drainage – The Regulations for this are expected to commence in April 2014 and will establish a Sustainable Drainage System (SuDS) Approval Body (SAB) to approve drainage systems in developments seeking planning permission, together with a duty to adopt and maintain approved SuDS, which serves more than one property.

3.3. The Environment Agency

The EA is an executive, non-departmental public body responsible to the Secretary of State for Environment, food and rural affairs. Its principal aims are to protect and improve the environment, and to promote sustainable development. The EA take lead responsibility for risk-based management of flooding from Main Rivers and the sea and regulation of the safety of reservoirs with a storage capacity greater than 25,000m³ (expected to be reduced to 10,000m³ once the relevant parts of the FWMA have been commenced).

New roles and responsibilities contained within the FWMA include: -

- Strategic overview for all forms of flooding;
- Development of a National Strategy for FCERM to cover all forms of flooding;
- The conversion of Regional Flood Defence Committees into Regional Flood and Coastal Committees with a new remit to include coastal erosion issues;
- Powers to request information from any person in connection with the Environment Agency's flood and coastal erosion risk management functions;
- Power to designate structures and features that affect flooding or coastal erosion;
- Powers to cause flooding and erosion for nature conservation and cultural heritage reasons, and people's enjoyment of these;

- A duty to have regard to FCERM in carrying out other work that may affect FCERM;
- A duty to have regard to LFRMS;
- A duty to report to Ministers about FCERM including application of the national strategies for England and Wales;
- Statutory consultee to the SuDS approving body on sustainable drainage that impacts water quality or strategic flood risk;

3.4. Yorkshire Water Services

YWS are the sole WaSC operating in the Leeds district. As a provider of water infrastructure services YWS have existing responsibilities in relation to FCERM in the Leeds district, which have been supplemented by the FWMA. YWS's assessment of their responsibilities are summarised below: -

- Where appropriate assist the LLFA's in meeting their duties in line with the National FCERM Strategy and guidance;
- Where appropriate assist the LLFA's in meeting their duties in line with local strategies in its area;
- Where appropriate share information and data with RMAs, relevant to their flood risk management functions;
- A duty to effectually drain their area, in accordance with Section 94 of the Water Industry Act 1991;
- A duty to register all reservoirs with a capacity greater than 10,000m³ with the Environment Agency;
- An agreement with Ofwat to maintain a register of properties at risk from hydraulic overloading in the public sewerage system (DG5 register);
- The appropriate management of surface water in combined systems;
- Encouraging the use of SuDS;
- Creating a detailed understanding of flood risk from the public sewer system;
- Explore and implement multi benefit/agency schemes.

YWS's priorities in the West Yorkshire region are: -

- Appropriate management of surface water from the combined sewer system;
- Encourage the use of Sustainable Urban Drainage Systems (SuDS);
- Where appropriate sharing of information and data with RMAs;
- Create a detailed understanding of flood risk from the public sewer system;
- Explore and implement multi agency/multi benefit schemes to resolve issues within the companies appointed business.

3.5. Ainsty Internal Drainage Board

Ainsty IDB are the sole IDB operating in the Leeds district and cover only a very small percentage of Leeds district (in the Wetherby area) and as such its role is limited. Under the FWMA Ainsty IDB have new duties and responsibilities supplementing their existing powers. Key responsibilities include: -

- Power to designate structures and features that affect flooding or coastal erosion;
- Powers to cause flooding and erosion for nature conservation and cultural heritage reasons, and people's enjoyment of these;
- A duty to exercise their functions in a manner consistent with local and national strategies;
- A duty to be subject to scrutiny from lead local flood authorities and democratic processes;
- The ability to work in consortia with other IDBs;
- A statutory consultee to the SuDS approving body on sustainable drainage that impacts land drainage;
- Power to do works on ordinary watercourses flooding within their boundary and, with the Environment Agency's consent, the sea.

3.6. The Highways Agency

As a highway authority the Highways Agency manage a number of major trunk roads and motorways in the Leeds district including the M621, M62, M1 & A1. Their sole responsibility in relation to flood risk management is to: -

- Provide and manage highway drainage and roadside ditches under the Highways Act 1980.
- A duty to exercise their functions in a manner consistent with local and national strategies;

3.7. Other Risk Management Authorities

Other authorities and stakeholders, with no designated role under the FWMA, also have a key responsibility for flood risk management in their own areas of discipline. These include: -

- Network Rail
- Canal and River Trust
- Met Office
- Natural England
- English Heritage
- Association of British Insurers
- Local flood partnerships, forums and community groups

It is expected that these authorities will undertake their activities in a manner which is consistent with this strategy.

4. Local Flood Risk Management

4.1. Introduction

The management of flooding in Leeds is the responsibility of the principal RMAs listed in Chapter 4 of this strategy; a list of the key local flood risk management contacts at each of the RMAs are included in Appendix D of this strategy. Management of flooding is a collaborative effort between RMAs, including the Council's Peacetime Emergency Planning Unit (PEPU), but the key activities and responsibilities involved can be split down into 3-stages: before, during and after a flood as shown in Figure 5.1. These 3-stages incorporate the '3 P's' (Prevention, Protection and Preparedness) as defined by the EA in their flood resilience guidance.

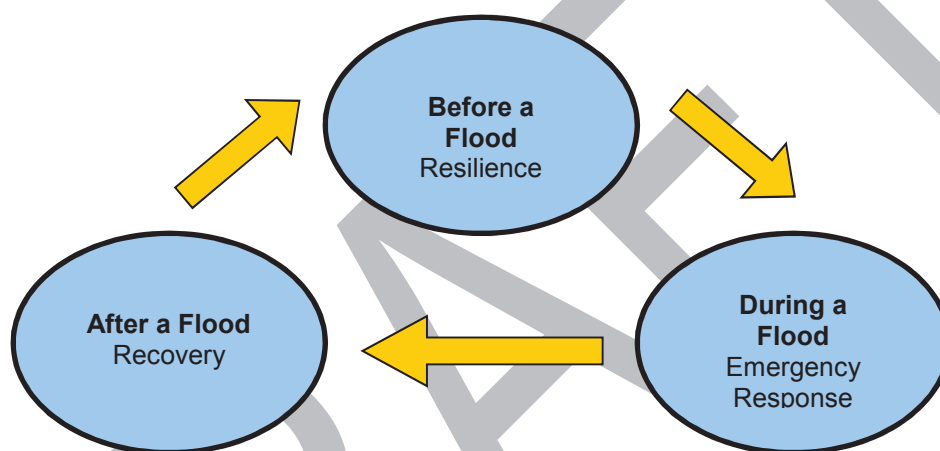


Figure 5.1 – Before, during and after flood management activities

Before a Flood – Resilience: This phase involves activities to reduce but not necessarily eliminate the likelihood of flooding. This could include for example: capital schemes, asset maintenance, flood warning, preparedness, planning and strategising.

During a Flood – Emergency Response: This phase involves activities and responsibilities during a flooding emergency. This could include for example: mobilising emergency services, rapid response, evacuation and sand bagging.

After a Flood – Recovery Phase: This phase involves activities and responsibilities to get Leeds back on its feet following an emergency. This could include for example: reconstruction of physical infrastructure and restoration of social, economic, physical and emotional well-being.

4.2. Priority Areas and Funding

There is a limited amount of funding available to progress the 'List of Measures' in Appendix C. The available funding comes from a number of different sources, the largest proportion coming from central government. A summary of all the funding sources available is summarised in Table 1.

| Source of Funding | Description | Indicative budget 2012/13 | Administered By | Appropriate For |
|--|--|--------------------------------|--------------------------|--|
| Flood Defence Grant-in-Aid (FDGiA) | Central government funding for flood (and coastal) defence projects – recently revised to encourage a partnership approach to maximise match-funding, work towards achieving specified outcomes with a requirement to evidence a reduction in flood risk to properties | £30million (Yorkshire) | Environment Agency | Medium to large capital FRM projects |
| Local Levy | Annual contributions from Councils to a regional “pot”, smaller than the FDGiA budget but offers more flexibility on the type and size of project it can fund. | £2million (Yorkshire) | Environment Agency | Smaller FRM projects or as a contribution to FDGiA projects |
| Private Contributions | Voluntary, but funding from beneficiaries of projects could make contributions from national funding viable. Contributions could be financial or “in kind” eg land, volunteer labour | Unknown | Leeds City Council | All projects |
| Water Company Investment | Investment heavily regulated by Ofwat but opportunities for contributions to area-wide projects which help to address sewer under-capacity problems | Unknown | Yorkshire Water Services | Projects which help to remove surface water from combined sewers |
| Section 106 contributions (Town & Country Planning Act) | Contributions from developers, linked to specific development sites where off-site improvements to drainage infrastructure are required to make the developers proposals acceptable | Unknown | Leeds City Council | Larger development sites |
| Community Infrastructure Levy (CIL) | A local levy applied by the Planning Authority on developers to contribute to a general infrastructure fund. Leeds City Council has not yet implemented a CIL scheme. A bid for CIL would have to be made for flood management/drainage improvements against other competing council priorities. | Unknown | Leeds City Council | All measures outlined in the Strategy |
| Developer Schemes | Where a developer, as part of their proposals, construct works for flood alleviation. These can be separate schemes, part of a larger scheme or contributions in kind i.e. land. | Unknown | Leeds City Council | Development |
| SuDS Approval Body (SAB) Income | Application and inspection fees from developers in support of the approval and inspection of new development related SuDS. | 14/15 (£100k) 15/16 (£600k) | Leeds City Council | Development drainage approval and FRM issues |

| Source of Funding | Description | Indicative budget 2012/13 | Administered By | Appropriate For |
|-----------------------------------|---|--|--------------------|---|
| Council Tax | A “ring-fenced” provision within the annual council tax for the specific purpose of addressing FRM. | Unknown | Leeds City Council | Key measures in the Strategy |
| Business Rates Supplements | Agreement from local businesses to raise rates for specified purposes. | Unknown | Leeds City Council | Measures which address flood risk to businesses |
| Council Capital Funding | The Councils infrastructure programme prioritising capital improvement projects. The programme has included funding for drainage capacity improvements for a number of years which is targeted at the highway drainage systems | £250k | Leeds City Council | Measures which are small to medium capital projects |
| Council Revenue Funding | The Council has a number of revenue streams to support technical and admin processes and to maintain council infrastructure. Existing revenue budgets include; Highway Drainage Maintenance, Highway Gully Maintenance, Watercourse Maintenance and funding for the Flood Management Team discharging the LLFA duty for the Council. | Drainage Maintenance (£300k) Gully Maintenance (£450k) Watercourse Maintenance (£200k) Flood Risk Management Team (£300k) | Leeds City Council | Measures requiring officer time and/or maintenance activity |

Table 1 – Sources of funding for flood risk management

In order to allocate funding effectively a priority ranking (high, medium, low) has been assigned to all of the measures in the ‘List of Measures’ (Appendix C) depending on the timescale within which the measure is expected to be implemented. Measures ranked as high priority will be progressed in the current LFRMS review cycle, by 2018. Measures ranked as medium priority will be progressed in the next LFRMS review cycle, by 2024. Measures ranked as low priority will be progressed in the LFRMS review cycle after that; by 2030. Where the measure is ongoing and not subject to a completion date the priority ranking has been left blank.

The measures with the highest priority are where the Council and its partner organisations available resources will be prioritised to better investigate, manage and reduce flood risk. The choice of priority ranking is based on local knowledge of flood risk in Leeds held by the Council and its partner organisations. The measures identified in the ‘List of Measures’ as high priority are: -

- Leeds City Centre – River Aire flood alleviation scheme;
- Morley - Cotton Mill Beck culvert renewal scheme;
- Otley - Culvert headwall repair scheme;
- Mickletown - Victoria Place flood alleviation scheme.

4.3. Climate Change Adaptation

A key factor impacting on the ability of RMAs to manage local flood risk is climate change. There is clear scientific evidence that global climate change is happening now. The effects of climate change can be seen in the UK and around the world. UK temperatures and sea levels, including those of British coastal waters, have risen over the past three decades. There has also been a documented global increase in the frequency of extreme weather events such as floods, droughts and tropical storms. It is predicted that these extreme weather events will become more severe during coming decades.

In light of this, it is imperative that the affects of more extreme flooding in the Leeds district are mitigated against and that plans and schemes are developed to better manage and adapt to any increased risk of local flooding. This affects the functions of all RMAs and all council departments. The EA have provided guidance for all FCERM authorities on adapting to climate change entitled “*Adapting to Climate Change: Advice for Flood and Coastal Erosion Risk Management Authorities*”.

The latest UK climate projections (UKCP09) from the UK Climate Impacts Programme (UKCIP) have also been provided by the EA for use by LLFAs in developing the LFRMS. An output from the data provided for the Humber River Basin District is shown in Figure 5.2. The complete UKCP09 climate projection data for the Leeds district is presented in Appendix A. All RMAs and stakeholders should have regard to this climate change data in undertaking their flood risk management activities.

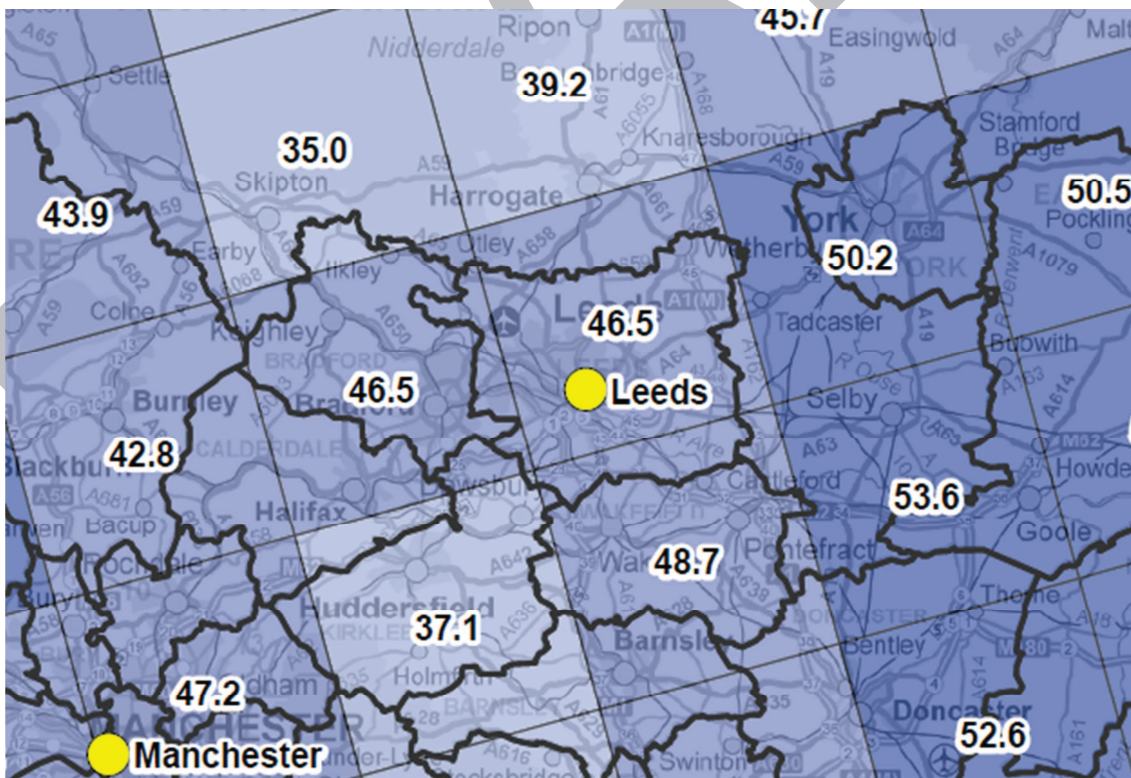


Figure 5.2 – UKCP09 Upper end estimate for % change in winter precipitation beyond 2055

4.4. Sustainable Development

Sustainable development as defined by the United Nations (Brundtland Commission, 1987) is “development that meets the needs of the present without compromising the ability of future generations to meet their own needs”. The promotion of sustainable development is a key part of climate change adaptation and will help mitigate against any increase in flood risk arising as a result of climate change.

A number of principal ways in which local flood risk management can contribute to sustainable development are identified below: -

- Working with natural processes to reduce flood risk e.g. by restoring the natural capacities of soil and vegetation to intercept rainfall;
- Promoting greater use of SuDS;
- Developing flood resilient infrastructure and buildings which perform satisfactorily without suffering permanent loss of functionality during extreme flood events;
- Developing flood defences that are adaptable and flexible and take account of the projected longer term impacts of climate change;
- Sustainable procurement of energy supplies and materials to reduce the impact on the wider environment;
- Carbon counting and offsetting with the aim of decreasing greenhouse gas emissions;
- Improving engagement with local communities to ensure that people affected by flooding are empowered to take appropriate actions to reduce flood risk;
- Improving health and wellbeing of communities through environmental improvement and a reduction in flood risk;
- Developing the knowledge, skills and awareness to improve our understanding of flood risk and the effects of climate change;
- Supporting flood response and recovery through better management of the risk of flooding to people, property, the economy and the environment;
- Benchmarking good environmental performance using environmental performance tools such as the Building Research Establishment Environmental Assessment Method (BREEAM) and the Civil Engineering Environmental Quality Assessment and Awards Scheme (CEEQUAL).

The methods and approaches identified above have been embodied in the local flood risk management objectives listed in Chapter 6 of this strategy and are drawn out more specifically via the measures included in the ‘List of Measures’ in Appendix C.

4.5. Engagement with Partners

Another key aspect of this strategy for local flood risk management is to ensure that there is effective communication between all stakeholders particularly between the LLFA and other RMAs in responding to flood events; and also with the public to raise awareness and involve local communities in decision making. As such, a stakeholder communication and engagement plan has been developed, which has been followed in the production of this strategy and is included in Appendix B.

The main themes in stakeholder communication and engagement plan are outlined below: -

1. **Make Initial Contact** – Identify and contact the individuals, organisations, communities affected;
2. **Introduce LFRMS** – Introduce strategy, objectives for managing local flood risk and approach to flood risk management;
3. **Communicate** – Establish core team and devise approach to effective ongoing communication;
4. **Develop LFRMS** – Provide ongoing opportunity for input from stakeholders into the development of LFRMS. Two way communication required;
5. **Review** – Review draft LFRMS (particularly objectives for managing local flood risk and ‘List of Measures’) with all interested/affected parties;
6. **Scrutiny** – Review of LFRMS by Scrutiny Committee;
7. **Publish** – Publish LFRMS and a summary with guidance on the availability of further information;
8. **Future** – Plan and agree future activities and schedule next review of ‘List of Measures’.

In producing the LFRMS the council have consulted internally, with other RMAs that may be affected by the strategy, the public and also other LLFA’s to ensure that the LFRMS is consistent with the catchment “cell” approach set out in the National FCERM Strategy.

The Draft Strategy was reviewed by the Council’s Scrutiny (Board Sustainable Economy & Culture), on 21st January 2014. Their comments are included as Appendix F.

5. Objectives for managing local flood risk

In order to effectively manage flood risk six high-level objectives have been created to provide a strategic context and steer the flood risk management activities undertaken by all RMAs. These objectives embody the six high-level guiding principles in the EA's National FCERM Strategy listed in Chapter 2. All RMAs should have regard to these objectives when undertaking their flood risk management activities. Short, medium and longer term measures and aspirations for local flood risk management, based on these objectives, are outlined in the 'List of Measures' in Chapter 7 and presented in Appendix C of this strategy.

1. Improve co-operation between LLFA and other RMAs, in terms of procedure, to meet the requirements of new legislation and achieve holistic (catchment wide) solutions to identified risks and problems – emergency planning;
2. Promote sustainable flood risk management through: WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation;
3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management: land allocation, SuDS, SABS;
4. Increase internal skills and ultimately capacity for flood risk management;
5. Increase community awareness of flood risk and the work of the LLFA in managing this risk; engage with local communities and involve them in decision making – localism agenda;
6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.

6. List of Measures

A List of Measures has been developed for the LFRMS which is based upon the six objectives for managing local flood risk listed in Chapter 5. The List of Measures sets out a broad range of schemes, actions, initiatives, plans and strategies for managing local flood risk in the Leeds district. Some of the measures are localised and relate to a very specific part of the district, whereas other measures are higher level district wide proposals. Where appropriate each measure has been assigned a priority ranking (high, medium, low) based on the expected timescale to implement the measure, the associated costs and benefits of the measure have also been assigned where available.

The Action Plans for the Leeds Policy Units contained in the River Aire and Ouse CFMP's have been reviewed and the relevant actions incorporated within the LFRMS 'List of Measures'.

The 'List of Measures' is designed to be a 'living document' which will be monitored and updated on a regular basis when measures are completed or new ones added and is found in Appendix C of this strategy. The 'List of Measures' form the basis of the Council's Medium Term Plan (MTP).

The List of Measures has been split into the four categories outlined below: -

- **Flood awareness, response and recovery** - this includes initiatives to improve engagement with internal and external partners, raise awareness of the LFRMS, involve local communities in decision making, improve cooperation between RMAs and plans for emergency response and recovery.
- **Spatial planning and development control** – this includes proposals for the creation of a SuDS Approval Body (SAB), promoting sustainability and climate change adaptation.
- **Studies, schemes, assessments and plans** – this includes investigating flooding incidents, assessing flood risk and developing and promoting schemes to alleviate flood risk.
- **Asset management and maintenance** – this includes developing a register for recording flood risk assets, planning routine inspection and maintenance of assets and undertaking asset maintenance works.

7. Reviewing and Monitoring the Strategy

It is proposed that this strategy will be reviewed once every 6 years. This will link the LFRMS review with the cycles for reviewing the PFRA as outlined in the FRR. The first review is scheduled to be completed by April 2018. The 'List of Measures' in Appendix C is a living document and will be reviewed and updated on a more regular basis.

In order to monitor the implementation of the LFRMS and its success in managing flood risk in Leeds eight key monitoring indicators will be used; these were identified as part of the SEA process. The monitoring indicators are listed below; additional monitoring indicators will be added as appropriate: Reviews of the eight monitoring indicators will be undertaken concurrently with reviews of the 'List of Measures'.

1. The number of measures in the 'List of Measures' which have been completed?
2. Are there active measures in the 'List of Measures' which cover each of the six 'Objectives for managing flood risk'?
3. Improving engagement on flood risk - How many public engagement events have taken place? School events, flood fairs, flood action group meetings.
4. The number of new developments where SuDS have been installed? Include SuDS, green corridors, rainwater harvesting, green roofs, land management (tree planting).
5. Are property level flood protection (PLP) schemes reducing flood risk – Number of properties where PLP schemes have been installed and operated successfully in a flood event?
6. Number of Leeds City Council staff engaged in flood risk management activities?
7. Reliability of public transport – Number of Metro bus and train routes disrupted by flooding/drainage problems?
8. Is the LFRMS consistent with the plans and actions of partner organisations? Review and incorporate relevant actions from the Aire and Ouse CFMP's in the 'List of Measures'?

Furthermore the Council's Scrutiny Board (Sustainable Economy & Culture) decided, at their meeting on 21st January 2014, that they would undertake an annual review of progress against the Strategy - based on the Schemes and Policies included in the List of Measures within Appendix C and the above key monitoring indicators.

8. Relevant Guidance and Information

Framework to assist the development of the Local Strategy for Flood Risk Management, 'A Living Document', 2nd Edition, LGA, November 2011.

National Flood and Coastal Erosion Risk Management Strategy for England, EA and Defra, July 2011.

Flood and Water Management Act (FWMA), HMSO, 2010.

Flood Risk Regulations (FRR), HMSO, 2009.

Water Framework Directive (WFD), European Parliament, 2010.

Preliminary Flood Risk Assessment (PFRA), Leeds City Council, September 2011.

Strategic Flood Risk Assessments (SFRA), Leeds City Council, October 2007.

Environmental Assessment of Plans and Programmes Regulations, HMSO, 2004.

Building Trust with Others – a guide for staff, Environment Agency.

National Planning Policy Framework (NPPF), DCLG, March 2012

Planning Policy Statement 25: Development and Flood Risk (PPS25), DCLG, March 2010.

Aire Catchment Flood Management Plan (CFMP), Environment Agency, July 2010.

Ouse Catchment Flood Management Plan (CFMP), Environment Agency, July 2010.

Humber River Basin District, River Basin Management Plan (RBMP), December 2009.

Draft Lower Aire Flood Risk Management Strategy, Environment Agency, January 2012.

Adapting to Climate Change: Advice for Flood and Coastal Erosion Risk Management Authorities, Environment Agency, August 2011.

Guidance for risk management authorities on sustainable development in relation to their flood and coastal erosion risk management functions, Defra, October 2011.

Leeds Local Development Framework, Core Strategy, Development Plan Document, Publication Draft, February 2012.

Leeds Local Development Framework, Natural Resources and Waste, Development Plan Document, Publication Draft, January 2010.

9. Glossary

| | |
|-------------------------------|--|
| Groundwater flooding | This occurs when levels of water in the ground rise above the surface. It is most likely to happen in areas where the ground contains aquifers. These are permeable rocks that water can soak into or pass through easily. |
| Local flood risk | Refers to flood risk from surface runoff, groundwater, sewer flooding (attributable to rainwater) and ordinary watercourses - this includes lakes, ponds or other areas of water which flow into an ordinary watercourse. |
| Main River | These are usually larger streams and rivers, but also include smaller watercourses of strategic drainage importance. The EA have primary responsibility for managing flood risk from these watercourses. |
| Ordinary watercourse flooding | This occurs when a watercourse cannot cope with the water draining into it from surrounding land. This includes lakes, ponds or other areas of water which flow into an ordinary watercourse. |
| Sewer flooding | This occurs when sewers are overwhelmed by heavy rainfall or when they become blocked. The chance of flooding depends on the capacity of the local sewer system and amount of rain that falls. |
| Surface water flooding | This occurs when rainwater does not drain away through the normal drainage system or soak into the ground, but lies on or flows over the ground surface instead. |

10. Acronyms

| | |
|---------|--|
| AOD | Above Ordnance Datum |
| BREEAM | Building Research Establishment Environmental Assessment Method |
| CEEQUAL | Civil Engineering Environmental Quality Assessment and Awards Scheme |
| CFMP | Catchment Flood Management Plan |
| DCLG | Department for Communities and Local Government |
| Defra | Department for Environment, Food and Rural Affairs |
| DG5 | Director General 5 Register |
| DPD | Development Plan Document |
| EA | Environment Agency |
| FCERM | Flood and Coastal Erosion Risk Management |
| FDGiA | Flood Defence Grant in Aid |
| FMfSW | Flood Map for Surface Water |
| FRMP | Flood Risk Management Plan |
| FRR | Flood Risk Regulations (2009) |
| FWMA | Flood and Water Management Act (2010) |
| HMSO | Her Majesty's Stationery Office |
| IDB | Internal Drainage Board |
| LDF | Local Development Framework |
| LRMS | Local Flood Risk Management Strategy |
| LGA | Local Government Association |
| LLFA | Lead Local Flood Authority |
| MTP | Medium Term Plan |
| Ofwat | Office of Water Regulation |
| PEPU | Peacetime Emergency Planning Unit |
| PFRA | Preliminary Flood Risk Assessment |
| PLP | Property Level Flood Protection |
| RBMP | River Basin Management Plan |
| RMA | Risk Management Authority |
| SAB | SuDS Approval Body |
| SEA | Strategic Environmental Assessment |
| SFRA | Strategic Flood Risk Assessment |
| SuDS | Sustainable Drainage Systems |
| UK | United Kingdom |
| UKCIP | UK Climate Impacts Programme |
| UKCP09 | UK Climate Projections (latest) |
| WaSC | Water and Sewerage Company |
| WFD | Water Framework Directive |
| YWS | Yorkshire Water Services |

11. Appendices

APPENDIX A – UKCP09 Climate Projections for Leeds

APPENDIX B – Communication Plan

APPENDIX C – List of Measures

APPENDIX D – Key Local Flood Risk Management Contacts

APPENDIX E – Strategic Environmental Assessment Report

APPENDIX F – Comments of Scrutiny Board (Sustainable Economy & Culture)

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APPENDIX A - UKCP09 - United Kingdom Climate Change Projections for Leeds

The figures in the table below are the UKCP09 (2009) outputs from the UK Climate Impacts Programme (UKCIP) for the Humber River Basin District. The values shown are for the 25km grid square centred on Leeds.

| Change Variable | Uncertainty Range | Change Factors | | |
|--|--------------------------|-----------------------|------------------|--------------------|
| | | Upto 2025 | 2025-2055 | Beyond 2055 |
| Precipitation % Winter | Upper enhanced estimate | | | |
| | Upper end estimate | 8.1% | 16.4% | 46.5% |
| | Central estimate | 4.7% | 11.9% | 16.0% |
| | Lower end estimate | 1.6% | 7.8% | 1.7% |
| Precipitation % Summer | Upper enhanced estimate | | | |
| | Upper end estimate | -2.4% | -13.2% | -1.4% |
| | Central estimate | -8.8% | -20.2% | -24.8% |
| | Lower end estimate | -14.9% | -26.9% | -38.8% |
| Precipitation % on Wettest Day - Winter | Upper enhanced estimate | | | |
| | Upper end estimate | 8.2% | 16.3% | 43.9% |
| | Central estimate | 4.6% | 11.9% | 16.8% |
| | Lower end estimate | 1.2% | 7.7% | 0.5% |
| Precipitation % on Wettest Day - Summer | Upper enhanced estimate | | | |
| | Upper end estimate | 6.4% | 2.9% | 16.0% |
| | Central estimate | -0.3% | -4.0% | -5.1% |
| | Lower end estimate | -6.6% | -10.5% | -17.6% |
| Peak River Flow % | Upper enhanced estimate | 35.0% | 45.0% | 75.0% |
| | Upper end estimate | 25.0% | 30.0% | 50.0% |
| | Central estimate | 10.0% | 15.0% | 20.0% |
| | Lower end estimate | -5.0% | 0.0% | 5.0% |

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APPENDIX B - Leeds Local Flood Risk Management Strategy - Stakeholder Communication & Engagement Plan

| Stage | Politicians | Internal Partners (LCC) | External Partners (RMAs and other stakeholders) | Public |
|-------|---|--|---|---|
| 1 | Identify and contact relevant councillors, MPs (if appropriate). | Identify and contact relevant LCC internal departments. | Identify and contact RMAs and external partners. | Optimise public engagement by identifying at risk communities and utilising existing contacts e.g. local flood action groups. Also engage business community, particularly at risk premises using means of engagement appropriate to the business (e.g. via Chamber of Commerce). |
| 2 | Introduce objectives for managing local flood risk and the approach to developing a LFRMS. | Arrange meeting to introduce objectives for managing local flood risk and the approach to developing a LFRMS. | Arrange meeting to introduce objectives for managing local flood risk and the approach to developing a LFRMS. | Utilising existing flood action group meetings (where no group/meetings exist communities will need to be consulted directly) introduce objectives for managing local flood risk and the approach to developing a LFRMS. |
| 3 | Develop politician engagement in the process based on local needs and devise approach to effective ongoing communication. | Establish core team, wider network and devise approach to effective ongoing communication. | Establish core team, wider network and devise approach to effective ongoing communication. | Devise approach to effective ongoing communication through existing and new channels where appropriate. |
| 4 | | Provide ongoing opportunity for input from stakeholders into the development of LFRMS. Two way communication required. | | |
| 5 | | Review draft LFRMS (particularly 'List of Measures') with all interested/affected parties | | |
| 6 | | Review of LFRMS by Scrutiny Committee and adoption by full Council | | |
| 7 | | Publish LFRMS and a summary with guidance on the availability of further information | | |
| 8 | | Plan and agree future activities and schedule next review of 'List of Measures' | | |

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APPENDIX C - Leeds Local Flood Risk Management Strategy - List of Measures

| ID | Priority | Scheduled Completion Date | Measure | PF % Score | Location (if applicable) | Category | Relevant Objective from LFRMS | Progress/Comments (reference other sources of information) | Benefits/ Outcome | Costs/ Resource Implications | Lead Organisation | Support Organisation | Measure Owner | Last Updated |
|--|--------------|---------------------------|--|------------|------------------------------------|---|---|---|---|------------------------------------|--------------------|----------------------|---------------------------|--------------|
| SCHEMES & FEASIBILITY STUDIES | | | | | | | | | | | | | | |
| S1 | Design Stage | 2014 | Lowther Road, Garforth - Culvert Improvements | 121.3% | Garforth | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Restricted culvert, bypass culvert proposed - Scheme has been scoped and detailed design completed. Will go out to tender shortly. | Improve flood resistance and resilience of properties | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S2 | Design Stage | 2014 | Ramsdon Street, Kippax, Flood Alleviation Scheme - (Local Levy) | 100.0% | Kippax | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme has been scoped and detailed design of setback flood wall and embankment is progressing. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S3 | Design Stage | 2016 | Leeds City Flood Alleviation Scheme, River Aire | 100.0% | River Aire - Newley to Woodlesford | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | The approved Upper Aire Strategy considered many options for the protection of Leeds City, the economic centre of the region. The Leeds FAS developed a comprehensive scheme for the River Aire and Holbeck in Leeds to PAR stage, which was approved by the EA Board in late 2010. However, due to the value of the scheme this was considered to be unaffordable. The Secretary of State provided an assurance that more resources could be made available to explore possible alternatives, including less ambitious options for the River Aire. Work is currently underway to assess the options so that the LCC and EA can decide which option to proceed with, and how the additional funding might be found. | Reduce flood risk from River Aire | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Highways Design | 2008/13 |
| S4 | HIGH (1) | 2014 | Wellhouse Drive Flood Alleviation Scheme | 114.0% | Gledhow | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Constrained Channel, Channel Improvements. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S5 | HIGH (2) | 2014 | Barnsdale Road Property Level Protection Scheme | 114.0% | Allerton Bywater | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Surface water flooding to properties. Install property level protection measures - flood barriers and doors to reduce flood risk to residential properties on Barnsdale Road. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S6 | HIGH (3) | 2015 | Victoria Place Flood Alleviation Scheme | 138.0% | Mickletown | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Flooding to residential land. Construct flood embankment and install pumping station to remove accumulated surface water. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S7 | HIGH (4) | 2015 | Culvert Headwall Repair Scheme - (Local Levy) | 113.5% | Olley | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Urgent works to repair collapsing culvert. Clear debris from channel and rebuild headwall. LCC have already undertaken emergency works. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S8 | HIGH (5) | 2015 | Cotton Mill Beck Culvert Replacement, Valley Road | 139.0% | Morley | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Culverted watercourse surcharges causing flooding to Morley Rail Station and the Transpennine railway - scheme being scoped. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S9 | HIGH (6) | 2016 | Mickletown set back flood defences | 107.0% | Mickletown | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Lower Aire Strategy, Managed Retreat. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S10 | MEDIUM | 2015 | Thorner Beck Flood Alleviation Scheme | 101.0% | Thomer | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Restricted capacity of existing culverts causing overland flooding. Improve Culvert capacity. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S11 | MEDIUM | 2016 | Victoria Road Surface Water Flood Alleviation Scheme | 100.0% | Guiseley | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Surface water flooding to properties. Install attenuation and pumping station to remove flood water to adjacent culverted watercourse. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S12 | MEDIUM | 2017 | Potternewton Surface Water Flood Alleviation Scheme | 152.8% | Potternewton | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Surface water flooding. Install attenuation and pumping station to remove flood water to adjacent culverted watercourse. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S13 | LOW | 2016 | Waterfield Road Flood Alleviation Scheme | 72.0% | Garforth | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Restricted culvert and surface water flow. Install new culvert and widen highway ditch. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |
| S14 | LOW | 2018 | Carry out flood warning feasibility studies for Wortley Beck and Meanwood Beck and implement findings. | TBC | Wortley Beck and Meanwood Beck | 1. Flood awareness, assessments and response and recovery | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | This measure is listed in the Aire CRMP for the Leeds Policy Unit - to be progressed by 2015. | Establish the potential for advanced warning of flooding. Develop more accurate flood warnings for tributaries of the River Aire which will result in reduction of economic damages and improve community safety. | EA staff time and capital resource | Leeds City Council | Environment Agency | Environment Agency | 2008/13 |
| S15 | LOW | 2019 | Wyke Beck Flood Alleviation Scheme | TBC | Halton Moor | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Flooding to residential area from Wyke Beck. Work in partnership with the EA to complete a fluvial flood alleviation scheme to improve the standard of flood protection along Wyke Beck. This measure is listed in the Aire CRMP for the Leeds Policy Unit - to be progressed by 2015. | The risk of flooding will be managed | Staff time and capital resource | Leeds City Council | Environment Agency | Environment Agency | 2008/13 |
| S16 | LOW | 2019 | Famley Wood Beck Flood Alleviation Scheme | TBC | Collingley | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Flood risk to residential areas, long term issue - scheme being scoped | Reduce flood risk from Famley Wood Beck | Staff time and capital resource | Leeds City Council | Environment Agency | Environment Agency | 2008/13 |
| S17 | LOW | 2019 | Wortley Beck Flood Alleviation Scheme | TBC | Wortley Beck | 3. Studies, assessments and plans | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Flooding to residential area and over ring road. Work in partnership with the EA to develop a detailed local flood alleviation scheme that works with a scope of flooding. This measure is listed in the Aire CRMP for the Leeds Policy Unit - to be progressed by 2015. | The risk of flooding will be reduced from all sources and take into account the implications of climate change. | Staff time and capital resource | Leeds City Council | Environment Agency | Environment Agency | 2008/13 |
| S18 | LOW | 2020 | Sheepsar: evaluate the condition of formal and informal flood defences along the Sheepsar Beck which were recently breached to identify potential remedial works required. | TBC | Sheepsar | 4. Asset management and maintenance | 6. Improve understanding of local flood risk and implementation of affordable, high quality measures to alleviate flooding where practicable. | Evaluate flood defence improvement works required. | Helps ensure that problems or new works are identified to prevent recurrence of flooding. | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 2008/13 |

APPENDIX C - Leeds Local Flood Risk Management Strategy - List of Measures

| ID | Priority | Scheduled Completion Date | Measure | PF % Score | Location (if applicable) | Category | Relevant Objective from LFRMS | Progress/Comments (reference other sources of information) | Benefits/ Outcome | Costs/ Resource Implications | Lead Organisation | Support Organisation | Measure Owner | Last Updated |
|---|-----------|---------------------------|---|------------|---|--|---|--|---|------------------------------------|--------------------|---|---------------------------|--------------|
| SCHEMES & FEASIBILITY STUDIES (Cont) | | | | | | | | | | | | | | |
| S19 | LOW | 2020 | Develop and implement feasibility studies for fluvial flood alleviation schemes to improve the standard of protection along Meanwood Beck, Bagley Beck and Farley Wood Beck - integrating with all sources of flooding. | TBC | Meanwood Beck, Bagley Beck & Farley Wood Beck | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | This measure is listed in the Aife CFMP for the Leeds Policy Unit - to be progressed by 2030. | Helps ensure that areas with proven flood risk are provided with an appropriate flood defence scheme at the earliest possible opportunity and that the Council supports the EA in developing any flood alleviation scheme in the longer-term. | Staff time and capital resource | Environment Agency | Leeds City Council & Yorkshire Water Services | Environment Agency | 20/08/13 |
| S20 | LOW | 2020 | Investigate the interaction between the Leeds and Liverpool Canal and the River Aire. | TBC | River Aire and Liverpool Canal | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | This study should identify the potential for managing this interaction to ensure that flood risk is managed effectively. This measure is listed in the Aife CFMP for the Leeds Policy Unit - to be progressed by 2030. | Investigate this relationship to understand the potential for flood risk posed by the Leeds & Liverpool canal | EA staff time and capital resource | Environment Agency | Canal & River Trust | Environment Agency | 20/08/13 |
| S21 | ? | ? | LCC Significant Maintenance | TBC | TBC | 4. Asset management and maintenance plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | TBC | TBC | Staff time and capital resource | Leeds City Council | Yorkshire Water Services & Environment Agency | LCC Flood Risk Management | 20/08/13 |
| COMPLETED SCHEMES AND FEASIBILITY STUDIES - SINCE 2011 | | | | | | | | | | | | | | |
| S22 | Completed | 2011 | Flood Alleviation Scheme - Leeds Road (Allerton Bywater pumping station (local levy)) | | Allerton Bywater | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme Completed | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 04/07/12 |
| S23 | Completed | 2011 | Newton Road property protection and resilience scheme | | Newton Road, Patebankton | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme Installed | Improve flood resistance and resilience of properties | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 04/07/12 |
| S24 | Completed | 2011 | Lower Wortley - property protection and resilience scheme | | Lower Wortley | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme Installed | Improve flood resistance and resilience of properties | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 04/07/12 |
| S25 | Completed | 2011 | Church Lane, Bardsey - property protection and resilience scheme | | Bardsey | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme Installed | Improve flood resistance and resilience of properties | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 04/07/12 |
| S26 | Completed | 2011 | Dean Park Drive, Drighlington - property protection and resilience scheme | | Drighlington | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Scheme Installed | Improve flood resistance and resilience of properties | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 04/07/12 |
| S27 | Completed | 2012 | Barley Hill Recreation Ground - (Local Levy) | N/A | West Garforth | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Construction Stage | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Parks and Countryside | 05/07/13 |
| S28 | Completed | 2013 | Oakdene, Watercourse improvements | 21% | Swillington | 3. Studies, schemes, assessments and plans | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | Surface water runoff causing flooding. Improve culverts and widen ditches to reduce risk of flooding. | Reduce risk of flooding | Staff time and capital resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 05/07/13 |

APPENDIX C - Leeds Local Flood Risk Management Strategy - List of Measures

| ID | Priority | Scheduled Review/Completion Date | Measure | Location (if applicable) | Category | Relevant Objective from LFRMS | Progress/Comments (reference other sources of information) | Benefits/ Outcome | Costs/ Resource Implications | Lead Organisation | Support Organisation | Measure Owner | Last Updated |
|------------------------|----------|----------------------------------|---|--------------------------|---|---|--|--|------------------------------|--------------------|--|--|--------------|
| POLICIES | | | | | | | | | | | | | |
| P1 | HIGH | November 2013 | Publish Local Flood Risk Management Strategy | - | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | Draft strategy currently being developed in parallel with an SEA. | Will raise awareness of the LFRMS and FRM issues in the city | Staff resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 20/08/13 |
| P2 | HIGH | November 2013 | Publish LFRMS List of Measures | - | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | List of measures currently being developed. | Will assess progress with List of Measures and ensure continuous improvement | Staff resource | Leeds City Council | Internal LCC departments and stakeholders | LCC Flood Risk Management | 20/08/13 |
| P3 | HIGH | 2015 | Develop register of structures and features which are likely to have a significant effect on flood risk. | City wide | 4. Asset management and maintenance | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | This is a requirement under Section 21 of the Flood and Water Management Act (2010). LCC are progressing this and have purchased new software 'FloodVu', which will assist with the recording of asset information. This software links directly with the LCC's | Improve knowledge of existing infrastructure and conditions and promote a sustainable approach to asset management and | Staff resource | Leeds City Council | Environment Agency & Yorkshire Water Services | LCC Flood Risk Management | 20/08/13 |
| P4 | HIGH | 2015 | Identify locations where culverts can be removed or improved through redevelopment | City wide | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | This measure is listed in the Aie CFMP for the Leeds Policy Unit - to be progressed by 2015. | Improve knowledge of existing infrastructure and conditions and promote a sustainable approach to asset management and | Staff resource | Environment Agency | Leeds City Council | Environment Agency | 20/08/13 |
| P5 | HIGH | On-going | Watercourse and bank condition surveys | City wide | 4. Asset management and maintenance | 6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable. | TBC | Improve knowledge of existing infrastructure and conditions and promote a sustainable approach to asset management and | Staff resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 20/08/13 |
| P6 | HIGH | On-going | Improve communications, engagement and coordination of activities with internal and external partners (including RMA's); Leeds City Council Flood Risk Management Group; Technical Systems and Operations; Planning and Flood Risk; Yorkshire and the Humber Learning Alliance; Intra Housing network | City wide | 1. Flood awareness, response and recovery | 1. Improve co-operation between LLFA and other RMA's. In terms of procedure, to meet the requirements of new legislation and achieve holistic (catchment wide) solutions to identified risks and problems – emergency planning; | Engagement and consultation is under way as part of LFRMS. Regular meetings required to share knowledge, review policy, strategy documents, list of measures...etc. | Formalise and improve cooperation between RMA's on FRM | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management | 20/08/13 |
| P7 | MEDIUM | On-going | Pump operation - carbon reduction | City wide | 4. Asset management and maintenance | 2. Promote sustainable flood risk management through: WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; | TBC | Reduce carbon emissions and improve energy efficiency | Staff resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 20/08/13 |
| P8 | MEDIUM | TBC | Implement SUDS Approval Body (SAB) function | City wide | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | This is a requirement under Section 27 of the Flood and Water Management Act (2010). Waiting for National SUDS Standards to be published before commencing this. In meantime planning policy as set out in National Planning Policy Framework (NPPF) is followed | Development control - ensure new drainage systems incorporate SUDS measures to reduce runoff rates and therefore flood risk. | Staff resource | Leeds City Council | Environment Agency | Planning & Sustainable Development, Leeds Flood Board | 20/08/13 |
| P9 | MEDIUM | 6 Monthly | Provide regular feedback to senior officers and elected members on FRM progress; working groups, strategies, list of measures...etc | - | 1. Flood awareness, response and recovery | 1. Flood awareness, response and recovery | TBC | Ensure that there is visibility and awareness of on-going FRM work at appropriate levels of accountability | Staff resource | Leeds City Council | Environment Agency & West Yorkshire Authorities | Peace-time Emergency Planning Unit | 20/08/13 |
| P10 | MEDIUM | Annually | Review and update Emergency Handbook, Generic Flood Risk Plan, Local Flood Action Plans, West Yorkshire Flood Risk Plan, Reservoir Emergency Plan | - | 1. Flood awareness, response and recovery | 1. Improve co-operation between LLFA and other RMA's. In terms of procedure, to meet the requirements of new legislation and achieve holistic (catchment wide) solutions to identified risks and problems – emergency planning; | Plans need to be updated with latest contact details, departments and processes. SCJH have discussed with Paul Seddon in Peace-time Emergency Planning Unit and he is progressing this. This measure is listed in the Aie CFMP for the Leeds Policy Unit. | Ensures plans for coordination of FRM activities in the event of a flood are up to date and consequences and disruption of flooding are minimised. | Staff resource | Leeds City Council | Environment Agency & West Yorkshire Authorities | Peace-time Emergency Planning Unit | 20/08/13 |
| P11 | MEDIUM | On-going | Engagement and communication with public on FRM issues | - | 1. Flood awareness, response and recovery | 5. Increase community awareness of flood risk and the work of the LLFA in managing this risk, engage with local communities and involve them in decision making – localism agenda; | Engagement and consultation has begun as part of LFRMS - Graham Lindsey and Paul Seddon are points of contact for flood action groups | Involve communities in decisions - localism agenda | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management & Peace-time Emergency Planning Unit | 20/08/13 |
| P12 | MEDIUM | On-going | Leeds City Council to increase their flood risk awareness and engage with local flood action groups (EA and PEPJ). | - | 1. Flood awareness, response and recovery | 4. Increase internal skills and ultimately capacity for flood risk management; | In accordance with Defra guidance on capacity building - improve understanding of flood risk in the city and expertise to better manage consequences. | Increases local authority capacity and skills in flood risk management | Staff resource | Leeds City Council | Environment Agency | LCC Flood Risk Management | 20/08/13 |
| P13 | MEDIUM | On-going | Significantly increase the percentage take-up of properties registered for flood warnings in flood warning areas across city. City wide campaign as current take-up is low. | City wide | 1. Flood awareness, response and recovery | 5. Increase community awareness of flood risk and the work of the LLFA in managing this risk, engage with local communities and involve them in decision making – localism agenda; | This measure is listed in the Aie CFMP for the Leeds Policy Unit - to be progressed by 2020. | The consequences of flooding will be considered more proactively in decision to take place following receipt of a flood warning | Staff resource | Environment Agency | Leeds City Council | Environment Agency | 20/08/13 |
| P14 | LOW | 2018 | Review Local Flood Risk Management Strategy (LFRMS) | - | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | The LFRMS will be reviewed once every 6 years. This will link the LFRMS review with the cycles for reviewing the PFRA as outlined in the FRP. The first review is scheduled to be completed by October 2018. | Ensures LFRMS is updated with relevant information to reflect any changes in FRM | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management | 20/08/13 |
| P15 | LOW | Annually | Review LFRMS List of Measures | - | 2. Spatial planning and development control | 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management; land allocation, SUDS, SABs; | Review scheduled to take place at least annually to assess progress with current measures and add or remove measures as appropriate. First review scheduled for 1 year after the strategy is published. | Will assess progress with List of Measures and ensure continuous improvement | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management | 20/08/13 |
| P16 | LOW | 6 Monthly | Review Council Policy on FRM - e.g. Maintaining Water Resources and Responding to Flood Incidents approved by Exec Board on 17 May 2006 | - | 2. Spatial planning and development control | 1. Improve co-operation between LLFA and other RMA's. In terms of procedure, to meet the requirements of new legislation and achieve holistic (catchment wide) solutions to identified risks and problems – emergency planning; | The Policy should be reviewed in light of the publication of the PFMA. | Ensures clarity around Council's legal roles and responsibilities and that work programmes have a sound foundation. | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management | 20/08/13 |
| ID | Priority | Scheduled Review/Completion Date | Measure | Location (if applicable) | Category | Relevant Objective from LFRMS | Progress/Comments (reference other sources of information) | Benefits/ Outcome | Costs/ Resource Implications | Lead Organisation | Support Organisation | Measure Owner | Last Updated |
| POLICIES (cont) | | | | | | | | | | | | | |

APPENDIX C - Leeds Local Flood Risk Management Strategy - List of Measures

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|--------------------------------------|-----------|--------------|--|---|---|---|---|----------------|--------------------|--|--|----------|
| P17 | LOW | Annually | Maintain internet and intranet web pages to provide comprehensive information to all stakeholders on: - The sources of flooding and who is responsible for what; - How to prepare for flooding emergencies; - What to do when flooding occurs and who to report this to; - How flood risk is treated within the planning and process. Promote the use of sustainable design principles in all future developments to ensure that the risk of flooding and climate change are fully taken into account e.g. - Promoting use of SuDS - Incorporating policies and recommendations from the Environment Agency - Developer contributions in Core Strategy - Biodiversity and local amenity - Climate Change Adaptation Review and update as appropriate the Strategic Flood Risk Assessment (SFRA) produced by Jacobs in October 2017. | 1. Flood awareness, response and recovery 2. Spatial planning and development control | 5. Increase community awareness of flood risk and the work of the LLFA in local communities and involve them in decision making – localism agenda. | Internet and intranet pages in place and launched. Further feedback required from services on on-going basis. | Ensures that there is a single information on flood risk management. | Staff resource | Leeds City Council | Internal LCC departments and external stakeholders | LCC Flood Risk Management | 20/08/13 |
| P18 | LOW | On-going | City wide Promote sustainable flood risk management through WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; 2. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management/land allocation, SuDS, SABs; 3. Spatial planning and development control | 2. Promote sustainable flood risk management through WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management/land allocation, SuDS, SABs; 2. Spatial planning and development control | 2. Promote sustainable flood risk management through WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; 3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management/land allocation, SuDS, SABs; 2. Spatial planning and development control | 24/04/12 - SG had meeting with DF to discuss this. DF indicated that the EA have published data updates online - document as a whole is broadly up to date. | By embedding the requirements for SuDS and urban design principles within local policy we will be able to improve the management of the environment in all new developments. Helps ensure there is a more complete understanding of flood risk and the role of SuDS, SABs and other reasons learned or gaps. | Staff resource | Leeds City Council | Environment Agency & Yorkshire Water Services | LCC Flood Risk Management & Sustainable Development Unit | 20/08/13 |
| P19 | LOW | Six Yearly | Review and update as appropriate the Strategic Flood Risk Assessment (SFRA) produced by Jacobs in October 2017. | 2. Spatial planning and development control | 2. Promote sustainable flood risk management through WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; 2. Spatial planning and development control | This is part of process of producing LFRMS. SEA Workshop planned for July 2012 to appraise the objectives and measures in the LFRMS - see 19 | Will ensure LFRMS is sustainable and workable and also secure buy in from stakeholders | Staff resource | Environment Agency | Leeds City Council | LCC Flood Risk Management & Sustainable Development Unit | 20/08/13 |
| COMPLETED POLICIES SINCE 2011 | | | | | | | | | | | | |
| P20 | Completed | October 2012 | Undertake Strategic Environmental Assessment (SEA) for LFRMS | 2. Spatial planning and development control | 2. Promote sustainable flood risk management through WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation; 2. Spatial planning and development control | | | | | | | |

APPENDIX D - Key Local Flood Risk Management Contacts

| Organisation | Department | Name | Email Address | Postal Address | Phone | Mobile | Comments |
|--------------------------------|-------------------------------------|--|--|--|---------------|--------------|----------|
| Leeds City Council | Flood Risk Management | Peter Davis | peter.davis@leeds.gov.uk | Middleton Offices, Leeds, LS10 4AX | 0113 395 1525 | | |
| | Flood Risk Management | Ian Hope | ian.hope@leeds.gov.uk | Middleton Offices, Leeds, LS10 4AX | 0113 395 2406 | | |
| | Flood Risk Management | Simon Gilliland | simon.gilliland@leeds.gov.uk | Middleton Offices, Leeds, LS10 4AX | 0113 395 1524 | | |
| | Peacetime Emergency Planning Unit | Paul Seddon | paul.seddon@leeds.gov.uk | 3rd Floor West, Civic Hall, Leeds, LS1 1UR | 0113 3950280 | | |
| | Sustainable Planning Unit | Dr Tom Knowland | Thomas.Knowland@leeds.gov.uk | Thoresby House | 0113 3950643 | | |
| | Sustainable Planning Unit | Jon Andrews | Jon.Andrews@leeds.gov.uk | Thoresby House | 0113 2475014 | | |
| | Forward Planning and Implementation | Helen Miller/ David Feeney | helen.miller@leeds.gov.uk | Thoresby House | 0113 2478132 | | |
| | Flood Action Groups | Graham Lindsey | graham.lindsey@environment-agency.gov.uk | Phoenix House, Leeds | 0113 301 4969 | 07770 701354 | |
| | Local Strategy - Team Leader | Rebecca Martin | rebecca.martin@environment-agency.gov.uk | Phoenix House, Leeds | 0113 2134807 | | |
| | Local Strategy | Karen Robson | karen.robson@environment-agency.gov.uk | | 01904 822 632 | | |
| Strategic Overview | Claire Brown | claire.brown@environment-agency.gov.uk | | | | | |
| Flood Strategy Manager | Gary Collins | Gary.Collins@yorkshirewater.co.uk | | | | | |
| Yorkshire Water | N/K | David Patterson | david.patterson@highways.gsi.gov.uk | | | | |
| Highways Agency | N/A | | | | | | |
| Ainsty Internal Drainage Board | | | | | | | |
| Other | TBC | | | | | | |

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Leeds City Council
Local Flood Risk Management Strategy - 2013

Strategic Environmental Assessment Report

Final Report
July 2013



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Revision Schedule

Local Flood Risk Management Strategy - 2013 Strategic Environmental Assessment Report July 2013

| Rev | Date | Details | Prepared by | Reviewed by | Approved by |
|-----|--------------|--|------------------------------------|-----------------------------------|-------------|
| 1.0 | 04 July 2013 | Final Report (for Internal Distribution) | Simon Gilliland Engineer | Ian Hope Group Engineer | |
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1. Executive Summary

This report has been produced to document the Strategic Environmental Assessment (SEA) undertaken on the Council's Local Flood Risk Management Strategy (LFRMS). An SEA is required in order to comply with the Environmental Assessment of Plans and Programmes Regulations 2004. Leeds City Council is required under Section 9 of the Flood and Water Management Act (FWMA), to develop, maintain, apply and monitor a LFRMS for the metropolitan district of Leeds to guide all flood risk management activities undertaken.

The Leeds Sustainability Appraisal Framework, developed by the Council's Sustainable Development Unit has been used to structure the SEA process and ensure compliance with legislation. This framework promotes sustainable development: development that "meets the needs of the present without compromising the ability of future generations to meet their own needs" (Brundtland Commission, 1987).

The appraisal of the LFRMS principally comprised a workshop session on 5th July 2012 where internal departments and external partner organisations reviewed the LFRMS to appraise its performance against various sustainability objectives. The feedback provided at this workshop session has been incorporated in the final version of the LFRMS. The appraisal process focused on the 'Objectives for managing local flood risk', which steer the overall direction of the LFRMS. Consequently, the LFRMS 'Objectives' have been strengthened to provide greater clarity, improve consideration of a wider range of factors and promote sustainable flood risk management; which includes the addition of a sixth objective.

In order to effectively monitor the implementation of the LFRMS and its success in managing flood risk in Leeds eight monitoring indicators have been established; these are presented in Chapter 6 of this SEA report. Reviews of these monitoring indicators will be undertaken concurrently with reviews of the 'List of Measures'.

2. Introduction

2.1. Local Flood Risk Management Strategy

As Lead Local Flood Authority (LLFA), Leeds City Council is required under Section 9 of the Flood and Water Management Act (FWMA), to develop, maintain, apply and monitor a strategy for local flood risk management – a “Local Flood Risk Management Strategy” (LFRMS).

The scope of the LFRMS covers all sources of flooding including Main River flooding, although this is primarily the Environment Agency’s responsibility, but it focuses more specifically on ‘local flooding’ which originates from ordinary watercourses, surface water, sewers (rainfall only) and groundwater.

The purpose of the LFRMS is to guide the flood risk management activities undertaken by Risk Management Authorities operating in the metropolitan district of Leeds; namely, Leeds City Council, the Environment Agency, Yorkshire Water Services, Ainsty Internal Drainage Board and the Highways Agency.

The five principal ‘Objectives for managing flood risk’ in Leeds, as specified in the LFRMS, are listed below. These are the first draft of the objectives which were issued prior to the appraisal of the LFRMS undertaken on the 5th July 2012. The updated version of the ‘Objectives for managing flood risk’ are presented in Chapter 5.

1. Improve co-operation between LLFA and other RMAs, in terms of procedure, to meet the requirements of new legislation and achieve holistic solutions to identified risks/problems;
2. Develop a consistent approach to planning and investment in flood risk management between RMAs (land allocation, sustainable development, climate change adaptation and emergency planning) and avoid duplication of effort or inefficient investment;
3. Increase internal skills and ultimately capacity for flood risk management;
4. Increase community awareness of the work of the LLFA and local flood risk and involve local communities in decision making – localism agenda;
5. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of measures to alleviate flooding where practicable.

2.2. Strategic Environmental Assessment

The Strategic Environmental Assessment (SEA) Directive (2001) (EC Directive 2001/42/EC) is transposed into UK law as The Environmental Assessment of Plans and Programmes Regulations 2004. This legislation aims to increase the consideration of environmental issues during the decision making and preparation of

strategic level documents such as plans, programmes or strategies. The LFRMS is a statutory plan and is therefore subject to the requirements of The Environmental Assessment of Plans and Programmes Regulations 2004.

2.3. Leeds Sustainability Appraisal Framework

The Council's Sustainable Development Unit (SDU) developed its Sustainability Appraisal (SA) Framework in 2004 in anticipation of the introduction of the Planning Compulsory Purchase Act (2004) which requires SEA's to be undertaken for all Development Plan Documents (DPD's); and also the requirement for compliance with the SEA Directive.

The scope of the SA Framework is to appraise the economic, environmental and social impacts of emerging DPD's, policies and proposals against a set of identified objectives/criteria. The underlying purpose of this being to seek to improve the effectiveness of planning (and other strategic documents) in delivering sustainable development: development that "meets the needs of the present without compromising the ability of future generations to meet their own needs" (Brundtland Commission, 1987); and to ensure compliance with the SEA Directive.

Whilst the 2004 framework has enabled the systematic appraisal of documents against the requirements, it was felt by practitioners that there was considerable scope for improvement in terms of a more targeted and efficient process, to lead to clearer outcomes. Within this context, the Council has undertaken a number of reviews and revisions to the SA process, with the overall ambition to meet these important requirements.

To date several documents, including Supplementary Planning Documents (SPD), which previously required SEA's have been appraised using this framework. The current revision of the framework, used in this SEA, was finalised in November 2011.

For more information on the development of the Leeds SA Framework refer to the document prepared by the Council's SDU entitled 'Leeds Sustainability Appraisal Revised Methodology, Version 5, November 2011.

3. Appraisal Process

In order to facilitate the appraisal of the LFRMS using the Leeds SA Framework a full day workshop session was held on Thursday 5th July 2012 at Leeds Civic Hall. This was attended by representatives from Leeds City Council: Flood Risk Management, Emergency Planning, Sustainable Development and Transport Policy and also by the Environment Agency. The Workshop was facilitated by Dr Tom Knowland from SDU. A full list of workshop participants is included in Appendix A.

The following appraisal process was followed:

- Baseline data, prepared in advance of the workshop by staff from the Council's Flood Risk Management section, was presented and discussed. This included specific information on the risk of flooding in the Leeds district and the extent of drainage infrastructure; this data is included in Appendix B. In addition to this baseline data, other information was also provided on the day including copies of the 'The State of the City Report – Leeds 2011' which sets out key facts about the city, and the challenges that it faces and the Council's Environmental Statement (EMAS) which documents the Council's environmental performance over the past year.
- The revised SA Framework was explained and discussed. In the revised methodology eight of the twenty four sustainability appraisal objectives have been identified as 'upstream' objectives that could in turn lead to 'midstream' and 'downstream effects. A complete list of the SA objectives is included in Appendix C. The LFRMS was tested in terms of its 'upstream' effects first, and was then tested for related 'midstream' and 'downstream' effects associated with the upstream objective. More attention was paid in the SA process to the appraisal of upstream objectives as this should result in more positive outcomes for the associated downstream effects.
- Each of the five flood risk management objectives in the LFRMS was appraised along with the draft 'List of Measures' (Action Plan) included in Appendix D, although this is subject to revision. The focus of the appraisal was firmly on making the LFRMS as sustainable as possible: the appraisal process was used as a checklist and trigger for discussion about whether the LFRMS says the right things in the right way, rather than an end in itself. The SA process also included a Health and Equality Impact Assessment and a Climate Proofing Assessment.
- Comments made during the discussions, and suggestions for changing the LFRMS to make it more sustainable, were documented and written up. A summary of the discussions are included in Appendix E for the SA and Appendix F for the Climate Proofing Assessment.

4. Appraisal Findings

4.1. Summary

The sustainability appraisal undertaken confirmed that the LFRMS should have very positive impacts in terms of reducing and managing the risk of flooding, encouraging sustainable development and drainage design, contributing to economic success, increasing the quality and number of green spaces, raising public awareness of flood risk, promoting social inclusion and ensuring the operation of key transport infrastructure during flood events. In doing so, it should also increase support for regeneration and promote the remediation and development of Brownfield sites. A more detailed summary of the SA discussions is included in Appendix E.

4.2. Environment

There is potential that measures in the 'List of measures' involving construction related activities will have a detrimental impact on the wider environment both visual and environmental. Therefore, rewording objectives in the LFRMS to put a greater focus on high quality sustainable design of Sustainable Drainage Systems (SuDS) and flood alleviation schemes will ensure that the public realm is enhanced and will also promote greater pride in place and provide environmental improvements. Sustainable construction techniques will also keep resource consumption low and promote the use of recycled materials and low carbon alternatives.

In addition, the LFRMS has significant potential to improve the public realm and provide new recreational opportunities. The promotion of SuDS and green corridors will enhance local environments and provide new amenities there may also be opportunities with the implementation of the 'List of Measures' to provide regeneration opportunities on contaminated sites through land remediation.

Fine-tuning of the flood risk management objectives in the LFRMS to put greater emphasis on ensuring that the Water Framework Directive is complied with in the implementation of measures will also ensure that water quality and biodiversity are enhanced.

4.3. Education and Training

The LFRMS objectives will provide a minimal increase in external education and training opportunities; although there may be some indirect increases through job opportunities on the River Aire Flood Alleviation Scheme for example. However, the LFRMS objectives do provide opportunities for the development of internal Council staff to meet the requirements of new legislation and improve the Council's understanding of flood risk and its capacity for flood risk management.

4.4. Cooperation

New legislation, such as the Flood and Water Management Act (2010) have been the drivers for closer cooperation and planning between risk management authorities. There is a need to improve engagement with local communities on the current and projected impacts of climate change; in particular, overcoming the

apathy of residents, which is considered to be a key problem. Work is ongoing by the EA and the Council to improve understanding of flood risk and promote cost effective solutions to flooding problems; for example: partnership funding and property level protection and resilience schemes.

Rewording the LFRMS objectives to promote greater community inclusion and engagement rather than just increasing community awareness of flood risk as at present will also more proactive engagement with local communities.

4.5. Economy

The LFRMS objectives encourage efficient investment in flood risk management, this is investment which provides benefits to the local economy in terms of reduced flood damage and disruption and an increase in economic opportunities. There are measures in the 'List of Measures' which will undoubtedly bring significant benefits to the economy of Leeds. This is particularly the case with the River Aire Flood Alleviation Scheme, the first item in the 'List of Measures', which will help secure the long-term economic success of businesses in Leeds city centre.

4.6. Health and Equality

It is noted that the LFRMS objectives say nothing specifically about health and equality issues. In relation to health, the impacts of the LFRMS are clearly positive as the objectives will benefit health through reduction in flood risk and better management of flood risk in general. In relation to equality the impacts are less clear, however, the measures in the 'List of Measures' are generally targeted at communities where there has been historic flooding or where the risk of flooding is greatest, which are often areas of higher social deprivation, in this way the LFRMS will actually reduce social inequalities.

4.7. Climate Proofing

The Climate Proofing Assessment which was undertaken as part of the SA process demonstrated that LFRMS performs well in relation to mitigating existing and projected climate risks. Allowances for climate change are currently being used, however, greater use of the latest data provided by the United Kingdom Climate Impacts Programme (UKCIP) should be promoted. In addition, new tools are being developed by the EA to improve the mapping of flood risk such as the Mapping All Sources Tool (MAST) which will bring together all sources of flooding on one map. A more detailed summary of the Climate Proofing discussions is included in Appendix F.

5. Changes to LFRMS

Following the SEA workshop the LFRMS objectives have been strengthened to provide greater clarity, improve consideration of a wider range of factors and promote sustainable flood risk management. This includes splitting objective 2 to create an additional objective. The revised LFRMS objectives are listed below; these are also presented in the LFRMS.

1. Improve co-operation between LLFA and other RMAs, in terms of procedure, to meet the requirements of new legislation and achieve holistic (catchment wide) solutions to identified risks and problems – emergency planning;
2. Promote sustainable flood risk management through: WFD compliance, climate change adaptation (UKCIP), land management, habitat protection and creation;
3. Develop a consistent, affordable and sustainable approach to planning and investment in flood risk management: land allocation, SuDS, SABs;
4. Increase internal skills and ultimately capacity for flood risk management;
5. Increase community awareness of flood risk and the work of the LLFA in managing this risk; engage with local communities and involve them in decision making – localism agenda;
6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.

6. Monitoring of LFRMS

In order to monitor the implementation of the LFRMS and its success in managing flood risk in Leeds eight monitoring indicators were identified at the SEA workshop. These will ensure that the 'Objectives for managing flood risk' are providing the intended steer to the flood risk management activities undertaken in Leeds and that the 'List of Measures' are being progressed. Reviews of the monitoring indicators will be undertaken concurrently with reviews of the 'List of Measures'.

The eight key monitoring indicators for the LFRMS are listed below. Additional monitoring indicators will be added as appropriate:

1. The number of measures in the 'List of Measures' which have been completed?
2. Are there active measures in the 'List of Measures' which cover each of the six 'Objectives for managing flood risk'?
3. Improving engagement on flood risk - How many public engagement events have taken place? School events, flood fairs, flood action group meetings.
4. The number of new developments where SuDS have been installed? Include SuDS, green corridors, rainwater harvesting, green roofs, land management (tree planting).
5. Are property level flood protection (PLP) schemes reducing flood risk – Number of properties where PLP schemes have been installed and operated successfully in a flood event?
6. Number of Leeds City Council staff engaged in flood risk management activities?
7. Reliability of public transport – Number of Metro bus and train routes disrupted by flooding/drainage problems?
8. Is the LFRMS consistent with the plans and actions of partner organisations? Review and incorporate relevant actions from the Aire and Ouse CFMP's in the 'List of Measures'?

7. References

- Framework to assist the development of the Local Strategy for Flood Risk Management, 'A Living Document', 2nd Edition, LGA, November 2011.
- National Flood and Coastal Erosion Risk Management Strategy for England, EA and Defra, July 2011.
- Flood and Water Management Act (FWMA), HMSO, 2010.
- Flood Risk Regulations (FRR), HMSO, 2009.
- Water Framework Directive (WFD), European Parliament, 2010.
- Preliminary Flood Risk Assessment (PFRA), Leeds City Council, September 2011.
- Leeds Local Flood Risk Management Strategy (LFRMS) – Draft, Leeds City Council, August 2012.
- Environmental Assessment of Plans and Programmes Regulations, HMSO, 2004.
- Building Trust with Others – a guide for staff, Environment Agency.
- National Planning Policy Framework (NPPF), DCLG, March 2012
- Aire Catchment Flood Management Plan (CFMP), Environment Agency, July 2010.
- Ouse Catchment Flood Management Plan (CFMP), Environment Agency, July 2010.
- Adapting to Climate Change: Advice for Flood and Coastal Erosion Risk Management Authorities, Environment Agency, August 2011.
- Guidance for risk management authorities on sustainable development in relation to their flood and coastal erosion risk management functions, Defra, October 2011.
- Leeds Sustainability Appraisal Revised Methodology, Version 5, Leeds City Council Sustainable Development Unit, November 2011.
- A Practical Guide to the Strategic Environmental Assessment Directive, Office of the Deputy Prime Minister, September 2005.
- Leeds City Council Environmental Management Statement, Leeds City Council, April 2010 – 31 March 2011.
- State of the City – Our vision to be the best city in the UK, Leeds City Council, 2011

8. Acronyms

| | |
|--------|---|
| BREEAM | Building Research Establishment Environmental Assessment Method |
| CFMP | Catchment Flood Management Plan |
| CLR | Contaminated Land Report |
| DCLG | Department for Communities and Local Government |
| Defra | Department for Environment, Food and Rural Affairs |
| DPD | Development Plan Document |
| EA | Environment Agency |
| EC | European Community |
| EMAS | Environmental Management Statement |
| FRM | Flood Risk Management |
| FRR | Flood Risk Regulations (2009) |
| FWMA | Flood and Water Management Act (2010) |
| HMSO | Her Majesty's Stationery Office |
| LCC | Leeds City Council |
| LFRMS | Local Flood Risk Management Strategy |
| LGA | Local Government Association |
| LLFA | Lead Local Flood Authority |
| MAST | Mapping All Sources Tool |
| PEPU | Peacetime Emergency Planning Unit |
| PFRA | Preliminary Flood Risk Assessment |
| PLP | Property Level Flood Protection |
| PPS25 | Planning Policy Statement 25: Development and Flood Risk |
| RMA | Risk Management Authority |
| SA | Sustainability Appraisal |
| SDU | Sustainable Development Unit |
| SEA | Strategic Environmental Assessment |
| SFRA | Strategic Flood Risk Assessment |
| SPD | Supplementary Planning Document |
| SuDS | Sustainable Drainage Systems |
| UK | United Kingdom |
| UKCIP | UK Climate Impacts Programme |
| UKCP09 | UK Climate Projections (latest) |
| WFD | Water Framework Directive |
| YWS | Yorkshire Water Services |

9. Appendices

APPENDIX A – SEA Workshop Participants

APPENDIX B – Baseline Data

APPENDIX C – Leeds Sustainability Appraisal Framework

APPENDIX D – List of Measures

APPENDIX E – Summary of SEA Workshop Discussions

APPENDIX F – Climate Proofing Assessment

Appendix A – SEA Workshop Participants

| | |
|-----------------|-----------------------------------|
| Dr Tom Knowland | Sustainable Development Unit |
| Jon Andrews | Sustainable Development Unit |
| Ian Hope | Flood Risk Management |
| Simon Gilliland | Mouchel |
| Paul Seddon | Peacetime Emergency Planning Unit |
| Dave Cherry | Transport Policy |
| Claire Brown | Environment Agency |
| Karen Robson | Environment Agency |
| Libby Turpin | Leeds University |

Appendix B – Baseline Data

Data provided to participants in advance of SEA Workshop on 5th July 2012.

- The metropolitan district of Leeds covers an area of approximately 560 square kilometres;
- The population of the metropolitan district of Leeds is approximately 750,000;
- The employment rate in Leeds is 69%, which is broadly in line with regional and national averages;
- Leeds has over 150 designated nature conservation sites across the city;
- The road network in Leeds totals 2,965 kilometres;
- In 2010 38% of travel into Leeds was via public transport;
- The average annual CO₂ emissions per capita is 6.3 tonnes (2009 survey); this is similar to other large metropolitan districts in the UK;
- The Environment Agency estimates that there are 1500 homes and 500 businesses at 'significant' risk of river flooding within the district (at risk of annual flooding with a probability of 1 in 75 years);
- Parts of Leeds city centre are estimated to have a 1 in 20 year risk of flooding from the River Aire;
- There are approximately 500km of ordinary watercourses 'non-main river' in the Leeds district, which are managed by Leeds City Council.
- Approximately 80% of the population is in the catchment that is drained by sewers to Knostrop Waste Water Treatment Works;
- The general topography Of Leeds is undulating and varies in level from 10m above Ordnance Datum at Fairburn on the River Aire and Thorp Arch on the River Wharfe to more than 340m at Hawksworth Moor;

Appendix C – Leeds Sustainability Appraisal Framework

| SA objective | Upstream, midstream and downstream effects |
|---|--|
| Maintain or improve the conditions which have enabled business success, economic growth and investment through increased entrepreneurship and innovation and investment in infrastructure and physical assets | Upstream: Does it contribute to economic success by: a) increasing entrepreneurship b) increasing innovation c) increasing investment in infrastructure and physical assets |
| | Midstream: How does the contribution to economic success affect: a) improved community regeneration b) retention of investment in the local economy c) air quality, especially industrial and transportation related emissions |
| | Downstream: How does its contribution to economic success affect: a) Waste arisings and management of waste b) Development in flood plain c) Rates of surface water run off d) Remediation of contaminated land e) Poverty levels f) Crime levels g) Biodiversity |
| Increase participation in education and life-long learning and reduce the disparity in participation and qualifications achieved across Leeds | Upstream: Will it result in increased educational attainment by a) Providing educational opportunities b) Providing lifelong learning opportunities c) Increasing participation rates in education and training |
| | Midstream: Does it contribute to the positive development of community by: a) Increasing community participation b) Providing opportunities to increase educational attainment c) Providing multiple use of facilities |
| | Downstream: How does it, via improved and/or increased educational attainment, affect: a) Waste generation and management b) Carbon dioxide and greenhouse gas emissions, as it relates to behavioural changes c) Public health d) Obtaining employment |
| Provide, maintain and improve culture, leisure and recreational activities that are available to all | Upstream: How does it provide, maintain and improve access (non car based) to: a) Culture to all b) Leisure to all c) Recreational activities to all |
| | Midstream: Does it contribute to the positive development of community by: a) Promoting a shared community focus b) Providing free or subsidized CLR activities |
| | Downstream: Will it, through provision of CLR, promote: a) Recreational opportunities, such as exercise, social contact, cultural experiences or activities b) The reduction of crime |
| Make the best use of land as a resource | Upstream: Does it make best use of land as a resource by: a) Promoting the use of Previously Developed Land b) Developing at an appropriate density for the area to promote sustainable development c) Providing for multiple functions of land use (i.e. green infrastructure, mixed use, etc.), where appropriate d) Make appropriate use of land, given constraints and opportunities (i.e. flood risk, etc.) |
| | Midstream: Does it contribute to the positive development of the community by: a) Concentrating services b) Creating a walkable and accessible community |
| | Downstream: Does it address the best use of land in relation to: a) Remediating contaminated land b) Maintaining, protecting and enhancing biodiversity of the areas it affects, both directly and indirectly c) Its impact on the rate of surface water run off d) Its impact on development in the flood plain d) Minimising the generation of transport related greenhouse gases |
| Increase accessibility and connectivity through investment in a | Upstream: How does it promote: a) Increased accessibility via public transportation b) Increased investment into sustainable transportation network c) The uptake of sustainable transportation methods |
| | Midstream: How does it contribute positively to the promotion of: |

| SA objective | Upstream, midstream and downstream effects |
|--|--|
| high quality transport system and through influencing others and changing behaviours | <ul style="list-style-type: none"> a) Accessibility community services b) Improved air quality c) Improved water quality |
| | Downstream: How does it: <ul style="list-style-type: none"> a) Reduce greenhouse gas emissions b) Improve the health of residents c) Mitigate against biodiversity impacts arising from air and water pollution d) Increase access to employment opportunities e) Promote and enhance a cleaner and greener city |
| Maintain and enhance the quality and distinctiveness of the landscape and the historic and built environment | Upstream: Does it contribute to quality of place by: <ul style="list-style-type: none"> a) Promoting character in townscape and landscape b) Encouraging sense of pride of place c) Potential to walk or cycle to or through a place d) Promoting the use of heritage assets (building/land) to conserve special interest |
| | Midstream: How does it positively contribute to the development of community by: <ul style="list-style-type: none"> a) Providing well designed affordable housing b) Providing amenities for the community |
| | Downstream: How does it, through addressing quality of place: <ul style="list-style-type: none"> a) Remediate contaminated land b) Reduce generation of carbon emissions c) Successfully integrate waste facilities d) Contribute to and support the physical and mental wellbeing of residents e) Design out crime |
| Increase energy efficiency, low and zero carbon forms of energy generation and local distribution | Upstream: How does it: <ul style="list-style-type: none"> a) Increase energy efficiency b) Provide for low and zero carbon generation c) Provide for local distribution |
| | Downstream: How does it reduce the production of greenhouse gases |
| Reduce consumption (increase efficient use) of natural resources (e.g. minerals, water) | Upstream: How does it reduce the use of resources by: <ul style="list-style-type: none"> a) Reusing resources b) Diverting resources c) Minimising resources d) Design and method reduce impact |
| | Midstream: Does it by decreasing the consumption of natural resources: <ul style="list-style-type: none"> a) improve water quality |
| | Downstream: Does it, by decreasing consumption of natural resources: <ul style="list-style-type: none"> a) Provide opportunities for biodiversity (e.g. restoration) b) Impact on levels of flood risk c) Impact on waste arisings and management d) Design and methods reduce impact |

Leeds Sustainability Appraisal Revised Methodology, November 2011, Version 5

Appendix D – List of Measures

This is the 'List of Measures' provided to participants at the SEA Workshop on 5th July 2012. The updated version of the 'List of Measures' is in Appendix C of the Leeds Local Flood Risk Management Strategy.

Objective 1

Improve co-operation between LLFA and other RMAs, in terms of procedure, to meet the requirements of new legislation and achieve holistic solutions to identified risks/problems.

22. Improve communications, engagement and coordination of activities with internal and external partners (including RMAs): Leeds City Council Flood Risk Management Group; Technical Standards and Guidance; Planning and Flood Risk; Yorkshire and Humber Learning Alliance.

24. Review and update Emergency Handbook, Generic Flooding Plan, Community Flood Action Plans, West Yorkshire Major Flood Incident Plan, Reservoir Emergency Plan.

34. Review Council Policy on FRM - e.g. 'Maintaining Water Resources and Responding to Flood Incidents' approved by Exec Board on 17 May 2006 to ensure that it conforms to the requirements of the FWMA that Local authorities should lead on the management of local flood risk, with the support of the relevant organisations.

Objective 2

Develop a consistent approach to planning and investment in flood risk management between RMAs and avoid duplication of effort or inefficient investment.

18. Pump operation - carbon reduction

19. Implement SuDS Approval Body (SAB) function

20. Publish Local Flood Risk Management Strategy

21. Undertake Strategic Environmental Assessment (SEA)

25. Review Local Flood Risk Management Strategy (LFRMS)

26. Review LFRMS 'List of Measures'

30. Review and update as appropriate the Strategic Flood Risk Assessment (SFRA) produced by Jacobs in October 2007

33. Climate change adaptation

35. Provide regular feedback to senior officers and elected members on FRM progress: working groups, strategies, list of measures...etc

- Director of City Development (quarterly)
- City Development SLT (annually)
- Other key officers as needs arise
- City Development Scrutiny Board (annually)
- All Area Committees (two-yearly)

Objective 3

Increase internal skills and ultimately capacity for flood risk management.

37. Leeds City Council to increase their flood risk management capacity and skills (as Lead Local Flood Authority) in order to deliver their new responsibilities as conferred under the Flood and Water Management Act 2010.

Objective 4

Increase community awareness of the work of the LLFA and local flood risk and involve local communities in decision making – localism agenda.

23. Engagement and communication with public on FRM issues

- Targeted 'flood fairs' held in at-risk locations highlighting flood protection products;
- Wider public information campaigns for at-risk households drawing attention to useful resources;
- Engage with local flood action groups (EA and PEPU).

36. Maintain internet and intranet webpages to provide comprehensive information to all stakeholders on:

- The sources of flooding and who is responsible for what;
- How to prepare for flooding emergencies;
- What to do when flooding occurs and who to report this to;
- How flood risk is treated within the planning process.

5. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of measures to alleviate flooding where practicable.

1. River Aire Flood Alleviation Scheme
2. Flood Alleviation Scheme - West Garforth recreation ground (local levy)
3. Flood Alleviation Scheme - Leeds Road (Allerton Bywater) pumping station (local levy)
4. Flood Alleviation Scheme - Ramsden Street, Kippax (local levy)
5. Flood Alleviation Scheme - Station Road (Morley) culvert renewal scheme
6. Flood Alleviation Scheme - Wyke Beck
7. Flood Alleviation Scheme - Collingham Beck
8. Flood Alleviation Scheme - Farnley Wood Beck

9. Newton Road property protection and resilience scheme
10. Lowther Road, Garforth - Culvert Improvements
11. Lower Wortley - property protection and resilience scheme
12. Church Lane, Bardsey - property protection and resilience scheme
13. Dean Park Drive, Drighlington - property protection and resilience scheme
14. Environment Agency schemes
15. YWS DG5 schemes
16. Develop register of assets affecting local flood risk
17. Watercourse and beck condition surveys
27. Carry out flood warning feasibility studies for the Wortley Beck and Meanwood Beck.
28. Investigate the interaction between the Leeds and Liverpool Canal and the River Aire.
29. Produce a register of culverts and outfalls, to identify capacity and other issues.
31. Sheepscar: evaluate the condition of formal and informal flood defences along the Sheepscar Beck which were recently breached to identify potential remedial works required.
32. Meanwood: work with EA to support the development of an holistic flood defence and resilience strategy for the Meanwood Beck catchment which takes account of the watercourse, sewers and highway drains in problem locations.

Appendix E – Summary of SEA Workshop Discussions

This is a summary of the discussions undertaken on 5th July 2012 to appraise the Leeds Local Flood Risk Management Strategy. Notes from the SEA workshop session are in the **blue** coloured font.

KEY

| |
|--|
| Upstream sustainability objectives |
| Midstream sustainability objectives |
| Downstream sustainability objectives |
| Health decision making criteria |
| Equality decision making criteria |
| Health & Equality decision making criteria |

Questions relating to the criteria in the SEA Directive are clearly marked *

UPSTREAM SUSTAINABILITY OBJECTIVES

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---------------|--|----------|--------------------|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| UPSTREAM SA1: ECONOMIC SUCCESS MAINTAIN OR IMPROVE THE CONDITIONS WHICH HAVE ENABLED BUSINESS SUCCESS, ECONOMIC GROWTH AND INVESTMENT THROUGH INCREASED ENTREPRENEURSHIP AND | | SA1: ECONOMIC SUCCESS DOES IT CONTRIBUTE TO ECONOMIC SUCCESS BY:- A) INCREASING ENTREPRENEURSHIP? B) INCREASING INNOVATION? | 0 | Neutral impact | | | |
| | | | 0 | Neutral impact | | | |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| INNOVATION AND INVESTMENT IN INFRASTRUCTURE AND PHYSICAL ASSETS. Midstream | SA9: Mixed Neighbourhoods SA10: Social inclusion and community empowerment <i>Generation of money from economic success often funds/stimulates regeneration projects providing better quality environments, housing and access to amenities.</i> | C) INCREASING INVESTMENT IN INFRASTRUCTURE AND PHYSICAL ASSETS? SA9: Mixed Neighbourhoods SA10: Social inclusion and community empowerment <i>How does the contribution to economic success affect:</i> a) <i>improved community regeneration?</i> b) <i>retention of investment in the local economy?</i> | + | Partnership funding encourages ongoing investment in flood risk infrastructure | | | |
| | | | + | Marginal impact – brings land back into use and promotes new development Increase in confidence to local firms from reduced flood risk e.g. River | | | |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | | | Aire Scheme | | | |
| Midstream | SA11: Air quality There may be direct impacts on air quality from industrial processes. The increased levels of road traffic associated with economic success will bring an associated increase in emissions of air pollutants. | SA11: Air quality* How does the contribution to economic success affect air quality especially industrial and transportation related emissions? | + | Reduced risk of flooding – flooding can cause grid lock and traffic congestion effecting air quality | | | |
| Midstream | SA12: Improve water quality Clean water is essential for a healthy workforce, and as a raw material for many manufacturing processes. There is also direct regulation of water quality in the UK making polluting businesses liable to fines for pollution. | SA12: Improve water quality* How does the contribution to economic success affect water quality especially industrial and transportation related water pollution? | + | Strategy complies with Water Framework Directive (WFD) – this promotes improved water quality through FRM activities | | | Amend objective 2 to specifically reference WFD |
| Downstream | SA13: Employment | SA13: Employment | | | | | |

* SEA Directive: Air

* SEA Directive: Water

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | opportunities There is a direct link between economic success and employment as all businesses need employees. | opportunities How does the contribution to economic success affect employment opportunities? | + | Protecting and creating jobs through implementing measures e.g. River Aire Scheme | | | |
| Downstream | SA14: Health There are recognised links between wealth and health, with the poorest communities often suffering higher morbidity rates. Poor air quality has known health effects (respiratory illness). | SA14: Health* How does the contribution to economic success affect health and health inequalities? | + | Flooding causes stress – measures to reduce flooding through FRM activities have a positive impact on health | | | |
| Downstream | SA15: Crime Levels of crime (particularly property crime) tend to increase during periods of economic recession. | SA15: Crime How does the contribution to economic success affect crime levels? | + | Minimal impact – slightly positive as looting can occur in evacuated areas during floods | | | |
| Downstream | SA17: Biodiversity / geological conservation Investment in economic developments can provide opportunities for | SA17: Biodiversity* / geological conservation How does the contribution to economic success affect opportunities for biodiversity? | + | Strategy will comply with WFD – positive environmental impacts e.g. SuDS, | | | Amend objective 5 to specifically reference WFD/ |

* SEA Directive: Health

* SEA Directive: Biodiversity, fauna, flora

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | | | | | | |
| | new wildlife habitat creation (e.g. clean-up of waterfront areas, management of invasive weeds). | | | green corridors | | | environmental enhancement |
| Downstream | SA19: Flood risk Flooding can be very costly to businesses if their premises flood. Flooding of transport infrastructure (roads, rail lines, etc) may also hinder business. | SA19: Flood risk* How does the contribution to economic success affect local flood risk? | ++ | Very positive – protects economic success through reduced flood risk and improved insurance chances | | | Ensure downstream flooding issues are considered – ‘Catchment Cell Approach’ |
| Downstream | SA20: Waste Economic activity is likely to stimulate production of waste (industrial waste, office waste etc) | SA20: Waste* How does the contribution to economic success affect waste generation and management? | + | Flooding generates waste which needs to be cleared up | | | |
| Downstream | SA21: Contaminated land Economic activity can drive remediation to free up land for development. | SA21: Contaminated land* How does the contribution to economic success affect remediation of contaminated land? | + | Marginal positive impact – brings land back into use and allows new development | | | |

- * SEA Directive: Material assets
- * SEA Directive: Material assets
- * SEA Directive: Soil

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|--|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| UPSTREAM SA2 EDUCATION INCREASE PARTICIPATION IN EDUCATION AND LIFE-LONG LEARNING AND REDUCE THE DISPARITY IN PARTICIPATION AND QUALIFICATIONS ACHIEVED ACROSS LEEDS | | SA2: EDUCATION WILL IT RESULT IN INCREASED EDUCATIONAL ATTAINMENT BY:- A) PROVIDING EDUCATIONAL OPPORTUNITIES? B) PROVIDING LIFELONG LEARNING OPPORTUNITIES? C) INCREASING PARTICIPATION RATES IN EDUCATION AND TRAINING? | + | Objectives 3 and 4 relate to increasing awareness of flood risk | | | |
| | | | | Neutral Impact | | | |
| | | | | Neutral Impact | | | |
| | | | | Neutral Impact | | | |
| Midstream | SA9: Mixed neighbourhoods Education can increase understanding between communities. Education can sometimes divide communities were there is a disparity in opportunities available to different sectors of the community. | SA9: Mixed neighbourhoods How does the contribution to education affect neighbourhood relations? | + | Encourages community to work together e.g. flood action groups & Property level protection schemes | | | |
| Midstream | SA10: Social inclusion and community | SA10: Social inclusion and community empowerment | | | | | Strengthen |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | | | | | | |
| | empowerment Education can increase community participation and integration among different sections of society | How does the contribution to education affect social inclusion and community empowerment? | + | Flood Action Groups promote social inclusion | | | objective 4 to promote social inclusion as well as awareness raising |
| Downstream | SA13: Employment opportunities Education or training are pre-requisites for the majority of employment opportunities | SA13: Employment opportunities How does the contribution to education affect employment opportunities? | + | Leeds Flood Alleviation Scheme may possibly provide training opportunities | | | |
| Downstream | SA14: Health Better education and understanding of personal health Training of health professionals Better access to education leads to higher levels of employment and greater personal wealth, which is known to be associated wealth better health | SA14: Health* How does the contribution to education affect health and health inequalities? | + | Ensures people know what to do in a flood. Community are aware – less stress | | | |
| Downstream | SA18: Climate change mitigation | SA18: Climate change mitigation* | | Marginal positive | | | |

* SEA Directive: Human health

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|---|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | | | | | | |
| | Higher levels of knowledge and awareness of climate impacts may change public attitudes and behaviours. Better education may lead to development of better mitigation strategies | How does the contribution to education affect climate change mitigation? | + | impact through increased community awareness and knowledge | | | |
| Downstream | SA20: Waste Education could play an important role in changing peoples' attitudes and behaviour towards reducing waste. | SA20: Waste How does the contribution to education affect waste generation and waste management? | 0 | Marginal/neutral impact | | | |
| UPSTREAM SA3: CULTURE, LEISURE AND RECREATION PROVIDE, MAINTAIN AND IMPROVE CULTURE, LEISURE AND RECREATIONAL ACTIVITIES THAT ARE AVAILABLE TO ALL | | SA3: CULTURE, LEISURE AND RECREATION HOW DOES IT PROVIDE, MAINTAIN AND IMPROVE ACCESS (NON CAR BASED) TO:- A) CULTURE FOR ALL? B) LEISURE FOR ALL? | 0 | Neutral impact | | | Recreation areas may be used for flood storage on |
| | | | + | Increases amenity value e.g. SuDS schemes, fish | | | |

* SEA Directive: Climatic factors

* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | C) RECREATIONAL ACTIVITIES FOR ALL? | + | passes and upstream storage | | | some occasions – last resort |
| Midstream | SA9: Mixed neighbourhoods A range of cultural opportunities provide more opportunities for mixing between different sectors of the community. | SA9: Mixed neighbourhoods How does the contribution to culture, leisure and recreation affect neighbourhood relations? | 0 | Neutral impact | | | |
| Midstream | SA10: Social inclusion and community empowerment Provision of free or subsidised CLR facilities would improve access for more people in the community. Culture, leisure and recreational amenities will aid cohesive communities by provided a shared community focus. | SA10: Social inclusion and community empowerment How does the contribution to culture, leisure and recreation affect social inclusion and community empowerment? | 0 | Marginal/neutral impact | | | |
| Downstream | SA14: Health Access to more/better cultural, recreational and particularly leisure | SA14: Health* How does the contribution to culture, leisure and recreation affect health and health | + | Some schemes may provide improved amenity value and | | | |

* SEA Directive: Human health

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Downstream | facilities may improve physical fitness and mental wellbeing. SA15: Crime Participation in sports and other recreational activities may reduce levels of certain crimes by providing alternative activities, particularly for young people? | inequalities? | | health benefits | | | |
| Downstream | SA15: Crime Participation in sports and other recreational activities may reduce levels of certain crimes by providing alternative activities, particularly for young people? | SA15: Crime How does the contribution to culture, leisure and recreation affect crime? | - | Marginal negative impact if recreational services e.g parks used for flood storage | | | Maintain services e.g. Youth Service |
| UPSTREAM SA4: BEST USE OF LAND MAKE THE BEST USE OF LAND AS A RESOURCE | | SA4: BEST USE OF LAND* DOES IT MAKE BEST USE OF LAND AS A RESOURCE BY:- A) PROMOTING THE USE OF PREVIOUSLY DEVELOPED LAND? SEA (MATERIAL ASSET) B) DEVELOPING AT AN APPROPRIATE DENSITY FOR THE AREA TO PROMOTE SUSTAINABLE DEVELOPMENT? | | | | | |
| | | | + | Sustainable development, use of SuDS, making most of open spaces/ green spaces. | | | Strengthen objective 2 in the strategy to cover this |
| | | | + | | | | |

* SEA Directive: Material asset

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|--|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| | | C) PROVIDING FOR MULTIPLE FUNCTIONS OF LAND USE (I.E. GREEN INFRASTRUCTURE, MIXED USE ETC), WHERE APPROPRIATE? D) MAKE APPROPRIATE USE OF LAND, GIVEN CONSTRAINTS AND OPPORTUNITIES (I.E. FLOOD RISK ETC) | + | Flood storage in park areas and open space, energy generation e.g. hydro electric | | | |
| Midstream | SA9: Mixed neighbourhoods and community empowerment <i>Making best use of existing land for the benefit of mixed neighbourhoods and communities.</i> | SA9: Mixed neighbourhoods <i>How does the use of land affect neighbourhood relations?</i> | 0 | Neutral impact | | | |
| Midstream | SA10: Social inclusion and community empowerment <i>Making best use of existing land for the benefit of mixed neighbourhoods and communities</i> | SA10: Social inclusion and community empowerment <i>How does the use of land affect social inclusion and community empowerment?</i> | 0 | Neutral impact | | | |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|---|--|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Downstream Linked to Up / Mid / Downstream topics | SA17: Biodiversity / geological conservation Greenfield land is likely to support higher levels of biodiversity High quality green infrastructure can provide valuable habitats and aid movement/migration of wildlife. | SA17: Biodiversity* / geological conservation How does the use of land affect biodiversity? | + | Potential for habitat creation and development of green corridors | | | Strengthen objective 5 to cover this – Water Framework Directive (WFD) |
| Downstream | SA18: Climate change mitigation Reusing existing buildings reduces the need to construct new ones, and avoids the energy and resource use associated with wholly new developments? | SA18: Climate change mitigation* How does the use of land affect climate change mitigation? | + | Use of land for flood mitigation schemes and storage reduces flood risk | | | |
| Downstream | SA19: Flood risk Developments on previously undeveloped, vegetated ground will increase runoff and decrease the lag time | SA19: Flood risk* How does the use of land affect flood risk? | + | Use of land for flood mitigation schemes and storage reduces flood risk | | | |

* SEA Directive: Biodiversity, fauna, flora

* SEA Directive: Climatic factors

* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|---|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | for this extra water to find it's way to the rivers. This enhances the risk of flooding. Developments in greenfield floodplains are at risk from flooding events. | | | | | | |
| Downstream | SA21: Contaminated land Contaminated land usually only exists in previously developed land. Restricting development to brownfield sites will necessitate the remediation of this land as site as prepared for construction | SA21: Contaminated land* How does the use of land affect remediation of contaminated land? | + | Flood alleviation schemes may make areas of contaminated land developable | | | |
| UPSTREAM SA5: ACCESSIBILITY AND CONNECTIVITY INCREASE ACCESSIBILITY AND CONNECTIVITY THROUGH INVESTMENT IN A HIGH QUALITY TRANSPORT SYSTEM AND | | SA5: ACCESSIBILITY AND CONNECTIVITY*? HOW DOES IT PROMOTE:- A) INCREASED ACCESSIBILITY VIA PUBLIC TRANSPORTATION? | + | Protects transport infrastructure – Leeds is a key transport hub, impact | | | |

* SEA Directive: Soil
* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|---|---|----------|---|----------|---|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| THROUGH INFLUENCING OTHERS AND CHANGING BEHAVIOUR. | | B) INCREASED INVESTMENT INTO SUSTAINABLE TRANSPORTATION NETWORK? C) THE UPTAKE OF SUSTAINABLE TRANSPORTATION METHODS? | + + | on economy big Wyke Beck Sustainable Transport link – public access via cycle-ways and pedestrian bridges along green corridor | | | |
| Midstream | SA9: Mixed neighbourhoods Communities can be segregated if appropriate transport links do not exist | SA9: Mixed neighbourhoods How does the contribution to accessibility and connectivity affect neighbourhood relations? | + | Communities not isolated by flooding | | Flooding can improve community cohesion | |
| Midstream | SA10: Social inclusion and community empowerment Improving connectivity and access, particularly through public transport, walking and cycling would enable higher levels of social inclusion. Improving connectivity and reducing severance may increase people's feelings of belonging in their community | SA10: Social inclusion and community empowerment How does the contribution to accessibility and connectivity affect social inclusion and community empowerment? | 0 | Neutral impact | | | |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | <p>Yellow highlight = Health Impact Monitoring</p> <p>Blue highlight = Equality Impact Monitoring</p> <p>Green highlight = Health and Equality Impact Monitoring</p> | | | | | |
| Midstream | SA11: Air quality Road traffic emissions are the major source of poor air quality in Leeds. | SA11: Air quality* How does the contribution to accessibility and connectivity affect air quality? | + | Flooding disrupts transport and causes traffic congestion | | | |
| Midstream | SA12: Water quality Runoff from roads can contain oil, heavy metals and other toxic substances which can affect water quality. | SA12: Water quality* How does the contribution to accessibility and connectivity affect water quality? | + | SuDS mitigate and improve water quality; reduced flood risk to transport network > reduced pollutants in water | | | |
| Downstream | SA13: Employment opportunities No justification | SA13: Employment opportunities How does the contribution to accessibility and connectivity affect employment opportunities? | + | Slight positive impact – improved connectivity results in improved economy/business | | | |
| Downstream | SA14: Health Poor air quality resulting from road transport emissions can have serious health impacts, particularly those with existing cardio-vascular disease and the elderly. Road traffic accidents can kill or seriously | SA14: Health* How does the contribution to accessibility and connectivity affect health and health inequalities? | + | Access to surgeries and NHS services improved | | | |

* SEA Directive: Air
* SEA Directive: Water
* SEA Directive: Human health

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|--|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | <p><i>injured people.</i></p> <p><i>High levels of private car use encourage lower levels of physical activity and fitness. Opportunities should be taken where possible to encourage and facilitate more walking and cycling.</i></p> | | | | | |
| Downstream | <p>SA16: Cleaner, greener and more attractive city</p> <p><i>Road transport is the most extensive source of environmental noise pollution, and can have lead to high levels of annoyance and health impacts in exposed locations.</i></p> | <p>SA16: Cleaner, greener and more attractive city*</p> <p><i>How does the contribution to accessibility and connectivity affect creating a cleaner, greener and more attractive city?</i></p> | + | No silt, sewage, sludge from floods on streets – improves connectivity. Improved public realm and access through provision of SuDS and green spaces | | | |
| Downstream | <p>SA17: Biodiversity / geological conservation</p> <p><i>Poor air quality and water quality resulting from transport can</i></p> | <p>SA17: Biodiversity* / geological conservation</p> <p><i>How does the contribution to accessibility and connectivity affect biodiversity?</i></p> | + | Provision of improved public realm and access through SuDS and | | | |

* SEA Directive: Interrelationship between factors

* SEA Directive: Biodiversity, fauna, flora

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|--|---|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | reduce levels of biodiversity, particularly for very pollution-sensitive organisms such as lichen. Wildlife fatalities from traffic collisions. | | | green spaces | | | |
| Downstream | SA18: Climate change mitigation There is the potential to reduce CO2 emissions from road transport through encouraging less private car use and promoting cleaner vehicles technologies/fuels. | SA18: Climate change mitigation* How does the contribution to accessibility and connectivity affect climate change mitigation? | + | Flooding disrupts transport and causes traffic congestion – protecting transport infrastructure is good for climate change adaptation; more electronic information signs on the road | | | |
| Downstream | SA19: Flood risk No justification | SA19: Flood risk* How does the contribution to accessibility and connectivity affect flood risk? | + | Highway improvements such as drainage reduce flood risk; improved cooperation on FRM | | | |
| UPSTREAM SA6: QUALITY OF PLACE MAINTAIN AND ENHANCE THE QUALITY AND | | SA6 QUALITY OF PLACE* DOES IT CONTRIBUTE TO QUALITY OF PLACE BY:- | | | | | |

* SEA Directive: Climatic factors

* SEA Directive: Material assets

* SEA Directive: Cultural heritage including architectural and archaeological heritage

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|--|----------|--|----------|--------------------|---|
| | | | Score | Record of Decision | Score | Record of Decision | |
| DISTINCTIVENESS OF THE LANDSCAPE AND THE HISTORIC AND BUILT ENVIRONMENT | | A) PROMOTING CHARACTER IN TOWNSCAPE AND LANDSCAPE? B) ENCOURAGING SENSE OF PRIDE OF PLACE? C) POTENTIAL TO WALK OR CYCLE TO OR THROUGH A PLACE? D) PROMOTING THE USE OF HERITAGE ASSETS (BUILDING / LAND) TO CONSERVE SPECIAL INTEREST? | - | Potential negative impact if public realm works are not high quality | | | Flood alleviation schemes should be good quality and reduce flood risk e.g. flood walls with glass panels and hydraulic barriers Revise objectives in LFRMS to promote good design |
| | | | + | Provision of improved access to water environment e.g. SuDS and green corridors | | | |
| | | | + | | | | |
| | | | - | Potential negative impact on listed structures e.g. weirs on River Aire may need to be removed | | | |
| Midstream | SA9: Mixed neighbourhoods Good quality social housing should be of a good design and compliment existing land use in the area. | SA9: Mixed neighbourhoods How does the contribution to quality of place affect neighbourhood relations? | + | Positive impact if good quality scheme design | | | |
| Midstream | SA10: Social inclusion and community empowerment Good quality and well designed affordable or | SA10: Social inclusion and community empowerment How does the contribution to quality of place affect social inclusion and community | + | Community groups are supportive of schemes which | | | |

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | social housing should reduce disparities in the housing markets. Modern developments should provide better amenities for communities (open space provision, etc). | empowerment? | | improve public realm and amenity | | | |
| | SA12: Water quality Particularly in former industrial areas, there may be a risk of mobilising contamination from land into watercourses. | SA12: Water quality* How does the contribution to quality of place affect water quality? | + | Good quality schemes with SuDS and appropriate contaminant removal will enhance water quality | | | |
| Downstream | SA14: Health Modern housing may offer accommodation that provides a healthier indoor environment (as regards indoor air quality, damp, etc). | SA14: Health* How does the contribution to quality of place affect health and health inequalities? | + | Good quality schemes will enhance public realm and improve amenity value | | | |
| | A high quality landscape can contribute to wellbeing. SA15: Crime Building design can | SA15: Crime How does the contribution to | | Good quality schemes will | | | |
| Downstream | | | | Good quality schemes will | | | |

* SEA Directive: Water
* SEA Directive: Human health

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | | | | | | |
| | <i>affect whether people decide to commit a crime or not, by enhancing the risk of being watched/caught</i> | <i>quality of place affect crime?</i> | + | promote pride in the place – reduced graffiti and low level crime | | | |
| Downstream | SA16: Cleaner, greener and more attractive city <i>High quality developments may improve neighbourhood cleanliness.</i> | SA16: Cleaner, greener and more attractive city* <i>How does the contribution to quality of place affect the creation of a cleaner, greener and more attractive city?</i> | + | Good quality schemes will promote pride in place and create a more attractive city | | | |
| Downstream | SA18: Climate change mitigation <i>Modern housing must be built to higher energy efficiency standards than in the past (building regulations, BREAM).</i> | SA18: Climate change mitigation* <i>How does the contribution to quality of place affect climate change mitigation?</i> | 0 | Neutral impact | | | |
| Downstream | SA19: Flood risk <i>Wherever possible new developments should not be built in areas at risk of flooding (identified in the SFRA/PPS25)?</i> <i>Flood protection</i> | SA19: Flood risk* <i>How does the contribution to quality of place affect flood risk?</i> | + | Good quality schemes will provide both improvements to public realm and flood risk benefits | | | |

* SEA Directive: Interrelationship between factors

* SEA Directive: Climatic factors

* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | measures should be designed into any new development sited in a flood risk area? A lot of the flood risk area in Leeds city centre constitutes historical buildings (waterfront/wharf areas). | | | | | | |
| Downstream | SA21: Contaminated land A lot of historical industrial areas known to be heavily contaminated. | SA21: Contaminated land* How does the contribution to quality of place affect remediation of contaminated land? | + | Opportunity for remediation through schemes which provide opportunity for new development | | | |
| UPSTREAM SA7: ENERGY AND LOW CARBON GENERATION INCREASE ENERGY EFFICIENCY, LOW AND ZERO CARBON FORMS OF ENERGY GENERATION AND LOCAL DISTRIBUTION | | SA7: ENERGY AND LOW CARBON GENERATION*? HOW DOES IT:- A) INCREASE ENERGY EFFICIENCY? B) PROVIDE FOR LOW AND ZERO CARBON GENERATION? | + | Measure 18 – pump operation carbon reduction Potential incorporation of hydro electric, solar panels, wind turbines | | | Strengthen objectives to include reference to low carbon |

* SEA Directive: Soil

* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|---|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | C) PROVIDE FOR LOCAL ENERGY (INCLUDING HEAT) DISTRIBUTION? | + | in schemes | | | |
| Downstream | SA14: Health Community CHP projects could reduce fuel poverty by providing cheap or free sources of heat to homes, and would therefore alleviate ill health resulting from living on cold or damp conditions (particularly for the elderly). | SA14: Health* How does the contribution to energy and low carbon generation affect health and health inequalities? | 0 | Neutral impact – could possibly sell on electricity | | | |
| Downstream | SA18: Climate change mitigation Increasing energy efficiency and introducing alternative local energy generation are likely to produce fewer carbon emissions. | SA18: Climate change mitigation* How does the contribution to energy and low carbon generation affect climate change mitigation? | - | More pumping would be bad for the environment but potentially offset by green energy | | | Strengthen objectives to include reference to low carbon |
| Downstream | SA20: Waste New energy production processes are likely to involve energy-from-waste | SA20: Waste* How does the contribution to energy and low carbon generation affect waste and waste management? | + | Management of (waste) water is improved | | | |

* SEA Directive: Human health
* SEA Directive: Climatic factors

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---------------------------------------|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| UPSTREAM SA8: RESOURCE CONSUMPTION REDUCE RESOURCE CONSUMPTION AND ENCOURAGE EFFICIENT USE OF NATURAL RESOURCES | | SA8: RESOURCE CONSUMPTION* HOW DOES IT REDUCE THE USE OF RESOURCES BY:- A) REUSING RESOURCES? B) DIVERTING RESOURCES FROM THE WASTE STREAM? C) MINIMISING RESOURCE USE? D) REDUCING THE IMPACT OF RESOURCE USE THROUGH DESIGN AND METHOD? | + | Re-use of materials, sustainable materials, SuDS | | | |
| | | | + | Choice of building materials | | | |
| | | | + | Sustainable scheme design and implementation | | | |
| | | | + | | | | |
| | | | | | | | |
| Midstream | SA11: Air quality No justification | SA11: Air quality* How does the contribution to resource consumption affect air quality? | - | Consumption of more resources would affect air quality | | | Keep resource consumption low |
| Midstream | SA12: Water quality Reduced water | SA12: Water quality* How does the contribution to | | | | | |

- * SEA Directive: Material assets
- * SEA Directive: Material assets
- * SEA Directive: Air
- * SEA Directive: Water

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|---|---|----------|---|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | Yellow highlight = Health Impact Monitoring Blue highlight = Equality Impact Monitoring Green highlight = Health and Equality Impact Monitoring | | | | | |
| | consumption means that less water will be exposed to contaminants, requiring less treatment. | resource consumption affect water quality? | + | SuDS have positive impact on water quality | | | |
| Downstream | SA17: Biodiversity / geological conservation Encouraging efficient use of natural resources means more biological and geological resources will be left intact. | SA17: Biodiversity * / geological conservation How does the contribution to resource consumption affect biodiversity? | + | SuDS and green corridors have a positive impact on biodiversity | | | |
| Downstream | SA18: Climate change adaptation Reduced resource consumption mean less extraction and processing of materials and will therefore result in fewer greenhouse gas emissions. | SA18: Climate change mitigation* How does the contribution to resource consumption affect climate change mitigation | + | Marginal improvement through efficient use of resources | | | |
| Downstream | SA19: Flood risk Green design (grass roofs, porous surfaces, etc) can reduce flood risk. | SA19: Flood risk* How does the contribution to resource consumption affect flood risk | + | Efficient use of resources will reduce flood risk | | | |
| Downstream | SA20: Waste | SA20: Waste* | | | | | Use of site |

* SEA Directive: Biodiversity, fauna, flora

* SEA Directive: Climatic factors

* SEA Directive: Material assets

| Sustainability Objective and definition | Justification | Linked objective and Decision making criteria: | OPTION A | | OPTION B | | Opportunities to improve sustainability / mitigate negative sustainability impacts |
|---|--|--|----------|--|----------|--------------------|--|
| | | | Score | Record of Decision | Score | Record of Decision | |
| Linked to Up / Mid / Downstream topics | | <p>Yellow highlight = Health Impact Monitoring</p> <p>Blue highlight = Equality Impact Monitoring</p> <p>Green highlight = Health and Equality Impact Monitoring</p> | | | | | |
| | Efficient use of resources will result in less waste arisings. | How does the contribution to resource consumption affect waste and waste management? | - | Construction creates waste – materials should be reused and recycled | | | waste management plans' to reduce waste consumption |

* SEA Directive: Material assets

Appendix F – Climate Proofing Assessment

This is a summary of the discussions undertaken on 5th July 2012 to appraise the Leeds Local Flood Risk Management Strategy. The discussions from the SEA workshop are in the **blue** coloured font.

| STRATEGY OBJECTIVE | | EXISTING CLIMATE RISKS (vulnerability mapping / LCLIP / PEPUs Plans) | PROJECTED CLIMATE RISKS (use of EA models or UKCIP models) |
|---|---|---|--|
| <p>Objective 1: Improve co-operation between LLFA and other RMAs, in terms of procedure, to meet the requirements of new legislation and achieve holistic solutions to identified risks/problems.</p> | <ul style="list-style-type: none"> - Improve communications; - Review and update relevant guidance / plans; - Review Council policy on flood risk management. | <ul style="list-style-type: none"> - OK - but can improve; - Currently flood mapping produced with 1 in 100yr, 1000yr + 20% CC allowance; - Mapping improvements for surface water - looking to develop these maps; - Hydraulic modelling - combined risk > river and surface water; - UK climate database available. | <ul style="list-style-type: none"> - Use best available data - could develop local models utilising local knowledge to improve SW mapping. - Use UKCP's to account for climate change; - MAST (Mapping All Sources) Tool: Will bring together all flood sources on one map (Groundwater/ surface water/ fluvial) - currently being developed by EA. |
| <p>Objective 2: Develop a consistent approach to planning and investment in flood risk management between RMAs (land allocation, sustainable development, climate change adaptation and emergency planning) and avoid duplication of effort or inefficient investment.</p> | <ul style="list-style-type: none"> - Pump operation - carbon reduction; - Implement SuDS Approval Body function; - Publish local flood risk management strategy and List of Measures; - Review and update Strategic Flood Risk Assessment; - Climate change adaptation; - Regular feedback to senior officer and elected members. | <ul style="list-style-type: none"> - Appropriate flood legislation - FWMA 2010 key driver; - YWS have their own investment strategy - cooperation with YWS could be strengthened - closer working on SuDS adoption; - Need to engage with communities to think more about SuDS - closer engagement with Planning Authority on where development is taking place. | <ul style="list-style-type: none"> - As for existing but with pressures e.g. Large developments - Kirkstall Forge; - Legislation on the development of impermeable areas; - SuDS investment strategy could be strengthened. |

| STRATEGY OBJECTIVE | | EXISTING CLIMATE RISKS (vulnerability mapping / LCLIP / PEPU Plans) | PROJECTED CLIMATE RISKS (use of EA models or UKCIP models) |
|---|---|---|---|
| <p>Objective 3: Increase internal skills and ultimately capacity for flood risk management.</p> | <ul style="list-style-type: none"> - Increase LCC flood risk management capacity and skills (as LLFA). | <ul style="list-style-type: none"> - Improved training for all staff – engineers...etc. Try to improve proactive measures for whole river catchment; - Use of UKCP data in all designs - not just 20% or 30% allowances; - Strengthen cooperation with neighbouring authorities; - Improved catchment management activities - refer to CFMP e.g. tree planting - assess benefits of this. | <ul style="list-style-type: none"> - As for existing. |
| <p>Objective 4: 4. Increase community awareness of the work of the LLFA and local flood risk and involve local communities in decision making – localism agenda.</p> | <ul style="list-style-type: none"> - Engagement and communication with public (flood fairs, wider public info campaigns, engage with local flood action groups); - Maintain internet and intranet pages to provide comprehensive info to all stakeholder. | <ul style="list-style-type: none"> - Resident Apathy - need to improve involvement once a contact has been established; - Attend existing community events rather than create own; - Investigate alternative events e.g. around school pickup time. | <ul style="list-style-type: none"> - Deliver best value for money. |

| STRATEGY OBJECTIVE | EXISTING CLIMATE RISKS (vulnerability mapping / LCLIP / PEPU Plans) | PROJECTED CLIMATE RISKS (use of EA models or UKCIP models) |
|--|--|---|
| <p>Objective 5: Improve understanding of local flood risk and seek to decrease local flood risk through implementation of measures to alleviate flooding where practicable.</p> <ul style="list-style-type: none"> - Flood alleviation schemes; - Property protection and resilience schemes; - Culvert improvements; - Environment Agency and YWS dG5 schemes; - Develop register of assets affecting local flood risk; - Watercourse and beck condition surveys; - Flood warning feasibility studies (Wortley Beck and Meanwood Beck); - Investigate interaction between Leeds & Liverpool Canal and the River Aire; - Produce register of culverts and outfalls; - Evaluate condition of flood defences along Sheepscar Beck; - Work with EA to support development of flood defence and resilience strategy for the Meanwood Beck catchment. | <ul style="list-style-type: none"> - Identify existing flooding hot spots; - What is right for a specific community - not just Standard of Protection - check hydraulic modelling methodology; - Understand flood risk now and what risk will be in 50 years time - use UKCP and relevant guidance; - Assumptions for UKCP's - emissions - should use upper end estimates; - Indirect effects of major schemes - e.g. River Aire/Leeds - effects downstream on Castleford; - Cost/benefit analysis for each applicable area – affordability; - Improve capability to deal with a flood when it happens - property protection and resilience e.g. Todmorden. | <ul style="list-style-type: none"> - Understanding of flood risk in the future; - Improve understanding of downstream catchment effects - unforeseen impacts, indirect effects, effect of bridges, reduced risk, increased capacity; - Potential Partnership Funding - include paragraph for this in strategy and strengthen objectives 4 and 5. |

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Report of City Solicitor

Report to Full Council

Date: 26 March 2014

Subject: Recommendations from General Purposes Committee – pay policy statement

| | | |
|--|------------------------------|-----------------------------|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes | <input 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 type="checkbox"/> No |

Summary of main issues

1. This report puts forward recommendations from the General Purposes Committee at its meeting on 4 March 2014, relating to the approval of a revised pay policy statement.
2. Attached to this report is a full copy of the report which was considered by the Committee, including Addendum 1, the revised pay policy statement.

Recommendations

3. General Purposes Committee recommends to full Council approval of the Pay Policy Statement for the 2014/5 year, as set out in Addendum 1 to the report to the General Purposes Committee dated 4 March 2014.

1 Purpose of this report

- 1.1 To put forward recommendations from the General Purposes Committee, in relation to approving a revised pay policy statement.

2 Background information

- 2.1 General Purposes Committee is authorised to make recommendations to full Council in connection with the discharge of any of its functions.
- 2.2 Local Authorities are required under section 38 of the Localism Act 2011 to prepare an annual Pay Policy Statement.

3 Main issues

- 3.1 On the 4 March 2014, the Chief Officer HR submitted a report to the General Purposes Committee, which sought the Committee's views on a revised pay policy statement.
- 3.1 A copy of the report to General Purposes Committee is attached as an appendix to this report. A copy of the revised pay policy statement is attached as Addendum 1 to that report.
- 3.2 General Purposes Committee noted assurances provided by the Deputy Chief Executive that the senior management pay structure is appropriate and complied with.
- 3.3 General Purposes Committee resolved to recommend to full Council approval of the Pay Policy Statement for the 2014/15 year as set out in Addendum 1 to the report.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 As set out in the attached report.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.2 As set out in the attached report.

4.3 Council policies and City Priorities

- 4.3.3 As set out in the attached report.

4.4 Resources and value for money

- 4.4.4 As set out in the attached report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This decision is not subject to call-in. Nor does this report contain any exempt information.

4.6 Risk Management

4.6.1 As set out in the attached report.

5 Conclusions

5.1 As set out in the attached report.

6 Recommendations

6.2 General Purposes Committee recommends to full Council approval of the Pay Policy Statement for the 2014/15 year as set out in Addendum 1 to the report to the General Purposes Committee dated 4 March 2014.

7 Background documents¹

7.1 None

¹ 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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Report of the Chief Officer HR

Report to General Purposes Committee

Date: 4th March 2014

Subject: Approval of the 2014/15 Pay Policy Statement

| | | |
|--|---|--|
| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Are there implications for equality and diversity and cohesion and integration? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Is the decision eligible for Call-In? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number: | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

Summary of main issues

1. This paper sets out an updated Pay Policy Statement. This is required under the Localism Act and must be annually approved by the Full Council before April.

Recommendations

2. The General Purposes Committee is recommended to:
 - a) Consider the review of the Pay Policy Statement and make recommendations to full Council in respect of the approval of the Pay Policy Statement for the 2014/15 financial year.
 - b) Receive assurances from the Deputy Chief Executive that the senior management pay structure is appropriate and complied with.

1. Purpose of this report

- 1.1. The purpose of this report is to seek Members' views on a revised Pay Policy Statement and for the Committee to make recommendations to Full Council to approve the changes before the start of the 2014/15 Financial Year.

2. Background information

- 2.1. Local Authorities are required under section 38 of the Localism Act 2011 to prepare an annual Pay Policy Statement. The statement must articulate the Council's policy towards the pay of its most senior staff and relationships with the pay of the rest of the work-force. The provisions of the Act do not apply to the employees of local authority schools.
- 2.2. Each local authority is an individual employer in its own right and has the autonomy to make decisions on pay that are appropriate to local circumstances and which deliver value for money for local taxpayers. The provisions of the Localism Act do not seek to change this or to determine what decisions on pay should be taken. However they require individual employing authorities to be clearer about their own policies in relation to pay.
- 2.3. Section 40 of the Localism Act requires authorities, in developing their Pay Policy Statement, to have regard to any guidance published by the Secretary of State. This includes Communities and Local Government guidance on Openness and Accountability in Local Pay and the Code of Recommended Practice for Local Authorities on Data Transparency ("Open Data").
- 2.4. In October 2012 the Government issued a new consultation on the Code which closed in December 2012. This does not directly affect the policy but has implications about how information about less senior staff is published. This includes giving details on Job Descriptions, budgets and staff that they manage.
- 2.5. The government response to the above consultation was issued in December 2013 and data will be published in line with requirements for senior staff that are not covered by this policy.
- 2.6. Under the Localism Act and related guidance a Pay Policy Statement must as a minimum cover:
 - 2.6.1. policy on the level of remuneration for each Chief Officer including base salary (or payments when on a contract for services), expenses, bonuses, PRP, earn back, honoraria and ex-gratia payments;
 - 2.6.2. election fees, joint authority duty payments and severance arrangements;
 - 2.6.3. policy on remunerating the lowest paid in the workforce including the authority definition of the lowest paid employee and the reasons for the definition e.g. the authority's lowest pay point and how it was decided;
 - 2.6.4. policy on relationship between the remuneration of Chief Officers and other staff – policy towards maintaining or reaching a specific pay multiple;

- 2.6.5. policy on other aspects of Chief Officer remuneration – recruitment, pay increases and additions, PRP and bonuses, termination payments, transparency, re-employment when the Chief Officer is in receipt of LGPS pension and/or a redundancy/severance payment, and;
- 2.6.6. Full Council being given the opportunity to consider salary packages in excess of £100k for new appointments before they are offered.¹

3. Main issues

Policy Compliance 2013-14

- 3.1. The Chief Officer HR and Deputy Chief Executive give their assurance that the policy is up to date, fit for purpose, effectively communicated and routinely complied with and monitored.
- 3.2. The change in the pay multiplier is explained by the slight decrease in the median salary, from £19,621 to £19,317 as the Chief Executive's salary has remained static due to his decision to continue with a voluntary pay cut.
- 3.3. The pay multiple in Leeds for 2014/15 is 9.13:1, in Bradford for 2013/14 it was 9.3:1 and in Wakefield there is no policy on maintaining or reaching a specific pay multiple. Some core city comparisons for 2013/14 are: 9.20:1 in Manchester, 9.40:1 in Sheffield, 9.80:1 in Birmingham and 11.1:1 in Nottingham.

Policy Updates arising from a review

- 3.4. The main changes to the Policy are listed below and have been incorporated into the revised policy at Addendum 1.

Public Health

- 3.5. Responsibility for Public Health functions transferred to the Council on 1st April 2013. Employees transferred under TUPE principles underpinned by a Department of Health/Secretary of State transfer scheme.
- 3.6. Public Health staff covered by this policy include the Director of Public Health and seven Public Health Consultants
- 3.7. In accordance with TUPE principles and the staff transfer scheme, the Director of Public Health and Public Health Consultants receive protection of general NHS terms and conditions, including the Terms and Conditions – Consultants 2003. However employees can only continue to benefit from those terms and conditions and any collectively agreed pay awards that were applied at the time of the transfer.
- 3.8. New employees recruited to the Public Health function or existing employees who apply for a vacancy within the function will be offered employment on Local Government terms and conditions.

¹ This is undertaken by the Employment Committee, the committee appointed by Full Council for the purpose of appointing Senior Officers. See Employment Committee Terms of Reference

- 3.9. Given the range of pay options that apply to transferred staff it is suggested a review is undertaken during the period of the 14/15 Policy. This can draw on the experience of other Councils where changes have been made to harmonise or simplify arrangements.
- 3.10. It is proposed that this report serves as an update on Public Health information referenced in last year's GPC report.

Pension Scheme Changes

- 3.11. The Local Government Pension Scheme is changing as of 1st April 2014.
- 3.12. The employer pension contribution for JNC staff for 2012/13 was 14.3% and for 2013/14 it was 14.5%.
- 3.13. The employer pension contribution for NHS staff for 2013/14 was 14%.
- 3.14. In 2014/15 the employer contribution rate for LCC JNC staff will be 13.6% and the employee contribution will be updated as soon as the information becomes available.

Members' review of Pay Policy Statements

- 3.15. There are a number of factors which may influence Members' views on updating the policy in more detail in the next 12 months:
- The Local Government Association guide for Councillors on reviewing policies
 - The Department for Communities and Local Government guidance document: "Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011"
 - The Government response to the consultation on "Openness and accountability in local pay: Guidance under section 40 of the Localism Act 2011."
- 3.16. The above Guidance asks that Councils consider a number of issues the following of which are included within the policy:
- a) links with existing discretionary payments policies for severance and pensions;
 - b) how the policy is reviewed and developed
 - c) that Full Council be given the opportunity to vote on severance payments over £100k.
- 3.17. It is noted that the council will take steps to ensure that senior management structures and pay are appropriate and reflect value for money in line with overall budget strategies.

- 3.18. Consequently it is proposed that the Deputy Chief Executive gives assurance that the senior management pay structure is appropriate and amends where necessary for the future year in line with reporting overall policy compliance.

4. Corporate Considerations

4.1. Consultation and Engagement

- 4.1.1. Trade unions were consulted on the policy and changes that have been made.
- 4.1.2. In terms of wider communications issues, Councils in the region and nationally will be publicising policies from January 2014 onwards. A responsive media engagement strategy will be prepared which will reference any advice taken from the LGE in relation to other relevant Pay Policy statements.

4.2. Equality and Diversity / Cohesion and Integration

- 4.2.1. A screening exercise has been completed. It is noted that BME are under-represented in Senior Management positions. However, 51.29%, of JNC graded posts are now held by female employees.

4.3. Council policies and City Priorities

- 4.3.1. The Pay Policy Statement is required by law and must be approved annually by Full Council prior to 1st April.

4.4. Resources and value for money

- 4.4.1. The Pay Policy Statement will be a future point of reference for the Council in assessing its senior management costs and its budget strategy.

4.5. Legal Implications, Access to Information and Call In

- 4.5.1. The draft policy has been assessed as complying with the requirements of the Localism Act.
- 4.5.2. In terms of its formal adoption it is proposed to report the Policy to the Council meeting on Weds 26th March 2014, and is therefore compliant with the statutory requirements.

4.6. Risk Management

- 4.6.1. The Council will need to consider any reputational implications of the published policy in terms of how stakeholders and the media respond.
- 4.6.2. Also it is noted that in Reviewing the Policy all requirements regarding pay issues have been complied with in 2013/14. Members are asked to note this compliance.

5. Conclusions

- 5.1. All Councils are legally obliged to provide, on an annual basis, a Pay Policy Statement. The proposed revised policy is intended to meet this requirement.

6. Recommendations

6.1. The General Purposes Committee is recommended to:

- a) Consider the review of the Pay Policy Statement and make recommendations to full Council in respect of the approval of the Pay Policy Statement for the 2014/15 financial year.
- b) Receive assurances from the Deputy Chief Executive that the senior management pay structure is appropriate and complied with.

7. Background documents²

7.1. None

² 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.



Annual Pay Policy Statement
Financial Year 2014/15

(To be) Approved by Full Council – 26th March 2014

Contents

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- § **Definition of senior officers covered by the Policy Statement**
- § **Policy on remunerating senior officers**
 - Salaries and Appointment
 - Terms and Conditions
 - Bonuses and performance related pay
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 - Termination Payments
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List of Appendices

Appendix 1 – Pay scales under the JNC Conditions of Service

Appendix 2 – Pay scales under the NJC Conditions of Service

Appendix 3 – Pay scales for the Director of Public Health and Consultants under Agenda for Change

Appendix 4 – Pay scales under NHS Agenda for Change

Section 1 - Purpose and Application

This Pay Policy Statement has been written to cover requirements under Sections 38 – 43 of the Localism Act 2011. This requires that the authority produce a policy statement covering a number of matters concerning the pay of the authority's staff.

This policy must be complied with for all decisions relating to the remuneration of, or other terms and conditions applying to, those senior officers listed in Section 2.

This policy will be reviewed annually and presented to Full Council for approval before the 31st March immediately preceding the financial year to which it relates.

Section 2 - Policy Statement

Definition of senior officers covered by the Pay Policy Statement

This Pay Policy Statement covers the following senior officer posts;

1. Head of the Paid Service, which in this authority is the post of Chief Executive
2. Deputy Chief Executive who is the Section 151 Officer City Solicitor who is the Monitoring Officer, the Directors of Public Health, Adult Social Care, Children Services, City Development and Environment and Housing and the Assistant Chief Executive (Citizens and Communities). These post-holders are members of the authority's Corporate Leadership Team (CLT) and report directly to the Chief Executive.
3. Those required to report directly to, or are directly accountable to, one or more of those described in 1-2 above.

Policy on remunerating senior officers

It is the policy of this authority to establish a remuneration package for each senior officer post that is sufficient to attract and retain those with the appropriate skills, knowledge, experience, abilities and qualities that is consistent with the authority's requirements of the post in question.

Salaries and Appointment

The authority may seek independent advice as a means informing decisions on determining the pay scale for senior officer posts.

The salary for JNC senior officer posts will be determined by reference to the pay scales at Appendix 1¹.

The basic salary for the Director of Public Health will be determined by reference to the relevant NHS pay scales at Appendix 3 and is within the salary range £84667 £101451

The salary for Consultants transferred into the organization under TUPE principles will be determined by reference to the pay scales at Appendix 3 and for other Public Health staff transferred into the organisation under TUPE principles will be determined by reference to the pay scales at Appendix 4.

¹ For completeness the pay scales for staff employed on NJC conditions of service is provided at Appendix 2.

All new senior officer appointments will be made by the Employment Committee, who will determine salary packages².

Appointments will be made to the appropriate approved minimum point of the grade for the post in question unless there is evidence that a preferred candidate cannot be appointed without varying the remuneration package. In such circumstances incremental advancement within the grade range is permissible.

In exceptional circumstances this policy provides for a departure from the Pay Policy. All departures from this policy will be expressly justified and in cases where he/she is not personally affected will be authorised by the Chief Executive in consultation with members of the Employment Committee, and in cases where he/she is personally affected, by Full Council, or, where the Employment Committee has not been involved in the appointment of a Senior Officer will be consulted upon with the appropriate Executive Members, including the Executive Member within whose portfolio the post reports, the Executive Member with responsibility for Human Resources and the Leader of Council. Information regarding any such decisions will be reported to the next meeting of Full Council.

Honoraria³ may be payable in circumstances where additional duties and responsibilities are undertaken which are over and above those which could be reasonably accommodated within existing terms and conditions of employment.

Market supplements may be paid only where it has been established that there is a significant risk of not being able to retain/replace staff with specific knowledge and skills essential to the delivery of a particular service, project or corporate priority. All such payments will be reviewed annually by the Head of Paid Service.

Terms and Conditions

The Chief Executive is employed on terms and conditions set out under the Joint National Council for Chief Executives. All other senior officers are employed on terms and conditions set out under the Joint National Council for Chief Officers. Under these arrangements national pay awards are negotiated annually.

Equivalent arrangements are also in place for staff covered by NHS terms & conditions following the transfer of Public Health.

Some aspects of remuneration are applicable to all staff (including senior officers covered by this policy). For completeness these are outlined below:

- Membership of the Local Government Pension Scheme; with employee contributions ranging from 5.5% (on salaries up to £13,500) to 12.5% (on salaries over £150,000).
- Expenses for travel and subsistence based on National Joint Council for Local Government Employee rates
- On appointment, incremental progression following 6 months employment and then annual incremental progression on each 1st April thereafter.

The Director of Public Health (DPH) and Public Health Consultants transferred to the local authority on 1st April 2013 as part of a Transfer of Undertakings (Protection of Employment) Regulations 2006 (TUPE) which is underpinned by a Department Health/Secretary of State formal Transfer Scheme. In accordance with this the DPH and Consultants receive protection of general NHS Terms and Conditions, including the Terms and Conditions – Consultants 2003, and in line with the principles in TUPE and the staff transfer scheme.

² Senior Officers in this respect refers to the posts in Section 2 points 2 to 3 i.e. Directors, Chief Officers and other senior officers who report directly to a Director

³ Including payments made for joint authority duties

Public Health transferred employees can only benefit from collectively agreed pay awards and terms and conditions that applied at 1st April 2013.

The remuneration of the Director of Public Health and some Public Health Consultants is as set out in the Pay and Terms and Consultants pre and post 2003. Remuneration of other Public Health Consultants is as set out in the NHS Terms and Conditions of Service.

Other aspects of chief officer remuneration may also be different for public health employees. The Pay and Terms and Conditions for Medical and Dental Staff and the NHS Terms and Conditions of Service Handbook sets out the detail of other pay related enhancements and payable allowances/expenses.

Bonuses and Performance Related Pay

For posts under this policy, the Authority does not currently operate a bonus or performance related pay scheme. Performance is considered however as part of a package to offer market supplements and retention pay when needed.

Earn-Back

The Authority does not operate a scheme of remuneration linked to Earn-Back

Termination Payments

All decisions relating to termination payments will be made by;

- Full Council – in respect of the Head of Paid Service
- The Head of Paid Service – in respect of the Deputy Chief Executive
- Deputy Chief Executive – in respect of other Directors and the City Solicitor
- Directors – in respect of those who report to them.

Termination payments may be made to senior officers covered by this policy. The maximum discretion for the Council is to award 104 weeks pay under the national statutory framework. There is also discretion to augment pensions.

Payments made must demonstrate value for money and be conducive to the effective and efficient operation of the authority.

The Leader of the Council will be consulted in relation to any such termination payments.

Policy on remunerating the lowest paid in the workforce

The pay scales for staff employed on National Joint Council for Local Government terms and conditions are detailed at Appendix 2, alongside other JNC grades.

These, and other terms and conditions of employment are negotiated through appropriate collective bargaining mechanisms and then incorporated into contracts of employment.

The lowest pay point in this authority (excluding schools) equates to an annual full time salary of £12,614 and can be expressed as an hourly rate of pay of £6.53. This is on the A1 grade which rises incrementally to £13,321.

For comparison the National Minimum Wage was £6.31 p/h as at 1st October 2013.

The pay rate is increased in accordance with any pay settlements which are reached through the National Joint Council for Local Government Services.

The pay multiplier between this and the current salary of the Chief Executive is 14:1.

Policy on the relationship between Senior Officer remuneration and that of other staff

The highest paid salary is paid to the Chief Executive. At March 2013 the average median salary in Leeds City Council (not including Schools) is £19,317.22.

The ratio between the median and Chief Executive's actual salary, the 'pay multiple' is 9.13:1. This authority does not have a policy on maintaining or reaching a specific 'pay multiple'. However the authority is conscious of the need to ensure that the salary of the highest paid employee is not excessive and is consistent with the needs of the authority as expressed in this policy statement.

The authority's approach to the payment of staff is to pay that which the authority needs to pay to recruit and retain staff with the skills, knowledge, experience, abilities and qualities needed for the post in question at the relevant time, and to ensure that the authority meets any contractual requirements for staff including the application of any local or national collective agreements, or authority decisions regarding pay.

Re Employment of staff in receipt of a LGPS Pension or a Redundancy/Severance Payment

The authority is under a statutory duty to appoint on merit and has to ensure that it complies with all appropriate employment and equalities legislation.

Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

The Authority will publish information on pay and rewards for staff falling under the criteria specified in the Code of Recommended Practice for Local Authorities on Data Transparency and which requires the authority to provide information relating to those employees with salary packages above £50,000 and which fall below those of Chief Officers as specified above.

Election Fees

Additional fees for national elections and referendums are paid to the Chief Executive in their capacity as Returning Officer. In turn these are apportioned to staff supporting the Returning Officer in accordance with criteria determined by the Chief Executive.

These fees and any apportionment will be published as part of the Council's Obligations under the Code of Recommended Practice for Local Authorities on Data Transparency and the data which is published under The Accounts and Audit (England) Regulations (2011).

Private Service Company Consultants

Individuals who operate as private service companies will not be directly engaged to cover senior officer posts covered by this policy.

Pay scales under the JNC Conditions of Service

| Grade | SCP | Salary £ | Grade | SCP | Salary £ |
|------------------------|-----|----------|----------------|-----|----------|
| Chief Executive | 1 | 182,147 | Director 85% | 1 | 89,208 |
| | 2 | 185,650 | | 2 | 91,437 |
| | 3 | 189,153 | | 3 | 93,666 |
| | 4 | 192,655 | | 4 | 95,898 |
| | 5 | 196,158 | | 5 | 98,127 |
| Deputy Chief Executive | 1 | 147,118 | Director 80% | 1 | 83,958 |
| | 2 | 150,620 | | 2 | 86,058 |
| | 3 | 154,123 | | 3 | 88,158 |
| | 4 | 157,626 | | 4 | 90,255 |
| | 5 | 161,128 | | 5 | 92,355 |
| Director Grade | 1 | 134,347 | Director 75% | 1 | 78,711 |
| | 2 | 137,320 | | 2 | 80,679 |
| | 3 | 140,293 | | 3 | 82,647 |
| | 4 | 143,265 | | 4 | 84,615 |
| | 5 | 146,238 | | 5 | 86,583 |
| Asst Chief Executives | 1 | 114,215 | Director 70% | 1 | 73,464 |
| | 2 | 116,699 | | 2 | 75,300 |
| | 3 | 119,183 | | 3 | 77,136 |
| | 4 | 121,667 | | 4 | 78,975 |
| | 5 | 124,151 | | 5 | 80,811 |
| Director 95% | 1 | £99,702 | Director 60% | 1 | 62,970 |
| | 2 | 102,192 | | 2 | 64,545 |
| | 3 | 104,688 | | 3 | 66,117 |
| | 4 | 107,178 | | 4 | 67,692 |
| | 5 | 109,671 | | 5 | 69,267 |
| Director 90% | 1 | 94,452 | Director 52.5% | 1 | 55,098 |
| | | | | 2 | 56,475 |
| | | | | 3 | 57,852 |
| | | | | 4 | 59,232 |
| | | | | 5 | 60,609 |
| | 2 | 96,816 | Director 45% | 1 | 47,229 |
| | | | | 2 | 48,408 |
| | | | | 3 | 49,587 |
| | | | | 4 | 50,769 |
| | | | | 5 | 51,951 |
| | 3 | 99,177 | Director 40% | 1 | 41,979 |
| | | | | 2 | 43,029 |
| | | | | 3 | 44,079 |
| | | | | 4 | 45,129 |
| | | | | 5 | 46,179 |

Pay scales under the NJC Conditions of Service

| Grade | SCP | Salary £ | Grade | SCP | Salary £ |
|-------|-----|----------|-------|-----|----------|
| PO6 | 46 | 39,351 | C3 | 26 | 22,443 |
| | 47 | 40,254 | | 27 | 23,188 |
| | 48 | 41,148 | | 28 | 23,945 |
| | 49 | 42,032 | | 24 | 21,067 |
| PO5 | 44 | 37,578 | C2 | 25 | 21,734 |
| | 45 | 38,422 | | 26 | 22,443 |
| | 46 | 39,351 | | 22 | 19,817 |
| | 47 | 40,254 | | 23 | 20,400 |
| PO4 | 41 | 34,894 | C1 | 24 | 21,067 |
| | 42 | 35,784 | | 25 | 21,734 |
| | 43 | 36,676 | | 18 | 17,333 |
| | 44 | 37,578 | | 19 | 17,980 |
| PO3 | 38 | 32,072 | B3 | 20 | 18,638 |
| | 39 | 33,128 | | 21 | 19,317 |
| | 40 | 33,998 | | 16 | 16,604 |
| | 41 | 34,894 | | 17 | 16,998 |
| PO2 | 35 | 29,528 | B2 | 18 | 17,333 |
| | 36 | 30,311 | | 13 | 15,598 |
| | 37 | 31,160 | | 14 | 15,882 |
| | 38 | 32,072 | | 15 | 16,215 |
| PO1 | 33 | 28,127 | B1 | 16 | 16,604 |
| | 34 | 28,922 | | 17 | 16,998 |
| | 35 | 29,528 | | 11 | 14,880 |
| | 36 | 30,311 | | 12 | 15,189 |
| SO2 | 32 | 27,323 | A3 | 13 | 15,598 |
| | 33 | 28,127 | | 9 | 13,725 |
| | 34 | 28,922 | | 10 | 14,013 |
| | 29 | 24,892 | | 11 | 14,880 |
| SO1 | 30 | 25,727 | A2 | 6 | 12,614 |
| | 31 | 26,539 | | 7 | 12,915 |
| | | | | 8 | 13,321 |

| Pay Progression for NHS Public Health Consultants appointed before 31 October 2003 | | | | |
|---|--|----------------------|-------------------------------------|------------------|
| Seniority at transfer | Years after transfer before threshold level changes | Pay Threshold | Basic Salary (2012/13 Rates) | Pay Scale |
| | | | | |
| 30 + | On transfer to new contract | | £90,263 | YC71** |
| | 1 year after transfer | 7 | £95,860 | |
| | 2 years after transfer | 8 | £101,451 | |
| 21-29 | On transfer to new contract | | £94,667 | YC70** |
| | 1 year after transfer | 6 | £90,263 | |
| | 2 years after transfer | 7 | £95,360 | |
| | 3 years after transfer | 8 | £101,461 | |
| 20 | On transfer to new contract | | £84,667 | YC69** |
| | 1 year after transfer | 6 | £90,263 | |
| | 3 years after transfer | 7 | £95,860 | |
| | 4 years after transfer | 8 | £101,451 | |
| 19 | On transfer to new contract | | £84,667 | YC68** |
| | 1 year after transfer | 6 | £90,263 | |
| | 3 years after transfer | 7 | £95,860 | |
| | 5 years after transfer | 8 | £101,451 | |
| 18 | On transfer to new contract | | £84,667 | YC67* |
| | 2 years after transfer | 6 | £90,263 | |
| | 3 years after transfer | 7 | £95,860 | |
| | 5 years after transfer | 8 | £101,451 | |
| 17 | On transfer to new contract | | £84,667 | YC66** |
| | 2 years after transfer | 6 | £90,263 | |
| | 4 years after transfer | 7 | £95,860 | |
| | 6 years after transfer | 8 | £101,451 | |
| 16 | On transfer to new contract | | £84,667 | YC65** |
| | 3 year after transfer | 6 | £90,263 | |
| | 4 years after transfer | 7 | £95,860 | |
| | 7 years after transfer | 8 | £101,451 | |
| 15 | On transfer to new contract | | £84,667 | YC64** |
| | 3 year after transfer | 6 | £90,263 | |
| | 4 years after transfer | 7 | £95,860 | |
| | 8 years after transfer | 8 | £101,451 | |
| 14 | On transfer to new contract | | £84,667 | YC63** |
| | 3 year after transfer | 6 | £90,263 | |
| | 5 years after transfer | 7 | £95,860 | |
| | 9 years after transfer | 8 | £101,451 | |
| 13 | On transfer to new contract | | £84,667 | YC62** |
| | 3 year after transfer | 6 | £90,263 | |
| | 5 years after transfer | 7 | £95,860 | |
| | 10 years after transfer | 8 | £101,451 | |
| 12 | On transfer to new contract | | £84,667 | YC61** |
| | 3 year after transfer | 6 | £90,263 | |
| | 6 years after transfer | 7 | £95,860 | |

| Pay Progression for NHS Public Health Consultants appointed before 31 October 2003 | | | | |
|---|--|----------------------|-------------------------------------|------------------|
| Seniority at transfer | Years after transfer before threshold level changes | Pay Threshold | Basic Salary (2012/13 Rates) | Pay Scale |
| | 11 years after transfer | 8 | £101,451 | |
| 11 | On transfer to a new contract | | £84,667 | YC60** |
| | 4 years after transfer | 6 | £90,263 | |
| | 7 years after transfer | 7 | £95,860 | |
| | 12 years after transfer | 8 | £101,451 | |
| 10 | On transfer to new contract | | £84,667 | YC69** |
| | 4 year after transfer | 6 | £90,263 | |
| | 8 years after transfer | 7 | £95,860 | |
| | 13 years after transfer | 8 | £101,451 | |

5 Pay Circular (M&D) 1/2013

NHS Public Health Consultant Pay and Allowances effective from 1 April 2013

| Seniority at transfer | Years after transfer before threshold level changes | Pay Threshold | Basic Salary (2012/13 Rates) | Pay Scale |
|------------------------------|--|----------------------|-------------------------------------|------------------|
| 9 | On transfer to new contract | | £84,667 | YC58** |
| | 4 years after transfer | 6 | £90,263 | |
| | 9 years after transfer | 7 | £95,860 | |
| | 14 years after transfer | 8 | £101,451 | YC57** |
| 8 | On transfer to new contract | | £84,667 | |
| | 5 years after transfer | 6 | £90,263 | |
| | 10 years after transfer | 7 | £95,860 | |
| | 15 years after transfer | 8 | £101,451 | YC57** |
| 7 | On transfer to new contract | | £84,667 | |
| | 5 years after transfer | 6 | £90,263 | |
| | 10 years after transfer | 7 | £95,860 | |
| | 15 years after transfer | 8 | £101,451 | |
| 6 | On transfer to new contract | | £83,492 | YC56** |
| | 1 year after transfer | 5 | £84,667 | |
| | 5 years after transfer | 6 | £90,263 | |
| | 10 years after transfer | 7 | £95,860 | |
| | 15 years after transfer | 8 | £101,451 | |
| 5 | On transfer to new contract | | £82,318 | YC55** |
| | 1 year after transfer | x | £83,492 | |
| | 2 years after transfer | 5 | £84,667 | |
| | 6 years after transfer | 6 | £90,263 | |
| | 11 years after transfer | 7 | £95,860 | |
| | 16 years after transfer | 8 | £101,451 | |
| 4 | On transfer to new contract | | £77,017 | |
| | 1 year after transfer | 3 | £79,961 | YC54** |
| | 2 years after transfer | 4 | £82,318 | |
| | 3 years after transfer | 5 | £84,667 | |
| | 6 years after transfer | 6 | £90,263 | |
| | 11 years after transfer | 7 | £95,860 | |
| | 16 years after transfer | 8 | £101,451 | |
| 3 | On transfer to new contract | | £76,424 | |
| | 1 year after transfer | x | £78,780 | YC53** |
| | 2 years after transfer | 4 | £82,318 | |
| | 3 year after transfer | 5 | £84,667 | |
| | 7 years after transfer | 6 | £90,263 | |
| | 12 years after transfer | 7 | £95,860 | |
| | 17 years after transfer | 8 | £101,451 | |
| 2 | On transfer to new contract | | £75,836 | |
| | 1 year after transfer | 2 | £77,605 | YC52** |
| | 2 years after transfer | 4 | £82,318 | |
| | 3 year after transfer | 5 | £84,667 | |
| | 8 years after transfer | 6 | £90,263 | |
| | 13 years after transfer | 7 | £95,860 | |
| | 18 years after transfer | 8 | £101,451 | |

NHS Public Health Consultant Pay and Allowances effective from 1 April 2013

| Seniority at transfer | Years after transfer before threshold level changes | Pay Threshold | Basic Salary (2012/13 Rates) | Pay Scale |
|------------------------------|--|----------------------|-------------------------------------|------------------|
| 1 | On transfer to new contract | | £75,249 | |
| | 1 year after transfer | * | £76,424 | |
| | 2 years after transfer | 3 | £79,961 | YC51** |
| | 3 year after transfer | 4 | £82,318 | |
| | 4 years after transfer | 5 | £84,667 | |
| | 9 years after transfer | 6 | £90,263 | |
| | 14 years after transfer | 7 | £95,860 | |
| | 19 years after transfer | 8 | £101,451 | |

**For consultants with seniority of 1,3 or 5 on transition, the first pay threshold is for transitional purposes.*

*** Applicable ESR pay codes for this group of staff include YC, YM, YK and YL*

NHS Public Health Consultant Pay and Allowances effective from 1 April 2013

Additional supplements for Directors of Public Health (Chief Office Supplement) including those who are consultants in Dental Public Health.

Table 2: value of supplement (either contract) 6

| Supplement Band | Minimum | Maximum | Exceptional Maximum |
|----------------------------------|---------|---------|---------------------|
| Band A (Regional Director of PH) | £13,646 | £19,808 | £13,646 |
| Band B | £5,284 | £10,579 | £10,579 |
| Band C | £4,418 | £8,804 | £10,579 |
| Band D | £3,522 | £7,042 | £8,804 |

(NB: Table 2 shows the value of the Director of Public Health supplement to be added to salary)

Table 3: total salary for DPH's on old contract(with additional supplement included) 6

| Supplement Band | Pay Scale Code | Minimum | Maximum | Exceptional Maximum |
|----------------------------------|----------------|---------|----------|---------------------|
| Band A (Regional Director of PH) | KE31* | £94,634 | £100,796 | £94,634 |
| Band B | KE21* | £86,272 | £91,567 | £91,567 |
| Band C | KE11* | £85,406 | £89,792 | £91,567 |
| Band D | KE01* | £84,510 | £88,030 | £89,792 |

(NB; Table 3 shows the value of the Director of Public Health supplement added to the maximum of the old consultant salary scale. These values are not to be used for consultants on the 2003 consultant contract).

Table 4: Clinical Excellence Awards for Consultants (either contracts) 7

| Awarded by Local Committees | | |
|-----------------------------|---------|------------------------------|
| Level 1 | £2,957 | |
| Level 2 | £5,914 | |
| Level 3 | £8,871 | |
| Level 4 | £11,828 | |
| Level 5 | £14,785 | |
| Level 6 | £17,742 | |
| Level 7 | £23,656 | |
| Level 8 | £29,570 | |
| Level 9 | £35,484 | |
| | | Awarded by ACCEA |
| | | Level 9 (Bronze) £35,484 |
| | | Level 10 (Silver) £46,644 |
| | | Level 11 (Gold) £58,305 |
| | | Level 12 (Platinum) £75,796 |

Table 5: Discretionary Points for consultants (either Contracts)

| | | | | |
|------------------------------------|---------------------|---------------------|---------------------|---------------------|
| Pay Scale/Code MC10/KC10 | 1 £3,204 | 2 £6,408 | 3 £96,212 | 4 £12,816 |
| Pay Scale/Code MC10/KC10 | 5 £16,020 | 6 £19,224 | 7 £22,428 | 8 £25,632 |

6: Payable under both the old contract and 2003 consultant contract. Further information for the new contract can be found in Schedule 16 terms and conditions and for the old contract - Consultants (England) 2003 and for the old consultant in HSG(92)12. The KE01 - KE31 scales are now closed pay scales, and no further appointments should be made to them.

7: Clinical excellence awards - previously awarded under local area based committer arrangements. From 1st April 2013 Public Health England now supports Local Authorities to meet their statutory obligations through the transfer scheme/TIUPE to maintain this contractual provision. This self-nominating award scheme requires the employee to have their application signed off by the Chief Executive/Director of Public Health and applications are considered by an 8 person panel which includes lay, professional and employer members.

NHS Agenda for Change Salary Scales: Table 8

Annex C: Pay bands and pay points on the second pay spine in England from 1 April 2013.

| Point | Band 1 | Band 2 | Band 3 | Band 4 | Band 5 | Band 6 | Band 7 | Band 8 | | | | Band 9 |
|-------|--------|--------|--------|--------|--------|--------|--------|----------------|----------------|----------------|----------------|--------|
| | | | | | | | | <i>Range A</i> | <i>Range B</i> | <i>Range C</i> | <i>Range D</i> | |
| 1 | 14,294 | 14,294 | | | | | | | | | | |
| 2 | 14,653 | 14,653 | | | | | | | | | | |
| 3 | 15,013 | 15,013 | | | | | | | | | | |
| 4 | | 15,432 | | | | | | | | | | |
| 5 | | 15,851 | | | | | | | | | | |
| 6 | | 16,271 | 16,271 | | | | | | | | | |
| 7 | | 16,811 | 16,811 | | | | | | | | | |
| 8 | | 17,425 | 17,425 | | | | | | | | | |
| 9 | | | 17,794 | | | | | | | | | |
| 10 | | | 18,285 | | | | | | | | | |
| 11 | | | 18,838 | 18,838 | | | | | | | | |
| 12 | | | 19,268 | 19,268 | | | | | | | | |
| 13 | | | | 19,947 | | | | | | | | |
| 14 | | | | 20,638 | | | | | | | | |
| 15 | | | | 21,265 | | | | | | | | |
| 16 | | | | 21,388 | 21,388 | | | | | | | |
| 17 | | | | 22,016 | 22,016 | | | | | | | |
| 18 | | | | | 22,903 | | | | | | | |
| 19 | | | | | 23,825 | | | | | | | |
| 20 | | | | | 24,799 | | | | | | | |
| 21 | | | | | 25,783 | 25,783 | | | | | | |
| 22 | | | | | 26,822 | 26,822 | | | | | | |
| 23 | | | | | 27,901 | 27,901 | | | | | | |
| 24 | | | | | | 28,755 | | | | | | |
| 25 | | | | | | 29,799 | | | | | | |
| 26 | | | | | | 30,764 | 30,764 | | | | | |
| 27 | | | | | | 31,768 | 31,768 | | | | | |
| 28 | | | | | | 32,898 | 32,898 | | | | | |
| 29 | | | | | | 34,530 | 34,530 | | | | | |
| 30 | | | | | | | 35,536 | | | | | |
| 31 | | | | | | | 36,666 | | | | | |
| 32 | | | | | | | 37,921 | | | | | |
| 33 | | | | | | | 39,239 | 39,239 | | | | |
| 34 | | | | | | | 40,558 | 40,558 | | | | |
| 35 | | | | | | | | 42,190 | | | | |
| 36 | | | | | | | | 43,822 | | | | |
| 37 | | | | | | | | 45,707 | 45,707 | | | |
| 38 | | | | | | | | 47,088 | 47,088 | | | |
| 39 | | | | | | | | | 49,473 | | | |
| 40 | | | | | | | | | 52,235 | | | |
| 41 | | | | | | | | | 54,998 | 54,998 | | |
| 42 | | | | | | | | | 56,504 | 56,504 | | |
| 43 | | | | | | | | | | 59,016 | | |
| 44 | | | | | | | | | | 61,779 | | |
| 45 | | | | | | | | | * | 65,922 | 65,922 | |
| 46 | | | | | | | | | * | 67,805 | 67,805 | |
| 47 | | | | | | | | | | | 70,631 | |
| 48 | | | | | | | | | | | 74,084 | |
| 49 | | | | | | | | | | * | 77,850 | 77,850 |
| 50 | | | | | | | | | | * | 81,619 | 81,619 |
| 51 | | | | | | | | | | | | 85,535 |
| 52 | | | | | | | | | | | | 89,640 |
| 53 | | | | | | | | | | | * | 93,944 |
| 54 | | | | | | | | | | | * | 98,453 |

* Pay spine 45 and 46 at the top of pay band 8c; pay spine points 49 and 50 at the top of pay band 8D and pay spine 53 & 54 at the top of pay band 9 are annually earned (see para 1.11 to 1.15 of the Agenda for Change (England))

Report of City Solicitor

Report to Full Council

Date: 26 March 2014

Subject: Recommendations from General Purposes Committee – Joint Health Overview and Scrutiny Committee (Yorkshire and Humber)

| | |
|--|---|
| 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. This report puts forward recommendations from the General Purposes Committee at its meeting on 4 March 2014, relating to confirming the mandate of a Joint Health Overview and Scrutiny Committee (Yorkshire and Humber) and delegating relevant functions in relation to the new review of Congenital Heart Disease services.
2. Attached to this report is a copy of the report which was considered by the General Purposes Committee.

Recommendations

3. General Purposes Committee recommends to full Council:
 - (a) That Council reconfirms its support for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to NHS England's new review of Congenital Heart Disease services;
 - (b) That Council delegates relevant functions, as set out in Appendix 1 of the submitted report to the General Purposes Committee, that shall be exercisable by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), subject to such terms and conditions therein; and
 - (c) That Council asks the Scrutiny Board (Health and Wellbeing and Adult Social Care) to nominate a member from within its membership to sit on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new review of Congenital Heart Disease services and, upon nomination, agrees to

appoint such member to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

1. Purpose of this report

- 1.1 To put forward recommendations from the General Purposes Committee, in relation to the Joint Health Overview and Scrutiny Committee (Yorkshire and Humber).

2 Background information

- 2.1 General Purposes Committee is authorised to make recommendations to full Council about proposals to amend the constitution, and in connection with the discharge of any of its functions.

3 Main issues

- 3.1 On the 4 March 2014, the City Solicitor submitted a report asking the General Purposes Committee to consider and make recommendations to full Council to reconfirm the mandate previously given by full Council for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and Humber) and subsequently delegate relevant functions in relation to the new review of Congenital Heart Disease services.
- 3.2 A copy of the report to General Purposes Committee is attached as an appendix to this report.
- 3.3 General Purposes Committee resolved to make recommendations to full Council as proposed in that report.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 As set out in the attached report.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 As set out in the attached report.

4.3 Council policies and City Priorities

- 4.3.1 As set out in the attached report.

4.4 Resources and value for money

- 4.4.1 As set out in the attached report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This decision is not subject to call-in. Nor does this report contain any exempt information.

4.6 Risk Management

4.6.1 As set out in the attached report.

5 Conclusions

5.1 As set out in the attached report.

6 Recommendations

6.1 General Purposes Committee recommends to full Council

- a) That Council reconfirms its support for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to NHS England's new review of Congenital Heart Disease services;
- b) That Council delegates relevant functions, as set out in Appendix 1 of the submitted report to the General Purposes Committee, that shall be exercisable by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), subject to such terms and conditions therein; and
- c) That Council asks the Scrutiny Board (Health and Wellbeing and Adult Social Care) to nominate a member from within its membership to sit on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new review of Congenital Heart Disease services and, upon nomination, agrees to appoint such member to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

7 Background documents¹

7.1 None

¹ 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 the City Solicitor

Report to General Purposes Committee

Date: 4 March 2014

Subject: Reconfirming support for a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new Congenital Heart Disease review

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| Are specific electoral Wards affected? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, name(s) of Ward(s): | | |
| 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? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, Access to Information Procedure Rule number: | | |
| Appendix number: | | |

Summary of main issues

A Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) – JHOSC – was initially established in March 2011 to consider and respond to the proposals arising from the Safe and Sustainable Review of Children’s Congenital Cardiac Services in England.

Following a number of concerns raised about the proposals, on 12 June 2013, the Secretary of State for Health accepted in full, the findings and recommendations of the Independent Reconfiguration Panel and called a halt to the Safe and Sustainable Review process.

NHS England subsequently set out its intentions for a new review to consider the whole lifetime pathway of care for people with congenital heart disease (CHD) i.e. covering services to both children and adults.

Following the decision of the Secretary of State for Health to halt the previous review, the joint committee has continued to meet to maintain the momentum of its previous work.

However, as it is likely that the JHOSC will make recommendations to NHS England and other interested parties, which may include the Secretary of State for Health, it is advisable to reconfirm the mandate previously given by council and seek approval of the details set out in Appendix 1 for inclusion within the Council’s Constitution.

Recommendations

1. General Purposes Committee is asked to:
 - 1.1 Note the content and detail presented in this report.

1.2 Make the following recommendations to full Council:

- (a) That Council reconfirms its support for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to NHS England's new review of Congenital Heart Disease services.
- (b) That Council delegates relevant functions, as set out in Appendix 1, that shall be exercisable by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), subject to such terms and conditions therein.
- (c) That Council asks the Scrutiny Board (Health and Wellbeing and Adult Social Care) to nominate a member from within its membership to sit on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new review of Congenital Heart Disease services and, upon nomination, agrees to appoint such member to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

1. Purpose of this report

- 1.1 To ask the General Purposes Committee to consider and make recommendations to Full Council to reconfirm the mandate previously given by Council for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) and subsequently delegate relevant functions in relation to the new review of Congenital Heart Disease services.

2. Background information

- 2.1 A Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) – JHOSC – was initially established in March 2011 to consider the Safe and Sustainable Review of Children’s Congenital Cardiac Services in England – the associated proposals and the impact on children and families across Yorkshire and the Humber. The JHOSC also acted as the appropriate scrutiny body across Yorkshire and the Humber in providing a response to the proposals and reconfiguration options presented for public consultation.

- 2.2 For the purpose of considering the Safe and Sustainable Review of Children’s Congenital Cardiac Surgery and its impact on children and families across Yorkshire and the Humber, Leeds City Council (LCC) – through its Scrutiny Support Unit – led the process to establish the JHOSC during the second half of 2010. Subsequently, LCC has been supporting the work of the JHOSC since it was formally established in March 2011.

- 2.3 The membership for the JHOSC was made up of a single representative from each of the following 15 top-tier local authorities (i.e. those with specific health scrutiny powers) across Yorkshire and the Humber:

- Barnsley MBC
- Calderdale Council
- City of Bradford MDC
- City of York Council
- Doncaster MBC
- East Riding of Yorkshire Council
- Hull City Council
- Kirklees Council
- Leeds City Council
- North East Lincolnshire Council
- North Lincolnshire Council
- North Yorkshire County Council
- Rotherham MBC
- Sheffield City Council
- Wakefield Council

- 2.4 At that time, the terms of reference identified that JHOSC’s work would specifically include consideration of the:

- Review process and formulation of options presented for consultation;
- Projected improvements in patient outcomes and experience;
- Likely impact on children and their families (in the short, medium and longer-term), in particular in terms of access to services and travel times;
- Views of local service users and/or their representatives;
- Potential implications and impact on the health economy and the economy in general, on a local and regional basis;
- Any other pertinent matters that arise as part of the Committee’s inquiry.

- 2.5 As the administering authority, arrangements for the JHOSC were made in accordance with Leeds City Council’s Scrutiny Procedural Rules.

- 2.6 Following a decision on the proposed future model of care and designation of surgical centres in July 2012, the JHOSC made a referral to the Secretary of

State for Health in November 2012. This referral was made on the basis that the proposed changes would not be in the best interests of local NHS services and was subsequently passed to the Independent Reconfiguration Panel (IRP) for consideration and advice.

- 2.7 The IRP's advice and recommendations were set out in its report to the Secretary of State for Health at the end of April 2013. On 12 June 2013, an announcement from the Secretary of State for Health accepted the IRP's report and recommendations in full and called a halt to the Safe and Sustainable Review of Children's Congenital Cardiac Services in England.
- 2.8 The Secretary of State for Health then invited NHS England – as the new body responsible for commissioning specialised services following the restructuring arrangements across the NHS that came into force from 1 April 2013 – to report how it intended to proceed by the end of July 2013.

3 Main issues

3.1 New review of congenital heart disease (CHD) services

- 3.1.1 Following the decision of the Secretary of State for Health to halt the previous review, the joint committee has continued to meet to maintain the momentum of its previous work.
- 3.1.2 At its meeting in September 2013 the JHOSC considered the Secretary of State's decision alongside the report of the Independent Reconfiguration Panel (IRP) and was advised of NHS England's intentions for the new review to consider the whole lifetime pathway of care for people with congenital heart disease (CHD) i.e. covering services to both children and adults.
- 3.1.3 Members of the JHOSC expressed support for the work of the JHOSC to continue, insofar as it relates to the new CHD review, and specifically highlighted a number of points, including:
 - The strength of joint scrutiny arrangements across Yorkshire and the Humber, vis-à-vis the Safe and Sustainable review and proposals, was clearly evident in the Secretary of State's announcement in June 2013.
 - That the new CHD review would benefit from similar robust scrutiny arrangements as those in place for the Safe and Sustainable review.
 - Concern regarding the likely timescales for the new review and the processes necessary for agreeing revised terms of reference across fifteen constituent local authorities.
- 3.1.4 It was clarified at that meeting that while it would not be necessary to formally dissolve the JHOSC, in order to place the governance arrangements for the JHOSC on a firmer footing – insofar as its work relates to the new CHD review – the existing terms of reference for the JHOSC would need to be revised to reflect the changed approach and scope of the new review of CHD services. It was also confirmed that any revised terms of reference may then need approval from the constituent local authority members.
- 3.1.5 Revised terms of reference / an outline work plan associated with the new review of CHD services was agreed by the JHOSC at its meeting in December

2013, and these details are available on request. Nonetheless, as it is likely that the JHOSC will make recommendations to NHS England and other interested parties, which may include the Secretary of State for Health, it is advisable to reconfirm the mandate previously given by council and approve the details set out in Appendix 1 for inclusion within Section 4 (Joint Arrangements) of the Council's Constitution.

4 Corporate Considerations

Consultation and Engagement

- 4.1 In September 2013, Members of the JHOSC expressed broad support for the work of the JHOSC to continue insofar as it relates to the new CHD review. Revised draft terms of reference were presented and subsequently agreed at the JHOSC meeting in December 2013.
- 4.2 Discussions are continuing with other constituent authorities regarding the processes necessary to reconfirm commitment to the refocused work of the JHOSC.

Equality and Diversity/Cohesion and Integration

- 4.3 There are no specific equality and diversity or cohesion and integration specifically associated with this report. However, although not a decision-making body, as a local authority joint committee the JHOSC will have to have a general regard of public sector equality duties.
- 4.4 In particular, the JHOSC will consider the impact of any future reconfiguration and future service model proposals on specific populations and communities across Yorkshire and the Humber. This will be alongside the general health and equality impacts arising from the new review and in particular, the comparison with existing provision and service configuration. This was a key feature of the JHOSC's previous work.

Resources and value for money

- 4.5 As the administering authority, day-to-day support for the work of the JHOSC will continue to be provided through the Council's Scrutiny Support Unit. This has been the case since the JHOSC was established in March 2011 when considering the Safe and Sustainable Review of Children's Congenital Cardiac Services in England.
- 4.6 However, in recognition of the unprecedented level of support already provided to the work of the JHOSC and a view from its members that the new congenital heart disease services review would benefit from similar robust scrutiny arrangements as those in place for the Safe and Sustainable review, all constituent authorities have been invited to make a small financial contribution of £1000 per authority for the financial year 2014/15.

Legal Implications, Access to Information and Call In

- 4.7 Under Regulation 30 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013, two or more local authorities may appoint a joint overview and scrutiny committee of those authorities and arrange for relevant functions to be exercisable by the joint committee, subject to such terms and conditions as the authorities may consider appropriate. As the proposed terms of reference below for the JHOSC include discharging the authorities' functions under Regulation 23, this means that the authorities

cannot report to the Secretary of State themselves if they are dissatisfied with the consultation on the new review of CHD services or if they consider the proposals are not in the interests of the health service in their areas.

- 4.8 Where a health body is required to consult with more than one authority in relation to a proposal for a substantial development of the health service or for a substantial variation in the provision of such a service, those authorities must appoint a joint overview and scrutiny committee for those purposes, and the powers to make comments on proposals consulted on, require information, and require witnesses can only be exercised by that joint committee.
- 4.9 Subject to the matters mentioned in 4.7 and 4.8 above, the usual statutory rules relating to overview and scrutiny committees will apply to the JHOSC.
- 4.10 This report does not contain any exempt or confidential information and, as the matters contained in this report relate to Council functions, it is not subject to call-in.

Risk Management

- 4.11 The main risk relates to the timely contribution of the JHOSC's work are part of the new review of CHD services. This risk forms part of the day-to-day support for the work of the JHOSC and will be broadly mitigated through the development of a forward work programme.

5 Conclusions

- 5.1 The previous work of the JHOSC, insofar as it relates to the Safe and Sustainable Review of Children's Congenital Cardiac Services in England, is well known and has been well documented to date.
- 5.2 There is clear support from constituent authorities for the work of the JHOSC to continue and for the new review of CHD services to benefit from similar robust scrutiny arrangements as those established for the Safe and Sustainable review.
- 5.3 As the administering authority, Leeds City Council – through its Scrutiny Support Unit – is committed to continuing to provide day-to-day support for the JHOSC and constituent authorities have been invited to make a relatively small financial contribution for the financial year 2014/15.
- 5.4 At this relatively early stage in the new CHD review, it is appropriate to provide Council with an opportunity to reconfirm its support for the JHOSC and its refocused terms of reference.

6 Recommendations

- 6.1 General Purposes Committee is asked to:
 - 6.1.1 Note the content and detail presented in this report.
 - 6.1.2 Make the following recommendations to full Council:
 - (a) That Council reconfirms its support for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to NHS England's new review of Congenital Heart Disease services.

- (b) That Council delegates relevant functions, as set out in Appendix 1, that shall be exercisable by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), subject to such terms and conditions therein.
- (c) That Council asks the Scrutiny Board (Health and Wellbeing and Adult Social Care) to nominate a member from within its membership to sit on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new review of Congenital Heart Disease services and, upon nomination, agrees to appoint such member to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

7 Background documents¹

7.1 None used

¹ 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.

SECTION 4 - JOINT ARRANGEMENTS

The **Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber)** is a joint committee appointed under Regulation 30 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013/218 and is authorised to discharge the following health overview and scrutiny functions of the authority², insofar as they relate to NHS England's new review of Congenital Heart Disease services:

- a) To review and scrutinise any matter relating to the planning, provision and operation of the health service in its area, pursuant to Regulation 21 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013
- b) To make reports and recommendations on any matter it has reviewed or scrutinised, and request responses to the same pursuant to Regulation 22 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- c) To comment on, make recommendations about, or report to the Secretary of State in writing about proposals in respect of which a relevant NHS body or a relevant health service provider is required to consult, pursuant to Regulation 23 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- d) To require a relevant NHS body or relevant health service provider to provide such information about the planning, provision and operation of the health service in its area as may be reasonably required in order to discharge its relevant functions, pursuant to Regulation 26 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.
- e) To require any member or employee of a relevant NHS body or relevant health service provider to attend meetings to answer such questions as appear to be necessary for discharging its relevant functions, pursuant to Regulation 27 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013.

Member Authorities:

- Barnsley MBC
- Calderdale Council
- City of Bradford MDC
- City of York Council
- Doncaster MBC
- East Riding of Yorkshire Council
- Hull City Council
- Kirklees Council
- Leeds City Council
- North East Lincolnshire Council
- North Lincolnshire Council
- North Yorkshire County Council
- Rotherham MBC
- Sheffield City Council
- Wakefield Council

Reference to more specific details:

<http://democracy.leeds.gov.uk/ieListMeetings.aspx?CId=793&Year=0>

² In accordance with regulations issued under Section 244 National Health Service Act 2006 (the regulations)

Report of the City Solicitor

Report to Full Council

Date: 26th March 2014

Subject: Annual Report of the Standards and Conduct Committee

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| Are specific electoral Wards affected? If relevant, name(s) of Ward(s): n/a | <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: n/a Appendix number: n/a | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |

1 Purpose of this report

- 1.1 The purpose of this report is to present to full Council the annual report from the Standards and Conduct Committee; this follows a resolution from the committee at its meeting on the 7th March 2014 to inform the authority as a whole of the work done in compliance with the duty to promote and maintain high standards of conduct by Members and co-opted Members of the Council.

2 Annual Report

- 2.1 The Standards and Conduct Committee annual report presents the work carried out by the Committee throughout the year and demonstrates the ways in which the authority has fulfilled its statutory duty to promote and maintain high standards of conduct.

3 Main issues

- 3.1 The Standards and Conduct Committee has the following terms of reference:

- To promote and maintain high standards of conduct by members and co-opted members of the authority.
- To advise the authority in relation to the adoption, revision or replacement of the code dealing with the conduct that is expected of members and co-opted members of the authority when they are acting in that capacity.

- To consider and determine written allegations that a member or co-opted member of the authority has failed to comply with the authority's code of conduct, or that a member or co-opted member of a parish council in the Leeds area has failed to comply with the parish council's code of conduct.
- Following a determination of whether or not a member or co-opted member of the authority has failed to comply with the code of conduct, to consider whether or not action might be necessary, and to make recommendations on the form of action.
- To advise the authority in relation to the adoption, revision or replacement of the code dealing with the conduct that is expected of employees of the authority.

3.2 The Committee has met three times during the 2013/14 municipal year. These meetings have particularly concentrated on receiving assurances from the City Solicitor around the effectiveness of the standards framework approved by Council in response to the Localism Act 2011.

Dispensations

3.3 If a Member wishes to apply for a dispensation to allow them to take part in a meeting with a disclosable pecuniary interest they must submit a written application to the Monitoring Officer.

3.4 Applications are then decided by the Head of Paid Service. However, in deciding whether to grant a dispensation the Head of Paid Service must consult with the Chair of the Standards and Conduct Committee.

3.5 During the year the committee has considered local prohibitions on Member's involvement in decision making where they have a Disclosable Pecuniary Interest (DPI). In particular the circumstances where a member of the public has rights to attend and make representations – for example in relation to a personal planning application. The committee concluded that this limitation places unjust discrimination upon Members. The committee agreed that, subject to certain constraints, that this restriction be set aside by way of a dispensation.

3.6 The Chief Executive granted a dispensation (to those members who requested it) to allow those members (who have a DPI) to make representations at a meeting where members of the public have the same entitlement – however those Members must not otherwise be involved in the decision making of the decision making body.

3.7 In February 2013 all Members applied for a dispensation to allow them to take part in the decision to approve the Council's budget. However, following advice issued by the Department for Communities and Local Government (which made clear that under that new standards framework no such dispensations are necessary) the committee issued advice to group whips that no further dispensations were required on this issue.

- 3.8 As a result only two dispensations for members are currently 'active' the other being the dispensation granted in May 2013 (for a period of 4 years) permitting members to take part and vote in matters relating to bodies on which they receive a basic or special responsibility allowance. No further dispensations have been applied for or granted during 2013/14.

Reviewing the Members' Code of Conduct and the arrangements for dealing with complaints

- 3.9 No amendments have been made to the Members' Code of Conduct or the Procedure for Consideration Complaints during the year and no amendments are currently planned.

Complaint handling

- 3.10 Leeds City Council has a responsibility for making arrangements to receive and consider complaints against Leeds City Councillors and Parish and Town Councillors in Leeds. At Stage 2 of the complaints procedure the Chair of the Standards and Conduct Committee must be consulted by the Monitoring Officer in deciding whether the matters raised by the complainant have been appropriately addressed by the subject Member. If a complaint was to reach Stage 3 of the complaints procedure the Consideration Sub-Committee of the Standards and Conduct Committee would need to meet to consider the complaint and decide whether the Code of Conduct had been breached and what action to recommend.
- 3.11 The Standards and Conduct Committee have received regular updates on the number of complaints received under the Members' Code of Conduct and how these have been resolved. The number and types of complaints received during municipal year are listed below.
- 3.12 So far, all complaints have been resolved either before or at Stage 1 of the complaints procedure meaning that there have been no findings of a failure by Leeds City Councillors or Parish and Town Councillors in Leeds to comply with the relevant Code of Conduct.

Complaints relating to Leeds City Councillors

- 3.13 Acting under delegated powers from the Monitoring Officer, the Deputy Monitoring Officer has received 12 complaints about Leeds City Councillors. This compares with 8 last year. All of these complaints were submitted by members of the public. There are no specific trends in terms of the subject Members specified in complaints.
- 3.14 In order to be considered under the formal complaints process complaints must be submitted in writing, must provide substantiated information, and should outline what form of resolution the complainant is seeking.

- 3.15 The Deputy Monitoring Officer considers each complaint and makes a decision as to whether it will be treated as a valid complaint or not. All 12 were rejected because; they related to a Members' personal or private life (1 complaint); did not relate to the Members' Code of Conduct (4 complaints; one relating to legitimate casework undertaken by the member, one relating to an interest that was not required to be registered, and the remaining relating to correspondence); the complainant did not provide substantiated information (7 complaints).
- 3.16 As Members will recall, complaints alleging a failure to register a disclosable pecuniary interest are matters for consideration by the West Yorkshire Police as the Localism Act 2011 has made such failures a criminal offence. No such complaints have been received this year.

Complaints relating to Parish and Town Councillors in Leeds

- 3.17 The Deputy Monitoring Officer has received 2 complaints against Parish or Town Councillors in the Leeds area. This compares with 6 last year. Both of the complaints were submitted by members of the public. These complaints involved the same Parish and Town Council. The complaints submitted concerned alleged defamation which is a matter beyond the jurisdiction of the code of conduct complaints process.

Independent Person

- 3.18 The Standards and Conduct Committee have supported the Independent Person in his role by inviting him to attend meetings of the Committee as an observer, and ensuring that he has undertaken training on the Members' Code of Conduct.
- 3.19 The Independent Person also has quarterly briefing meetings with the Deputy Monitoring Officer.
- 3.20 At their meeting in June the Committee agreed that the Chair write to all Members of Council and the clerks of Parish and Town Councils to outline the role and purpose of the Independent Member and the circumstances where advice and support might be offered.

Supporting Members and Co-opted Members of Leeds City Council

- 3.21 The Standards and Conduct Committee have received regular updates on the number of Members who have received training on the new standards arrangements.
- 3.22 All elected Members and voting co-opted Members of Leeds City Council have also completed their register of disclosable pecuniary interests which are published on the Council's website.

Supporting Members of Parish and Town Councils

- 3.23 Parish and Town Councils now have greater responsibility under the Localism Act 2011 for making their own standards arrangements. These responsibilities include:

- promoting and maintaining high standards of conduct by its own Members;
- formally adopting a Code of Conduct that is consistent with the requirements of the Localism Act and publicising that adoption;
- completing a register of disclosable pecuniary interests and ensuring that information about this register is available on the Parish or Town Council's own website (if it has one);
- putting in place arrangements for Members to apply for and be granted a dispensation; and
- ensuring that arrangements are in place for the Parish or Town Council to consider any complaints referred to it by Leeds City Council and to decide on any appropriate action against the subject Member.

3.24 Under the previous regime many of these responsibilities were carried out by the Standards Committee on behalf of Parish and Town Councils.

3.25 Leeds City Council also has a responsibility to collate the registers of interest completed by Parish and Town Councillors in Leeds and to publish these on the Council's website. The Deputy Monitoring Officer has provided written guidance for Members on how to complete the document and has advised Parish and Town Council Clerks were necessary.

3.26 Leeds City Council also has responsibility for receiving and considering complaints made against Parish and Town Councillors.

3.27 Under Stage 3 of the complaints procedure the Standards and Conduct Committee have made specific arrangements for complaints against Parish and Town Councillors. Although such complaints would still be decided by the Consideration Sub-Committee, a co-opted Parish Member would also be invited to attend the Sub-Committee meeting.

3.28 The Parish Member is not be entitled to vote at the meeting, but would be entitled to speak at the discretion of the Chair. The co-opted Parish Member is also invited to attend all Standards and Conduct Committee meetings to observe the proceedings.

Qualified Privilege

3.29 With the pending introduction of new legal requirements for allowing 3rd party recording of committee proceedings - the Standards and Conduct Committee has been instrumental in securing advice for Members on the extent of protections provided to members by way of qualified privilege. This now has been incorporated briefings provided to Members – particularly briefings in respect of Planning and Licensing.

Committee on Standards in Public Life

- 3.30 The committee considered the Committee on Standards in Public Life's annual report for 2012/13 and provided comment back to the Chairman of the Committee relating to their conclusions on the Local Government Sector. The chair subsequently received a response thanking the committee for their input to the national debate on the standards framework.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 In providing an oversight of local codes and protocols and the Members' Code of Conduct the Committee have considered comments and feedback from the relevant Committees and from other Leeds City Councillors.
- 4.1.2 In relation to complaints against Councillors, in all cases mentioned in this report the complainant has been contacted and an explanation has been provided as to why the complaint is not being progressed. The subject Member has also been informed of the complaint and the response to the complainant, for information only.
- 4.1.3 The committee has engaged, through correspondence with the Committee on Standards in Public Life, in the national debate on the standards and conduct framework.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no implications for equality and diversity or cohesion and integration arising from this report.

4.3 Council policies and City Priorities

- 4.3.1 Principle 3 of the Code of Corporate Governance states that the Council will put in place a Code of Conduct and keep it under review.
- 4.3.2 According to the Localism Act 2011 the Council has a duty to promote and maintain high standards of conduct amongst Members and co-opted Members of the authority. This report outlines how the Standards and Conduct Committee has carried out this duty on behalf of the Council.

4.4 Resources and value for money

- 4.4.1 There are no resource implications arising from this report.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 The Standards and Conduct Committee's terms of reference are taken from the Chapter 7 of the Localism Act 2011.
- 4.5.2 There are no implications for access to information or call in arising from this report.

4.6 Risk Management

4.6.1 Without the work undertaken by the Committee, there is a risk that the local standards arrangements could become out of date and no longer fit for purpose.

4.6.2 In relation to complaints against Councillors the Monitoring Officer has considered the information above and does not consider that there are any adverse trends in the types of complaints received, and as no potential breaches of the Members' Code of Conduct have been revealed, there are no issues to address through training.

5 Conclusions

5.1 The Committee has met three times during the 2013/14 municipal year, and these meetings have particularly concentrated on efforts to embed and improve the Council's new standards arrangements.

6 Recommendations

6.1 Members are asked to receive this annual report of the Standards and Conduct Committee.

7 Background documents¹

7.1 None.

¹ 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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Report author: Andrea Holgate

Tel: (Int) 51954

Report of the City Solicitor

Report to Council

Date: 26th March 2014

Subject: The Leeds Award

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| 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. This report outlines the proposal of the Leeds Award Panel to recommend the nominations for Mrs Jean Johnson and Professor Emeritus Monty Losowsky to receive the Leeds Award.

Recommendations

1. That Council approve the recommendations of the Leeds Award Panel.

1 Purpose of this report

- 1.1 For Council to consider the outcome of the Leeds Award Panel who agreed, on 13th November 2013, to make the recommendation that the following nominations receive the Leeds Award:
- 1.2 Mrs Jean Johnson – details of nomination attached
- 1.3 Professor Emeritus Monty Losowsky – details of nomination attached

2 Background information

- 2.1 On 17th October 2007, the Executive Board agreed to the creation of the 'Leeds Award'.
- 2.2 The Leeds Award is a prestigious honour that recognises that there are many people, groups, organisations and teams that bring great credit to the City through their exceptional hard work and dedication. It is viewed as a lasting tribute to those contributions that make a real difference to the City.
- 2.3 Following the initial processes, Group Leaders appointed representatives to act on their behalf at all future Leeds Award Panel meetings.

3 Corporate Considerations

3.1 Consultation and Engagement

- 3.1.1 Elected Members

3.2 Equality and Diversity / Cohesion and Integration

- 3.2.1 No Impact

3.3 Council policies and City Priorities

- 3.3.1 No Impact

3.4 Resources and value for money

- 3.4.1 All costs would be contained within existing budgets

3.5 Legal Implications, Access to Information and Call In

- 3.5.1 No implications

3.6 Risk Management

- 3.6.1 There are no risk issues

4 Conclusions

- 4.1 The Leeds Award Panel recommends that Mrs Jean Johnson and Professor Emeritus Monty Losowsky receive the Leeds Award.

5 Recommendations

- 5.1 That Council approve the recommendations of the Leeds Award Panel above.

6 Background documents¹

- 6.1 None.

¹ 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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Details of Nominations

Mrs Jean Johnson

Jean has been the chairperson of Armley Helping Hands for the last 6 years, supplementary to her duties within the charity Jean dedicates an extensive range of voluntary work to the local community.

Jean's Voluntary Service record is outstanding and even now at the young age of 85 years old and experiencing many day to day difficulties herself she still puts other people first. Jean has offered so much support and her free time to young and older people living in Armley through her life.

Jean's service record includes:

1. School Dinner Lady/Manager
2. Involvement with Brownies for over 50 years
3. Guild Guides service for 60 years in which her final role was District Commissioner for Armley
4. Scout Fellowship for 10 Years and currently Chairperson
5. 25 years' service supporting Armley Lodge Pensioners Group.
6. 10years' service on Armley Helping Hands Management Committee with six years' service as Chair of Management Committee & Board of Trustees
7. Reader for St Bartholomew's Church and also partakes in organising the Saturday Tea Dance at the church
8. Volunteer at Wesley Road Church every Wednesday providing lunch to older people in the community
9. Voluntary service with the WRVS at Armley prison.
10. In addition to all the above she also visits an elderly woman who is terminally ill and a lady with dementia, at their homes, to make sure they are eating and provide friendship.

Jean is a fundamental part of this Charity and the local community, I and many of the older people who know Jean would agree that she is a highly suitable person to be nominated for the Leeds Awards. I asked some of our members what were the key qualities of Jean, and their response was "a very caring, considerate person who is always there to listen and help you". Jean treats everybody equal and has a passion for her local community and older people. She is a true friend and a key player in Armley Helping Hands success and commitment to older people.

Jean is a valued member of the community and she is a key candidate to be recognised for the highly respectable Leeds Award.

Professor Emeritus Monty Losowsky

Monty Seymour Losowsky was born in London on 1st August 1931 and has a wife and two children. He qualified in medicine at Leeds University in 1955, took his Membership of the Royal College of Physicians in 1958, was awarded his MD in

1961 and became FRCP in 1969. After St James's Hospital in Leeds was granted University Status he was appointed Professor and established a Department of Medicine. He developed a prestigious department which under his direction promoted medical education and prolific academic research. He was also responsible, together with the late Geoffrey Giles, Professor of Surgery, for the development of liver transplantation in Leeds — the fourth such department in the UK. He held the post until his retirement in 1996.

The extent of his contributions to medical education and research is so great that a summary cannot do justice to his eminence. In brief, his contributions may be summarized as follows:

Medical education: During his tenure he made a great contribution to medical education at Leeds University, becoming head of the University Department of Academic Medicine and serving as Dean of the School of Medicine and Dentistry from 1989 — 1994. However, he was also involved at a national level as an Examiner for Membership of the Royal College of Physicians, was on the United Examining Board and examined in medical finals at 10 universities in the UK. He has supervised and examined for many MD and PhD theses.

Medical research: His contribution to medical knowledge has been considerable. He has published more than 350 peer-reviewed papers on widely varied aspects of medicine including gastroenterology, hepatology, haematology, nutrition, Factor XIII deficiency, the history of medicine and general medical topics.

Other academic activities: He was author or editor of nine books on various aspects of medicine and has contributed more than 30 chapters in medical textbooks. He was on editorial boards and reviewed many scientific papers prior to publication. He was Research Advisor to the Medical Research Council and Wellcome Trust. At an international level he has been a visiting professor in India, Thailand and Australia and has given invited lectures worldwide.

Committee activities: Over 30 local, Regional, Department of Health and other national committees have been privileged to have his active involvement.

Thackray Medical Museum (www.thackraymuseum.org): Since his retirement, Monty has continued his work with national committees but his greatest efforts have gone towards the creation and development of the award winning Thackray Medical Museum at St James's Hospital in Leeds, of which he is the Honorary Executive Chairman. The museum was established in 1997 with funding from the Lottery Heritage Fund and private charitable donations. Monty's participation was invaluable in obtaining permission to open the museum in a disused Grade 2 listed Victorian block at St James's Hospital and he has guided the academic growth over the past 10 years. The Museum now has a collection of over 35,000 objects and 14,500 books and catalogues and there is a strong programme of education for schoolchildren.

In addition to guiding the academic progress of the Museum, Professor Losowsky has developed a course in the History of Medicine, now in its ninth year, with a series of monthly lectures by distinguished visiting academics, some of which have been published in book form and make instructive reading. He also supervises projects by medical undergraduates and postgraduate PhD students concerning the history of medicine.

He continued to be Scientific Governor of the British Nutrition Foundation and Medical Advisor to Coeliac UK.

Professor Losowsky is a wise but remarkably modest person who has made an exceptional contribution to scientific knowledge and medical education at local, national and international levels. Since his retirement he has continued to make contributions which very few could achieve, even in their working life.

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EXECUTIVE BOARD

WEDNESDAY, 5TH MARCH, 2014

PRESENT: Councillor K Wakefield in the Chair

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

190 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) Appendix 1 to the report entitled, 'Design and Cost Report for Holbeck Urban Village and Land Assembly Proposals' referred to at Minute No. 203 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is therefore considered that the public interest in maintaining the content of the appendix as exempt outweighs the public interest in disclosing the information. Disclosing the amounts detailed within the appendix will jeopardise the Council's ability to secure the best financial outcome and releasing information could have a detrimental impact upon the financial affairs of businesses that have tenancies at the Round Foundry Media Centre and Leodis Court.
- (b) Appendices A, C, D and E to the report entitled, 'Design and Cost Report: Aire Valley Enterprise Zone - Progress and Next Steps' referred to at Minute No. 205 are designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the contents of the appendices relate to the financial or business affairs of the Council, and therefore it is considered in the public interest that these appendices are designated as exempt from publication.
- (c) Appendix A to the report entitled, 'Aire Valley Park and Ride Proposals' referred to at Minute No. 206 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within the appendix relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available

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from the statutory registers of information kept in relation to certain companies and charities. It is therefore considered that since this information was obtained through one to one negotiations for the purchase of the land/property referred to, then it is not in the public interest to disclose this information at this point in time. Also, the release of such information would or would be likely to prejudice the Council's commercial interests in relation to and undermine its attempts to acquire by agreement similar properties in the locality in that owners of other similar properties would be aware about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be available from the Land Registry following completion of the purchase and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

191 Late Items

With the agreement of the Chair, an updated version of Appendix 1 to agenda item 23 entitled, 'Leeds Core Strategy: Further Pre-Hearing Changes to Policy H7: Accommodation for Gypsies, Travellers and Travelling Showpeople' had been circulated to Board Members for their consideration. (Minute No. 211 refers).

192 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however in relation to the agenda item entitled, 'Part A: Outcome of Statutory Notice on Proposals for the Expansion of Calverley Church of England Primary School; Part B: Outcome on a Proposal for the Expansion of Broadgate Primary School; and Part C: Outcome of Statutory Notice on Proposals for the Expansion of Broomfield South SILC and West Oaks SEN Specialist School and College', Councillor A Carter drew the Board's attention to his position on the Board of Governors at Calverley Church of England Primary School.

In referencing the fact that he had previously voted on related matters in his position as a school governor, Councillor Carter emphasised that he would not participate on any vote taken at the Executive Board in respect of Calverley Church of England Primary School. (Minute No. 216 refers).

193 Minutes

RESOLVED – That the minutes of the previous meeting held on 14th February 2014 be approved as a correct record.

ADULT SOCIAL CARE

194 Better Lives Lived - Leeds Local Account of Adult Social Care 2013/14

The Director of Adult Social Services submitted a report introducing the 2013/14 Local Account of Adult Social Care Services in Leeds. The report provided a summary of the main areas of achievement of Adult Social Care and indicated those areas of service identified as requiring further

development to sustain or improve performance. Additionally, the report set out the new responsibilities placed upon councils and explained the Local Account's contribution towards enhancing local accountability to the public and also as a tool to support sector led service improvement.

Members welcomed the content of the Local Account document for the period 2013/2014.

RESOLVED – That the contents of the submitted report, together with the appended Local Account for Leeds, entitled “Better Lives Lived”, be noted.

195 Developing and Empowering Resources in Communities, Adult Social Care

The Director of Adult Social Services submitted a report highlighting the involvement of Adult Social Care in a ground breaking national initiative called Developing and Empowering Resources in Communities (DERIC), which was a community interest company established in May 2012 to find new ways of funding and providing social care in the current context of decreasing resources and increasing demand.

Responding to a Member's enquiry regarding the potential around the support which could be provided to Neighbourhood Network Schemes in Leeds by DERIC, the Board noted that DERIC was a national initiative and that the allocation of funding was provided on a national basis. However, it was also noted that some of the savings generated by the scheme would be used to fund the next tranche of national investment.

In conclusion, the strength of Neighbourhood Networks and the vital role they played throughout Leeds was highlighted.

RESOLVED –

- (a) That the involvement of Leeds City Council in Developing and Empowering Resources in Communities or DERIC be endorsed.
- (b) That the continuing involvement of Adult Social Care in the governance structure of the national DERIC Board be approved, which will be subject to on-going monitoring by the Deputy Director of Adult Social Care, and subject to a six monthly review with the Executive Lead Member.
- (c) That the holding of a contingency fund created from within the current funding base of Adult Social Care be approved in order to enable Leeds City Council to guarantee the loan from DERIC to organisations in Leeds, and that it be noted that funding will be 'drawn down' rather than provided as a lump sum. Leeds City Council will, therefore, only need to ensure it holds sufficient funds to cover the amount that has been received.
- (d) That the future expansion of the use of this fund in Leeds be approved, subject to additional funding being made available from DERIC.

- (e) That approval be given for the Council to provide a guarantee to DERIC in respect of loans provided to organisations in Leeds and that the authority required to conclude the necessary agreements be delegated to the Director of Adult Social Services.

HEALTH AND WELLBEING

196 Better Care Fund: Implications for Leeds City Council

The Director of Adult Social Services submitted a report providing information on the local development of plans for the Better Care Fund (BCF), the conditions of which were released by national government on 20 December 2013. In addition, the submitted report explored the current and future implications for Leeds City Council in relation to the BCF, and highlighted the role which the BCF could play in bringing together partners to address the financial challenge facing the entire health and social care system in Leeds.

Responding to a Member's enquiry regarding the governance and scrutiny arrangements around the BCF initiative, the Board noted the tight timescales which had been involved in getting the Leeds BCF to the current position, that the matter had been considered by Scrutiny Board (Health and Wellbeing and Adult Social Care) and Members were provided with details around the further action which would be taken to keep Members briefed on related matters.

In conclusion, it was noted that a further report would be submitted to a future meeting of the Executive Board regarding the governance arrangements around the initiative and it was suggested that an event for Members be scheduled in the Autumn in respect of the wider implications for the city which would arise from the BCF initiative.

RESOLVED –

- (a) That it be noted that national Government launched the detailed guidance for the Better Care Fund on 20 December 2013, with a requirement for local authorities to develop a joint plan with the relevant CCGs; and requiring its sign off by the local Health and Wellbeing Board.
- (b) That it be noted that there are a number of potentially significant implications for Leeds City Council governance, budgeting and accounting arrangements arising from the requirements to establish a Better Care Fund, but given the tight national timescales at play, details of these are still to be worked through. It also be noted that the Deputy Director of Adult Social Care will continue to lead on the BCF on behalf of Leeds Council and will bring a further report to Executive Board in October 2014, which will advise the Board on the detail of outstanding governance, budgeting and accounting issues.
- (c) That it be noted that the first draft of the Leeds BCF was signed off by the Health and Wellbeing Board on 12 February 2014 as required by

national Government, and that a final version will be signed off and submitted by 4 April 2014.

- (d) That it be noted that this first draft was signed off by the Director of Adult Social Services, in consultation with the relevant Executive Lead Councillors, on behalf of Leeds City Council and that the final version of the BCF plan will also be signed off by the Director of Adult Social Services, in consultation with the relevant Executive Lead Councillors, on behalf of the Council.
- (e) That notwithstanding the resolutions above, the following progress on the BCF to date be noted:-
- Leeds has established 2014/15 as a shadow year of the Better Care Fund through putting in place “pump-priming” arrangements ahead of the first official BCF year in 2015/16.
 - The schemes for the BCF proposed, as per the draft submission as detailed within Appendix A to the submitted report.
 - Whilst national Government has included the Disabilities Facilities Grant within the Better Care Fund proposals, in Leeds, this will not affect the overall budget for housing as it will be passported directly back to Director of Environment and Housing (the local Housing authority) to determine expenditure.
- (f) That a further report be submitted to a future meeting of the Executive Board regarding the governance arrangements around the initiative and that further consideration be given to the potential scheduling of an event for Members in the Autumn in respect of the wider implications for the city which would arise from the BCF initiative.

LEADER OF COUNCIL'S PORTFOLIO

197 Financial Health Monitoring 2013/14 - Month 10

The Deputy Chief Executive submitted a report on the Council's projected financial position for 2013/14 after ten months of the financial year.

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

198 Social Inclusion Fund Consultation

Further to Minute No. 69, 4th September 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report which sought approval to establish criteria for project funding by the Social Inclusion Fund and which identified examples of specific activities that may be funded by the Social Inclusion Fund.

RESOLVED –

- (a) That the funding criteria be approved and that the example projects, which were agreed with partners during a consultation workshop on 24 January 2014 and which are appended to the submitted report, be noted.

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- (b) That the Assistant Chief Executive (Citizens and Communities) be authorised to approve funding, within Financial Procedure Rules, of projects which meet the criteria for funding, as set out within the submitted report.

199 Further review of the Local Welfare Support Scheme

Further to Minute No. 97, 9th October 2013, the Assistant Chief Executive (Citizens and Communities) submitted a report providing updated details on the Local Welfare Support Scheme and which also set out how the scheme could continue to support the Citizens@Leeds approach to tackling poverty and deprivation.

Members noted and raised concerns regarding the confirmation which had been received that there would be no Government funding for such schemes from 2015/2016 onwards. In emphasising the vital support which the Leeds scheme had provided since its establishment, it was requested that a letter be sent on behalf of the Board to Government highlighting the concerns which had been raised during the meeting regarding the withdrawal of Government funding towards the Local Welfare Support Scheme from 2015/2016 onwards.

RESOLVED –

- (a) That approval be given to the current scheme continuing for 2014/2015.
- (b) That scheme funding be allocated, as set out within paragraph 3.3 of the submitted report.
- (c) That options be developed for emergency support schemes for 2015/2016, in light of the Government decision to discontinue direct scheme funding.
- (d) That a letter be sent on behalf of the Board to Government highlighting the concerns which had been raised during the meeting regarding the withdrawal of Government funding towards the Local Welfare Support Scheme from 2015/2016 onwards.

200 Best Council Plan Update 2014/2015

The Deputy Chief Executive submitted a report which provided information on the work undertaken to review the 6 Best Council Plan 2013-17 objectives and priorities to ensure that they reflected the progress made over the last year, the significant changes to the context in which the Council was working and to fully align the Authority's strategy with the 2014/15 budget. As such, the submitted report presented a revised 'Best Council Plan - Plan on a Page' for approval. Furthermore, the report also set out the next steps in developing the supporting detail.

The Chief Executive emphasised the importance of the 'Plan on a Page' document together with the clear objectives contained within it, and

highlighted the priority which would be given to the continued development of effective cross-directorate working throughout the Council.

RESOLVED –

- (a) That the updated 'Best Council Plan - Plan on a Page' which sets out the Authority's 6 strategic objectives and priorities for the next 3-4 years be approved.
- (b) That the next steps, as outlined within the submitted report, to further develop the rest of the Best Council Plan in time for the start of the 2014/15 financial year be noted.
- (c) That it be noted that the Chief Strategy and Improvement Officer will be responsible for the implementation of such next steps.

(The matters referred to within this minute were designated as being not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules. As the Best Council Plan forms part of the Budgetary and Policy Framework, it is therefore designated as exempt from call in)

201 Extension of Discretionary Business Rates Relief Scheme

Further to Minute No. 235, 24th April 2013, the Deputy Chief Executive and the Director of City Development submitted a joint report which sought approval to extend the guidelines for the award of discretionary rate relief to "for profit" organisations who meet the stated criteria, as now permitted under Section 69 of the Localism Act 2011.

Members welcomed the proposals detailed within the submitted report and the assistance that the extension to the scheme would provide to businesses across the city.

RESOLVED –

- (a) That the proposals to extend the guidelines for the award of discretionary relief for Business Rates from 1st April 2014 be approved.
- (b) That it be noted that the Deputy Chief Executive will be responsible for amending the guidelines for awarding discretionary relief.
- (c) That it be noted that the Chief Economic Development Officer will be responsible for implementing the scheme from 1 April 2014, as outlined within Section 3.5 of the submitted report.

DEVELOPMENT AND THE ECONOMY

202 A647 / B6154 Thornbury Barracks Junction Pinch Point Scheme

The Director of City Development submitted a report which sought approval to implement the A647/B6154 Thornbury Barracks Junction Pinch Point Scheme, at a total estimated cost of £3,433,000.

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The Board welcomed the proposals to improve the Thornbury Barracks junction and the grant funding which had been successfully secured from the Department for Transport's Local Pinch Point fund.

A Member received reassurance to the comments raised in respect of the consultation exercises which had taken place regarding this and other schemes in the area.

RESOLVED –

- (a) That the proposed works, as outlined within sections 3.1 and 3.2 of the submitted report and as indicated on drawing no. "EP-716952-MIS-05" as appended, at an estimated cost of £3,433,000 be noted and approved.
- (b) That authority be given to incur expenditure of £3,433,000 (being £2,983,000 works costs, £400,000 internal staff fee costs and £50,000 other costs, including external staff fee costs), to be funded from a Department for Transport 'Pinch Point' grant of £2,403,000, Section 106 receipts of £142,000 and the LTP Transport Policy Capital Programme of £888,000.
- (c) That approval be given for the release of £142,000 (and any accrued interest) of section 106 monies collected through the Public Transport Improvements and Developer Contributions Supplementary Planning Document.
- (d) That it be noted that the Head of Engineering Services will be responsible for implementation, according to the timescales as set out in paragraph 3.13 of the submitted report.

203 Design and Cost Report for Holbeck Urban Village Land Assembly Proposals

Further to Minute No. 180, 14th February 2014, the Director of City Development submitted a report which sought the Board's agreement to the Council potentially acquiring assets in Holbeck Urban Village in order to support regeneration objectives in the area and to help stimulate economic growth.

Members welcomed the proposals detailed within the submitted report and the regeneration opportunities which they could promote.

In noting the difficulties which had been experienced by the Council in gaining access to Holbeck Viaduct, it was requested that on behalf of the Board, the Chief Executive write to the Chief Executive of Network Rail in order to try and resolve this matter.

Following consideration of Appendix 1 to the submitted report, designated as exempt from publication under the provisions of Access to Information

Procedure Rule 10.4 (3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That agreement be given for the Council to acquire the freehold interest in Leodis Court from the Homes and Communities Agency, in accordance with the terms set out within paragraph 5.0 of the exempt Appendix 1 to the submitted report.
- (b) That agreement be given for the Council to take assignment of the lease at the Round Foundry Media Centre, in accordance with the terms as set out within paragraph 5.0 of the exempt Appendix 1 to the submitted report.
- (c) That the Director of City Development be authorised, in conjunction with legal services and in consultation with the Executive Member for Development and the Economy and the Deputy Chief Executive, to take steps to finalise and enter in to the agreements with the Homes and Communities Agency (HCA), in order to acquire the freehold interest in Leodis Court and the lease at Round Foundry Media Centre, in accordance with the terms as set out within paragraph 5.0 of the exempt Appendix 1 to the submitted report.
- (d) That the injection of the sum identified within exempt Appendix 1 into the capital programme for the purchase of Leodis Court be approved and that authority be given to spend the monies for the purchase of Leodis Court.
- (e) That it be noted that the Chief Asset Management and Regeneration Officer will be responsible for the implementation of resolutions (a), (b) and (c) above, and that the timescales for implementation, as set out within exempt Appendix 1 to the submitted report also be noted.
- (f) That should access to the Holbeck Viaduct not be achieved, then the Chief Executive write to the Chief Executive of Network Rail regarding the difficulties which had been experienced by the Council in gaining access to the Viaduct, in order to try and resolve this matter.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case, it is deemed that this report is exempt from call in as any delay in completing the acquisition will have an adverse impact upon the critical path of approvals of the Council and the HCA to complete the transaction and the commercial outcome that the Council achieves).

204 Leeds City Council Input to Leeds City Region Strategic Economic Plan
Further to Minute No. 165, 22nd January 2014, the Director of City Development submitted a report which set out the recommended main

proposals from Leeds City Council to be incorporated into the Leeds City Region (LCR) Strategic Economic Plan.

Members noted that the Leeds City Council submission towards the LCR Strategic Economic Plan would be considered by the Local Enterprise Partnership for inclusion within the overarching LCR Strategic Economic Plan document. In addition, the Board discussed the time period which the Strategic Economic Plan would cover.

RESOLVED –

- (a) That the main emerging priorities from Leeds, which will form the basis for Leeds City Council's submission to the Leeds City Region Strategic Economic Plan, be endorsed.
- (b) That the approach of using the Core Cities "asks" of Government, as the basis for our proposals to Government, through the Strategic Economic Plan and the City Growth Deal, for greater devolution to support economic growth be endorsed.
- (c) That the Chief Economic Development Officer be requested to co-ordinate further work to develop the proposals from Leeds for input into the Strategic Economic Plan, and also to work closely with the Leeds City Region team on the production of the Strategic Economic Plan.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case, the exemption from Call In is due to the tight timescales for finalising the Strategic Economic Plan, specifically, the Local Enterprise Partnership Board meeting to consider the draft plan is scheduled for 17th March 2014)

205 Design & Cost Report: Aire Valley Enterprise Zone - Progress and Next Steps

The Director of City Development submitted a report providing an update on the development within the Aire Valley Enterprise Zone and which also sought approval for a series of investment packages, which will trigger, if delivered alongside the development of a new Park and Ride facility within the Aire Valley, major development on up to 3 employment sites within the zone.

Members supported the proposals detailed within the submitted report.

Following consideration of Appendices A, C, D and E to the submitted report, all designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4 (3), which were considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the strategy currently being adopted for the Enterprise Zone of securing investment in infrastructure to open up sites and supporting development of commercial floor space, be approved.
- (b) That the principle for the acceptance of the grant from the Government's "Building Foundations for Growth" (BFG) fund be approved, and that approval of the terms be delegated to the Director of City Development and the Deputy Chief Executive.
- (c) That it be noted that the BFG grant of £8,570,000 has been injected into the capital programme.
- (d) That the principle of entering into individual funding and investment packages, with the individual developers of Logic Leeds, Connex 45 and Temple Green be approved, and that the detailed recommendations relating to this matter, as set out within the exempt Appendix A to the submitted report, also be approved.
- (e) That the principle of prudentially borrowing the money required to fund the investment packages for Logic Leeds and Connex 45, as set out within exempt Appendix A to the submitted report, be approved.
- (f) That the principle of seeking funding from the Revolving Investment Fund for a contribution towards the cost of the investment package for Connex 45, be approved.
- (g) That the injection of funds into the capital programme in respect to the individual investment packages for Logic Leeds and Connex 45, as set out within exempt Appendix A to the submitted report, be approved.
- (h) That the Director of City Development be authorised, in consultation with the Leader, the Executive Member for Development and the Economy, the Deputy Chief Executive and the City Solicitor, to use his delegated powers to spend the BFG grant sums, as identified within exempt Appendix A to the submitted report and that authority to spend also be granted in respect of the individual investment packages as set out within exempt Appendix A.
- (i) That the Director of City Development be authorised, in consultation with the Leader, the Executive Member for Development and the Economy, the Deputy Chief Executive and the City Solicitor to use his delegated authority to enter into any and all necessary documentation, contracts and agreements required to facilitate the delivery of the individual development packages.
- (j) That the resolutions detailed above be declared exempt from the Call In process.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case, a delay in completing all the necessary legal documentation as soon as practically possible may have an adverse impact upon the securing of the BFG grant and achieving the programme of works to enable delivery within the specified timeframe)

206 Aire Valley Park and Ride Proposals

The Director of City Development submitted a report providing an update on the progress made towards delivering a Park and Ride site in the Aire Valley within the Enterprise Zone and which also sought approval to move forward with the project.

The Board welcomed the proposals detailed within the submitted report.

Responding to a Member's enquiry regarding the potential for the early delivery of park and ride provision based at Bodington Fields, officers undertook to look into this matter further and respond accordingly to the Member in question.

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

RESOLVED –

- (a) That the principal of a 1000 space strategic Park and Ride site in the Enterprise Zone be endorsed.
- (b) That the principle of progressing the scheme in partnership with Metro via the West Yorkshire Plus Transport Fund (WY+TF) be approved.
- (c) That the provisionally agreed heads of terms agreement with Aire Valley Land Ltd to purchase a 10 acre remediated site for a 1,000 space park & ride facility be approved, subject to funding approval from the WY+TF and planning permission being granted. Also, that any further consideration of terms for the acquisition be delegated to the Director of City Development to consider and approve as appropriate, under the appropriate scheme of delegation, with the concurrence of the Executive Member for Development and the Economy and also the Deputy Chief Executive.
- (d) That the submission of a joint planning application for the 1,000 space park & ride facility in association with Aire Valley Land Ltd. be approved, subject to the WY+TF approval processes.
- (e) That it be noted that Metro will tender for a bus operator to run an exclusive service between the site and the city centre, subject to the WY+TF approval processes.

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- (f) That the following also be noted:-
- i. The stages required to implement the decision, as outlined in section 3.8 of the submitted report.
 - ii. The proposed timescales for implementation, as outlined in section 3.8 of the submitted report.
 - iii. That the Chief Officer Highways and Transportation will be responsible for the implementation of such matters.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case, a delay in completing all the necessary legal documentation as soon as practically possible may have an adverse impact on the securing of the BFG grant and achieving the programme of works to enable delivery within the specified timeframe)

207 Local Flood Risk Management Strategy

The Director of City Development submitted a report presenting the Leeds Local Flood Risk Management Strategy and which sought approval to recommend to Council that the Leeds Local Flood Risk Management Strategy be formally adopted.

Members welcomed the comprehensive report and paid tribute to the work which continued to be undertaken by the Flood Risk Management team.

Consideration was given to the issue of building upon flood plains, with emphasis being placed upon the need to ensure that such development was prohibited wherever possible. It was noted that a report on such matters was scheduled to be submitted to a future meeting of the Board.

Emphasis was placed upon the need for the Environment Agency to maintain strong local links with the city, despite the closure of its Leeds based office.

RESOLVED –

- (a) That full Council be recommended to formally adopt the Leeds Local Flood Risk Management Strategy.
- (b) That it be noted that the Head of Engineering Services will be responsible for implementing the strategy once formally adopted.

(The matters referred to within this minute were designated as being not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules. As the Local Flood Risk Management Strategy forms part of the Budgetary and Policy Framework, it is therefore designated as exempt from call in)

NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES

208 Response to Deputation - "New Farnley Vision Group" concerning the consultation process for the Site Allocations Development Plan Document

The Director of City Development submitted a report setting out the Council's response to the deputation presented to the meeting of full Council on 15th January 2014 by the New Farnley Vision Group.

RESOLVED – That the contents of the submitted report be noted.

209 Police Community Safety Officers (PCSOs) - Response to Safer and Stronger Communities Scrutiny Board Review

The Director of Environment and Housing submitted a report which outlined the Environment and Housing directorate's response to the recommendations made by the Scrutiny Board (Safer and Stronger Communities) following the Scrutiny Board's review into the role and allocation of Police Community Support Officers (PCSOs) in Leeds .

The report of the Scrutiny Board (Safer and Stronger Communities) entitled, 'Review of the Role, Number and Allocation of Police Community Support Officers in Leeds' was appended to the submitted report for Board Members' consideration.

As Chair of the Scrutiny Board (Safer and Stronger Communities), Councillor Anderson provided the Board with a brief introduction to the findings and recommendations arising from the Scrutiny Board's review.

Having discussed a number of issues associated with the Scrutiny Board review, Members highlighted the vital role played by PCSOs within the community, specifically emphasising the reassuring presence that the officers provided.

RESOLVED –

- (a) That the Director of Environment and Housing be requested to bring back a workable solution on the deployment of PCSOs, following consultation with the Police, with the matter being reported back to a future meeting of the Executive Board.
- (b) That recommendations 2 and 3 of the Scrutiny Board (Safer and Stronger Communities) as detailed within the review report, be supported.

210 Leeds Core Strategy: Inspector's Main Modifications

Further to Minute No. 181, 14th February 2014, the Director of City Development submitted a report which set out the key implications for the Council arising from the schedule of Main Modifications, and which also sought formal approval to publish the modifications for the purposes of consultation.

In response to Members' enquiries, the Board received an update in respect of the work which continued to be undertaken to develop the Council's evidence base in respect of a 5 year land supply for Leeds.

RESOLVED –

- (a) That the 'Main Modifications' to the Core Strategy be approved, in order for these to be advertised, for a 6 week period of consultation.
- (b) That the revisions to the Core Strategy policies for Affordable Housing (H5) and Gypsy's and Travellers (H7) be agreed and published for the purposes of consultation, prior to the May 2014 Hearing sessions.
- (c) That approval be given to the publication of a simplified monitoring framework for the purposes of consultation, subject to agreement with the Executive Member for Neighbourhoods, Planning and Support Services.
- (d) That it be noted that the Head of Forward Planning and Implementation will be responsible for the implementation of such matters, in line with the timescales as set out within the submitted report.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case, the inspector has identified a need for Main Modifications to the draft Core Strategy in order to resolve problems that would otherwise make the plan unsound. The Council must therefore agree the Main Modifications and carry out a further public consultation exercise on these if the process is to move forward. Therefore, this report is exempt from Call In given the need to consult on the modifications/changes for 6 weeks and in time for any representations to be considered and evidence prepared prior to the resumed Core Strategy hearing in May 2014)

211 Leeds Core Strategy: Further pre-hearing changes to Policy H7: Accommodation for Gypsies, Travellers and Travelling Showpeople

The Director of Development submitted a report which sought approval of proposed revisions to the Core Strategy Policy H7 in respect of Accommodation for Gypsies, Travellers and Travelling Showpeople, for the purposes of public consultation and also subsequent submission to the Core Strategy Inspector for discussion at the further hearing session in May 2014.

An updated version of Appendix 1 to the submitted report had been circulated to Board Members for their consideration.

RESOLVED –

- (a) That subject to the incorporation of those revisions as detailed within the updated Appendix 1 which had been submitted to Board Members for their consideration, the revised Core Strategy Policy H7 Accommodation for Gypsies, Travellers and Travelling Showpeople be approved for the purposes of: i) public consultation; and ii) subsequent

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to be held on Wednesday, 2nd April, 2014

submission to the Core Strategy Inspector for discussion at the further hearing session in May 2014.

- (b) That it be noted that the Head of Forward Planning and Implementation will be responsible for implementation of such matters in line with the timescales as set out within paragraphs 5.1 and 5.2 of the submitted report.

(The matters referred to within this minute were designated as being exempt from Call In. A decision may be declared as being exempt from Call In if it is considered that any delay would seriously prejudice the Council's or the public interest. In this case it is deemed appropriate that this matter be exempted from Call In as there is a requirement to maintain progress on the Core Strategy, given the need to conduct a 6 week consultation period prior to the further hearing session scheduled for May 2014)

212 Expansion at Cottingley Springs Site

Further to Minute No. 69, 5th September 2012, the Director of Environment and Housing submitted a report which sought approval to inject £700,000 of available affordable housing S106 funding into the capital programme for the purpose of building 12 additional pitches of accommodation at Cottingley Springs. In addition, the report also sought authority to spend £1,790,000 in order to develop 12 new pitches for the expansion of the Cottingley Springs Site, subject to the outcome of the Local Inquiry to be held by the Secretary of State into this planning application.

RESOLVED –

- (a) That £700,000 of available affordable housing S106 funding be injected into the Capital Programme.
- (b) That authority be given to spend £1,790,000 in order to develop twelve new pitches for the expansion of the Cottingley Springs Site, subject to the outcome of the Local Inquiry to be held by the Secretary of State into the planning application.
- (c) That it be noted that the Director of Environment and Housing will be responsible for the progression of this development and that it also be noted that a further report will be submitted to Executive Board following the outcome of the Local Inquiry.

213 Implementation of the Review of Housing Management Services and Next Steps

Further to Minute No. 47, 17th July 2013, the Director of Environment and Housing submitted a report providing an update on the progress made regarding the delivery of Housing Management Review outcomes. In addition, the report also sought approval to the Housing Advisory Board's proposal that the Council moves away from the Government's decent homes standard and towards the development of a Leeds Housing Standard which gives thermal efficiency more prominence.

By way of introduction to the report, the Executive Member for Neighbourhoods, Planning and Support Services highlighted the substantial savings which had been made to date following the implementation of the review. However, emphasis was placed upon the Council's priorities which centred around tenants receiving a consistently high quality service, with particular reference being made to housing repair service provision.

RESOLVED –

- (a) That the considerable progress which is being made to deliver the outcomes of the Housing Management Review be noted, together with the savings that have already been accrued or are forecasted to accrue as the implementation programme progresses.
- (b) That it be recognised that the Government's decent homes standard is no longer the sole investment driver, and that the Director of Neighbourhoods and Housing be requested to undertake work in order to develop a new housing standard for Leeds which takes account of improvement priorities for tenants, particularly around thermal efficiency.

CHILDREN'S SERVICES

214 Response to the Full Council Deputation by the Leeds Children's Mayor, Charlotte Williams: "Leeds Life Cycle"

The Director of Children's Services and the Director of City Development submitted a joint report which responded to the deputation presented to the full Council meeting of 15 January 2014, entitled 'Life Cycle of Leeds'. The deputation was presented by Charlotte Williams, the winner of the Leeds Children's Mayor competition.

Members welcomed the deputation and the number of priorities which had been raised within it. The Board highlighted the importance for children and young people to be involved in consultation processes associated with the development of cycling infrastructure. In addition, Members emphasised the benefits of the 'City Connect' scheme, but also highlighted the importance of 20mph zones within residential areas which could be used as a catalyst to further encourage young people to cycle in their neighbourhood.

RESOLVED –

- (a) That a letter be written to Charlotte on behalf of Executive Board, thanking her for highlighting her vision for improving cycling opportunities for children and young people in Leeds, whilst also offering her the Board's congratulations on being elected as Children's Lord Mayor.
- (b) That approval be given for Leeds City Council to work with key partners in order to ensure that children and young people are explicitly given the opportunity to contribute towards any consultation and development of significant new cycle paths and facilities in the city,

including the 'City Connect' project and on-going developments as part of the West Yorkshire Local Transport Plan (WYLTP) implementation.

- (c) That Charlotte be invited to meet with key members and officers involved in managing the Tour de France event as well as those who are responsible for and ensuring that there is a sustainable legacy post July 2014.
- (d) That Charlotte's wishes as outlined within her deputation, and as detailed below, be noted:-
 - (i) promoting cycling for children and young people;
 - (ii) ensuring children and young people can make safe journeys around the city;
 - (iii) considering developing further cycling paths to places like schools and leisure centres and into the city centre;
 - (iv) providing more safe 'lock up' places for bikes in schools, parks and in the centre of Leeds;
 - (v) supporting potential opportunities for raising funds through sponsorship; and
 - (vi) ensuring Charlotte's wishes are considered at all stages throughout the planning process of delivering a successful Tour de France 2014 and build them into the legacy as and when appropriate.

215 Children Looked After - update report focusing on proposals to further reduce the number of looked after children; particularly those under 5 years of age

The Director of Children's Services submitted a report presenting an analysis of outputs from the 'Turning the Curve' Outcomes Based Accountability (OBA) workshop jointly held by the Children's Trust Board and Health and Wellbeing Board in October 2013 and detailed proposals for the further development of co-ordinated, multi-agency responses aimed at to reducing the number of babies and infants becoming looked after.

Members noted the key parental factors detailed within the submitted report, consistent with both national and international research, which had been identified as common in those cases resulting in children being taken into care.

The Board highlighted the vital importance of early intervention wherever possible, and as such, emphasised the need to ensure that effective inter-directorate and inter-agency work in such matters was maximised.

Responding to a Member's enquiry, the Board received an update regarding the drug and alcohol treatment and recovery service provision, and the flexibility which was available around such provision to ensure that effectiveness of the service was maximised.

RESOLVED –

- (a) That the issues raised within the submitted report be noted and that the importance of such issues be highlighted.

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- (b) That the direction of travel, as outlined within the submitted report be supported.
- (c) That the arrangements for monitoring progress over the next year, as detailed within the submitted report, be agreed.
- (d) That it be noted that the officer responsible for progressing this matter is the Deputy Director, Safeguarding, Specialist and Targeted.

216 Part A - Outcome of Statutory Notice on Proposals for the Expansion of Calverley C of E Primary School; Part B - Outcome on a Proposal for the Expansion of Broadgate Primary School, Horsforth and Part C - Outcome of Statutory Notice on Proposals for the Expansion of Broomfield South SILC and West Oaks SEN Specialist School and College

The Director of Children's Services submitted a report on proposals brought forward to meet the Local Authority's duty to ensure sufficiency of school places. The report was divided into three parts and it sought a final decision on each of the following proposals:-

Part A - Described the outcome of a statutory notice in relation to the expansion of Calverley Church of England Primary School from September 2015, and which sought a decision on this proposal.

Part B - Summarised the outcomes arising from the consultation undertaken regarding a proposal to expand Broadgate Primary School, Horsforth, and which sought permission to publish a statutory notice in respect of such matters.

Part C - Described the outcome of statutory notices in relation to the expansion of special educational needs provision within Leeds for September 2015 and which sought a final decision on such proposals.

With regard to proposals relating to Calverley Church of England Primary School, a Member highlighted the positive impact that such proposals would have, once all issues relating to access had been resolved.

Responding to a Member's comments regarding the increasing levels of demand for school places, the Board received an update on the ongoing cross-directorate work being undertaken to address such matters throughout the city.

RESOLVED –

Part A:

- (a) That the expansion of Calverley Church of England Primary School from a capacity of 315 to 420 pupils, with an increase in the admission number from 45 to 60 with effect from September 2015, be approved.

Part B:

- (a) That the publication of a statutory notice to expand Broadgate Primary School from a capacity of 210 pupils to 420 pupils, with an increase in the admission number from 30 to 60 with effect from September 2015, be approved.

Part C:

- (a) That the expansion of Broomfield South SILC from a capacity of 200 to 250 pupils with effect from September 2015 using a site adjacent to the school, Broom Court (Broom Place, Leeds, LS10 3JP) with effect from September 2015, be approved.
- (b) That the expansion of West Oaks SEN Specialist School and College from a capacity of 200 to 350 pupils by the creation of an additional site for 150 children and young people aged 2 to 16 on the former Blenheim Centre (Crowther Place, Leeds, LS6 2ST) with effect from September 2015, be approved.

Parts A-C:

- (a) That it be noted that the Head of Service, Strategic Development and Investment is responsible for implementing such decisions by September 2015.

(Earlier in the meeting, Councillor A Carter had brought the Board's attention to his position on the Calverley Church of England Primary School Board of Governors. As he had previously voted in his capacity as school governor on matters relating to those detailed within the submitted report regarding the Primary School, Councillor Carter did not participate in any vote taken at the Executive Board meeting in relation to the school)

ENVIRONMENT

217 Design and Cost Report: Kirkstall Road Transfer Loading Station (TLS) and Household Waste Sorting Site (HWSS)

The Director of Environment and Housing submitted a report providing an update on the progress made regarding the design development and cost estimates for the refurbishment of Kirkstall Road Transfer Loading Station (TLS) and Household Waste Sorting Site (HWSS). In addition, the report detailed the intention of Environment and Housing to value engineer the scheme down from a RIBA stage D total of £4,300,000, prior to the issue of tenders. Finally, the report sought authority to spend up to £4,300,000 from existing budget provision (capital scheme no 16169) on the refurbishment.

RESOLVED –

- (a) That the RIBA stage D designs and cost estimates for the redevelopment of Kirkstall TLS and HWSS be approved.
- (b) That expenditure up to a limit of £4,300,000 from existing budget provision (capital scheme 16169) on the redevelopment of Kirkstall TLS and HWSS, be authorised.

- (c) That the further development of designs and the procurement of a contractor to carry out construction work at Kirkstall TLS and HWSS be approved.
- (d) That the following be noted:-
 - (i) The actions required to implement the resolutions (above);
 - (ii) The proposed timescales to undertake the proposed works, as detailed within paragraph 3.2.1 of the submitted report; and
 - (iii) That the Chief Officer Waste Management will be responsible for the implementation of such matters.

LEISURE AND SKILLS

218 Leeds International Piano Competition

The Director of City Development submitted a report responding to the issues raised by the deputation presented to the meeting of full Council on 15th January 2014 in respect of Leeds International Piano Competition, the spokesperson for which was Dame Fanny Waterman.

Members highlighted the significant contribution that the Leeds International Piano Competition made towards the city's cultural offer. In addition, emphasis was placed upon the competition's importance when considering the international recognition which it brought to Leeds.

RESOLVED – That it be noted that free use of the Civic Hall has been granted to the Piano Competition in 2015.

DATE OF PUBLICATION: FRIDAY, 7TH MARCH 2014

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** FRIDAY, 14TH MARCH 2014 AT 5.00 P.M.

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 17th March 2014)

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SCRUTINY BOARD (CHILDREN AND FAMILIES)

THURSDAY, 13TH FEBRUARY, 2014

PRESENT: Councillor J Chapman in the Chair

Councillors J Akhtar, J Elliott, C Gruen,
J Hardy, M Harland, A Lamb, P Latty,
M Rafique, K Renshaw and A Sobel

CO-OPTED MEMBERS (VOTING)

Mr E A Britten – Church Representative (Catholic)
Mr A Graham – Church Representative (Church of England)
Ms A Craven – Parent Governor Representative (Primary)
Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING)

Ms S Hutchinson – Early Years Representative

67 Late Items

In accordance with her powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following late information:

- Agenda item 10, supplementary information in relation to appendix 2 of the report into improving school attendance. (Minute No. 75 refers)

The above information was not available at the time of agenda despatch, but was subsequently made available on the Council's website.

68 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

69 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors B Urry and K Mitchell and Co-opted Members T Kayani – Young Lives Leeds (13-19 age group), J Morris-Boam – Young Lives Leeds (0 -13 age group) and C Foote – Teacher Representative. Councillor B Urry was substituted by Councillor J Hardy. Councillor K Mitchell was substituted by Councillor M Harland.

70 Appointment of Co-opted Member

The Scrutiny Board (Children and Families) agreed the appointment of the JCC nomination Kauser Jan (Bankside Primary School Teacher) as a Teacher Representative Co-opted Member (non-voting).

71 Minutes - 12 December 2013

In relation to minute no. 61, it was suggested that the linkages between clusters and Area Committees form a strand of investigation at the next cluster visits on 13 March 2014.

RESOLVED – That the minutes of the meeting held on 12 December 2013 be approved as a correct record.

72 Update on Children's Services Improvement Action Plan

The Director of Children's Services submitted a report providing an update on the 'Nine Point' plan which was developed after consultation with children and young people, staff and other stakeholders.

The following representatives were in attendance and responded to Members' queries and comments:

- Councillor Judith Blake, Executive Board Member (Children's Services)
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Children's Services, Safeguarding, Specialist and Targeted Services

The key areas of discussion were:

- The involvement of children and young people in influencing front line working.
- The numbers of children becoming looked after and leaving care and the number of children in external residential placements.
- The behaviour of parents and how this is influencing the number of children under the age of 1 coming into care.
- Keeping families together and respecting cultural differences, kinship care and better engagement with the wider family.
- Attracting and retaining experienced social workers.
- Leaving care and the creation of a specific team to work with children age 13+ to prepare them for leaving care and adulthood.
- Pioneering work done in New Zealand and the work being done with Leeds to work with communities and understand cultural differences and the meaning of 'family' in different communities.
- Ofsted, raising of the bar with regard to assessment for children's homes and what it is like for a young person living in that setting.
- Family group conferencing and restorative practice. Training staff to work restoratively and then spreading that through schools and children's centres.

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Considered and noted the report

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to be held on Thursday, 13th March, 2014

- b) Ofsted framework briefing to be sent to the Scrutiny Board.

73 Frameworki Implementation

The Director of Children's Services submitted a report which provided an update on the implementation of the Children's Services Social Work system Frameworki

The following representatives were in attendance and responded to Members' queries and comments:

- Councillor Judith Blake, Executive Board Member (Children's Services)
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Children's Services, Safeguarding, Specialist and Targeted Services.

The key areas of discussion were:

- Data transfer and cleansing.
- The concentration of resources to ensure the full implementation of reporting in Frameworki, which means utilising IT support from across the council including Adult Social Care.
- The need to ensure that social workers are in a better position than they were when utilising ESCR.

RESOLVED – That the update on the current position and future developments be noted.

74 Recommendation Tracking - External Placements

The Head of Scrutiny and Member Development submitted a report which set out the progress made with regard to recommendations arising from the External Placements Scrutiny Inquiry.

The following information was appended to the report:

- Recommendation tracking flowchart and classification
- Review of External Placements Inquiry (February 2014)

The following representatives were in attendance and responded to Members' queries and comments:

- Councillor Judith Blake, Executive Board Member (Children's Services)
- Nigel Richardson, Director of Children's Services
- Steve Walker, Deputy Director of Children's Services, Safeguarding, Specialist and Targeted Services.

The key areas of discussion were:

- Foster carer payment structure. From April 2014 will be matching Fostering network rates.
- The increase in foster carers in 2013.
- The initiatives in place to focus on targeting areas where the number of looked after children are not in decline.
- Support for special guardians that is available and how this has improved over the past 2 years.
- The cultural change of ensuring that doors and phone lines are always open for professionals who have concern about the care of a child.

RESOLVED –

The Scrutiny Board (Children and Families):

- a) Agreed that recommendation 7 and 9 are achieved and no longer require monitoring. Tracking of this inquiry is now complete.

75 Recommendation Tracking - Improving School Attendance

The Head of Scrutiny and Member Development submitted a report which set out the progress made with regard to recommendations arising from the Improving School Attendance Scrutiny Inquiry.

The following information was appended to the report:

- Recommendation tracking flowchart and classification
- Review of Improving School Attendance (February 2014)

The following representatives were in attendance and responded to Members' queries and comments:

- Nigel Richardson, Director of Children's Services
- Jancis Andrew, Area Head of Targeted Services (West North West)

The key areas of discussion were:

- Recommendation 6, and the requirement for a culture change in the way medical appointments are made for children of school age. Nigel Richardson to ensure this is on the agenda with the Integrated Commissioning Executive and will undertake more investigative work to understand the extent of the problem. It was highlighted that there is a clear need to engage with health practitioners and progress this further.
- Recommendation 2, that further School Governors should have a designated responsibility for attendance. Also Elected Member Area Leads for Children can also ensure that attendance is always on the agenda.

- Medical needs teaching service – concern was expressed that there is no intervention until a child misses 15 days education a year which is a significant amount of education missed.

RESOLVED –

The Scrutiny Board (Children and Families):

- (a) Agreed that recommendations 7 and 8 are complete and therefore no longer require monitoring;
- (b) Noted that satisfactory progress for recommendations 2, 6 11 and 12 is being made and that significant further action is required for recommendations 2 and 6.
- (c) Requested that children’s services investigates the threshold for intervention by the medical needs teaching service and if there is scope to reduce the time period of missed education.

76 Work Schedule

A report was submitted by the Head of Scrutiny and Member Development which detailed the Scrutiny Board’s work programme for the current municipal year.

The draft Scrutiny Board (Children and Families) work schedule for 2013/2014 and Executive Board minutes 18 December 2013 and 22 January 2014 was appended to the report.

Sandra Pentelow, Principal Scrutiny Adviser, presented the report and responded to Members’ queries and comments.

RESOLVED – That the contents of the report and appendices be noted.

77 Date and Time of Next Meeting

Thursday, 13th March 2014 at 9.30am in the cluster areas. (No pre meeting)

The next public meeting of the Scrutiny Board will be Thursday, 24 April 2014 at 9.45am in the Civic Hall. (Pre meeting for Board Members at 9.15am)

(The meeting concluded at 11:55pm)

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SCRUTINY BOARD (SAFER AND STRONGER COMMUNITIES)

MONDAY, 10TH FEBRUARY, 2014

PRESENT: Councillor B Anderson in the Chair

Councillors J Bentley, A Blackburn,
D Coupar, P Davey, R Grahame,
M Harland, G Hyde, J Jarosz, P Latty and
N Walshaw

70 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following supplementary information:

- Report of the Head of Scrutiny and Member Development regarding the Scrutiny review of the role, number and allocation of PCSOs in Leeds (Minute no. 74 refers)
- Report of the Head of Scrutiny and Member Development on improving communications aimed at tackling illegal money lending – working group summary note (Minute no. 77 refers)

The above documents were not available at the time of agenda despatch, but were subsequently made available on the Council's website.

71 Declarations of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

72 Apologies for Absence and Notification of Substitutes

Apologies for absence were received from Councillor P Harrand and also Councillor M Robinson, with Councillor P Latty in attendance as substitute.

73 Minutes - 13 January 2014

Further to minute no. 65, Members requested a further update regarding the analysis work being undertaken to determine how many local working age tenants in social housing may be due a refund worth on average at least £640. James Rogers, Assistant Chief Executive (Citizens and Communities), responded to this request and informed the Board that work undertaken to date has reduced the number of potential cases from 600 to approximately 300. However, it was noted further analysis of these cases was still required to determine their eligibility for a refund.

Further to minute no.66, the Chair confirmed that Board Members had received a response from the Chief Officer Waste Management following the

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at the meeting held on Monday, 10th March, 2014

Board's request for further clarification regarding those households that had not received notification of the Christmas refuse collection dates.

RESOLVED – That the minutes of the meeting held on 13th January 2014 be confirmed as a correct record.

74 Scrutiny review of the role, number and allocation of PCSO's in Leeds

The report of the Head of Scrutiny and Member Development related to the Scrutiny Board's recent review on the role, number and allocation of Police Community Support Officers in Leeds. This review was undertaken via working group meetings held during November and December, with a final meeting taking place on 22nd January 2014. Attached to this report was a summary note of the key findings arising from this review. This summary note also presented the advice of the working group that met on 22nd January 2014 in respect of the Scrutiny Board's response to the Executive Board.

The following were in attendance for this item:

- Neil Evans, Director of Environment and Housing
- Councillor Peter Gruen, Executive Board Member for Neighbourhoods, Planning and Support Services
- Chief Superintendent Sam Millar, Chief Officer Community Safety

The key areas of discussion were as follows:

- The Board received a budgetary update from the Executive Board Member for Neighbourhoods, Planning and Support Services and the Director of Environment and Housing. It was highlighted that the West Yorkshire Police and Crime Commissioner (PCC) has proposed a two year agreement which would see an increase in the PCC's overall contribution towards the cost of PCSOs. Currently the Council funds 30% of the costs of PCSOs and under the current proposals this will reduce to 21% with a proportionate increase in the PCC contribution. As a result, the grant payment to West Yorkshire Police will reduce by £454,000 whilst retaining 165 PCSOs in Leeds.
- In light of this budgetary update, the Scrutiny Board acknowledged that the budgetary proposals considered as part of this review were no longer relevant and that this should be reflected within its final report.
- Reference was made to the West Yorkshire Police Force Policy regarding PCSOs. A request was made for Board Members to receive a complete copy of this Policy.
- The Director of Environment and Housing provided further clarification regarding the budgetary proposal surrounding cost reductions of £200k to be realised in the Enforcement and Anti-Social behaviour teams. It was noted that this was to be achieved through the deployment of resources, linked closely to a review of the duties of PCSOs.

Members considered the advice of the working group that met on 22nd January 2014 and agreed the following conclusions:

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Allocation model for Council funded PCSOs in Leeds

As the Scrutiny Board was unable to reach a consensus in relation to the allocation model for Council funded PCSOs in Leeds, the Board agreed to reflect both advisory positions in its recommendation to the Executive Board. In doing so, it would be made clear that position two had reflected the majority view of the Scrutiny Board.

However, the Board agreed to amend the wording of position two to indicate that this particular model should apply a minimum baseline of 4 PCSOs within each ward.

The role of PCSOs

The Scrutiny Board supported the advice of the working group and agreed to recommend to the Executive Board that it supports the principle of enhancing the role of PCSOs to maximise environmental enforcement resources and ensures that any additional functions placed upon PCSOs is managed effectively in view of the expectations already placed upon them.

The Board also agreed to recommend that the Executive Board supports the principle of moving towards more locally deployable bases and developing a more integrated partnership approach between police and other partners within neighbourhoods to enable decisions being taken collectively around how best to deploy resources to address a particular problem within a community

Members acknowledged that there would be ongoing consultation with the Police and other key stakeholders surrounding the principles for change identified during this review and the practicalities associated with these principles. The Board therefore agreed to actively monitor feedback from this consultation.

RESOLVED – That the Principal Scrutiny Adviser, in liaison with the Chair, finalises the Scrutiny Board's report to reflect the key findings arising from this review and the above conclusions agreed by the Board.

75 Strengthening the Council's relationship with Parish and Town Councils - Tracking of scrutiny recommendations

The report of the Head of Scrutiny and Member Development set out the progress made in responding to the recommendations arising from the Scrutiny review aimed at strengthening the Council's relationship with Parish and Town Councils.

The following were in attendance for this item:

- James Rogers, Assistant Chief Executive (Citizens and Communities)

- Councillor Peter Gruen, Executive Board Member for Neighbourhoods, Planning and Support Services
- Kathy Kudelnitzky, Chief Officer Communities
- Martin Sellens, Head of Planning Services
- Ian MacKay, Team Leader, Local Planning East
- Chris Pilkington, Deputy Chief Officer of the Yorkshire Local Councils Associations
- Rory Barke, Area Leader, East North East.

The key points raised during the Board's discussion were as follows:

- Recommendation 1 – Members noted the continued delays relating to the launch of a national Quality Parish and Town Council Scheme. This Scheme is now expected to be launched by May 2014.
- Recommendation 3 - Members acknowledged the ongoing work being led by Area Leaders to establish clear pathways and protocols between local councils and Area Committees and recognised the importance of obtaining commitment from all contributors in this regard.
- Recommendation 6 – Particular reference was made to the Community Infrastructure Levy charging schedule. It was noted that local councils have now been consulted and that the draft was due for submission in February 2014 and adoption late 2014.
- Members also noted that both the Planning and Highways Supplement documents were considered at the citywide Parish and Town Council Annual Forum on Monday 27th January and received positive feedback. Local councils also received a presentation on the roadworks.org website. It was noted that both Supplements will be reviewed throughout the year as part of the commitment to continuing improvement.
- Members discussed the progress made in relation to recommendations 7 to 11 and agreed to change the progress status for these recommendations to 'achieved'.

RESOLVED –

(a) That the progress status assigned to recommendations to 7 to 11 be amended to 'achieved'.

(b) That the Board receives a further update on the recommendations within 6 months.

76 Briefing and Consultation on design principles for Community Committees and Community Engagement

The report of the Assistant Chief Executive (Citizens and Communities) invited the Scrutiny Board to comment on the design principles for Community Committees and Community Engagement as part of a wider consultation process.

The following were in attendance for this item:

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- James Rogers, Assistant Chief Executive (Citizens and Communities)
- Councillor Peter Gruen, Executive Board Member for Neighbourhoods, Planning and Support Services
- Kathy Kudelnitzky, Chief Officer Communities
- Rory Barke, Area Leader, East North East.

In consideration of this report, the following issues were discussed:

- Members noted that the consultation process focuses on the design principles for Community Committees and that each Community Committee will be tasked to establish their own working practices based on agreed principles.
- It was noted that Elected Members would be fully engaged in identifying the names and brand identities for the new Community Committees. Some initial designs were shared with Members during the meeting.
- Where reference was made to reducing the number of formal decision-making Community Committees to four a year, it was highlighted that this was a recommended minimum number. Members therefore advised that this is communicated more clearly.
- Members reiterated the importance of strengthening community engagement and emphasised the need to develop smarter and more cost effective methods of publicity and also identify more localised venues to improve accessibility to meetings.
- Members emphasised the importance of Chief Officers across all directorates to also engage proactively with Community Committees and therefore recommended that this forms part of the design principles too.
- Members also recognised the need to undertake a more detailed assessment of the staffing and resources needed to ensure the long term sustainability of any future new arrangements.
- It was noted that Elected Members will be given the opportunity to attend a number of relevant workshops that will be scheduled during March 2014. However, it was highlighted that any briefing requests made separately by Area Committees will also be accommodated.

RESOLVED –

(a) That the Scrutiny Board notes the content of the report and supports the design principles for Community Committees and Community Engagement.

(b) That the above comments made by the Scrutiny Board are formally fed into the wider consultation process.

(c) That the Scrutiny Board will continue to monitor progress in relation to the development of Community Committees.

77 Improving communications aimed at tackling illegal money lending - working group summary note

The report of the Head of Scrutiny and Member Development referred to a piece of work recently undertaken by a working group of the Scrutiny Board to improve communications aimed at tackling illegal money lending. The Board received a summary note which referred to the working group meeting held on 16th January 2014. This highlighted the key issues arising from this meeting and the proposed recommendations made by the working group for the Board's consideration.

James Rogers, Assistant Chief Executive (Citizens and Communities), was in attendance for this item and highlighted his support to the proposed recommendations set out within the working group summary note.

RESOLVED –

- (a) That the Scrutiny Board notes the working group summary note and endorses the findings and recommendations arising from the work undertaken to improve communications aimed at tackling illegal money lending in Leeds.
- (b) That a response to the Scrutiny Board's recommendations is brought back to the Board's March meeting.

78 Work Schedule

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

The Board was reminded of the forthcoming working group meetings linked to its inquiry into tackling domestic violence and abuse.

Session 6 – Monday 24th February 2014 at 10 am. This session will be considering how the Council and partners are challenging wider cultural attitudes that tolerate domestic violence and abuse and to explore opportunities for engaging communities, particularly BME communities, to be more proactive in supporting victims.

Session 7 – Monday 3rd March 2014 at 9.30 am. As the last evidence gathering session of the inquiry, the focus will be around the role of the Council and Trade Unions in raising awareness of domestic violence and abuse amongst employers across the city, including Council staff.

Members also acknowledged and welcomed the recent announcement made by the West Yorkshire Police and Crime Commissioner that an additional one million pounds is to be invested in tackling domestic violence across West Yorkshire. However, it was noted that details were yet to be confirmed in terms of how this funding will be allocated across the districts.

RESOLVED – That the Board's work schedule be updated to reflect the Board's discussion today.

Minutes approved as a correct record
at the meeting held on Monday, 10th March, 2014

79 Date and Time of Next Meeting

Monday, 10th March 2014 at 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

(The meeting concluded at 11.50 am).

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SCRUTINY BOARD (SUSTAINABLE ECONOMY AND CULTURE)

TUESDAY, 18TH FEBRUARY, 2014

PRESENT: Councillor M Rafique in the Chair

Councillors M Lyons, R Harington,
M Ingham, J McKenna, J Chapman,
A Castle, D Coupar, A Khan and
G Wilkinson

81 **Late Items**

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

- Minutes of the joint meeting of the Housing and Regeneration and Sustainable Economy and Culture Scrutiny Boards held on 4 February 2014 (agenda item 6) (Minute 84 refers)

82 **Declaration of Disclosable Pecuniary Interests**

There were no disclosable pecuniary interests declared at the meeting.

83 **Apologies for Absence and Notification of Substitutes**

Apologies for absence were received from Councillor D Cohen, with Councillor G Wilkinson in attendance as a substitute, and from Councillors P Wadsworth and J Marjoram.

84 **Minutes - 21 January and 4 February 2014**

RESOLVED – That the minutes of the meeting of the Sustainable Economy and Culture Scrutiny Board held on 18 January 2014 and the joint meeting of the Housing and Regeneration and Sustainable Economy and Culture Scrutiny Boards held on 4 February 2014 be confirmed as a correct record.

85 **Scrutiny Inquiry - Cultural organisations' engagement with communities**

The Board conducted the first session of its inquiry into cultural organisations' engagement with communities. In attendance to address the Board and answer Members' queries were:

- Councillor Lucinda Yeadon, Executive Member for Leisure and Skills
- Phil Cave, Director of Engagement & Audiences, Arts Council England
- Cluny Macpherson, Chief Officer Culture and Sports
- Matthew Sims, Head of Arts and Venues
- Abby Dix-Mason, Leeds Inspired

The session commenced with a well-received presentation from Phil Cave on engagement and participation in arts and culture – patterns, influences and impact. Members also discussed a report setting out the council perspective as provider, funder and commissioner of culture in Leeds. The report included a number of case studies.

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th March, 2014

The Executive Member made the link between the scope of this inquiry and the recent debate on whether Leeds should bid to be the 2023 capital of culture, and the desire to ensure that, if the city bids, everyone should be able to benefit.

The following issues were raised in discussion:

- Ways of engaging young people other than through schools, and a query as to the availability of further information on the levels of young people's engagement outside of school
- The role of 'bridging' organisations, such as Cape UK working in Leeds, to broker partnerships between schools and arts organisations
- The buzz created by the project taking art work into schools
- The potential for those who miss out on culture as children to learn to appreciate the arts in later life
- The role of ambassadors in helping to introduce people to culture, including accompanying them to events
- Surprise at the drop off in engagement after the age of 65
- Anecdotal evidence of older people being put off the city centre at night by other aspects of the Leeds night time economy
- Inter-generational work particularly between children and grandparents and an increase in grant applications for this sort of work
- Work being piloted with the Arts Council in some local authority areas with older people's homes
- The importance of good experiences to ensure people are not put off trying again, and that this applies to the venue as well as the performance
- Audience loyalty to venues
- Historical venues such as working men's clubs and workplace bands which have largely disappeared as opportunities for cultural engagement
- The appeal or otherwise of certain types of activity across communities, highlighting dance as having a particularly wide appeal
- The potential for Leeds to become known as a 'dance city'
- The role of social media in creating momentum
- The popularity of evening events for young people in leisure centres, such as the Friday and Saturday night clubs and the half term programme in museums
- The success of the summer takeover by young people at York's theatre
- The emergence of new centres, such as the Seacroft Arts Centre, with ambitions to have an appeal beyond as well as within their local area
- The need to ensure existing opportunities are well publicised in communities across Leeds City Council
- A desire to do more to encourage greater engagement by black and minority ethnic communities, particularly through grant funding and the opportunities to link community groups with artists
- The importance and appeal of the West Indian Carnival and its 50 year anniversary coming up in 2017
- Price as a factor in limiting some people's engagement with the arts, and the ability to offer free or subsidised tickets to events

- The need to be clear about what we can afford to offer, the challenge of sustainability of events and the need to look at different business models
- The emergence of culture as important in times of recession
- The role of culture and sport as an economic driver for the city
- The role of partners
- The potential to provide cultural experiences at sports fixtures on a routine basis, building on the cultural events linked to major sporting events such as the Tour de France and the Rugby League World Cup
- The amount of money coming into Leeds from the Arts Council, and the existence of a toolkit for calculating the benefit to the economy

RESOLVED – That the issues raised by this session of the inquiry be noted.

(Councillor J McKenna joined the meeting at 10.40am during the discussion of this item.)

86 Tour de France Progress Report

The Board considered a progress report on preparations for the hosting of the Tour de France Grand Depart in July. In attendance to address the Board and answer Members' queries were:

- Councillor Lucinda Yeadon, Executive Member for Leisure and Skills
- Cluny Macpherson, Chief Officer Culture and Sport
- Ed Mylan, Chief Officer Resources and Strategy
- Nicola Lockwood, Tour de France Team
- Andrew Hall, Head of Transport Planning

Officers introduced the report and provided an update on the latest areas of progress, highlighting the following issues:

- Discussions regarding a potential parade by the cyclists on 3 July
- The launch of a Leeds cycling brand
- The launch of a dedicated section of the council's website
- The circulation of a pack to all schools and planning for a schools' mini Tour de France at Temple Newsam
- Further work being commissioned on predicted visitor numbers
- An initial letter had been issued to residents and businesses along the route
- Communications with major city centre businesses
- Traffic management, local access plans and emergency provision for the day of the race
- Road improvements to be undertaken across all the districts involved in the lead up to the race
- Public transport and park and ride plans
- Cycling and cycle parking provision for the event and afterwards

The following issues were raised in discussion:

- Members asked that consideration be given to the potential to make a number of tickets for the Arena event available as rewards through schools or Children's Services, although it was noted that there would be a cost to the council for this.
- The potential for Temple Newsam to be used as a campsite with park and ride facilities, for families coming into the city for the Tour de France. It was agreed to explore this further and report back.
- The inclusion of information and guidance on the website for businesses including, for example, private providers wishing to offer camping facilities.
- Members asked that the possibility of further community spectator hubs with big screens in areas of city that are not on the route be explored and reported back to the Board.
- The need for more dissemination of information about activities and opportunities related to the Tour de France both to councillors and more generally. It was agreed to arrange circulation of information about the council webpage and 100 days cultural festival to all members; to set up a further Members' seminar; and also to give more thought to the dissemination of information about aspects of the programme that are not being led by the council.
- Members expressed pride in hosting the Tour de France and a desire to help their local residents to become excited about the opportunities it provides.
- The planned programme of business engagement events
- Members welcomed the Leeds cycling logo and the opportunities to promote Leeds, as well as Yorkshire.
- A suggestion that poetry should be explored as a potential theme
- Confirmation of capital programme provision for road works and arrangements with utility companies to avoid disruption
- Potential future signing of the route for cyclists, bearing in mind that much of the Leeds part of the route is on busy main roads
- Links to the Leeds Connect cycleway as part of the legacy

RESOLVED – To receive a further progress report at the Board's meeting on 15 April 2014, and to receive a report on the legacy in the new municipal year.

(Councillors A Castle and J Chapman left the meeting at 12.10pm and Councillor R Harington left the meeting at 12.15pm during the discussion of this item.)

87 Work Schedule

The Board received a report of the Head of Scrutiny and Member Development which set out the latest version of the Board's work schedule.

RESOLVED

- a) That the work schedule be agreed, subject to the addition of a further progress report on the Tour de France on 15 April 2014.

- b) That the minutes of the Executive Board meeting on 22 January 2014 be noted.

88 Date and Time of Next Meeting

Tuesday 18 March 2014 at 10.00am (a pre-meeting will start at 9.30am for Board members.)

(The meeting finished at 12.40pm)

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SCRUTINY BOARD (RESOURCES AND COUNCIL SERVICES)

MONDAY, 24TH FEBRUARY, 2014

PRESENT: Councillor P Grahame in the Chair

Councillors S Bentley, J L Carter,
N Dawson, J Hardy, A Khan, A Lowe,
C Macniven and R Wood

70 Late Items

There were no late items.

71 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

72 Apologies for Absence and Notification of Substitutes

There were no apologies for absence.

73 Minutes - 20 January 2014

RESOLVED – That the minutes of the meeting held on 20 January 2014 be confirmed as a correct record.

74 Executive Board Minutes - 22 January 2014

RESOLVED – That the minutes of the Executive Board held on 22 January 2014 be noted.

75 Grant Expenditure with Third Sector Bodies

The Head of Scrutiny and Member Development submitted a report presenting information in relation to grant expenditure with third sector bodies.

The following were in attendance and responded to Board Members questions and comments.

- Councillor Peter Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Dennis Holmes, Deputy Director, Adult Social Care
- Julie Staton, Head of Commissioning, Environment and Housing
- Mathew Sims, Head of Arts and Venue, City Development
- Simon Criddle, Head of Finance, City Development
- Philippa Toner, Senior Executive Manager, PPU.

In brief summary, the main areas of discussion were:

- The criteria used to support individual grant giving and whether it supported the Council's Strategic objectives
- The difference between grants and commissioned services and the processes adopted to decide the most appropriate funding model
- Whether rigorous financial checks are undertaken on organisations receiving grants to assess their solvency
- The performance monitoring arrangements in place
- The governance arrangements for decision making
- The level of information given to elected Members regarding the funding of third sector bodies
- The ability to prevent double funding for the same project/outcome.

Members noted the current Contract and Financial Procedure Rules in relation to grants to external organisations. Members also noted guidance on this matter from the National Audit Office.

RESOLVED –

- (i) To thank officers for the information presented
- (ii) To request that the Head of Scrutiny and Member Development draft up a statement on this matter, to be agreed at the Board's March meeting, reflecting the views and comments of the Board. It was agreed that the views of the Scrutiny Board would be submitted to Internal Audit who were currently undertaking work in this area.

76 Community Centres

The Assistant Chief Executive (Citizens and Communities) submitted a report detailing progress with the improved arrangements for the Community Centre portfolio.

The following were in attendance and responded to Board Members questions and comments:

- Councillor Peter Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Martin Dean, Head of Service (Communities)

The Scrutiny Board acknowledged that community centres play a valuable role in the city and that the current work undertaken at community centres supports the Council's wider objectives. The Scrutiny Board also agreed that it was appropriate for the council to support the effective running of the buildings maximising the income generated from users so that the costs to the council are controlled.

The Scrutiny Board supported the establishment of three price points for each space available, reflecting the facilities on offer:

- Point 1 – Full economic cost or ‘Market Rent’
- Point 2 – reduced community group rate
- Point 3 – Free.

The Scrutiny Board also supported proposals to simplify the lettings process by:

- Separating venues and community centres so that appropriate information is collected;
- Utilising the option to pay in advance by credit/debit card;
- Considering whether all the information currently collected is necessary, with a view to simplifying the process.

The Board continued to raise its concern over the standard of service received on occasion from the lettings service. The Head of Service (Communities) confirmed that this matter had been taken up with the relevant officer.

The Board noted the positive role Area Committee could have in relation to pricing.

RESOLVED –

- (i) To support the proposals outlined in the report.
- (ii) To receive a further progress report in the new municipal year.

77 Members ICT Service Provision

The Chief Officer (ICT) presented a report recommending a number of changes in relation to support and charges associated with using Council provided tablets for conducting Council business when abroad.

The following were in attendance and responded to Board Members questions and comments:

- Councillor Peter Gruen, Executive Member, Neighbourhoods, Planning and Support Services
- Andy Keightley, Business Relationship Manager
- Andrew Byrom, Support Services Manager.

RESOLVED –

- (i) To recommend that the savings resulting from the Members ICT Upgrade project be used to meet the data charges associated with the use of the Council-provided tablets abroad when the device is used to conduct Council business
- (ii) To recommend that the following changes to ICT support arrangements are introduced:

- The appointment of a dedicated Member ICT Support Officer to provide enhanced support as outlined between 3.3.12 and 3.3.14 of the report and,
- The opening hours of the Drop-In Centre within Civic Hall be extended to reflect those of the Service Centre i.e. 0800 to 1730, Monday to Friday.

78 Work Schedule and Draft Terms of Reference - Decision Making and Due Regard to Equality

The report of the Head of Scrutiny and Member Development presented the draft work schedule.

RESOLVED –

- (i) That the Board's work schedule be updated to reflect the work areas identified during today's meeting.
- (ii) That the draft terms of reference for an inquiry into Decision Making and Due Regard to Equality be agreed.

79 Date and Time of Next Meeting

Monday, 24th March 2014 10.00 a.m. (Pre-meeting for all Board Members at 9.30 a.m.)

(The meeting concluded at 11.20 am).

SCRUTINY BOARD (HOUSING AND REGENERATION)

TUESDAY, 25TH FEBRUARY, 2014

PRESENT: Councillor J Procter in the Chair

Councillors B Atha, D Collins, J Cummins,
P Grahame, M Iqbal, V Morgan, D Nagle,
C Towler and G Wilkinson

81 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following late information:

- Agenda item 7, East Leeds Extension and East Leeds Orbital Road – Indicative Programme for the East Leeds Orbital Road (Minute No. 85 refers)
- Agenda item 8, Progress in delivering housing on Council brownfield land (Minute No. 86 refers)
- Agenda item 9, Leeds City Council Input to Leeds City Region Strategic Economic Plan – Report to be considered by Executive Board on 5 March 2014 (Minute No. 87 refers)
- Agenda item 14, Work Schedule – Executive Board minutes of 14 February 2014 (Minute No. 92 refers)

The above documents were not available at the time of agenda despatch, but were subsequently made available on the Council's website.

82 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting, however in relation to agenda item 10 entitled, 'Leeds City Council's response to the House of Commons Communities and Local Government Committee investigation – The Private Rented Sector – First Report of Session 2013-14' and agenda item 11 entitled, 'Recommendation Tracking – Affordable Housing by Private Developers – the role of institutional investors', Councillor M Iqbal drew the Scrutiny Board's attention to his role as a private sector landlord. (Minute nos. 88 and 89 refer)

83 Apologies for Absence and Notification of Substitutes

An apology for absence was submitted by Councillor S Lay.

84 Minutes - 4 February 2014

RESOLVED – That the minutes of the joint meeting and the ordinary meeting held on 4 February 2014 be approved as a correct record.

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

85 East Leeds Extension and East Leeds Orbital Road

The Director of City Development submitted a report which provided an update in response to queries raised by the Scrutiny Board at its meeting on 7 January 2014 in relation to the East Leeds Extension and East Leeds Orbital Road.

The following were in attendance for this item:

- Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services
- Andrew Hall, Head of Transport Policy, City Development
- Phil Crabtree, Chief Planning Officer, City Development
- Adam Brannen, Programme Manager (East and South Leeds), City Development.

The key areas of discussion were:

- The potential for speeding up delivery of the East Leeds Orbital Road.
- Confirmation that the tasks identified in gateway 1 of the programme were on target to be completed.
- Discussions taking place with developers to ensure a suitable mix of quality housing types.
- The need to identify opportunities within the programme where 'timesavers' could be achieved.
- A request to provide an alternative programme in the event of more favourable conditions.
- In addition, a request to provide the more detailed timetable and decision milestones in relation to the 3 road sections.
- Confirmation that the fee to Mouchel to advise on feasibility and to undertake work on behalf of the Council up to stage 1 was £200k.
- A need to ensure that S106 monies were spent directly on the affected Wards. Members were advised that the overall package would be reported to a future meeting of City Plans Panel, following Ward Member consultation.
- Challenges associated with government planning framework in relation to affordable housing.

RESOLVED –

- (a) That the contents of the report be noted.
- (b) That the information outlined above be submitted to Members.

86 Progress in delivering housing on Council Brownfield Land

The Director of City Development submitted a report which provided an update in response to queries raised by the Scrutiny Board at its meeting on 4 February 2014 in relation to the Council's Brownfield Land Programme.

The following were in attendance for this item:

- Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services
- Adam Brannen, Programme Manager (East and South Leeds), City Development.

The main areas of discussion were:

- Clarification about ownership and title issues associated with some of the sites on the schedule.
- Confirmation that the Council utilised its own property services team to market sites. Auctions were used in some cases, e.g. to market smaller sites.
- Suggestion that the method of disposal be added to the schedule.
- Circulation of the schedule to all councillors for information.

The Board recommended the adoption of a model for the future based on a partnership between the council and housebuilders taking a shared risk approach to provide new housing on brownfield land.

RESOLVED –

- (a) That the contents of the report be noted
- (b) That the schedule be amended to reflect the comments outlined above.
- (c) That the Director of City Development be recommended to adopt a model for the future based on a partnership between the council and housebuilders taking a shared risk approach to provide new housing on brownfield land.

87 Strategic Economic Plan

The Head of Scrutiny and Member Development submitted a report which presented an update on the preparation of the Council's final submission to the Leeds City Region Strategic Economic Plan.

The following information was appended to the report:

- Draft comments and recommendations to Executive Board arising from the joint meeting of Scrutiny Board (Housing and Regeneration) and (Sustainable Economy and Culture) on 4 February 2014.

The following were in attendance for this item:

- Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services
- Tom Bridges, Chief Economic Development Officer, City Development.

Members briefly discussed the types of projects that had been proposed. The Scrutiny Board was informed that detailed project pro formas were in the process of being appraised by the Leeds City Region Team. A Government decision on the allocation of funding was expected in July 2014. One Member queried whether details of the full plan and supporting projects could be provided to Members. The Chief Economic Development Officer undertook to provide the Scrutiny Board with information on how to obtain copies, once the final plan was submitted.

RESOLVED –

- (a) That the progress made in preparing the Council's submission to the Leeds City Region Strategic Economic Plan, be noted
- (b) That details of how to obtain copies of the full plan submission be provided to the Scrutiny Board.

88 Leeds City Council's response to House of Commons Communities and Local Government Committee investigation - The Private Rented Sector - First Report of Session 2013-14

The Director of Environment and Neighbourhoods submitted a report which provided an update on the Council's response to the House of Commons Communities and Local Government Committee's report 'The Private Rented Sector First Report of Session 2013-14' published on 18 July 2013.

The following were in attendance:

- Councillor Peter Gruen, Executive Board Member, Neighbourhoods, Planning and Support Services
- Liz Cook, Chief Housing Officer, Environment and Housing
- Mark Ireland, Service Manager (Area Renewal), Environment and Housing
- Mike Brook, Service Manager (Private Sector Housing), Environment and Housing
- Maggie Gjessing, Housing Investment Manager, City Development.

The main areas of discussion were:

- Notification that the government had very recently issued a new consultation document on the private rented sector, a copy of which would be provided to Board members.
- Confirmation that there was no requirement on landlords to be members of a particular body or association. Landlords were governed by regulations outlined in the Housing Act and through the Council's licensing arrangements.
- Good practice undertaken with landlord associations.
- Confirmation that the Council had powers to issue improvement notices and prohibition orders where appropriate.
- Issues associated with vacant properties.

- Joint work undertaken with other agencies, particularly the Fire Service.
- Establishment of the Private Sector Forum.
- A suggestion that insurers be encouraged to require landlords to be part of a local accreditation scheme as a condition of insurance, as a way of driving up standards. It was agreed that this proposal would be included in the council's response to the government consultation document.

RESOLVED – That the Council's response to the House of Commons Communities and Local Government Committee's report 'The Private Rented Sector First Report of Session 2013-14' published on 18 July 2013, be noted.

(Councillor M Iqbal withdrew from the meeting at 11.40am during the consideration of this item.)

89 Recommendation Tracking - Affordable Housing by Private Developers - the role of institutional investors

The Director of City Development and Director of Environment and Housing submitted a report which set out responses to the recommendations in relation to Affordable Housing by Private Developers – the role of institutional investors.

The following were in attendance:

- Liz Cook, Chief Housing Officer, Environment and Housing
- Maggie Gjessing, Housing Investment Manager, City Development.

RESOLVED – That the contents of the report be noted and that the Board continue to monitor progress against these recommendations.

90 Checks Carried out on Prospective Council Tenants

The Chief Officer (Housing Management), Housing Leeds, submitted a report which provided an overview of the 'suitability' process that was applied to applicants for council accommodation.

The following were in attendance:

- Simon Costigan, Chief Officer (Housing Management).

RESOLVED – That the contents of the report be noted.

91 Annual Tenancy Visits - Outcomes

The Chief Officer (Housing Management), Housing Leeds, submitted a report which provided an update on the outcomes identified from the completed Annual Tenancy Visits.

The following were in attendance:

- Simon Costigan, Chief Officer (Housing Management).

The following information was appended to the report:

- Annual Tenancy Verification Form (amended version)
- Breakdown of performance on completed visits
- Evaluation of outcomes on key areas.

There was an acknowledgement that the data contained within the appendices would become more robust over time.

RESOLVED – That the contents of the report be noted.

(Councillor D Nagle withdrew from the meeting at 12.23pm during the consideration of this item.)

92 Work Schedule

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

Appended to the report was the current version of the Board's work programme.

RESOLVED – That the work schedule be approved.

93 Date and Time of Next Meeting

Tuesday, 25 March 2014 at 10.00am (Pre-meeting for all Board Members at 9.30 am)

(The meeting concluded at 12.25pm.)

SCRUTINY BOARD (HEALTH AND WELL-BEING AND ADULT SOCIAL CARE)

FRIDAY, 28TH FEBRUARY, 2014

PRESENT: Councillor J Illingworth in the Chair

Councillors G Hussain, J Walker, C Fox,
K Bruce, S Varley, E Taylor, N Buckley,
M Ingham and C Macniven

89 Chair's Opening Remarks

The Chair opened the meeting and welcomed everyone in attendance.

90 Late Items

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to accept the following late and supplementary information for consideration at the meeting:

- Leeds and York Partnership Foundation Trust (LYPFT) – Care Quality Commission Inspection Reports – LYPFT agreed action plan (minute 95 refers)
- Review of Home Care Services in Leeds – supplementary agenda papers (minute 98 refers)

The above documents were not available at the time of the agenda despatch, but had been made available to the public at the meeting. Copies of the papers would also be available on the Council's website.

91 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

92 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillor S Lay, J Lewis and C Towler. Notification had been received that Councillor C MacNiven was substituting for Councillor C Towler and Councillor M Ingham for Councillor J Lewis.

93 Minutes - 29 January 2014

RESOLVED – That the minutes of the meeting held on 29 January 2014 be approved as a correct record.

94 Shakespeare Medical Centre - Update on the provision of General Practice and Walk-in Services

Following the Board meeting on 29 January 2014, the Head of Scrutiny and Member Development submitted a further report detailing the outcome of the discussion relating to the provision of GP and Walk-in services at Shakespeare Medical Practice and the decision of Care UK not to enter into an extended agreement for the continuing provision of services.

The following representative was in attendance to provide a verbal update to the Scrutiny Board and help members consider the information presented:

- Nigel Gray (Chief Officer – Leeds North Clinical Commissioning Group)

In addressing the Scrutiny Board, the following points were made:

- A brief reminder of the previous discussion in January 2014.
- Confirmation that following a procurement process, Malling Health had been identified as the preferred provider.
- The new service would become effective from 3 March 2014 and would offer the same services previously available, over the same opening hours.
- Assurance that patients would access the service in the same way as the previous arrangements, using the same telephone number.
- Around 75% of the previous staffing establishment would transfer to the new provider.
- Assurance regarding staffing arrangements with staff rotas already in place until mid-April 2014.
- Confirmation that the previous Key Performance Indicators (KPIs) would be applied to the new provider.

The Scrutiny Board discussed the report and information highlighted at the meeting. A number of matters were raised, including:

- The notice of termination provided by the previous service provider.
- Confirmation of a 14-month contract period for the new provider.
- Performance monitoring arrangements and the relationship with the Urgent Care Review being undertaken across the City.
- Staff involvement / reaction to the new arrangements. It was reported there had been a positive staff reaction to the new provider.
- Confirmation that local ward members had been updated on developments.

The Chair thanked the Chief Officer for the update and assurances provided at the meeting and reiterated the Scrutiny Board's desire to consider issues around 'lessons learned' as part of its future work around primary care.

RESOLVED – To note the information presented and discussed at the meeting.

95 Leeds and York Partnership Foundation Trust - Care Quality Commission inspection reports

The Head of Scrutiny and Member Development submitted a report that detailed the findings of a series of inspections undertaken by the Care Quality Commission in respect of services provided by Leeds and York Partnership Foundation Trust (LYPFT).

As agreed earlier in the meeting (minute 90 refers), the Scrutiny Board also considered LYPFT's action plan, very recently agreed by the Trust's Board of Directors.

The following representatives were in attendance to help the Scrutiny Board consider the information presented:

- Chris Butler (Chief Executive – Leeds and York Partnership NHS Foundation Trust)
- Beverley Murphy (Chief Nurse & Director of Quality Assurance – Leeds and York Partnership NHS Foundation Trust)
- Rod Hamilton (Compliance Manager – Care Quality Commission)
- Fiona Forbes (Lead inspector – Care Quality Commission)
- Ellie Monkhouse (Director of Nursing – Leeds North Clinical Commissioning Group)

In addressing the Scrutiny Board, the following points were made:

- A brief summary of the Trust's Board of Directors position in relation to the inspection outcomes.
- An outline of the locations inspected and the services provided.
- The inspections had highlighted a number of important lessons, particularly in relation to the Trust's reorganisation following the transfer of services from York and North Yorkshire.
- Details of the oversight arrangements in terms of monitoring the agreed action plan, including an outline of the Trust's management/governance arrangements.
- An outline of the respective roles of the Trust, the Care Quality Commission (CQC) and local Clinical Commissioning Groups (CCGs) around the provision of safe, effective and quality services.
- An outline of the complex nature of commissioning arrangements.

The Scrutiny Board discussed the report and the details highlighted at the meeting. A number of matters were raised, including:

- Concern that one of the main issues raised by the CQC related to the standard of professional leadership within the service locations inspected and the implications across the Trust.
- Assurance in relation to service locations and service provision in Leeds that were not the focus of the inspection reports presented.

- Assurance regarding support for staff and that staffing levels were appropriate.
- Further assurance sought regarding the governance and risk management arrangements within the Trust.
- Assurance regarding the other standards that the CQC regulate and might have inspected/ considered.
- Assurance regarding the standard of accommodation (which was confirmed to be the responsibility of NHS Property Services).

The Chair thanked those in attendance for their contributions and assurances provided to the Scrutiny Board.

RESOLVED –

- (a) To note the information presented and discussed at the meeting.
- (b) To receive the Trust's initial action plan produced at the conclusion of the inspection visits.

96 Fundamental review of NHS Allocations Policy - update on NHS England's decisions and associated implications

The Head of Scrutiny and Member Development submitted a report that introduced an update from NHS England on the allocation decisions made at its Board meeting in December 2013 and an outline of the local impact.

The following representatives were in attendance to help the Scrutiny Board consider the information presented:

- Jonathan Webb (Acting Director of Finance – NHS England (West Yorkshire Area Team))
- Nigel Gray (Chief Officer – Leeds North Clinical Commissioning Group)

In addressing the Scrutiny Board, a brief outline of the papers was provided, which detailed the recent funding decisions and how these were now being taken forward.

The Scrutiny Board discussed the report and the details highlighted at the meeting. A number of matters were raised, including:

- The 'fairness' of the allocations process.
- Arrangements for ensuring the 'equalities funding' would be targeted at addressing local health inequalities.
- Difficulties considering like-for-like comparisons between the original funding proposals and the final allocations, primarily due to the shift in resources from Clinical Commissioning Groups to NHS England (in relation to Specialised Services).

The Chair thanked those in attendance for their contributions to the meeting.

RESOLVED – To note the information presented and discussed at the meeting.

97 Better Care Fund Proposals

The Head of Scrutiny and Member Development submitted a report that introduced details of the Better Care Fund proposals considered and signed-off by the Health and Wellbeing Board at its meeting on xx February 2014.

The following representatives were in attendance to help the Scrutiny Board consider the information presented:

- Councillor Lisa Mulherin (Executive Board member for Health and Wellbeing – Leeds City Council)
- Councillor Adam Ogilvie (Executive Board Member (Adult Social Care) – Leeds City Council)
- Dennis Holmes (Deputy Director (Adult Social Services) – Leeds City Council)
- Nigel Gray (Chief Officer – Leeds North Clinical Commissioning Group)

In addressing the Scrutiny Board, the following points were made:

- Better Care Fund (BCF) resources had been announced in both NHS and local authority budget announcements.
- An outline of how learning disabilities funding arrangements could provide an example of how the BCF might operate.
- Confirmation that the BCF does not cover services to children.
- As part of Leeds' Health and Social Care pioneer status, potential flexibilities associated with the BCF were under consideration.

The Scrutiny Board discussed the report and the details highlighted at the meeting. A number of matters were raised, including:

- The impact of 'high cost' patients across health and social care.
- The significance of the challenge and risks both nationally and locally.
- Recognition that this represented the first occasion where the local authority had been involved in the NHS planning cycle.
- Impact of the reduction in 'acute care' budgets and the sequence of decommissioning services.
- The role of 'specialised services' and the future financial stability of acute trusts.
- The important role of the Scrutiny Board as proposals are sought to be developed further.

The Chair thanked those in attendance for their contributions to the meeting.

RESOLVED –

- (a) To note the information presented and discussed at the meeting.

- (b) To maintain an overview of developments and to consider a further update on the proposals at a future meeting of the Scrutiny Board.

98 Review of Homecare Services in Leeds

As agreed earlier in the meeting (minute 90 refers), the Head of Scrutiny and Member Development submitted a report that introduced details provided by the Deputy Director of Adult Social Services that outlined arrangements to review homecare services in Leeds, in order to help consider the future role of the Scrutiny Board in this regard.

The report also invited the Scrutiny Board to consider seeking nominations from HealthWatch Leeds for up to two, non-voting co-opted members for this specific aspect of the Scrutiny Board's work.

The following representatives were in attendance to help the Scrutiny Board consider the information presented:

- Councillor Adam Ogilvie (Executive Board Member (Adult Social Care) – Leeds City Council)
- Dennis Holmes (Deputy Director (Adult Social Services) – Leeds City Council)
- Mick Ward (Head of Commissioning (Adult Social Care) – Leeds City Council)

In addressing the Scrutiny Board, the following points were made:

- The aim of the review was to consider the future shape of services moving forward.
- Currently, around 80% of provision was through independent providers.
- The existing financial envelop was around £50M across the City.
- The impact of continuing health care needs and associated NHS funding.
- An outline of the main drivers for change, as detailed in the report.
- Homecare provision was a current 'live topic' for many local authorities across the Country.

The Scrutiny Board discussed the report and the details highlighted at the meeting. A number of matters were raised, including:

- Arrangements for monitoring and regulating home care providers and the quality of services.
- Moves towards commissioning services based on outcomes rather than a 'time and task' basis.
- Challenges around minimum standards for staff across all providers.
- Mechanisms and arrangements for contracting with providers.
- Current and future projections for the demand for services.
- Impact of 'personal budgets', including their collective use within communities.

- The opportunity to consider ‘best practice’ in a range of different areas.

The Chair thanked those in attendance for their contributions to the meeting.

RESOLVED –

- (a) To note the information presented and discussed at the meeting.
- (b) That, in consultation with the Deputy Director, the Principal Scrutiny Adviser produce some draft Terms of Reference for consideration at a future meeting.
- (c) That HealthWatch Leeds be approached to identify and nominate two, non-voting co-opted members for this specific aspect of the Scrutiny Board’s work and duration of the review.

(Councillors C Fox and N Buckley left the meeting at 12:30pm and 12:40pm, respectively, during the Scrutiny Board’s consideration of this item.)

99 Work Schedule

The Principal Scrutiny Adviser provided a verbal update on matters concerning the Scrutiny Board’s work programme. This included the following proposals:

- An additional meeting on 21 March 2014 to consider Leeds Teaching Hospitals NHS Trust’s draft 5-year strategy and progress towards achieving Foundation Trust status.
- To consider NHS England’s current consultation on Specialised Services on 28 March 2014.
- To consider the current consultation on future proposals for the Learning Disability Community Support Service on 28 March 2014.
- Members were also reminded of the invitation to attend the Bradford Council/ Centre for Public Scrutiny event on 7 March 2014.

RESOLVED – To note the information presented and agree the proposed revisions to the work schedule (outlined above).

(Councillor C MacNiven and Councillor M Ingham left the meeting at 12:50pm during the Scrutiny Board’s consideration of this item.)

100 Date and Time of the Next Meeting

That the date for the next meeting of the Scrutiny Board was Friday, 21 March 2014, commencing at 11:30am (with a pre-meeting for Board Members at 11:00am).

(The meeting concluded at 1:05pm)

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CITY PLANS PANEL

THURSDAY, 13TH FEBRUARY, 2014

PRESENT: Councillor N Taggart in the Chair

Councillors P Gruen, D Blackburn,
M Hamilton, S Hamilton, G Latty,
T Leadley, E Nash, N Walshaw, M Ingham,
J Cummins, J Lewis and A Castle

140 Chair's opening remarks

The Chair welcomed everyone to the meeting
In respect of agenda item 11, Application 13/05423/OT – Land off Bradford Road East Ardsley, the Chair stated that the report was being withdrawn from the agenda, to enable Officers to take full account of the Core Strategy Inspector's recently received letter and proposed modifications which may have a bearing on the proposals

141 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests, however in respect of application 13/00902/OT – Land at Owlars Farm Morley – Councillor Leadley brought to the Panel's attention his membership of Morley Town Council which had commented on the proposals (minute 145 refers)

142 Apologies for Absence

Apologies for absence were received from Councillor R Procter. The Chair welcomed Councillor Castle who was substituting for Councillor Procter

143 Minutes

RESOLVED – That the minutes of the City Plans Panel meeting held on 16th January 2014 be approved

144 Matters arising

With reference to minute 134 of the City Plans Panel meeting held on 16th January 2014, - Application 13/03998/FU – land to the west of Cottingley Springs LS27, reference was made to a recent decision made by the Secretary of State to refuse an application for traveller pitches on a Green Belt site at Castle Gate, Wakefield. The Chief Planning Officer stated that he

Draft minutes to be approved at
the meeting to be held on 20th March 2014

was aware of the decision which had been made after the Cottingley Springs application had been considered by Panel, and that it was for the Secretary of State to decide what he would take into account when considering the application at Cottingley Springs

145 Application 13/00902/OT - Outline application for residential development on land at Owlars Farm Wide Lane Morley LS27

Further to minute 105 of the City Plans Panel meeting held on 21st November 2013, where Panel supported the application in principle and resolved to defer and delegate approval of an outline application for residential development subject to conditions, completion of a S106 Agreement and to satisfactorily resolve the access arrangements, Members considered a further report of the Chief Planning Officer

Plans and photographs were displayed at the meeting

The Head of Planning Services presented the report; outlined the proposed access arrangements and confirmed that the red line boundary of the site had been amended to include the adjacent 10m buffer strip

Details about the extent of the landfill which would be necessary and the gradients on the site were provided and proposed additional conditions set out in the report were highlighted to Members

Local Ward Members continued to have concerns about the proposals and an additional representation from Councillor Varley was read out to Members

The Chair advised that the application had been returned to Panel to consider the access arrangements and that the focus of debate should be limited to this matter

The Panel heard representations from Councillor Finnigan and the applicant's agent which included:

- the continued concerns of Ward Members about the access
- that further consultation and negotiation should take place with Ward Members
- the gradients proposed and whether these could be achieved
- the highway implications of the proposals, particularly on Wide Lane
- flooding issues
- the need for clear, strict planning conditions which would be enforced if breached
- that the applicant had attempted to meet the concerns of Ward Members
- that it was felt the proposed gradients could be achieved
- that any planning conditions imposed would be met

Members discussed the report and commented on the following matters:

- the gradients proposed and whether Highways Officers were satisfied these were appropriate. The Transport Development Services Manager stated that the gradients proposed were

within guidelines and that the 1:16 gradient would not cause a problem for vehicles

- the impact of the scheme on the residents at Bedale Court and that the proposed access arrangements were not the best solution
- concern that incorrect plans had initially been sent to Morley Town Council in error

The Panel considered how to proceed

RESOLVED - Having considered the additional information in relation to the access to the site to defer and delegate approval to the Chief Planning Officer in accordance with the resolution at City Plans Panel on 21st November 2013, subject to the specified conditions; the completion of a Section 106 Agreement and subject to the additional conditions set out in the submitted report

146 Applications 13/03970/FU and 13/03971/LI - Planning and Listed Building consent for the change of use of offices, involving alterations and new second floor to annex to rear to form 5, two bedroom flats, 5 studios and 4 duplex apartments; one retail unit (A1) and one commercial unit (A1-A3) - 22 - 23 Blenheim Terrace LS2

Plans, photographs and drawings were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented a report which sought a change of use, alterations and extensions to 22-23 Blenheim Terrace, originally two detached houses dating from the 1830s which had been merged together

Several feature details would be reinstated as part of the scheme, these being the replacement of copings on the front boundary wall to match the originals; reinstatement of the doorway; reinstatement of chimney pots and reinstatement of the gate piers. A reduced amount of car parking to the front of the site would also improve the general setting. Internally, some of the sub-dividing walls would be reintroduced to reinstate the original floor plan

Members were informed that initially the proposals had been for 25 dwellings but this had been reduced to 14. In terms of room spaces, whilst some of these would benefit from being larger than proposed, on balance, Officers felt the scheme was acceptable

Members commented on the following matters:

- the outlook from the flats located at the rear of the property and the proximity of the nearby building on Marlborough Grove. Members were advised that some flats benefitted from a better outlook than others; that there was a distance of approximately 8m between the flats and adjacent property; that there were no minimum standards for space around dwellings for City Centre accommodation; that as a general rule, the width of Park Row, i.e. 15m was considered to be appropriate for facing windows, but due to the tighter context of this particular area and the orientation of the proposed windows to existing gable ends, a distance of 8m was felt to be acceptable

- the residential accommodation and who it would be aimed at. At the request of the Chair, the applicant's agent who was in attendance advised that the accommodation would be general, C3 use and would be likely to cater for young professionals; key workers and students
- the lack of symmetry at the front of the building. The possibility of reversing the steps could be considered but there was still a requirement for a platform lift for disabled access to the retail unit
- that the retail and commercial elements could be considered acceptable
- that much of the residential accommodation was cramped with the view being that too many units were being proposed for the site
- concerns about the accommodation being proposed in the roof space and whether there was sufficient height to enable this to be suitable
- the need for further details to be provided on the treatment to the rear of the property; that this was in a Conservation Area and this should be reflected in the proposals
- that there was a need for the Authority to review all of its Conservation Areas and the buildings within them
- the lack of signage to the commercial and retail unit and that any advertisements/signage would need to be carefully considered
- fire safety access of the whole building in view of the different uses proposed. Emergency escape routes were pointed out to Members and it was stressed that Building Regulations would need to be complied with
- the consistency of reports; the need for the work being undertaken with developers on standards to be completed and if a 'Leeds standard' was achieved in terms of size and quality, that this should be taken on board by Officers and developers

Members considered how to proceed

In terms of the restoration of elements of the building, this was welcomed. In respect of the proposed uses, in principle, these were felt to be acceptable. However, Members were of the view that the residential scheme as proposed could not be supported; that acceptable dimensions and space for all of the residential units had to be provided; that there were concerns about the size and standard of the proposed studio accommodation and the size and number of the proposed duplex flats in particular and that the design of the rear extension, whilst acceptable in principle should be considered further in light of Members' comments

RESOLVED - To defer determination of the application to enable Officers to negotiate further with the applicant to address the concerns raised by Members and that a further report be brought to Panel in due course

147 Applications 13/04673/FU and 13/04674/LI - Change of use involving alterations of offices to form 3 self-contained flats (with shared cycle and refuse storage) - 11 Queen Square LS2

Plans, drawings and photographs were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented the report which sought permission for a change of use of a vacant, Listed Building at 11 Queen Square which was situated in a Conservation Area, to form a small residential development

Members were informed that the front elevation facing Queen Square would be mainly untouched apart from repairs to the existing render; the insertion of an additional window and the reinstatement of chimney pots. The rear of the property would benefit from improvements to the windows and gate together with the provision of roof lights to Conservation Area grade

In principle it was felt that the conversion to flats could be supported; the property was also in a highly sustainable location and would return the historic building to its original state, whilst retaining some of the original features

The receipt of two additional representations was reported. Members were informed that the Council's Private Rented Scheme had not objected to the application and that Councillor Nash had stated that whilst an improvement on an earlier scheme, the property would be suitable as a family house and there was minimal sound attenuation in the property

At this point Councillor Nash confirmed that she had commented on the application as a Ward Member and stated that she had an open mind in respect of the proposals

Members commented on the following matters:

- that the quality of the workmanship would be a key factor and the need for Conservation Officers to monitor the scheme
- the roof light to the ground floor bedroom to the rear flat with mixed views on the suitability of this as the main source of natural light
- the need to ensure any issues of overlooking were addressed
- the need for suitable sound attenuation measures throughout the building

The Chief Planning Officer noted that the chimney posts were missing and considered that their replacement should be controlled by condition

Members were informed that the University was in the process of disposing of many properties in Queen Square and that it was important to set a benchmark with this application

Members considered how to proceed

RESOLVED - To approve the applications in principle and to defer and delegate approval to the Chief Planning Officer subject to the conditions set out in the submitted report and subject to an additional condition requiring reinstatement of the chimney posts (and any others which might be considered appropriate)

148 Application 13/04862/FU - Proposed student accommodation, key worker and apartment buildings on land at St Michael's College and former Police Depot - Belle Vue Road and St John's Road Little Woodhouse LS3 - Position Statement

Further to minute 24 of the City Plans Panel meeting held on 4th July 2013, where Panel received a presentation on proposals for the demolition of all existing buildings on the site, other than the original St Michael's College (the 1908 building); refurbishment and extensions to the 1908 building and the development of two new buildings to provide key worker housing; student accommodation; private market apartments and two commercial units, to consider a further report of the Chief Planning Officer setting out the current position on the application

Plans, photographs and graphics were displayed at the meeting

Officers presented the report and outlined the proposals which would provide a mix of student housing – in studios and cluster flats in a new development – key worker accommodation in the 1908 building and extensions and finally a new development of open market apartments on the former playground area

Details of the proposed materials and the building heights of the different blocks were provided. Layouts of the different types of units were also shown together with an indication of how these could be converted to larger units, if required in the future

The comments of Re'new which had been received after the report had been published were read out to the Panel, with the organisation being satisfied the proposals met the criteria of Policy H6B

Members were informed that comments from Highways were awaited

Members considered the proposals and commented on the following matters:

- the number of key worker apartments and whether this had changed since the scheme was last presented. Members were informed that the level of key worker accommodation had been reduced from 302 units to 262
- the concerns of local Councillors about the amount of student accommodation in the scheme
- the new emerging strategy on student accommodation; the concerns about empty units and the need to provide, when considering applications for student housing, information which set the application in context with the level of demand and the amount of student accommodation already granted planning permission
- the need for further information on policy H6B and how this application related to that
- that the retention of the 1908 building was welcomed but concerns that the extensions and new build elements dwarfed the historic former College
- that more public open space should be provided on the site

- the possibility of the student accommodation remaining empty and that larger apartments should be provided instead which could be used by young professionals or key workers
- the impact of the proposals on the house nearest the new build element on Belle Vue Road
- concern that Re'new had not addressed the strategic questions about the level of student accommodation in the City
- the size of the key worker accommodation which was considered to be small and that people required flats, not studio apartments. Concerns were also raised about the size of some of the student accommodation
- that the scheme was over-intensive and led to cramped living conditions, particularly in the key worker and some of the student accommodation
- the possibility of the student accommodation being converted at a later date although the infrastructure would have been created for a different scheme
- that the location was highly sustainable for student accommodation and there was a need for key worker accommodation in Leeds, however there were concerns about the design of some of the buildings and the size of the accommodation being created. On the issue of design and materials, the Chief Planning Officer suggested that further work be undertaken on the student accommodation to ensure the quality being required was achieved. It was also important to ensure the future of the 1908 building which was currently suffering from neglect and vandalism and that the development of this should not be left to the end of the scheme

In response to the specific questions raised in the report, Members provided the following comments:

- that subject to the figures being acceptable for the level of student accommodation in the City, that further student development could be considered to be appropriate on the site
- that the area required retail facilities but to guard against a letting unit or bar, with the A2 and A4 uses requiring deletion
- that concerns existed about the size of some of the units and that flats for key workers would be more attractive. Members requested further work to be carried out on this
- on whether low cost housing exclusively for key workers was suitable in lieu of provision of affordable housing managed by a registered provider, as long as it was genuine low cost housing and would be so in perpetuity, then this could be considered. Again, Members requested further details on this
- regarding massing and design, that there were mixed views and that further detailing was required on some elements, including detailed treatment of the elevations and the relationship to existing properties on Belle Vue Road

- that having regard to the scheme's effect on residents' living conditions in houses in Kelso Gardens and Consort View, that the scheme was acceptable
- that in the absence of on-site greenspace that a contribution should be paid towards the provision of off-site greenspace having regard to UDPR policies N2 and N4
- that the existing trees should be protected from construction work and that new trees of appropriate species, numbers, locations and ground conditions were required to provide a suitable setting to the development
- concerning provision for disabled people, Members were informed that 5% of rooms in the student accommodation would be expected to meet the needs of people with disabilities. However the developer was proposing 1%. Similarly a lower level of disabled parking provision was being proposed. Members were of the view that this level of provision was not acceptable
- in respect of the costs of achieving higher levels of sustainability performances possibly undermining the overall viability of the scheme, Members requested further information on this
- on the proposed Section 106 Agreement, whilst this had not been discussed in detail, it was acknowledged that some of the comments made could impact on this. Two non-standard obligations were proposed, one relating to a contribution towards a pedestrian crossing over the Inner Ring Road, which was being discussed with the developer. The other condition related to the key worker accommodation which would be offered at a sub-market rent and the need for this to be in perpetuity as it would replace the requirement to provide affordable housing on the site. Regarding community use of the building, it was felt that the wording of the draft S106 should be amended to allow some flexibility as to the name of the community association which could use the building and in respect of the length of their meetings

RESOLVED - To note the report and the comments now made

During consideration of this matter, Councillor Lewis left the meeting

149 Preapp/14/00080 - Coal extraction and residential development of 485 dwellings at the former Vickers Factory - Barnbow - Manston Lane Crossgates LS15 - Pre-application presentation

Plans, photographs and graphics were displayed at the meeting. Although a site visit had been planned for earlier in the day, technical difficulties had prevented this from taking place. The Chair advised that the site visit would be rearranged in the future

Members considered a report of the Chief Planning Officer setting out proposals for the second phase of a residential development on the former

Draft minutes to be approved at the meeting to be held on 20th March 2014

Vickers site at Manston Lane LS15, which would also include a degree of coal extraction, prior to development taking place. The Panel also received a presentation from the applicant's representatives and their agent

Members were provided with the following information:

- that the proposals would form two applications, one for the housing development and the other for the site remediation measures
- the housing application would comprise 485 dwellings together with a local convenience store and public open space
- the aim to deliver the housing in two phases, the first phase being prior to the delivery of the Manston Lane Link Road (MLLR), with 100 houses being proposed and the second phase of 385 houses to be delivered once the MLLR was in place
- the measures to be undertaken to remediate the site
- the proposal to work the site from West to East in order to move the activity away from the residential development known as The Limes
- that a method statement for the remediation works was being prepared, with operating hours of 7am-6pm Monday to Friday and 7.30am – 12.30pm Saturday being considered, with no operation on Sundays or Bank Holidays
- that a total of 8800 HGV trips were likely to be generated from the removal of the coal, which equated to 2-3 trips per hour for 44 weeks
- that noise, dust and vibration assessments were being carried out
- that a community benefit fund would be established to fund local projects, together with the formation of a Community Liaison Group
- that an alternative remediation strategy had been considered, i.e. grouting, but had been discounted as it was not policy compliant; would increase the number of HGV movements over a longer period of time and would result in more surface activity
- details about the public consultation which had been undertaken and the extent and nature of the responses received to the proposals
- that the key concerns for local people were traffic congestion; the impact of the proposals on local facilities and issues of noise, dust and disturbance
- that the next steps were to review the consultation, revise the scheme with the aim of submitting applications in March 2014

Members commented on the proposals and raised the following matters:

- the possibility of using rail to transport the coal. Members were informed that the coal would be transported to Drax Power Station and there were timescale issues involved due to the lengthy and arduous negotiation process with Network Rail. Although acknowledging this point, Members noted that Drax was connected by rail and requested that the applicant discuss

- the possibility of using this method of transportation with Network Rail and provide details on cost and the length of time taken to use rail rather than road for the transporting of the coal
- the process for filling in a mine shaft
 - whether a settling time would be required following the filling in with Members being informed that a settlement period of 6-12 months would be required
 - whether the location of all the mine shafts across the site were known. The applicant's representative advised that a significant amount of information had been obtained and that the contractors to be used were highly experienced and would be able to deal with any unexpected mine shafts or contamination
 - the extent of the consultation with concerns that whilst this may have been to households close to the site, the impact of the proposals, particularly increased traffic movements, would also be further away. Members were informed of the favoured route for the coal being sent to Drax Power Station, which would be through Cross Gates Town Centre to the Ring Road and the applicant's representative stated he considered the right people had been consulted about the proposals
 - the extent of some of the excavation with concerns about the potential for ground water contamination. Members were informed that the applicant's drainage consultant would address this concern when the scheme was next presented to Panel
 - the history of the site
 - the traffic situation in Cross Gates which was described as 'dire'; the limitations put on traffic movements by a Planning Inspector, ahead of the MLLR being delivered and the desire of the applicant to build 100 homes before any traffic improvements had been implemented
 - the difficulty of persuading local people about the early delivery of housing on the site, although an agreed timetable for the bridge and the road could help in this respect
 - that an attempt to take on board some of the new principles around house types, design and space was commendable
 - the need for further details to be provided on the measures to protect residential amenity and minimise environmental pollution during the coal extraction and construction processes
 - whether the proposed start time was acceptable in view of the impact of HGVs on the early morning peak traffic flow. Further details were requested on the period of noise and the period of vehicle nuisance if the work commenced at 7.00am or 8.00am – 8.30am. The Head of Planning Services highlighted the fact that the coal recovery would commence at the most sensitive part of the site, i.e. closest to existing residential properties and stressed the need for the mitigation measures to be appropriate and implemented before this work commenced

- the need for details to be provided on the Community Fund; the level of funding; possible projects to benefit from the fund and the management of this
- that the challenges faced by the developer were understood but that equally the concerns of local residents had to be taken account of

In response to the specific questions raised in the report, Members provided the following responses:

- that Members were supportive of the principle of the remediation of the site and its development for housing
- to note Members' concerns about highway capacity and the knock-on effect of this regarding safety
- that it was too early in the process to comment on the layout of the proposals on the detailed layout and illustrative masterplan
- that regarding the affordable housing provision of 15% on site in a mix of dwelling sizes, to note this level was in line with the current interim policy, but that this could change. In terms of the mix of dwellings the Chief Planning Officer referred to the Housing Needs Analysis in the Draft Core Strategy and that Members often requested a proportion of accommodation for older people, which could generate less traffic, which might be a consideration for the first phase of the scheme. Some concerns were raised at this, with the suggestion being made that bungalows might be more suitable

The Chief Planning Officer also referred to the issue of the Social Club and the playing fields on the site and suggested that these matters could be considered as part of the wider S106 requirements

RESOLVED - To note the report, the presentation and the comments now made

150 Date and Time of Next Meeting

Thursday 27th February 2014 at 1.30pm in the Civic Hall, Leeds

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CITY PLANS PANEL

THURSDAY, 27TH FEBRUARY, 2014

PRESENT: Councillor N Taggart in the Chair

Councillors P Gruen, R Procter,
S Hamilton, G Latty, T Leadley, E Nash,
N Walshaw, M Ingham, J Cummins,
J Lewis and C Campbell

151 Chair's opening remarks

The Chair welcomed everyone to the meeting

152 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests

153 Apologies for Absence

Apologies for absence were received from Councillor Blackburn who was substituted for by Councillor Campbell. Members were also informed that Councillor M Hamilton had indicated that he might have to miss the meeting due to a work commitment which had unexpectedly arisen

154 Application 13/04852/FU - 10 storey hotel building, associated works and public realm works on land at Greek Street/Russell Street and Bond Court LS1

Further to minute 47 of the City Plans Panel meeting held on 29th August 2013, where Panel received a pre-application presentation on proposals for a 10 storey hotel building with associated works, Members considered a further report of the Chief Planning Officer setting out the formal application

Plans, photographs, graphics, drawings and sample materials were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented the report which related to the redevelopment of a former mechanical stacker car park and a restaurant between Russell Street and Greek Street to provide a 10 storey, 90 bedroom hotel, enhanced public realm and changes to the public highway on Russell Street and Greek Street

Details of the proposed materials were outlined, with stone and black granite forming the main cladding materials

Receipt of a further letter of objection was reported, with the contents of this being read out to the Panel and clarification being given on the issues raised in the representation relating to basement fire exits

Members considered the application and commented on the following matters:

- the basement fire exit route beneath the adjacent Minerva House and whether the wish to accommodate this would be an undertaking. Members were informed that Minerva House was in the same ownership as the subject site and that the fire exit requirements would be accommodated
- the terrace blinds shown facing Greek Street. It was confirmed that these would be retractable blinds
- wind around the site and the need for this issue to be thoroughly examined and for Members to be persuaded by good evidence that the proposals would not make the situation worse. The Deputy Area Planning Manager stated that although the existing wind conditions could lead to discomfort, they were not unsafe, with both the Developer's wind consultant and the Council's independent consultant confirming this. The existing wind conditions in Bond Court were as a result of taller buildings around the site and the application before Panel did not change these conditions. Concerns continued to be raised about this and the need for clarity that in the event of a serious incident around the site which was subsequently attributable to the wind conditions directly associated with the development, that the Council would not suffer financial or reputational loss as a result. The Chief Planning Officer highlighted the differences in approach to the issue of wind since the approval of Bridgewater Place and reiterated that Bond Court was not an area of danger in respect of wind; that the problems which occurred in this area arose from a different building and that this was not a reason for withholding planning permission. The possibility of appropriate conditions to address Members' concerns were discussed with the Panel's Legal Adviser stating that the important point was that the Council's independent wind consultant had reviewed the applicant's wind assessment – this was not a case of the Council simply accepting the applicant's assessment at face value - and suggesting an informative be included on the planning permission to this effect
- the need for Officers within City Development to assist Akhbar's to relocate within Leeds. The Chief Planning Officer advised that it would be for the landlords to deal with the lease but that Council Officers would offer positive assistance in this matter
- the weathering of black granite with concerns about the visual appearance of the building over time. The Chair allowed the applicant's agent who was in attendance, to address the Panel on this point, with Members being informed that the quality of the granite used was key to how the material weathered; that high quality black granite would be used on the building and an appropriate maintenance regime would be implemented to

ensure the finish of the building was appropriate for the 4 star plus hotel

- the lighting proposals, with concerns about the design of the lighting strip at the top of the building. Members were informed that further discussions would take place on this, with a condition covering external lighting being proposed
- works to the pavement in Greek Street. It was confirmed that tarmac would not be used and that under S278 works, Highways would control this and would be looking for a seamless finish
- that no signage was shown on the images before Panel. Members were informed that signage details would be dealt with as a separate application and brought before Panel if concerns existed about what was proposed
- the drop off point for visitors on Greek Street, with concerns being raised that some visitors could seek to use Bond Court instead and the need for clear details of the drop off arrangements to be provided to visitors, particularly on the hotel's web site
- the proposed landscaping; tree species and concerns about trees being planted in pots which would prevent adequate root space

Members considered how to proceed

RESOLVED - That the application be granted approval subject to the conditions set out in the submitted report, subject to additional conditions to control the details of the drop off/pick up point, the proposed lighting to the top of the building and tree planting on the site and subject to any other conditions which the Chief Planning Officer considers to be necessary and subject to an informative on the decision relating to the independent review of the applicant's wind assessment

During consideration of this matter, Councillor R Procter joined the meeting

155 Site visits

Prior to consideration of the pre-application presentations, the Chair referred to visits to Bradford to see an anaerobic digestion facility and to Derby to view a student housing development, ahead of the Panel's consideration of such schemes in Leeds. It was confirmed that 14th March was the most suitable date for both of these visits, with Officers being asked to make the necessary arrangements

156 Preapp/13/00789 - Installation of a digital media screen - Pinnacle Building - Bond Street/Upper Basinghall Street LS1 - Pre-application presentation

Plans and graphics were displayed at the meeting. A Members site visit had been undertaken earlier in the day

Draft minutes to be approved at the meeting
to be held on Thursday, 20th March, 2014

Members considered a report of the Chief Planning Officer setting out proposals for a digital media screen on to the western elevation of the Pinnacle building to be located above the supermarket entrance. The Panel also received a presentation on the proposals on behalf of the applicant and was provided with the following information:

- that an application for a digital media screen on the eastern elevation of the building had not been supported by City Centre Plans Panel in September 2012
- that a smaller screen on the western elevation of the building was now being considered
- that the screen would form part of the light box, be framed and flush to the building and be centrally located
- that the orientation of the screen had been considered, with the portrait option being the most suitable
- that the screen would add vitality to a bland façade and would signpost the retail core
- the use of modern technology would mean that no cooling fans would be required for the screen
- full motion images would be displayed on screen but without any sound
- that the screen would be auto-dimmed at night to avoid glare
- that a percentage of air time could be made available for use by the Council
- a contribution towards public realm along Upper Basinghall Street would be made
- that the location was considered to be suitable and that the proposal accorded with national and local planning guidance and with CABI guidelines

It was noted that Members' questions about the proposals had been fully addressed on the site visit

The Deputy Area Planning Manager requested the possibility of determination of the application under delegated powers, if no third party issues arose. Whilst the Chair was supportive of this approach if the formal application mirrored what had been presented, concerns were raised by Councillor Leadley and Councillor Campbell about the principle of the proposals. The difficulty of refusing such an application was acknowledged in view of the screen which had been granted permission at the Trinity development

Members considered how to proceed and provided the following responses to the points raised in the report:

- that the majority of the Panel agreed that the visual impact from the proposal was acceptable and appropriate for this location
- that regarding adverse highway safety implications arising from the proposed screen, Members considered there would not be any

RESOLVED - To note the report, the presentation and the comments now made and that the majority view of the Panel was to defer and delegate determination of the application to the Chief Planning Officer so long as the formal application details were the same as had been presented to Panel

157 Preapp/14/00015 - Pre-application presentation for the demolition of a number of existing buildings to allow for the temporary reconfiguration of and addition to the existing car parking (increase in spaces from 542 to 824) and associated hard landscaping - Victoria Gate - Phase 2 Car Park - Land bounded by Vicar Lane, Lady Lane, Templar Place and the Inner Ring Road LS2

Plans, photographs and graphics were displayed at the meeting. A Members site visit had taken place earlier in the day

Members considered a report of the Chief Planning Officer outlining proposals for the temporary reconfiguration of existing off-street car parking and the addition of 281 additional off-street car parking spaces and landscaping on the phase 2 section of the Victoria Gate site. Members also received a presentation on the proposals on behalf of the applicant

The following information was provided:

- the proposals were for a temporary scheme for an estimated period of up to 5 years to maximise the use of existing off-street car parking; provide further parking for shoppers and visitors and to replace public parking from the Union Street car park which would be lost when building works for phase 1 of Victoria Gate commenced in April 2014
- there was a need for high quality car parking in Leeds and this had been identified as an issue which prevented people from visiting the city
- there was the opportunity to improve a part of the city which was in poor repair and although the works were temporary, they would be of high quality and would improve the feeling of safety in this area
- that several buildings would need to be demolished although approval for these demolitions had been granted as part of the outline approval for Victoria Gate
- a pedestrian spine, using resin bound gravel and bounded by trees and lighting columns would be created from the market to Templar Street. A green buffer, 4 metres wide, with nooks for seating would be provided at Vicar Lane. To create this effect semi-mature trees would be used. Gateway spaces (foyers) would also be provided around the site on key pedestrian desire lines to the surrounding area. Pay machines would be located at the foyers
- in terms of car parking surfacing treatments, various options were being considered including a cellular system

Members discussed the proposals and commented on the following matters:

- the timescale for the temporary scheme, with the hope that within 5 years phase 2 of the permanent Victoria Gate development scheme would be progressing
- there were no guarantees that if approved, the applicant would not then sell the site

- the extent of the demolition works to be undertaken
- whether the proposals could lead to flooding of the nearby beck
- whether parent and child parking spaces would be provided
- the price rates for parking
- the maintenance of the landscaping
- the width of the car parking bays and the need to ensure these could accommodate larger vehicles and 4x4s
- security issues, particularly on an evening; that people currently loitered in the car park and the need for this to be addressed so as not to deter its use
- how long stay parking would be discouraged
- Templar House; the need for a vision to be provided for this Grade 2 Listed Building; that the condition of the building had been left to deteriorate and that the building should be repaired
- the need for the North Bar Stone on the site to be practically protected, carefully removed and safely stored
- the future of Lyons Works; that a finely balanced decision had been reached regarding its loss on the original outline approval in view of the greater good which would be achieved from that scheme, with concerns being raised that the demolition of the building to make way for a City Centre car park for possibly up to 5 years was not acceptable
- the loss of the Bus Station, with mixed views on the worthiness of retaining this example of post-war architecture
- that the buildings attached to the Templar Pub should be demolished
- the size of the car park, with concerns that due to its scale and the possible length of time it would be in operation that Vicar Lane would cease to exist as an area of character within the City Centre
- the positive signs for the first phase with work close to commencing and the need for a period of up to 5 years for additional parking when the multi-storey car park for John Lewis would be completed in Autumn 2016
- the need for Members to understand the timescales for phase 2 of Victoria Gate and that from the information provided, there was no sense that phase 2 would move along quicker if these proposals were agreed to

The Chief Planning Officer stressed the importance of achieving a successful regeneration of this part of the City Centre. In terms of context, Members were informed that more retail development was taking place in Leeds than in any other city, yet despite the gradual regeneration of The Grand Arcade, this part of the City Centre was vulnerable. It was important for the theatres to thrive and for phase 1 of Victoria Gate to take off and it was not unreasonable for there to be some uncertainty

In terms of Lyons Works, the building was exempt from listing and could be demolished immediately, however the Chief Planning Officer was of the view that the comments made by Members would be taken back to the

applicant for consideration. The need for assurances on the future of Templar House was stressed

In response to the specific points raised in the report, the following comments were provided:

- regarding the justification for the demolition of Lyons Works, the former West Yorkshire Bus Station and the other named buildings, there was majority support for the demolition of the Bus Station and complete support for the demolition of the other named buildings on Vicar Lane. Regarding Lyons Works, it was noted that permission to demolish this building had been granted as part of a different scheme and that in the circumstances where the original permission was not proceeding, that consideration be given to requesting the retention and re-use of Lyons Works without the modern extension
- on the issue of the use of the space as a car park, this could be accepted if the period of time for this use did not exceed 5 years, with the provision of a temporary car park to a higher standard being welcomed
- on the reconfigured and additional short stay car parking numbers and the required Stopping Up, these matters were acceptable as were the associated loss of on-street short stay car parking and the proposal for there to be financial compensation
- that the landscaping proposals were progressing positively; that a high quality scheme was expected and for the landscape treatment to the Vicar Lane edges, in particular, to adequately maintain the sense of enclosure of the street, preserve the character of nearby designated and on-designated heritage assets and add positively to views along Vicar Lane on a temporary basis

Members also highlighted the need for the safe removal and retention of the North Bar stone to be tied down and for urgent repair works to be undertaken to Templar House. On this matter, the Chief Planning Officer proposed a site visit with Officers and the applicant to also view the interior of Templar House

RESOLVED - To note the report, the presentation and the comments now made

158 Date and Time of Next Meetings

Thursday 20th March 2014 at 1.30pm
Thursday 10th April 2014 at 1.30pm

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NORTH AND EAST PLANS PANEL

THURSDAY, 20TH FEBRUARY, 2014

PRESENT: Councillor D Congreve in the Chair

Councillors C Campbell, R Grahame,
M Harland, C Macniven, J Procter,
G Wilkinson, J Harper, M Lyons and
J McKenna

99 Chair's opening remarks

The Chair welcomed everyone to the meeting and asked Members and Officers to introduce themselves

100 Late Items

There were no late items

101 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interest, however in respect of application 13/04775/FU – Wetherby Golf Club, Councillor Wilkinson brought to the Panel's attention that he was a playing member of the club (minute 104 refers)

102 Apologies for Absence

Apologies for absence had been received from Councillor A McKenna who was substituted for by Councillor J McKenna

103 Minutes

RESOLVED – That the minutes of the North and East Plans Panel meeting held on 23rd January 2014 be approved

104 Application 13/04775/FU - Retrospective application for use of land as car park - Wetherby Golf Club, Linton Lane, Wetherby

Plans, drawings and photographs were displayed at the meeting. A Members site visit had taken place earlier in the day

Draft minutes to be approved at the meeting
to be held on Thursday, 27th March, 2014

Officers presented the report which sought retrospective approval for the use of land as a car park at Wetherby Golf Club, Linton Lane LS23, which was situated in the Green Belt and a Special Landscape Area. The proposed overflow car park was located within a tree belt which was covered by a TPO

Members were informed that four conifer trees had been removed, although it was the view of the Council's Tree Officer that the removal of the conifers had not led to a significant impact on the remaining trees

In respect of Green Belt policy, the justification for the scheme was the need for additional car parking at the Golf Club which would also prevent parking on Linton Lane, which was extremely narrow, therefore there would be highway safety benefits to the proposals

It was acknowledged that the conifers should not have been felled; that there were no proposals for further removal of trees and a condition was proposed to require replacement by replanting of appropriate species

Members discussed the application and commented on the following matters:

- the possible sanctions for the removal of trees on Green Belt land. The Head of Planning Services advised this was a prosecutable offence, with severe financial penalties if the person responsible has benefitted financially from their action. Members were informed this was unlikely to have been the case here
- evidence on site that the conifers which had been removed had been burned, with concerns raised about this. Members were informed that it would be for the Tree Officer to investigate the incident and decide whether to pursue a prosecution
- the location of two containers and a bottle bank in the car park, which were taking up several car parking spaces and what action could be taken to remove them. It was reported these did not have planning permission and that an enforcement case could be opened
- the fact that the clubhouse and car park were located on a SHLAA site, with local residents being concerned that any extension of the car park would be an extension of the SHLAA site
- the possibility of tying the consent for the car park extension with the re-siting of the bottle bank and the resiting/ removal of the containers
- the need for some boundary treatment to demarcate the parking area and prevent cars coming too close to the trees
- that the car park extension should be properly surfaced and that tarmac should not be used
- the need for conditions to be reworded to require the applicant to carry out the necessary works prior to occupation

The Panel considered how to proceed, with concerns continuing to be raised about the loss of TPO trees and that a strong stance against this should be taken. The Head of Planning Services reiterated the process for determining whether a prosecution should be brought and confirmed that the Panel's views would be conveyed to the Tree Officer and Wetherby Golf Club. The suggestion was also made that if storage was required for golf buggies,

then a type more appropriate within the Green Belt and Special Landscape Area should be considered

RESOLVED - That the application be granted subject to the conditions set out in the submitted report, with the following amendments:

Condition 2 – The details of the trip fence to be submitted prior to the use of the overspill car parking commencing

Condition 4 – The re-planting scheme to be submitted prior to the use of the overspill car park commencing, together with a timetable for implementation

and an additional condition requiring the removal/resiting of the containers and the bottle bank prior to the use of the overspill car parking commencing

In addition, the Chief Planning Officer be asked to write to the Golf Club conveying the Panel's views on the unauthorised felling of the trees and stressing this serious offence should not occur again

(Under Council Procedure Rule 16.5, Councillor Wilkinson required it to be recorded that he abstained from voting on this matter)

105 Application 13/05716/FU - Variation of condition 16 of approved application 13/01857/FU (residential development of 11 detached dwellings with associated access, parking, drainage and landscaping) to remove two proposed islands on Wetherby Road, currently part of the approved Section 278 Works at Castle Mona Lodge, Wetherby Road, Scarcroft

Further to minute 41 of the North and East Plans Panel held on 5th September 2013, where Panel agreed in principle to an application for 11 residential dwellings, with associated parking, landscaping and access, the Panel considered a further report of the Chief Planning Officer seeking approval to a variation of condition no 16 of that approval, in respect of off-site highway works

Plans, drawings and photographs were displayed at the meeting

Officers presented the report and informed Members that the full application for the scheme had included two pedestrian refuge islands and a ghost island right turn. The applicant now sought to remove the proposed pedestrian refuge islands as due to the width of the A58, it was not possible to accommodate them or increase the width of the road to achieve the works. The Panel was informed that these works although desirable, were not an essential requirement of the development

Members discussed the application with concerns being raised that the view of the Highways Officers had changed as it was felt that in September 2013, Highways considered that the islands were necessary. The Highways Officer in attendance was not Mr Hodgson, the Panel's usual representative, as he was on leave, and in response to the comments made, advised that having reviewed the need for the islands, he was satisfied there was not a requirement for them when considering the guidance; that although accidents had occurred on the A58, these had been further along; that the average

speed in this area was 33mph during the day; that pedestrian crossing points to access bus stops did exist further along and that a ghost right turn was entirely appropriate and in line with highways arrangements in the area

The Panel continued to discuss the matter, with the following issues being raised:

- the possibility of the S106 Agreement being amended in view of the proposed alterations, with a contribution towards other highway safety measures in the locality
- the process for evaluating the highway implications of applications; concerns that despite being considered by Panel and a site visit undertaken, this matter had only come to light once planning permission had been secured
- that accurate information should be provided
- the need for Ward Members to be consulted and their views obtained on the proposals

The Panel considered how to proceed, with the Chair suggesting that Mr Hodgson e-mail Members with his response regarding a change of view about the provision of islands on Wetherby Road in relation to the approved development

RESOLVED - To defer and delegate approval of the application to the Chief Planning Officer subject to a satisfactory response from the Panel's Highways representative; consideration as to whether any other highway safety measures were required within the locality, subject to compliance with the CIL Regulations and the inclusion of a Deed of Variation of the S106 Agreement in view of this being a S73 application to amend a previous condition and to impose any conditions which may still be relevant, all of these matters subject to Ward Member consultation and comments

106 Application 13/02352/FU - First floor extension to side -10 Shadwell Park Court, Shadwell, Leeds

Plans, photographs and drawings were displayed at the meeting. A Members site visit had taken place earlier in the day

Officers presented the report and outlined the application which was for an extension over an existing garage being flush with the front elevation of the property and set in from the side boundary with the adjacent property. Members were informed that Officers had concerns about the design of the proposals and that an undesirable precedent could be set if the application was approved. Officers had advised that re-designing the application to provide a set back from the front elevation might be supported but the applicant required the application to be considered on its merits

The Panel heard representations from the applicant who provided information which included:

- the need for the extension due to a growing family
- the length of the time the application process had taken
- that indications had been made that the application would be approved by Officers
- errors in the report relating to the percentage increase the extension would afford

- relevant parts of the Householder Design Guide
- the shallow pitch of the roof and the problems this caused in trying to achieve what Officers now sought

Members considered the application and sought clarification from Officers on points made by the applicant

RESOLVED - That the application be refused for the following reason:

The Local Planning Authority consider that the proposed extension, owing to its overall width, lack of set back from the front elevation and lack of set down from the main ridgeline would result in an incongruous form of development which would fail to be subservient to the existing dwelling, would be harmful within the streetscene and detrimental to the character of the area, including the spatial separation of other dwellings in the locality. As such, the development is contrary to Policies GP5 and BD6 of the Council's Unitary Development Plan (Review 2006) and to Policy HDG1 of the SPD Householder Design Guide and to design advice contained within the NPPF

107 Application 14/00457/FU - Single storey side/rear extension - 477 Leeds Road, Scholes LS15

Plans, drawings and photographs were displayed at the meeting

Officers presented the report which sought approval to a single storey side/rear extension at 477 Leeds Road, Scholes LS15, which had been brought to Panel for determination as the applicant was an Officer who worked closely with Development Management Officers and administered Plans Panel meetings. Members were informed that the publicity period for the application had not yet expired but was being brought for determination to ensure the decision was issued in time

Members were informed that the property was located in the Green Belt and although being over the usual 30% threshold allowed in the Householders Design Guide, this limit was not definitive as the test was whether the increase was disproportionate. An appeal had been allowed for a similar form of development in close proximity to the subject site

Members discussed the application and commented on the following matters:

- the arrangements for car parking and concerns that a car parking plan had not yet been submitted
- that the photographs displayed showed that cars were parked partially and in some cases, wholly on the street
- the volume of the extension, which Officers confirmed as being just over 50% increase on the original house
- the poor quality of the plans which had been submitted
- that similar schemes had been granted approval

RESOLVED - To defer and delegate approval to the Chief Planning Officer subject to the expiry of the publicity period and no objections being received that raised new planning issues and subject to the conditions set out in the submitted report

108 Application 13/03029/FU - New section of wall, increase in height to part of existing wall and timber pedestrian gate - Dene Cottage, Linton Lane, Linton LS22

Further to minute 55 of the North and East Plans Panel meeting held on 3rd October 21013, where Panel approved an application for a new section of wall, increase in height to part of existing wall and timber pedestrian gate at Dene Cottage Linton, LS22 subject to conditions including one requiring the new section of wall to be a dry stone wall, to consider a further report of the Chief Planning Officer

Plans and photographs were displayed at the meeting. Members had passed the site on their site visits prior to the meeting

Officers presented the report and informed Members that the applicant had undertaken works to the wall and had advised that although the wall appeared to be dry stone, this was not the case and that the mortar had crumbled away. As the applicant had re-pointed the existing section of the wall, its mortar joints were evident. Officers were seeking agreement not to enforce the dry stone condition as the new section of wall would not match and there would be visual discontinuity between the two elements

Members discussed the report and commented on the following matters:

- that the images shown on the photographs did not reflect what was on site
- that there was a planning history to the site
- the need for clarity on what was being agreed upon
- that a sample panel had not yet been provided by the applicant in order to discharge the planning condition
- the difference in the type of stone being used to construct the wall
- that lime mortar should be used
- that Ward Members should be consulted in respect of the sample panel to be agreed

RESOLVED - To note the report and to accept the recommendation to not take enforcement action against the non-compliance with condition 5 of the planning approval, as the use of mortar was considered to be acceptable instead of dry stone walling and to note the use of lime mortar was specifically requested. In respect of the consideration of a sample panel of walling, this to be deferred and delegated to Officers, subject to consultation with Ward Members

109 Application 13/00293/NCP3 - Appeal against enforcement notice requiring the dismantling of the development as built and its reconstruction in accordance with the plans and elevation drawings to planning permission 12/01887/FU - 41A Stainburn Crescent, Leeds

Members considered a report of the Chief Planning Officer setting out an appeal against an enforcement notice in respect of unauthorised development at 41A Stainburn Crescent LS17

It was the decision of the Inspector to allow the appeal as it was the view of the Inspector that the difference between the approved planning application and the partially built structures were not harmful. In reaching the decision a further condition was imposed

RESOLVED - To note the report and the appeal decision

110 Application 13/02873/FU - Appeal decision against refusal of planning permission for an amendment to the length of the first floor and window positions and window materials of the approved annexe building under planning application 12/01597/FU - 11 Old Park Road, Roundhay

Members considered a report of the Chief Planning Officer which set out the Inspector's decision following an appeal lodged against refusal for amendments to an approved scheme at 11 Old Park Road Roundhay

It was the decision of the Inspector to dismiss the appeal

Members were informed that the applicant had until 18th August 2014 to complete the 2012 permission and in view of the issues which had occurred on the site, Officers had written to the applicant to encourage him to complete the works and reiterating the approved dimensions. In the event the works had not been satisfactorily completed, the Council could consider serving an injunction. Members were informed that regular visits by Officers would be made to the site to monitor progress

The Panel discussed the report; commented on the costs incurred in dealing with this matter and queried whether these could be recouped. The Head of Planning Services advised that in planning appeals, only the cost of the appeal could be recouped. For this appeal, the matter had been dealt with by written representations and that for a costs claim, unreasonable behaviour in respect of the appeal would need to be demonstrated

RESOLVED - To note the report, the appeal outcome and the comments now made

111 Date and Time of Next Meeting

Thursday 27th March 2014 at 1.30pm in the Civic Hall, Leeds

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Licensing Committee

Tuesday, 11th February, 2014

PRESENT: Councillor R Charlwood in the Chair

Councillors K Bruce, N Buckley, R Downes,
J Dunn, M Harland, G Hussain, G Hyde,
A Khan, B Selby and G Wilkinson

99 Appeals Against Refusal of Inspection of Documents

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

100 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during Consideration of the following parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

A presentation by West Yorkshire Police entitled “Policing and the Night Time Economy” referred to at Minute No.105 was designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A (3) of the Local Government Act 1972 on the grounds that it contains information relating to crime and disorder which may result in future Legal Proceedings. It was therefore considered that it is not in the public interest to release this information at this time, as this would compromise the Council’s position.

101 Late Items

No formal late items of business were added to the agenda. Members were however in receipt of a newspaper article (The Times, dated Saturday 19th October 2013), circulated for information only.

The article in question related to the launch of “Yorkshire Trike Tours” the trike having received a novelty vehicle license from Leeds City Council in 2013.

In offering comment the Chair said this was a good news storey and thanked Officers for drawing it to the Committee’s attention

RESOLVED – That the contents of the article be noted

102 Declaration of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

103 Apologies for Absence

Apologies for absence were received from Councillors: B Gettings, T Hanley, P Latty and C Townsley

104 Minutes of the Previous Meeting

RESOLVED – That the minutes of the previous meeting held on 14th January 2014 were accepted as a true and correct record

105 Policing and the Night Time Economy

Members received a Presentation from Sergeant Rob Fullilove and Sergeant David Shaw, West Yorkshire Police, who spoke about Policing and the night time economy.

A summary of the issues/ incidents involving licensed premises in City & South Leeds, North East Leeds and North West Leeds was presented.

(Due to the confidential nature of the information being presented, this part of the meeting was held in closed session)

The Chair thanked Sergeant's Fullilove and Shaw for their attendance and presentation commenting that the session had been informative and interesting.

Members were made aware that it was Sergeant Fullilove's last attendance before retiring in a few days' time.

Members joined the Chair in wishing Sergeant Fullilove all the very best in his retirement and good luck in his for future endeavours

RESOLVED –

- (i) That the contents of the presentation noted
- (ii) That discussions take place with Leeds watch with a view to providing further CCTV coverage within the city centre

106 Cumulative Impact Policy for Otley

Members considered a report by the Area Committee (West North West) requesting the Committee's views as to whether a cumulative impact policy would be appropriate for Otley, in view of the increase in applications and the concern that the current status quo could be affected by just one successful application to vary a licence.

Zahid Butt, Area Community Safety Co-Ordinator, Environment & Neighbourhoods, presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- Otley had a vibrant nightlife with the largest number of licensed premises outside the city centre
- Had low incidents of crime and disorder compared to other areas of the city
- There was a noticed increase in licence applications
- Applications to increase the hours for the sale of alcohol to a time much later than was normal for the area

In offering comment Councillor Dunn said he was supportive of a CIP for Otley, suggesting that it was difficult to deal with objections when there was no policy in place.

Councillor Downes said there was a large number of drinking establishments in Otley and late night drinking did cause problems for some residents. There appeared to be a “general creep” to increase the hours for the sale of alcohol. It was his opinion that the residents did not want Otley to be seen as a late night destination.

Councillor Hyde suggested it would be useful to obtain data to support a cumulative impact policy, what was the view of the Police?

Councillor Selby said that strong evidence was required to address any legal challenges

Susan Holden, Principal Project Officer, Entertainment Licensing said that having a policy in place did make a statement about an area and often led to a reduction in unsuitable applications.

RESOLVED –

- (i) To accept that a cumulative impact policy may be appropriate for Otley Town centre
- (ii) That Officers undertake further work in researching the evidence and designing a cumulative impact policy that was effective in achieving the aims of the local area
- (iii) That a further report be prepared and brought back to this Committee seeking approval to release for public consultation

107 Information Report - Taxi and Private Hire Licensing Equality Monitoring

The Head of Licensing and Registration submitted a report which provided an update on the equality monitoring process implemented at Taxi and Private Hire Licensing.

Des Broster, Section Head, Taxi and Private Hire Licensing, presented the report and responded to Members questions and queries.

Detailed discussion ensued on the contents of the report which included:

- The on-going work around revocation and refusal data
- The technical difficulties around gathering and using the information when it was provided anonymously

Referring to the gathered equality information, Councillor Selby asked if it would be possible to carry out an analysis using the post code data.

In responding Mr Broster said such an analysis was possible but it should be the subject of a separate report and not be included as part of the equality monitoring data.

Councillor Dunn asked if Taxi and Private Hire Operators played any part in assisting with the completion and return of the forms.

Mr Broster said it was unlikely, the onus was on the driver to complete the equality monitoring form.

Councillor Khan referring to employment issues around night time enforcement activity and a possible rota, asked if any progress had been made.

In responding Mr Broster said that a meeting with the Trade Unions would be taking place shortly.

Councillor Selby asked if future reports could contain visual graphics, pie charts for example.

Officers gave an undertaking to investigate the possibility of using visual graphics in future reports.

RESOLVED – That the contents of the report be noted

108 Licensing Work Programme 2014

Members considered the contents of the Licensing Work Programme for 2014.

RESOLVED – That, subject to the inclusion of any additional items of business identified at this meeting, the contents of the Licensing Work Programme be noted

109 Date and Time of Next Meeting

RESOLVED – To note that the next meeting will take place on Tuesday, 11th March 2014 at 10.00am in the Civic Hall, Leeds.

Licensing Sub-Committee

Monday, 10th February, 2014

PRESENT: Councillor R Downes in the Chair

Councillors K Bruce and N Buckley

170 Election of the Chair

RESOLVED - Councillor Downes was elected Chair for the duration of the meeting.

171 Appeals Against Refusal of Inspection of Documents

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

172 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED- That the press and public be excluded from the meeting during consideration of the following part of the agenda designated exempt as follows:

Appendix D of the formal late item referred to in minute 179 under the provisions of Paragraph 14 of the Licensing Act 2003 (Hearings Regulations 2005) and under the provisions of Access to Information Procedure Rule 10.4(1)

On this occasion there were no press or public at the hearing.

173 Late Items

A formal late item was submitted to the agenda, which Members were in receipt of prior to the meeting.

The late item was in relation to a temporary event notice – Commercial Inn, 62 Commercial Street, Morley, Leeds, LS27 8AG Minute 179 refers.

174 Declarations of Disclosable Pecuniary Interests

No declarations were made.

175 Application to vary a premises licence held by Raymond McCloud Ltd, (former Britannia Public House), 58 Top Moor Side, Holbeck, Leeds, LS11 0AA

This application was withdrawn prior to the hearing.

176 Certification of Films - Variation of Film Certification

An application had been received from Sheffield Doc/Fest of the Workstation Sheffield for the modification of a British Board of Film Classification (BBFC) film certification for a film to be screened in Millennium Square as part of the run up to the Tour de France.

The request was to modify the certificate from 'PG' to 'U'

Category U – Passed for general exhibition

Category PG – Passed for general exhibition but parents / guardians are advised that the film contains materials they might prefer children under fifteen years not to see.

A brief synopsis had been submitted as appendix A of the submitted report.

Members were given clarification by the Legal Services Officer in relation to the BBFC guidance prior to watching the film.

Members watched the full fifty minute film. Discussion took place between the Members with all Members raising their concerns in relation to mimicry throughout the film of a person with mental health issues.

The Members also had concerns in relation to the sexual content of the film aware that the screening of the film would be at a family orientated event.

RESOLVED – The Committee resolved to retain the PG certification with recommendations to Licensing Services that the organisers of the event should publicise that the film is unsuitable for children unless accompanied by an adult.

177 Temporary event notice for Commercial Inn, 62 Commercial Street, Morley, Leeds, LS27 8AG

A temporary event notice had been received from the Commercial Inn 62 Commercial Road, Morley, Leeds, LS27 8AG. Members were required to hear the application due to the receipt of an objection notice from West Yorkshire Police (WYP).

The temporary event notice was for Sale of Alcohol and regulated entertainment on:-

| | |
|--------------------------------|----------------|
| 15 th February 2014 | 00:01 to 02:30 |
| 16 th February 2014 | 10:00 to 11:00 |
| 16 th February 2014 | 23:00 to 00:00 |

Mr John Grayshon the Premises Licence holder attended the meeting. Mr Grayshon told the Members that there had been no disorderly conduct at the Commercial Inn during the use of temporary event notices prior to Christmas.

He told the Members that a previous request to the Licensing Sub-committee for Mr Boland to become DPS of the Commercial Inn had not been granted, not for the reason stated by the police but because the Committee felt that it would be too onerous a task for Mr Boland to manage both the Slip Inn and The Commercial Inn. Mr Boland currently works as manager at the Commercial Inn living in the accommodation above. The Committee were told that while Mr Boland is working he does not drink.

When Members requested information about the assault that Mr Boland was charged with, Mr Grayshon told the Committee about all the allegations against Mr Boland, including the most recent saying that there had been a domestic argument between Mr Boland and his girlfriend who also lives at the Commercial. He told Members the incident took place after the premises had closed and the girlfriend had

been drinking and given Mr Boland news which had upset and angered him. Mr Boland is charged with assault, currently on bail.

WYP told Members that they were appealing against the temporary event notice because of the information that they had against Mr Boland, and the concerns that they had when Mr Boland was in drink.

Members were advised that there had been thirteen previous temporary event notices at the Commercial Inn while Mr Boland was managing the bar with no recorded incidents.

Members sought information about the working relationship between Mr Grayshon and Mr Boland particularly in relation to Mr Boland's drinking. Mr Grayshon advised Members that Mr Boland would not drink while working as he knew he would be out of a job. Mr Grayshon informed the Members that his bar staff had worked for him a number of years, who he trusted and they would inform him of any incidents.

RESOLVED – Members carefully consider the application and accepted the concerns of the WYP in relation to Mr Boland. However the Members felt that Mr Grayshon had the situation well in hand. Therefore the Members granted the application for the temporary event notice but all conditions that currently apply to the premises licence be applied to the temporary event notice.

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Licensing Sub-Committee

Thursday, 27th February, 2014

PRESENT: Councillor C Townsley in the Chair

Councillors M Harland and G Wilkinson

178 Election of the Chair

RESOLVED- That Councillor Townsley be elected for the duration of the meeting.

179 Appeals Against Refusal of Inspection of Documents

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

180 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

181 Late Items

There were no late items on the agenda. However, there was a supplementary pack that all parties received prior to the hearing.

182 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

183 Review of the Premises Licence for La Boheme, Cross York Street, Leeds, LS2 7EE

The Licensing Sub-Committee heard an application for a review of a Premises Licence under Section 51 of the Licensing Act 2003, sought by West Yorkshire Police in respect of La Boheme, Cross York Street, Leeds, LS2 7EE.

In between the submission of the application and the Licensing Sub-Committee hearing, the premises licence was transferred with immediate effect from Wildcard Leisure Limited to Urban Edge Group Limited, landlord of the premises. The transfer took place on 26th February 2014.

On 26th February 2014 a solicitor from Woods Whur LLP on behalf of the new premises licence holders, wrote to West Yorkshire Police stating that the premises would not operate until a suitable premises licence holder could be found that satisfied the police.

At the hearing a formal application for an adjournment of the review application was made by Mr Whur from Woods Whur LLP on behalf of the new premises licence holder. Mr Whur reconfirmed that the premises would not open or operate.

West Yorkshire Police objected to the application for an adjournment stating that there were no exceptional circumstances to support it.

Members adjourned to deliberate the decision. The committee noted it had powers in the relevant regulations to adjourn the matter to a specified date in the public interests.

Members listened to and were conscious of concerns raised by West Yorkshire Police. The objective of the review application was to close the premises. As the premises were already closed, members considered that the primary objective of the application had fallen away. The committee also considered that as the premises were no longer trading, the licensing objectives were being upheld. The Licensing Sub-Committee also noted the undertakings given by the new premises licence holder that the premises would not open.

RESOLVED-The application for an adjournment was granted and the matter was adjourned to Tuesday 18th March 2014 at 10am for further consideration.

MEMBER MANAGEMENT COMMITTEE

TUESDAY, 25TH FEBRUARY, 2014

PRESENT: Councillor G Harper in the Chair

Councillors A Blackburn, C Campbell,
M Dobson, B Gettings, J Hardy, A Khan,
A Lamb, E Nash and A Sobel

Apologies Councillor G Latty and K Mitchell

30 Appeals Against Refusal of Inspection of Documents

There were no declarations of disclosable pecuniary interests.

31 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor Mitchell and Councillor G Latty.

32 Minutes - 14 January 2014

RESOLVED – That the minutes of the meeting held on 14 January 2014 be confirmed as a correct record.

33 Change to Housing Nominations

The Director of Environment and Housing submitted a report advising Members of the changes to governance arrangements following the Executive Board decision to integrate Housing Services within the Council.

The report also introduced a new key strategic city wide forum, the Private Rented Sector Forum for which proposed Membership was outlined in the report and it was proposed that this Forum be classified as a Strategic and Key appointment and in accordance with the Appointment to Outside Bodies Procedure Rules the Member Management Committee would be the appointing body.

In order to keep the size of the Forum reasonable it was proposed that the political Membership of the Forum would be 4 Labour Members, 1 Conservative Member, 1 Liberal Democrat Member and 1 Morley Borough Independent Member.

It was also proposed that the Green Group would be offered special briefings from the relevant officer in order to keep them fully briefed on discussions at the Forum.

Councillor A Blackburn expressed concern and disappointment that the Green Group would not be able to have any input at the forum.

RESOLVED –

- (1) That the nomination process for the Private Rented Sector Forum as set out in paragraph 3.4 of the report together with the special briefings by officers to the Green Group be approved.
- (2) That the changes to the governance arrangements following the closure of the ALMOs and the creation of Housing Leeds be noted.
- (3) That the arrangements put in place for the Housing Advisory Board be noted
- (4) To note that there are no changes to the Area Committee nomination process for the rebranded Local Housing Advisory Panels.

34 Local Authority Appointments to Outside Bodies

The City Solicitor submitted a report providing an update on the current position regarding Member appointments to outside bodies and also sought to confirm Member nominations to remaining vacancies.

It was also reported that the Chair of Leeds Older People Forum had requested consideration of the appointment of Councillor Ogilvie to their committee.

There was also a proposal for Councillor R Harington to replace Councillor Morgan on the Fostering Panel – Civic.

RESOLVED –

- (1) That the Leeds Older People Forum be categorised as a Strategic and Key Partnership appointment and in accordance with the Appointment to Outside Bodies Procedure Rules the Member Management Committee would be the appointing body
- (2) That Councillor A Ogilvie be appointed to the Leeds Older People Forum.
- (3) That Councillor R Harington replace Councillor Morgan on the Fostering Panel – Civic.
- (4) That the change of appointments since the last meeting of the Committee, as detailed in paragraph 3.2 of the report be noted.

GENERAL PURPOSES COMMITTEE

TUESDAY, 4TH MARCH, 2014

PRESENT: Councillor K Wakefield in the Chair

Councillors D Blackburn, J Blake, S Golton,
P Gruen, J Hardy (as substitute for G
Harper), G Latty, A Lowe, E Nash,
M Rafique and S Varley

Apologies Councillor G Harper

27 Appeals against refusal of inspection of documents

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

28 Exempt Information - possible exclusion of the press and public

There were no resolutions to exclude the public.

29 Late items

There were no late items submitted to the agenda for consideration.

30 Declaration of Disclosable Pecuniary and Other Interests

No declarations of interest were made.

31 Apologies for absence

Apologies for absence were received from Councillor G Harper. Councillor J Hardy was present as substitute.

32 Minutes

RESOLVED - The minutes of the previous meeting were approved as a correct record.

33 Approval of the 2014/15 Pay Policy Statement

The Chief Officer HR submitted a report which sought the Committee's views on a revised Pay Policy Statement and for the Committee to make recommendations to full Council to approve the changes before the start of the 2014/15 financial year.

RESOLVED – The General Purposes Committee resolved to:

- (a) recommend to full Council approval of the Pay Policy Statement for the 2014/15 year as set out in Addendum 1 to the report; and
- (b) note the assurances provided by the Deputy Chief Executive that the senior management pay structure is appropriate and complied with.

34 Reconfirming support for a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new Congenital Heart Disease Review

The City Solicitor submitted a report asking the Committee to consider and make recommendations to full Council to reconfirm the mandate previously given by full Council for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and Humber) and subsequently delegate relevant functions in relation to the new review of Congenital Heart Disease services.

RESOLVED – The Committee resolved to:

- (a) Note the content and detail presented in the report;
- (b) Make the following recommendations to full Council:
 - a. That Council reconfirms its support for the establishment of a Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to NHS England's new review of Congenital Heart Disease services;
 - b. That Council delegates relevant functions, as set out in Appendix 1 of the submitted report, that shall be exercisable by the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber), subject to such terms and conditions therein; and
 - c. That Council asks the Scrutiny Board (Health and Wellbeing and Adult Social Care) to nominate a member from within its membership to sit on the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber) in relation to the new review of Congenital Heart Disease services and, upon nomination, agrees to appoint such member to the Joint Health Overview and Scrutiny Committee (Yorkshire and the Humber).

35 Protocol for Third Party Recording of Committee, Board and Panel Meetings

The Head of Governance Service presented a report submitted by the City Solicitor which requested that the Committee consider and agree the content of a protocol relating to the third party recording of council committee, board and panel meetings. The protocol was attached at Appendix 1 of the submitted report.

The Committee was also asked to consider ancillary matters relating to the adoption of the protocol, including member training, member immunities, civic

hall facilities and consequential amendments that may be necessary to the constitution.

The Head of Governance Services confirmed that training for Members has now commenced. Furthermore Members were advised that Regulations relating to Local Audit and Accountability Bill which would allow people to film, photograph or make sound recording of proceedings have still not been issued.

RESOLVED – The Committee resolved to:

- (a) Agree the content of a protocol relating to the third party recording of council committee, board and panel meetings attached at Appendix 1 of the submitted report;
- (b) Agree that the protocol be further reviewed by the City Solicitor (in consultation with group leaders) in light of the content of Regulations and guidance issued by the Secretary of State; and
- (c) Note the ancillary matters set out in the submitted report relating to the adopting of the protocol, including Member and Officer briefings, Member immunities, Civic Hall facilities and consequential amendments that may be necessary to the constitution.

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STANDARDS AND CONDUCT COMMITTEE

FRIDAY, 7TH MARCH, 2014

PRESENT: Councillor E Nash in the Chair

Councillors C Campbell, B Gettings,
J Hardy (as substitute for B Selby),
P Harrand and

In attendance: Mr G Tollefson – Independent Person

Apologies: Councillors B Selby and B Atha and Cllr Paul Cook
(Parish Representative)

19 Appeals against refusal of inspection of documents

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

20 Exempt Information - Possible exclusion of the press and public

There were no resolutions to exclude the public.

21 Late items

There were no late items submitted to the agenda for consideration.

22 Declaration of Disclosable Pecuniary and Other Interests

There were no declarations made.

23 Apologies for absence

Apologies for absence were received from Councillor B Atha and Councillor B Selby. Apologies were also received from Cllr Paul Cook the Parish Representative.

Councillor J Hardy was in attendance as substitute for Councillor B Selby.

24 Minutes - 29th November 2013

The minutes of the meeting held on 29th November 2014 were approved as a correct record.

25 Matters Arising

Minute No. 56 Committee on Standards in Public Life: Annual Report 2012-13

The Head of Governance Services confirmed that a letter had been sent from the Chair of the Committee to the Chair of the Committee on Standards in Public Life conveying the views expressed by the Committee with regards to the disciplinary procedure in Leeds, and that a reply had been received.

26 Update Report

The Head of Governance Services presented a report of the City Solicitor. The report detailed complaints submitted to Leeds City Council regarding

Draft minutes to be approved at the meeting
to be held on Date Not Specified

potential breaches of the Members' Code of Conduct over the past municipal year. This included complaints against Leeds City Councillors and about Parish and Town Councillors in the Leeds area.

RESOLVED – The Committee resolved to note the information set out in the submitted report.

27 Defamation and Qualified Privilege

The Head of Governance Services presented a report of the City Solicitor. The report provided an overview of the potential use of the defence of qualified privilege in any proceedings against a Member in relation to a claim of defamation. The report also considered the Council's indemnity for Members and officers in so far as it extends to the defence of an allegation of defamation.

Members discussed the defences available should a claim for defamation arise.

RESOLVED – The Committee resolved to note the contents of the report.

28 Annual Report of the Standards and Conduct Committee

The Head of Governance Services presented a report of the City Solicitor. The report presented the draft annual report of the Standards and Conduct Committee. Members were asked to consider whether to refer the report to full Council for consideration so that full Council can receive assurances as to how the Authority's duty to promote and maintain high standards of conduct (by Members and co-opted Members of the Council) is being discharged.

Members agreed that the report should be considered by full Council.

RESOLVED – The Committee resolved to agree the annual report of the Standards and Conduct Committee and refer it to full Council for consideration.

EAST (OUTER) AREA COMMITTEE

TUESDAY, 11TH FEBRUARY, 2014

PRESENT: Councillor A McKenna in the Chair

Councillors D Coupar, J Cummins,
M Dobson, P Grahame, P Gruen,
M Harland, J Lewis and M Lyons

Apologies Councillor K Mitchell, T Murray and
K Wakefield

64 Appeals Against Refusal of Inspection of Documents

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

65 Exempt Information - Possible Exclusion of the Press and Public

There were no items identified where it was considered necessary to exclude the press or public from the meeting due to the confidential nature of the business to be considered.

66 Late Items

The Chair accepted the inclusion of one late item of business.

The item related to a planning application for proposed coal extraction and residential development consisting of 485 dwellings at the former Vickers site, Manston Lane, Leeds 15. The application was the subject of a Pre application presentation to the City Plans Panel on Thursday 13th February 2014. Given the complex nature of the application, the views of the Area Committee were now sought.

The report was sent electronically to Members on Monday 10th February 2014 and it was also published on the Leeds City Council website.

67 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

68 Apologies for Absence

Apologies were received from Councillor T. Murray, Councillor K. Wakefield and Councillor K. Mitchell.

69 Minutes

The minutes from the previous meeting held on the 10th December 2013 were submitted to East Outer Area Committee for approval.

RESOLVED- That subject to the inclusion of a minor amendment relating to Children and Young People (Minute No.59 refers) the minutes be confirmed as a true and accurate record.

70 Open Forum

No matters were raised in the Open Forum.

71 Summary of Key Work

Members considered a report of the East Outer Area Leader which set out the priority work carried out in the area over recent weeks. Appended to the report were minutes of forum, partnership and sub-group meetings and those of the Area Committee Chairs Meeting.

Winter Warmth

The Area Officer informed members that the Winter Warmth packs had been distributed to vulnerable elderly people in the Outer East, and that he was confident that the few remaining packs would be gone in the next few weeks.

Neighbourhood Plans

Members were notified that the Neighbourhood Plan in Garforth was currently up and running.

Area Lead Members

Members noted the report and the attached appendices.

Community Safety

Members were informed that Community Safety will be discussed in full at the next meeting of East Outer Area Committee, and that the Police would be in attendance.

RESOLVED – Members noted the content of the report.

72 Well Being Budget (Revenue) 2013/14

The Area Improvement Manager presented a report that provided details of the Well Being Budget available for Outer East in 2013/14.

Members noted that the report detailed commitments, agreed funding streams and recent funding requests as follows:

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th March, 2014

- Award £20,000 to Swarcliffe Good Neighbours Scheme to fund a gardening service in 2014
- Award £4,000 to Leeds City Council Highways Service to cover the cost of a HGV ban on Coal Road/Redhall Lane/Skelton Lane

RESOLVED-

- (a) That the content of the report be noted.
- (b) That the following applications seeking Well Being funding be dealt with as follows:
 - Award £20,000 to Swarcliffe Good Neighbours Scheme to fund a gardening service in 2014
 - Award £4,000 to Leeds City Council Highways Service to cover the cost of a HGV ban on Coal Road/Redhall Lane/Skelton Lane

73 Pre-Planning notification

A detailed discussion took place in which Members raised the following issues:

- Concern around traffic generation associated with the development of the site
- Issues around the coal extraction and its transportation off the site
- The adverse impact on local residents during the development period

In offering comment Councillor Lyons said that the Manston Lane area was already very congested and such a development over a long period of time would have an impact on the surrounding area and local residents. Councillor Lyons said there were proposals for a new link road in the area and it was his opinion that development should not commence until the new road was in place. Other Members were of the same opinion that highway issues were a major concern.

RESOLVED –

- (i) That the content of the report be noted.
- (ii) That the views of the Area Committee be known to City Plans Panel

74 Date and Time of next meeting

Tuesday 18th March 2014 at 4.00pm at St Gregory's Youth and Adult Centre, Stanks Garden, Swarcliffe, LS14 5LS.

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th March, 2014

Draft minutes to be approved at the meeting
to be held on Tuesday, 18th March, 2014

WEST (INNER) AREA COMMITTEE

WEDNESDAY, 19TH FEBRUARY, 2014

PRESENT: Councillor C Gruen in the Chair
Councillors T Hanley, J Harper, A Lowe,
J McKenna and N Taggart

Co-optees Boutle, Bowes and Ritchie

Apologies Councillor

70 Appeals Against Refusal of Inspection of Documents

The were no appeals against refusal of inspection of documents.

71 Exempt Information - Possible Exclusion of the Press and Public

There were no resolutions to exclude the public as there were no members of the public present.

72 Late Items

There were no formal late items. However, it had been noted that the wrong versions of the following items had been published in the agenda.

Item 8 – Matters Arising

Item 15 – Business Plan Appendix 1

Item 16 – Wellbeing Fund Update Report and

Item 16 – Wellbeing Fund Update Report Appendix 1

These items had been published prior to the meeting and Members received copies at the meeting.

73 Declaration of Disclosable Pecuniary Interests

No declarations were made.

74 Apologies for Absence

There were no apologies for absence.

75 Open Forum / Community Forums

On this occasion there were no members of the public in attendance at the meeting.

76 Minutes - 18th December 2013

RESOLVED – That the minutes of the meeting held on 18th December 2013 be approved as a correct record.

77 Matters Arising

Minute no. 65 – Housing in Inner West Leeds

Clarification had been sought on the number of void Housing Leeds properties in Inner West Leeds.

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

Outcome

The response from Housing Leeds informed the Area Committee that there were 45 void properties, as at the end of December 2013 in the Inner West wards. These were Housing Leeds properties that were currently available to let but were in between tenancies. This does not include any residential properties that were 'taken out of charge' or not available for letting that were empty. These can be properties that were due for demolition, sale, or other reasons.

78 Area Panel Minutes

The committee considered the minutes of the Inner West Area Panel meeting held on 2nd December 2013.

In relation to Diverse Tenants, page 9 of the minutes, the Area Committee sought information as to whether ESOL courses were available to tenants.

In response the Committee were informed that Adult Social Services were currently in the processing of mapping all such courses across the cross the Council, so there maybe courses available in the future.

RESOLVED- That the minutes be noted.

79 Minutes - Area Chairs Forum - 25th November 2013

The minutes of the Area Chairs Forum meeting held on 25th November 2013 were considered by the Area Committee.

RESOLVED – That the minutes be noted.

80 Community Forum Minutes

The minutes of the Armley Forum meeting held on 21st January 2014 and the minutes of the Bramley and Stanningley Forum meeting held on 28th November 2013 were considered by the Committee.

RESOLVED – That both sets of minutes be noted.

81 Business Plan Update Report

The report of the Assistant Chief Executive (Citizens and Communities) provided the Area Committee with an update on the new initiatives and partnership working within the area that contributes to the priority themes outlined in the Area Committee's Business Plan.

Chief Inspector Fran Naughton was in attendance at the meeting and updated the Area Committee on the changes within the West Yorkshire Police and what it would mean for the West Inner area.

Cllr. Lowe arrived at the meeting at 17:13

The Chief Inspector informed the Committee on a number of changes including;-

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

- The opening in April 2014 of the new Police Headquarters on Elland Road
- That Inspector Simon Jessop had been appointed for the West Inner area, he is due to take up the role from March
- Sergeant Williamson would be staying in the area working within the team

The Area Committee discussed numerous issues around this topic including the cuts to the service in policing, the hope of stability that the new operating model would bring and partnership working across the area to problem solve.

Members sought information about Dunkirk Hill, Armley. Members were informed that due to issues of anti-social behaviour and crime in the area, trees were being removed from the canal side and replanted with shrubs to make the area a safer space to visit.

RESOLVED- That the Area Committee noted the content of the report and received the verbal update from Chief Inspector Fran Naughton on the forthcoming changes.

82 Wellbeing Fund Report

The report of the Assistant Chief Executive (Citizens and Communities) advised the Inner West Area Committee of the balance of Inner West wellbeing revenue and capital budget 2013/14 and of the position statement on small grants and skips budgets.

The report also asked the Area Committee to consider new wellbeing applications.

The latest wellbeing budget statement for 2013 /14 was included as Appendix 1 of the submitted report. It informed Members of the current budget and the projects approved to date.

At the December Area Committee it had been agreed that a delegated decision would be made by the Chair on how to spend the remaining Youth Activities Funding for 2013/14. Members attention was drawn to 3.3 of the submitted report to a table outlining the activities selected for funding and the amount to be funded.

Members were asked to approve £418 in order to cover unforeseen additional costs for the Armley Festive Lights 2013. The Committee were also asked to approve an additional £750 per ward into the small grants and skips budget.

RESOLVED- That the Area Committee;

- Noted the balance of the Wellbeing Revenue and Capital Budgets for 2013/14.
- Approved the additional £418 spend for Armley Festive Lights project.
- Approved an additional £750 per ward to the small grants and skips budget.

Draft minutes to be approved at the meeting
to be held on Tuesday, 25th March, 2014

83 Employment and Skills

The report of the Chief Officer Employment and Skills was presented to the Committee by the Head of Employment and Skills. The report provided the Inner West Area Committee with an overview of the activity and outcomes being delivered and led by the Council's employment and skills service and the Area Support Team.

The Committee were updated on a number of issues including:-

- Inner West Area Committee Position
- Direct delivery through network of Jobshops
- Planned developments in West Leeds and City Centre that would offer jobs and apprenticeships
- Education Business Partnerships
- Pathways Website
- Commissioned services including Young Talent – Headstart programme

Members raised their concerns that the Inner West area did not seem to be sharing in the success of the City. Discussion took place around the issues highlighted in the submitted report about unemployment and low skills base in the Inner West Area.

The Chair welcomed Trisha Hiley Lead Talent Acquisition Manager of Premier Farnells a company located in Armley who was in attendance at the meeting. The representative told the Committee of the difficulties that the company had in employing people from the Inner West area and was attending the meeting to seek assistance from the Committee on increasing employment from the local area. The representative informed the Committee of the variety of posts that the company has to offer including those posts with flexible hours.

The Head of Employment and Skills offered to contact Premier Farnells the following day.

RESOLVED-That the Area Committee would:

- Contribute to shaping the priorities for action with the Area Committee Lead Member Employment, Skills and Welfare.
- Support a review of the existing strategic and operational partnership arrangements within the area for delivery of employment and skills priorities
- Use these to feedback identified needs and inform future delivery through Community Learning and other models where appropriate
- Receive the next annual headline report to include key outcomes and an evaluation of any revised arrangements

84 Welfare Benefit Changes One Year On - Poverty and Financial Inclusion

The Chief Officer, Welfare and Benefits presented his report to the Area Committee which provided the Members with an update on the citywide and

local aspects of the main social security benefit changes which were introduced in April 2013.

The Chief Officer informed the Committee on a variety of issues including welfare support scheme, bedroom tax, and benefit cap. He told the Members about the ongoing work to assist and support those who fall into those areas.

Members' attention was drawn to Discretionary Housing Payment (DHP) outlined in appendix III of the submitted report. He explained to the Members his concerns that unless people engaged with the revenues service this payment would be withdrawn. The Chief Officer highlighted appendix II of the submitted report which outlined the new Social Contract which is based around high levels of support for citizens but requires citizens to engage with the support.

The Chief Officer updated the Committee on the work around high interest lending and illegal money lending with the development of the Money Information Centre (MIC). He told the Committee that this was not a place but a brand where there would be many organisations and centres which would be badged as MIC, there would be officers in situ who would be accredited to give money advice. It is expected that Armley One Stop Centre and Housing Leeds offices would carry the brand. The Money Information brand is expected to be launched in mid-March.

Cllr. Hanley left the room during this item at 18:22 returning at 18:29

Cllr. Taggart entered the meeting at 18:23

Members were also updated on the setting up of the food aid network which would see the food banks not only distributing food but linking into other relevant services.

Members were informed of the work being undertaken to communicate and prepare people for the roll out of Universal Credit in 2016.

The Area Committee thanked the Chief Officer and his team for the support and help that is being undertaken to address the issues.

Cllr. Lowe left the room during this item at 18:39 returning at 18:40

The Area Committee discussed at length the issues and how they are affecting the West Inner area and how they would address this with people attending their surgeries.

RESOLVED – That the Committee would:

- Note the information about the continuing impact of the welfare reforms and continue to promote engagement with benefit initiatives in Armley, Bramley and Stanningley.
- Work with the Financial Inclusion team to shape local events and support initiatives against high cost lenders.

- Provide comment on the new Social Contract approach of Citizens@Leeds.

85 Armley One Stop Centre - Community Hub Pilot Site

The report of the Chief Officer Citizens and Communities was presented to the Committee by the Head of Face to Face Contact and the Customer Services Manager of Armley One Stop Centre (OSC).

The report provided members with the current position on work taking place on establishing a pilot Community Hub in the Armley OSC.

The Area Committee was informed that Community Hubs will deliver an integrated approach to service delivery maximising the use of the assets and service points that exist across the city. Armley OSC already has principal services which include:

- Registrars
- Library and Information Services
- Welfare Rights
- Credit Union Branch
- Job Shop
- Leeds Counselling Service
- Councillors and MP surgeries
- Youth Offending Team
- Eastern European Outreach Group (POMOC)

It is also expected that the Community Hubs will promote partnership working with the Police, Children's Centres, Metro, and NHS, relevant to local demand. It is envisaged that these services will support the delivery of 'pop up' and mobile provision to reach all priority communities across the city.

The Community Hub will also provide 'wrap around' services which could include literacy, numeracy, language classes, energy advice, debt advice.

The Community Hub will be staffed by an integrated front of house team. The team will initially be made up of officers from Library Services, Customer Services and the Job Shop.

Members discussed the Community Hub with all Members welcoming the concept of the Community Hub. Members made specific reference to the services and partners needed for the area, and offered suggested locations for 'pop up' delivery of services.

RESOLVED – That the Committee

- Supported and defined the work being undertaken with current service partners on site at the Armley OSC to deliver a Community Hub provision for the local community.
- Noted the plans for future closer working with internal and external to the Council to provide a more holistic customer service provision in communities, led by the needs of the local community

- Considered their role in the development of the Community Hub concept within their locality in line with the developments and ideas set-out in Section 3 of the submitted report. This is to include advising on partners for the community hub in Armley and the location of pop-up provision.

86 Map of Venue

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NORTH WEST (INNER) AREA COMMITTEE

THURSDAY, 13TH FEBRUARY, 2014

PRESENT: Councillor J Akhtar in the Chair

Councillors M Hamilton, J Walker,
N Walshaw, C Towler, G Harper, B Atha,
J Illingworth, L Yeadon, J Bentley,
S Bentley and J Chapman

35 Declarations of Interest

There were no declarations of interest.

36 Open Forum

In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. The following was discussed:

- Concern from a member of the Burley Top Community Forum that there was not enough interaction with the Planning Sub Group. It was agreed to distribute minutes and it was reported that representations could be made to the group.
- A local resident reported that he had been contacted by Leeds City Council Officers regarding complaints that he had been using his property and land for storage of building materials and was suspected of trading from residential premises. He had also being informed that this was likely to attract vermin. In response he reported on how he was responsible for having to put bins back in yards that are left strewn across the street and that this was a more likely cause of vermin.
- Concern regarding the loss of playing fields.
- Concern regarding the proposed demolition of the Royal Park School that the community would prefer to see retained for community use.
- Concern regarding litter and rubbish left in greenspaces. This had been reported to the Environmental Locality team but had not been cleared. It was reported that this would be followed up and there would be reported back at the next meeting of the Area Committee.

37 Minutes - 24 October 2013

Matters RESOLVED – That the minutes of the meeting held on 24 October 2013 be confirmed as a correct record.

38 Matters arising from the Minutes

Draft minutes to be approved at the meeting
to be held on Thursday, 27th March, 2014

Concern that there had been no follow up regarding a warning that a local resident had received and it was requested that this be done with the University Police Officer.

Concern regarding letting agency publications aimed at students highlighting the local nightlife. The University had requested that these should not be distributed.

39 Minutes of Area Chairs Forum meetings

RESOLVED – That the minutes of the Area Chair’s Forum meetings held on 4 October and 25 November 2013 be noted.

40 Area Update Report

The report of the Assistant Chief Executive (Citizens and Communities) provided members with a summary of sub group and forum business since the September Area Committee. The report also introduced a presentation on the Police Programme of Change and updates on the current position with the former Royal Park School and West Park Centre sites.

Neil Charlesworth, City Development updated the committee on the Royal Park and West Park Centre sites.

It was reported that demolition of the West Park Centre was almost complete and surveys would be carried out on trees for tree protection orders. Marketing activity was likely to start in late summer with a view to disposal of the site later in the year. Members expressed disappointment that the land was to be sold for development and should have been used as greenspace.

In relation to the Royal Park School it was reported that internal demolition would commence on 17 February 2014. This would take approximately 4 weeks and a further 6 weeks for completion. Members of the public expressed great disappointment over the decision to commence with demolition in spite of previous discussion to re-use the building for community use and that an interested group had been able to financially support this. Members broadly supported this view, though it was reported that proof of finance had not been demonstrated when previously requested. A motion was proposed to support the retention of the building and ask that demolition be postponed to allow for clarification on available funds for future community use.

The Area Committee received a presentation from Chief Inspector Fran Norton regarding the Leeds District Programme of Change – New Operating Model. Issues highlighted from the presentation included the following:

- £70million to be saved across West Yorkshire over 3 years.
- Changes to bring policing teams more in line with Area Committees.
- How to deliver services at a local/ward level.

- Continued work from Woodhouse Lane and Weetwood Police Stations.
- Partnership work including with housing and children's services.

RESOLVED –

- (1) That the key messages from sub groups and forums be noted.
- (2) That the presentation on the Police Programme of Change be noted.
- (3) That the update on the former Royal Park and West Park Centre Sites be noted.
- (4) That a letter be sent to the Leader of the Council reiterating support for the retention of the former Royal Park School as a community facility and asks that demolition of the former Royal Park School be halted while inconsistencies with regard to the costs of the refurbishment, received by one of the interested parties, be investigated.

41 Neighbourhood Development Plans - Update and Progress in Inner North West

The report of the Director of City Development highlighted that under the Localism Act 2011, local communities had a 'right' to prepare a neighbourhood plan which could decide where new development took place, what it would look like as well as the delivery of projects that are of local importance.

Ian McKay, City Development presented the report. He gave a brief overview of what the Neighbourhood Development plans entailed. The following was highlighted:

- The plans could be used to deliver projects and ideas for the sustainability of an area with content to be decided by the local community.
- 24 communities across Leeds had expressed an interest with 4 or 5 groups involved in the Inner North West area.
- The neighbourhood plans would primarily be a planning document but there would be opportunities to apply for additional funding.

In response to Members comments and questions, the following was discussed:

- Neighbourhood Plans would give decision making opportunities to local people.
- In non-parish areas the definition of a neighbourhood would have to be agreed with the Council.
- An offer was made to support anyone interested via the Planning Sub Group.

RESOLVED – That the report be noted.

42 Community Planner Update Report

Draft minutes to be approved at the meeting
to be held on Thursday, 27th March, 2014

The report of the Community Planning Officer gave an update on the Community Planner Work Programme for the past 12 months. The report also introduced those emerging projects and themes which were likely to be central to discussions at the Planning Sub Group over the next twelve months and introduced the proposed work programme for the Community Planner over this period should the Area Committee continue funding the post.

Jenna Riley, Community Planner presented the report.

Further issues highlighted included the following:

- Responses submitted for the Core Strategy and Site Allocation Plan.
- Development of the Far Headingley and Weetwood design statements.
- Support for Neighbourhood Development Plans.

In response to comments and questions, the following was discussed:

- Proposed development for Tesco at Beecroft Street. – It was felt that these proposals, particular entrances to the site, were not acceptable and there needed to be further consultation with Ward Members and the public.
- A request for an update on the BHS site.
- Use of letting boards in the area

RESOLVED – That the report be noted.

43 Annual Report for Parks and Countryside Service

The report of the Chief Officer, Parks and Countryside provided an area profile of key assets and services provided in the North West Inner area. It highlighted the current progress towards Leeds Quality Park (LQP) status for community parks and provided the costs of achieving and retaining LQP status in community parks up to the year 2020. It also detailed capital improvements for community parks, sport pitches and fixed play areas along with a detailed breakdown of events and volunteering in the area.

Joanne Clough, Parks and Countryside presented the report.

Issues highlighted from the report included the following:

- 5 of the 7 parks in the Inner North West Area had passed quality criteria for green flag status.
- Improvements carried out to local parks.
- Community feedback.
- Involvement of community and voluntary groups.

In response to comments and questions, the following was discussed:

- The report does not mention the work undertaken with Friends of the Hollies.
- Concern regarding Beckett's Park and why this park was not up to standard.
- Use of Section 106 funds.
- Condition of the cycle track across Beckett's Park which was often waterlogged and muddy.

RESOLVED – That the report be noted.

44 Wellbeing Fund Update Report

The report of the Assistant Chief Executive (Citizens & Communities) provided the Area Committee with an update on the budget position for the Wellbeing Fund for 2013/14 and the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting.

The report asked Members to consider a request for funding under the Kirkstall Revenue Pot and also provided an update on the Youth Activity Fund and those projects supported through this pot.

Stuart Byrne, Area Project Officer presented the report.

Attention was brought to an application for funding from the Milford Marlins – Introduction to Rugby League project for **£2,450**.

RESOLVED –

- (1) That the current budget position for the Wellbeing Fund for 2013/14 be noted.
- (2) That the request for **£2,450** to be allocated from the Kirkstall Revenue Pot in support of the Introduction to Primary Rugby League project be approved.
- (3) That the current position of the Small Grants and skips pots and those Small Grants and skips that have been approved since the last meeting be noted.
- (4) That the current position of the Youth Activity Fund and those projects supported to date through this be noted.

45 Date and Time of Next Meeting

Thursday, 27 March 2014 at 7.00 p.m. at Woodsley Road Multicultural Community Centre.

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HEALTH AND WELLBEING BOARD
WEDNESDAY, 29TH JANUARY, 2014

Councillors

Councillor L Mulherin in the Chair

Councillors J Blake, S Golton, G Latty, and A Ogilvie

Representatives of Clinical Commissioning Groups

| | |
|--------------------|--------------------------|
| Dr Jason Broch | Leeds North CCG |
| Dr Andrew Harris | Leeds South and East CCG |
| Dr Gordon Sinclair | Leeds West CCG |
| Nigel Gray | Leeds North CCG |
| Matt Ward | Leeds South and East CCG |
| Phil Corrigan | Leeds West CCG |

Directors of Leeds City Council

Dr Ian Cameron – Director of Public Health
Sandie Keene – Director of Adult Social Care
Nigel Richardson – Director of Children’s Services

Representative of NHS (England)

Andy Buck, Director, NHS England (WY)

Representative of Local Healthwatch Organisation

Linn Phipps – Healthwatch Leeds
Mark Gamsu – Healthwatch Leeds

Officer of the Board

Rob Kenyon – Chief Officer, Health Partnerships

53 Late Items

There were no late items as such, however supplementary information to Agenda Item 11, Better Care Fund was distributed and published prior to the meeting.

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th February, 2014

54 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests however Linn Phipps brought attention to involvement with the National Institute for Health and Care Excellence.

55 Apologies for Absence

Apologies for absence were submitted on behalf of Susie Brown, Health for Life and Solo, Chief Executive, Help the Aged.

56 Open Forum

The Chair allowed a period of up to 10 minutes for members of the public to make representations on matters within the terms of reference of the Health and Wellbeing Board. On this occasion no members of the public wished to speak.

57 Minutes - 20 November 2013

RESOLVED – That the minutes of the meeting held on 20 November 2013 be confirmed as a correct record.

58 Matters Arising from the Minutes

Minute 42 – Delivering the joint Health and Wellbeing Strategy Outcome 3 – People’s Quality of Life Will be Improved by Access to Quality Services

Jane Mischenko had been appointed as the health sector representative on the Youth Offender Steering Group.

A further report on primary care would be submitted to the Board in the forthcoming municipal year.

The reinstatement of the BME Mental Health Steering Group has been referred to the Mental Health Partnership Board

59 Leeds Joint Health and Wellbeing Strategy Outcome 4 - People will be involved in decisions made about them

The report of the Chief Officer, Health Partnerships presented a detailed picture of current work being undertaken to deliver the Leeds Joint Health and Wellbeing Strategy 2013-15. In particular, it focussed on Outcome 4 of the strategy: ‘People will be involved in decisions made about them’.

Mark Gamsu of Healthwatch Leeds gave the Board a presentation on Outcome 4. Issues highlighted in the presentation included the following:

- Responsibility for patient and public involvement in Leeds.
- Democratic engagement and accountability.
- Role of those who are outside health and care providers.
- Self directed support and payments – the take up in Leeds was ahead of most other areas.
- Key findings – there was still further work to be carried out.
- Involvement of Children and Young People.

In response to Members comments and questions, the following was discussed:

- Good work across the city that was being shaped by public and patient involvement. This included the drugs and alcohol Strategy and changes to sexual health services.
- The need for qualitative information from surveys to measure satisfaction.
- The need to identify gaps and prevent duplication.
- Involvement of service users.
- Focus on where and how improvement could be made.
- The role of Healthwatch and how they could be supported by the Board.
- How to measure improvement and the use of indicators.
- How to get public and patient influence.

Members discussed the recommendations outlined in the report and it was suggested that officers work with Healthwatch to develop a further set of recommendations.

RESOLVED – That revised recommendations be brought to the next meeting of the Health and Wellbeing Board, and further work to be carried out to refine the presented item

60 Quality, Safety and Safeguarding mechanisms for Health and Care Services across Leeds

The report of the Chief Officer, Health Partnerships presented an overview of the mechanisms to ensure quality, safety and safeguarding across health and care services in Leeds.

Members' attention was brought to a diagram which gave an indicative overview of Leeds Quality, Safety and Safeguarding issues. In response to Members comments and questions, the following was discussed:

- How to enable people to raise their concerns with the relevant organisations – provision of contact information.
- What benefits do service users get from safeguarding – how to demonstrate voice and influence.
- Consideration of quality issues and the role of healthy scrutiny.

- Which mechanisms require development and how to involve members of the public in their development.
- Role of the safeguarding boards and how they work with service users – this was seen as a priority.

RESOLVED –

- (1) That the Quality, Safety and Safeguarding arrangements in place across Leeds that are available to take forward any matters that the Board might wish to refer in future are noted.
- (2) That the Board be assured that there is a comprehensive group of bodies in place to monitor and drive up quality, safety and safeguarding in Leeds.

61 Health and Social Care Guidance and Quality Standards, National Institute for Health and Care Excellence

The report of Dr Stephen Stericker, Implementation Consultant, National Institute for Health and Care Excellence (NICE) aimed to raise awareness of the role of NICE in producing evidence based guidance and quality standards for health, public health and social care.

Apologies had been sent from Dr Stericker who was unable to attend the meeting.

Issues highlighted from the report and discussion included the following:

- Support to the pioneer programme and Better Care Fund.
- Children and Young People – early intervention.

RESOLVED –

- (1) That the report be noted.
- (2) That Dr Stericker be invited back to a future meeting of the Board.
- (3) That the Board consider the best way for NICE to be involved in developing the plan for the Better Care Fund

62 Better Care Fund

The report of the Deputy Director Commissioning (ASC) & Chief Operating Officer (S&E CCG) provided an update on the financial position and progress towards the requirements of the Better Care Fund in Leeds since the final guidance was released on 20 December 2013. A supplement to the report had also been distributed.

The report set out the timetable for the signing off of the Better Care Fund (BCF) plan and reference was made to the Board's governance role of the submission. Members' attention was brought to the supplementary report and the tables outlining the recurrently funded schemes for 2014/15 and pump priming - invest to save schemes for 2014/15.

In response to Members' comments and questions, the following was discussed:

- The three main strands of work:
 - Reducing the need for hospital and residential care
 - Helping people leave hospital more quickly
 - Helping people stay out of hospital and residential care
- The options in Table 2 Pump priming – invest to save schemes and how these could assist to meet the main strands of work.
- Would all the pump priming suggestions be used or just those that would be felt to be more effective – it was reported that these would support the work of the Transformation Board.
- A key challenge was how the outcomes would look in 2 to 5 years.
- Impact on the growth of community services.
- Time constraints set nationally had effectively limited any public involvement in the drawing up of the proposals.
- Work already carried out by the CCGs.
- How to ensure that changes to the system are done in a sustainable way.
- 2014/15 was a planning year and the Better Care Fund would be in shadow form until April 2015.

RESOLVED –

- (1) That the progress to date to meet the requirements of the Better Care Fund and that work to refine Leeds' BCF submission and engage key stakeholders in the development of the submission be noted.
- (2) That it be noted that the Health & Wellbeing Board will be asked to sign off the first draft of the BCF template (narrative and schemes with funding/measurement metrics attached) on 12 February before submission to NHS England on 14 February.
- (3) That it be noted that the Health & Wellbeing Board will be required to sign off the final version before submission to NHS England on 4 April and agree what process this will take.

63 Any Other Business

Board Members were invited to the launch of the Homeless Accommodation Leeds Pathway (HALP) on 31st January 2014

64 Date and Time of Next Meeting

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th February, 2014

Wednesday, 12 February at 4.00 p.m.

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th February, 2014

HEALTH AND WELLBEING BOARD
WEDNESDAY, 12TH FEBRUARY, 2014

PRESENT:

Councillors

Councillor L Mulherin in the Chair

Councillors J Jarosz, S Golton, G Latty, and A Ogilvie

Representatives of Clinical Commissioning Groups

| | |
|--------------------|--------------------------|
| Dr Jason Broch | Leeds North CCG |
| Dr Gordon Sinclair | Leeds West CCG |
| Nigel Gray | Leeds North CCG |
| Matt Ward | Leeds South and East CCG |

Directors of Leeds City Council

Dr Ian Cameron – Director of Public Health
Dennis Homes – Deputy Director, Adult Social Care
Nigel Richardson – Director of Children’s Services

Representative of NHS (England)

Andy Buck, Director, NHS England (WY)

Representative of Local Healthwatch Organisation

Mark Gamsu – Healthwatch Leeds

Officer of the Board

Rob Kenyon – Chief Officer, Health Partnerships

65 Late Items

There were no late items as such, however a revised version of Agenda Item 8, Better Care Fund – Approval of the Draft Submission, with additional appendices was published prior to the meeting.

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th March, 2014

66 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interest. Dr J Broch and Dr G Sinclair made the Board aware that in relation to item 8, Better Care Fund, there could be a future disclosable pecuniary interest due to the nature of the pump priming funding and how this could affect the CCGs.

67 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor J Blake, Dr A Harris, P Corrigan, L Phipps and S Keene.

Councillor J Jarosz was in attendance as substitute for Councillor J Blake and Dennis Holmes attended on behalf of Sandie Keene.

68 Open Forum

The Chair allowed a period of up to 10 minutes for members of the public to make representations on matters within the terms of reference of the Health and Wellbeing Board. On this occasion no members of the public wished to speak.

69 Better Care Fund - Approval of the Draft Submission

The joint report of the Deputy Director Commissioning (ASC) and Chief Operating Officer (S&E CCG) provided an update on progress since the high level summary of the Better Care Fund (BCF) was reviewed by the Board on 29 January, ahead of sign off of the first draft for submission on 14 February.

Members' attention was brought to the BCF planning template and schemes for pump priming funding into over the following year. It was reported that a final submission would be submitted in April and between now and then, there would be further engagement and analysis on the economic impact and performance. Further issues highlighted included the following:

- The template had been redesigned to align with other documentation.
- Pioneer programme and how to use this with the BCF.
- The need to discuss any gaps and next steps before final submission in April 2014 – this also coincided with the submission of the CCG plans.
- There had been a lot of work to get the template to its current position and it was recognised there was substantially more work to be done, particularly the detail behind the figures involved.

In response to Members comments and questions, the following was discussed:

- The final submission would have extended information on performance and the return on investment.

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th March, 2014

- Role of the pioneer programme and use of external expertise in developing financial models.
- Due to the timescale the final submission needed to reflect the lack of opportunity of public engagement.
- CCG Budgets were split to organisations based on population size.
- Concern regarding the terminology and use of acronyms which were not clearly communicated for lay people or the public.
- Health watch offered to assist development of more accessible communications on Better Care Fund.
- Development of 5 year strategy alongside the BCF.
- Timescales for the final submission were discussed and it was proposed to hold an additional meeting nearer to the time of the submission.

The Chair thanked all those involved for the preparation of the first draft of the Better Care Fund plan.

RESOLVED –

- (1) That the progress to date to meet the requirements of the Better Care Fund and that there will be further scope for refinement beyond 14 February 2014 be noted.
- (2) That the first draft of the BCF narrative template, metric template and locally developed supplementary information which set out the BCF schemes in more detail) be signed off.
- (3) That it be noted that the Health and Wellbeing Board will be required to sign off the final version before submission to NHS England on 4 April 2014. Either 12th March or additional meeting to achieve this.
- (4) That it be noted that the BCF is a part of wider plans in the city to achieve a high quality and sustainable health and care system and to spend the ‘Leeds £’ wisely.

70 CCG 2 Year Plans - Progress Update

The report of the Head of Planning and Performance, NHS Leeds North CCG gave the Board a progress update on the draft CCG 2 year plans, together with additional items related to this update for information.

It was reported that guidance was issued in December 2013 on what was required in submission for the 2 year plans and also the 5 year strategy. These needed to show the delivery of quality and value for money. The report focussed on the first 2 year plan and also gave a brief outline of the 5 year strategy.

Further issues highlighted from the report included the following:

- Members attention was brought to an appendix to the report which outlined the main domains, ambitions, outcomes and key measures.
- Quality provisions – these were based on national targets.

- The three CCGs had worked together in producing the Plan.
- The NHS had placed CCGs in peer groups to provide comparative information.
- Development of quality plans.

In response to Members' comments and questions, the following was discussed:

- Provision of qualitative information.
- Outcomes based on patient experience.
- Differences in life expectancy across the city – how could CCGs invest in the right areas geographically to reach disadvantaged areas
- Factors such as smoking and deprivation.
- Involvement of citizens in service design and change – self care/self management.
- Impact of wider determinants of health where the Council has a role such as housing, licensing and planning.
- Provision of Adult and Children's Social Care.

RESOLVED –

- (1) That the progress made by the three Leeds CCGs in forming their 2 year operational plans, current proposals and key outcome measures be noted.
- (2) That the significant overlap between planning for the Better Care Fund and the 2 year CCG operation plans be noted.

71 For information: Revised Recommendations from the 'Delivering the JHWS - Focus on Outcome 4' paper

The report of the Chief Officer, Health Partnerships presented the Board with revised recommendations following the consideration of 'Delivering the JHWS – Focus on Outcome 4' at the meeting of 29 January 2014.

It was reported that the recommendations had been revised and had recognised children and young people, patient and public involvement and involvement of the CCGs.

RESOLVED –

- (1) That it be noted that Healthwatch Leeds will develop and refine its report submitted to the Board on the 29th January 2014, using it to continue dialogue with members of the public on Patient and Public Involvement
- (2) That the Board supports Healthwatch Leeds' proposal to investigate the potential of establishing a standing group involving PPI leads across all sectors to:

- better support improvement and good practice in Patient and Public Involvement in the city, including identifying and addressing any gaps
- ensure that this work is linked to wider work on citizen engagement
- demonstrate how people have a voice and influence in decision-making
- and identify the top 3 quality issues that the public is concerned about to provide assurance to the H&WBB that agencies across the city are working together to address them

(3) That further reports on progress with Patient and Public Engagement development in the future be received.

72 Date and Time of Next Meeting

Wednesday, 12 March at 10.00 a.m.

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- K. Tomkinson
**West Yorkshire
Joint Services**

Bradford Calderdale Kirklees Leeds Wakefield

West Yorkshire Joint Services
P.O. Box 5, Nepshaw Lane South, Morley,
Leeds, LS27 0QP

Tel.: 0113 253 0241

Fax: 0113 253 0311

www.wyjs.org.uk

Business Manager: Susan Betteridge

Contact: Karen Pearce
Telephone No: 0113 393 9818
Fax No: 0113 253 0311
e-mail: kpearce@wyjs.org.uk
Date: 30 January 2014

*Ms. Tomkinson
15 Jan 2014
Ms. Tomkinson*

To: All Members of the West Yorkshire Joint Services Committee

Dear Member

WEST YORKSHIRE JOINT SERVICES COMMITTEE

I am pleased to enclose for your information a copy of the minutes of the meeting of the Joint Services Committee held on 30 January 2014.

Yours sincerely

Susan Betteridge

Business Manager Joint services

**WEST YORKSHIRE JOINT SERVICES COMMITTEE
THURSDAY 30 JANUARY 2014**

PRESENT: Bradford
Councillor S Khan
Councillor V Slater

Calderdale
Councillor J Booth
Councillor C Winterburn

Kirklees
Councillor A Pinnock

Leeds
Councillor P Grahame
Councillor P Harrand
Councillor B Urry

Wakefield
Councillor T Dean
Councillor J Drysdale
Councillor R Lund

50. APOLOGIES

Apologies were submitted on behalf of Councillors M Akhtar, K Barret, T Brice, M Slater and M Walls and J Badger (Director of Finance & Property).

51. SUBSTITUTE MEMBERS

The Chairman announced that Councillor S Khan would be substituting for Councillor M Slater.

52. CHAIRMAN'S ANNOUNCEMENTS

The Chairman asked the Business Manager to provide an update on the Showcase Event which took place on 22 January. The Business Manager introduced the new Management Team which was appointed on 21 January.

53. MEMBERS DECLARATION OF INTEREST

Councillor Booth declared a personal interest in Agenda Item 14 due to membership of the UNISON Service Executive Committee and positions of Trade Union Representative and Branch Equalities Officer.

54. MINUTES

Resolved - That the Minutes of the meetings of the Committee held on 16 December 2014 be signed as a correct record subject to agreed amendments requested by Councillors Booth and Winterburn.

55. REVENUE BUDGET MONITORING AND RESERVES 2013/14

A report of the Business Manager provided Members with a projection of the out-turn position at the end of March 2014. The Commercial and Resources Manager informed Members of the current financial situation and reserves position. A report with revised estimates will be presented to Members at 27 March meeting.

Resolved – Members noted the budget monitoring position and impact on reserves.

Reason for the Decisions – To ensure Members are aware of the latest financial position and the impact of recent decisions on earmarked reserves.

56. STAFF SURVEY UNDERTAKEN IN NOVEMBER 2013

A report of the Business Manager informed Members of the outcome of the recent staff survey. The Business Manager explained that some questions were repeated from the 2012 survey for comparison and a further survey has been compiled relating to the Showcase Event. The Business manager highlighted the main areas of concern and explained how those issues are being addressed. Members were pleased to note a 71% response rate but raised concerns regarding some of the negative responses. Members discussed actions that need to be taken to address issues raised and agreed that there needs to be a change of culture in order to assure a stable future.

Resolved – (1) Members noted the outcomes of the survey.

Reason for the Decision – Members requested information on the staff survey as they wished to see what issues were raised with a view to giving direction to the management team on any potential action they may wish to see taken in response to it.

57. MINUTES OF THE MEETING OF THE JOINT CONSULTATIVE COMMITTEE

The Business Manager submitted a copy of the Minutes of the meeting of the Joint Consultative Committee held on the 18 July 2014 for information.

Resolved – That the Minutes of the meeting of the Joint Consultative Committee held on 18 July 2014 be adopted.

Reason for the Decision – To ratify the Minutes of the Joint Consultative Committee.

IN PRIVATE

58. UPDATE ON THE REVIEW OF JOINT SERVICES AND PROPOSALS FOR STRUCTURAL CHANGE (EXEMPT UNDER PARAGRAPH 4)

Consideration was given to a report summarising the latest developments with the review of WYJS.

Resolved – (1) Members noted the progress of the Review.

(2) Members considered the approach and issues raised by the Trade Union.

(3) Members approved the recommended changes to the Members Handbook, Appendix 5: Scheme of Delegation following the outcome of the selection process for the new Senior Management Team.

Reason for the Decisions – These recommendations are made as they are considered the most effective means of implementing the decision made by the AWAY in April 2013.

Note: These minutes are subject to approval as a correct record at the next meeting of the Committee.



West Yorkshire Joint Services

Bradford Calderdale Kirklees Leeds Wakefield

West Yorkshire Joint Services
P.O. Box 5, Nepshaw Lane South, Morley,
Leeds, LS27 0QP

Tel.: 0113 253 0241

Fax: 0113 253 0311

www.wyjs.org.uk

Business Manager: Susan Betteridge

Contact: Karen Pearce
Telephone No: 0113 393 9818
Fax No: 0113 253 0311
e-mail: kpearce@wyjs.org.uk
Date: 7 February 2014

To: All Members of the West Yorkshire Joint Services Committee

Dear Member

WEST YORKSHIRE JOINT SERVICES COMMITTEE ARCHIVES, ARCHAEOLOGY & TRADING STANDARDS SUB-COMMITTEE

I am pleased to enclose for your information a copy of the minutes of the meeting of the Archives, Archaeology & Trading Standards Sub-Committee held on 30 January 2014.

Yours sincerely

Business Manager Joint services

**WEST YORKSHIRE JOINT SERVICES COMMITTEE
ARCHIVES, ARCHAEOLOGY & TRADING STANDARDS SUB-COMMITTEE**

THURSDAY 30 JANUARY 2014

PRESENT: Bradford
Councillor S Khan
Councillor V Slater

Calderdale
Councillor J Booth
Councillor C Winterburn

Kirklees
Councillor A Pinnock

Leeds
Councillor P Grahame
Councillor B Urry

Wakefield

Councillor J Drysdale
Councillor T Dean
Councillor R Lund

28. APOLOGIES

Apologies were submitted on behalf of Councillors, Akhtar, Barrat, Brice, Harrand, Slater and Walls.

29. SUBSTITUTE MEMBERS

The Chairman announced that Councillor S Khan would be substituting for Councillor M Slater.

30. MEMBERS DECLARATION OF INTEREST

No declarations of interest were made.

31. MINUTES

Resolved - That the Minutes of the meetings of the Sub-Committee held on 16 December 2014 be signed as a correct record subject to the agreed amendments requested by Councillors Booth and Winterburn.

32. LEGAL REPORT AND PROSECUTION FILE AUDIT 1 SEPTEMBER TO 30 NOVEMBER 2013. RIPA ACTIVITY 1 SEPTEMBER TO 30 NOVEMBER 2013

I:\s3 - committee and elected members\s3.2 - aats\s3.2.12 - aats 1314\january\draft aats minutes.doc

The Head of Trading Standards summarised the prosecutions and other enforcement activity concluded by West Yorkshire Trading Standards Service between September and November and provided a brief summary of the circumstances and outcomes of the most interesting cases. Members were updated that there have been no RIPA authorisations during the reported period but one judicial application was undertaken in the previous period.

Resolved – (1) Members agreed that the enforcement activity undertaken by Officers is necessary and proportionate, and enforcement decisions have been taken in accordance with the WYTSS Enforcement Policy.

(2) Members acknowledged the absence of RIPA authorisations during the period reported and that one instance of RIPA surveillance activity was authorised and conducted in Leeds District in June 2013.

Reasons for the Decisions – (1) The Service follows a published Enforcement Policy, which takes into account the statutory Regulators' Compliance Code and Home Office guidelines. Members need to be satisfied that any enforcement action taken is in accordance with the overall policy. Members should also be aware of the variety and complexity of investigations that officers are required to undertake in the modern trading environment.

(2) The Code of Practice on Covert Surveillance and Property Interference (2010) (para 3.30) states that elected Members of a local authority should consider internal reports on the use of the 2000 Act on at least a quarterly basis, to ensure that it is being used consistently within the local authority's policy and that the policy remains fit for purpose. They should not, however, be involved in making decisions on specific authorisations. This report ensures the requirements of the Code of Practice are met.

33. INTERIM REPORT OF THE ELLIOTT REVIEW INTO THE INTEGRITY AND ASSURANCE OF FOOD SUPPLY NETWORKS

A report of the Business Manager summarised the interim report of the Elliot Review which makes 48 recommendations. The Laboratory Manager summarised the recommendations, some of which are relevant to the Constituent Authorities and the work of West Yorkshire Joint Services. Members were informed that the Review was prompted by growing concerns about the systems used to deter, identify and prosecute food adulteration and the final report is expected in April.

Resolved – (1) Members noted the report and will consider its recommendations during the WYJS Review.

(2) Members noted the recommendations that are relevant to their own authorities.

(3) Members approved the continuing participation of the Laboratory Manager in the Elliott Review process.

Reason for the Decision – To ensure that Members are informed and that West Yorkshire Joint Services continues to contribute to developments in this area.

34. THE REGISTRY OF DEEDS, WAKEFIELD: HERITAGE LOTTERY FUND BID

A report of the Business Manager provided Members with an update on the progress of the development phase of the Archive Services' Heritage lottery Fund bid to replace its current building with a new facility. Members were shown illustrations of the 'architect's vision' and plans for the site which will go out to public consultation on 30 January 2014.

Resolved – Members noted the continuing progress of this project and supported the approach of the design team in seeking to bring the costs as close as possible to those estimated in the round one bid.

Reasons for the Decision – (1) To ensure Members are aware of the continuing progress of this project.

(2) To ensure HLF is aware that our proposals have the full backing of the Sub-Committee.



Minutes

Full Authority

Date: 21 February 2014

Time: 10.30 a.m.

Venue: Fire and Rescue Service Headquarters, Birkenshaw

Present: Councillors M Khan (in the chair): T Austin, C Burke, P Caffrey, J Cummins, J Dodds, R Grahame, J Hardy, M Harland, P Harrand, L Holmes, J Hughes, A Hussain, M Shaw, B Smith, A Taylor, C Townsley, A Wainwright, A Wallis and G Wilkinson

In Attendance: Mr M Wilkinson – Independent Person

Apologies: Councillors D Gray and G Thornton

61 Admission of the public

The meeting determined that there were no items which necessitated the exclusion of the public and press.

63 Urgent items

Flood Relief Support for South of England

The Chair had agreed to include an item on the agenda on the grounds of urgency which would present information on the deployment of personnel to assist with flood relief efforts. The item would be considered at agenda item 19 (Min no. 79 refers)

Industrial action – update

The Chief Fire Officer advised Members that no official update had been released by Communities and Local Government but talks had recently taken place at the end of January 2014. The Fire Brigades' Union (FBU) had published a circular which included detail of discussions which had taken place on a range of issues, several of which involved legal challenge. It appeared that the Fire Minister continued to refer to the protection of retiring firefighters as being part of the national framework which fell short of requests from the FBU. The FBU Executive Council was scheduled to meet again on 27 February 2014.

64 Declarations of interest

There were no declarations of disclosable interest in any matter under consideration at the meeting.

65 Minutes of the last meeting

RESOLVED

That the Minutes of the Authority at a meeting held on 20 December 2013 be signed by the Chair as a correct record.

66 Minutes of the Executive Committee

RESOLVED

That the Minutes of the Executive Committee at a meeting held on 20 December 2013 be received.

67 Minutes of the Human Resources Committee

Following a request for clarification on the current position with regard to auto-enrolment into the statutory pension scheme, it was

RESOLVED

That the Minutes of the Human Resources Committee at a meeting held on 17 January 2014 be received.

68 Minutes of the Finance and Resources Committee

RESOLVED

That the Minutes of the Finance and Resources Committee at a meeting held on 24 January 2014 be received.

69 Minutes of the Audit Committee

RESOLVED

That the Minutes of the Audit Committee at a meeting held on 31 January 2014 be received.

70 Minutes of the Community Safety Committee

RESOLVED

That the Minutes of the Community Safety Committee at a meeting held on 7 February 2014 be received.

71 Minutes of the Local Government Association

RESOLVED

- a) That the Minutes of the Fire Commission at a meeting held on 6 December 2013 be noted;

- b) That the Minutes of the Safer and Stronger Communities Board at a meeting held on 13 January 2014 be noted;
- c) That the Minutes of a special meeting of the General Assembly held on 23 January 2014 be noted; and
- d) That, following comments about the interface between fire safety and planning issues related to high rise properties, the Minutes of the Fire Services Management Committee at meetings held on 15 November 2013 and 24 January 2014 be noted.

72 Performance Management Report

The Director of Corporate Resources submitted a report which outlined the activities of the Brigade in the areas of operations and technical matters for the period 1 April 2013 to 31 December 2013.

Members raised issues and commented on the following specific areas of activity;

- Recycling and waste recovery sites
- Totals for special service calls
- Violence at work - Attacks on firefighters and Police response in support
- Accidental fire death numbers
- The Worth Valley project to support local rural communities in the delivery of community safety services
- Number of call-outs
- Data - capture and interpretation

RESOLVED

- a) That the report be noted;
- b) That Management Board considers Police response to calls for assistance in incidents of attacks on firefighters and any pertinent issues be raised with the West Yorkshire Police Command Team as appropriate; and
- c) That any response to b) above together with a report about the Worth Valley project be submitted to the Community Safety Committee for consideration.

73 Local Government Association Governance arrangements and appointments to outside bodies

Consideration was given to a report of the Director of Corporate Resources which advised of changes to the Local Government Association (LGA) governance arrangements and of the impact on appointments made by this Authority.

It was reported that the LGA had resolved to disband both the Rural and the Urban Commissions with effect from February 2014. At the Annual meeting held on 27 June 2013 the Authority had appointed Councillors Khan and Thornton as its representatives on the Urban Commission on the basis that attendance would only be made if there were matters which would directly impact on the work of the Fire Service. No meetings of the Urban Commission had been attended for a considerable period of time.

The Commissions would be replaced by the People & Places and the City Regions Board and members would be political appointments made by the relevant political Groups at the LGA.

RESOLVED

- a) That the report be noted; and
- b) That the list of Outside Bodies be amended to reflect the dissolution of the Urban Commission.

74 Pay Policy Statement 2014 - 2015

Members considered a report of the Director of Service Support which sought approval for the Authority's Pay Policy Statement as required under the provisions of the Localism Act 2011. A copy of the Statement was attached as an annex to the report now submitted.

RESOLVED

- a) That the Pay Policy Statement 2014 – 15 be approved; and
- b) That investigations be made into the possible accreditation of the West Yorkshire Fire and Rescue Service as a Living Wage employer.

75 Date of Annual Meeting and Programme of Meetings 2014 / 2015

The Director of Corporate Resources submitted a report which confirmed the date of the Annual Meeting of the Authority for the next municipal year and which sought approval for the programme of meetings 2014 / 2015.

At the last meeting of the Authority it was reported that the date of the Local Elections had been changed to coincide with the European elections. This had impacted on the previously agreed date of the Authority's Annual Meeting. Members were consulted on the most convenient alternative date in mid – to late July 2014.

RESOLVED

- a) That the Annual Meeting of the Authority be held on Wednesday 30 July 2014; and
- b) That the programme of meetings 2014 / 2015 be approved as follows;

| FRIDAY HUMAN RESOURCES COMMITTEE | FRIDAY FINANCE & RESOURCES COMMITTEE | FRIDAY AUDIT COMMITTEE | FRIDAY COMMUNITY SAFETY COMMITTEE | FRIDAY AUTHORITY (30 July 2014) |
|---|---|---|--|--|
| 5 Sept 2014 | 12 Sept 2014 | 19 Sept 2014 | 26 Sept 2014 | 17 Oct 2014 |
| 14 Nov 2014 | 21 Nov 2014 | 28 Nov 2014 | 5 Dec 2014 | 19 Dec 2014 |
| 23 Jan 2015 | 30 Jan 2015 | 6 Feb 2015 | 13 Feb 2015 | 20 Feb 2015 |
| 27 March 2015 | 10 April 2015 | 17 April 2015 25 June 2015 (Thursday) | 24 April 2015 | 26 June 2015 (AGM) |

76 Service Plan Action Plan 2014 – 2015

Consideration was given to a report of the Director of Corporate Resources which sought approval for the publication of the Authority's Service Plan Action Plan 2014 – 15.

It was reported that the document outlined the ambition, aim, priorities and objectives of the Authority and detailed action to be taken in respect of the approved Service Plan 2011 – 2015. Detail of the proposed 2014 – 2015 Action Plan had been included as an annex to the report now submitted.

RESOLVED

That approval be given to the publication of the Service Plan Action Plan 2014 – 2015.

77 Treasury Management Strategy 2014 / 2015

The Chief Finance Officer submitted a report which sought approval for the Treasury Management Strategy and which sought approval for the investment and borrowing strategies, the policy for the provision of debt repayment and treasury management indicators as set out in the report now submitted.

Members were advised that the Strategy had been recommended for approval by the Authority's Finance and Resources Committee.

RESOLVED

- a) That the investment strategy detailed as section 2.3 and Appendix A be approved;
- b) That approval be given to the borrowing strategy outlined in section 2.4 of the report;
- c) That the policy for the provision of repayment of debt be approved as outlined in Appendix C; and
- d) That the treasury management indicators (Appendix D) be approved.

78 Medium Term Financial Strategy 2014 / 2015 – 2015 / 2016 (incorporating budget and capital plan)

Members considered a joint report of the Chief Fire Officer and Chief Executive, the Chief Finance Officer and the Director of Corporate Resources which presented an overview of the financial position for the current year together with the draft revenue budget and capital plan for 2014 / 2015 and the medium-term financial plan.

The report covered the following main issues;

- Capital investment plan - £43m over 5 year period (£17m of which to be spent in 2014 – 15) and affordability
- Revenue budget – a review of the current financial year and details of a standstill budget of £88.6m in 2014 – 15 (an increase of £1.9m over the 2013 - 2014 budget)
- Revenue balances – an increase in the minimum revenue balance of £2.5m to cover liabilities under the Part time Workers (prevention of less favourable treatment regulations)
- Local Government Finance settlement - grant income and anticipated Section 31 monies of £0.6m (to be set aside for any future losses from business rates)
- Tax base and Collection fund – the report included details of the tax base and the balance on collection fund of the five Districts showing an overall 1.5% growth in tax base and a collection fund surplus of £31,616)

The report identified areas of development to be incorporated in the standstill budget leaving a shortfall of £3.7m to be delivered in order to freeze the precept.

Management recommended a freeze in the precept and identified £3.7m of long term sustainable savings as detailed below;

- -£2.4m non-recruitment of whole-time firefighters
- -£0.5m reduction in firefighter overtime
- -£0.52m full year effect of fundamental review of support staff
- -£0.312m transport and supplies budgets

RESOLVED

- a) That, having considered the Prudential Indicators relating to the revenue costs of funding capital investments, Members approved the proposed five year Capital Investment Plan set out in Appendix A of the report.
- b) That Members approve the Prudential Indicators in respect of:
- (i) the Capital Financing Requirement as set out in the table at paragraph 3.2 of the report now submitted
 - (ii) the level of External Debt also set out in the table at paragraph 3.2
 - (iii) the Authorised Limit for external debt as set out in paragraph 3.4.1
 - (iv) the Operational Boundary for external debt also set out in paragraph 3.4.1.
- c) Having considered the recommendations of the Chief Fire Officer / Chief Executive and the Chief Finance Officer on service delivery and related budget requirements and, having taken account of the views of the consultees and, acting in accordance with the requirements of the Local Government Finance Act 1992 (as amended) (“the Act”) and, having approved a capital expenditure programme for the financial year 2014/15 of £17.578m and, having calculated its basic amount of council tax for the year by dividing its council tax requirement by its council tax bases, which the Authority notes have been determined by the District Councils, are as follows for financial year 2014/2015,

| Tax base | 2014/2015 |
|------------|------------|
| Bradford | 127,170.00 |
| Calderdale | 57,863.92 |
| Kirklees | 109,905.00 |
| Leeds | 211,767.00 |
| Wakefield | 89,465.00 |
| | |
| | 596,170.92 |
| | |

the Authority calculates its council tax requirements under Sections 40 to 47 of the Act for Financial Year 2014/2015 as the aggregate of the following:

(i) **The Authority calculates the aggregate of (A)**

- £85,194,000 being the expenditure the Authority estimates it will incur in the year in performing its functions and will charge to the revenue account for the year in accordance with proper practices.
- £0.000m being the allowance as the Authority estimates will be appropriate for contingencies in relation to amounts to be charged or credited to the revenue account for the year in accordance with proper practice.
- £373,000 as the financial reserves which the Authority estimates it will be appropriate to raise in year for meeting estimated future expenditure.
- £0.000m financial reserves as are sufficient to meet so much of the amount estimated by the Authority to be a revenue account deficit for any earlier financial year as has not been provided for.

(ii) **The Authority calculates the aggregate of (B)**

- £51,346,770 The income which it estimates that will accrue to it in the year and which it will credit to a revenue account for the year in accordance with proper practices, other than income which it estimates will accrue to it in respect of any precept issued by it to be.
- £0.000m The amount of financial reserves which the Authority estimates that it will use in order to provide for the items mentioned.

(iii) **Council Tax requirement**

- £34,220,230 The aggregate calculated under subsection 42a(2) (aggregate of A) of the Act exceeds the amount calculated under subsection 42a(3) (aggregate of B) which is calculated to be the council tax requirement for the year.

(iv) **Basic amount of council tax**

- £57.40 The Authority calculates its basic amount of council tax by dividing the council tax requirement by the council tax base. The council tax requirement is £34,220,230 and the council tax base is £596,170.92, which is equal to £57.40 at band d. This calculation meets the requirement under S42B of the Act.

d) The Authority calculates the Council Tax sums pursuant to Section 47 of the Act as follows:

| | | |
|--------|--|--------|
| Band A | | 38.27 |
| Band B | | 44.64 |
| Band C | | 51.02 |
| Band D | | 57.40 |
| Band E | | 70.16 |
| Band F | | 82.91 |
| Band G | | 95.67 |
| Band H | | 114.80 |

e) The Authority calculates the resultant precept amounts payable by each constituent District Council pursuant to Section 48 of the Act as follows:

| | |
|------------|-------------|
| Bradford | £7,299,562 |
| Calderdale | £3,321,391 |
| Kirklees | £6,308,551 |
| Leeds | £12,155,432 |
| Wakefield | £5,135,294 |
| | |
| | £34,220,230 |

f) The precept for each constituent District Council, as calculated and set out above, be issued to them pursuant to Section 40 of the Act.

79 Flood Relief Support for South of England

The Director of Service Support outlined the Brigade's response to recent flooding events in the south of England and the deployment of West Yorkshire personnel to assist with rescue and recovery.

Over 100 West Yorkshire firefighters had been involved to a greater or lesser degree in the flood relief activities and the Brigade's equipment had been used to assist in the worst hit areas. Service levels in the Brigade were maintained at all times and crews deploying to the South of England had done so on a voluntary basis.

Support continued to be provided and the work that had been undertaken had been indicative of the ability of the Service to rapidly mobilise assets on a national level.

RESOLVED

- a) That the work undertaken by the West Yorkshire Fire and Rescue Service in assisting with flood relief activities be noted; and
- b) That a mark of appreciation be made on behalf of Members of the West Yorkshire Fire and Rescue Authority to those employees who had volunteered to assist.

Chair



COUNCIL MEETING – 26 MARCH 2014

| | | |
|------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concern | BBCC1 | 5/3/2014 |

Submitted by: Councillor N Dawson
 List of supplementary speakers (if any)

Closure of the Kodak site in Morley with the loss of 210 jobs.

For Democratic Services completion

Executive Member/Chair: Development and the Economy
 Relevant Director: Director of City Development

Deadlines for submission

- | | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Back Bench Community Concerns | - *10.00 am on the day before the issue of the Summons |
| Questions | - 10.00 am on Monday prior to meeting |
| Amendments (including references back) | - 1.30 pm on Tuesday prior to meeting |

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

*Usually the Monday of the week prior to a Wednesday meeting.

Distribution: Lord Mayor, Group Leaders, Whips, Deputy Leader, Executive Councillors, Chief Executive, Assistant Chief Executive (Citizens and Communities), City Solicitor, Deputy Chief Executive, Relevant Chair and Director.

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COUNCIL MEETING – 26 MARCH 2014

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|------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concern | BBCC2 | 11/3/14 |

Submitted by: Councillor J Walker
List of supplementary speakers (if any)

Responding to trees falling from private property across the public highway.

For Democratic Services completion

Executive Member/Chair: Executive Member for Environment and Parks
Relevant Director: Director of Neighbourhoods and Environment

Deadlines for submission

| | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Back Bench Community Concerns | - *10.00 am on the day before the issue of the Summons |
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COUNCIL MEETING – 26TH MARCH 2014

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|------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concern | BBCC3 | 14/3/14 |

Submitted by: Councillor Ryk Downes
List of supplementary speakers (if any)

Allocation of policing resources in Otley and Yeadon ward.

For Democratic Services completion

| | |
|--|---|
| Executive Member/Chair: Relevant Director | Executive Member Neighbourhoods, Planning & Support Services Director of Environment and Housing |
|--|---|

Deadlines for submission

| | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Back Bench Community Concerns | - *10.00 am on the day before the issue of the Summons |
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COUNCIL MEETING – 26th MARCH 2014

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|-------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concerns | BBCC4 | 17/3/14. |

Submitted by: Cllr Ann Blackburn
List of supplementary speakers (if any)

Housing repairs.

For Democratic Services completion

Executive Member/Chair: Executive Member: Neighbourhoods, Planning and Support Services
Relevant Director Environment and Housing

Deadlines for submission

White Papers - *10.00 am on the day before the issue of the Summons
Back Bench Community Concerns - *10.00 am on the day before the issue of the Summons
Questions - 10.00 am on Monday prior to meeting
Amendments - 1.30 pm on Tuesday prior to meeting
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COUNCIL MEETING – WEDNESDAY 26TH MARCH 2014.

| | | |
|------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concern | BBCC5 | 17/3/2014 |

Submitted by: Councillor Robert Finnigan
List of supplementary speakers (if any)

The Council decision making process and how they impact upon Morley.

For Democratic Services completion

Executive Member/Chair: Executive Member:
Relevant Director Director of

Deadlines for submission

White Papers - *10.00 am on the day before the issue of the Summons
Back Bench Community Concerns - *10.00 am on the day before the issue of the Summons
Questions - 10.00 am on Monday prior to meeting
Amendments - 1.30 pm on Tuesday prior to meeting
(including references back)

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

*Usually the Monday of the week prior to a Wednesday meeting.

Distribution: Lord Mayor, Group Leaders, Whips, Deputy Leader, Executive Councillors, Chief Executive, Assistant Chief Executive (Corporate Strategy and Customer Access), City Solicitor, Director of Resources, Relevant Chair and Director.

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COUNCIL MEETING – 26 March 2014

| | | |
|------------------------------|---------------|----------------|
| NOTICE OF: | Reference No: | Date Received: |
| Back Bench Community Concern | BBCC 6 | 17/03/14 |

Submitted by: Councillor Pat Latty
List of supplementary speakers (if any)

Concerns about the configuration of the Station Hotel Junction in Guiseley and Rawdon ward and the possible impacts on pedestrian safety.

Councillor Pat Latty

For Democratic Services completion

| | |
|-------------------------|--|
| Executive Member/Chair: | Executive Member for Development and the Economy |
| Relevant Director | Director of City Development |

Deadlines for submission

| | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Back Bench Community Concerns | - *10.00 am on the day before the issue of the Summons |
| Questions | - 10.00 am on Monday prior to meeting |
| Amendments (including references back) | - 1.30 pm on Tuesday prior to meeting |

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COUNCIL MEETING – 26 March 2014

| NOTICE OF: | Reference No: | Date Received: | Date Forwarded: |
|-------------|---------------|----------------|-----------------|
| White Paper | WP1 | 17/03/14 | 17/03/14 |

| | |
|----------------------------------|---|
| Submitted by: | Councillor Andrew Carter |
| Relevant Board/Regulatory Panel: | Executive Board |
| Executive Member/Chair: | Exec Member for Development and Economy |
| Relevant Director | Director of City Development |

This Council reaffirms its opposition to a developer led approach to planning policy.

This Council believes that a brown field first approach to development is the right one and further believes that new housing should be prioritised in regeneration areas and areas where there is clear unmet housing need.

This Council calls on the administration to act on the following issues:

- Evidence a robust 5 year land supply in Leeds
- Note and implement the recent planning guidance 'Making the planning system work more efficiently and effectively' regarding infrastructure constraints when assessing site suitability
- Further note the planning guidance with regard to brownfield land, developer profits and previous developer records on unimplemented planning permissions
- Take action to ensure that housing is not delivered in areas of flood risk
- Commit to continuing protection of the Greenbelt in Leeds
- Take note of recent ministerial advice that suggests that phasing of new housing development is not centrally prescribed by Government

This Council believes that housing numbers should not be seen in isolation as simply a positive for growth and a mechanism to address unmet need. These are important, but due consideration has to be given to infrastructure. Otherwise, in Leeds, this will likely result in over-subscribed schools, massively congested roads and key services stretched to breaking point.

This Council believes that new housing should be genuinely sustainable and this means delivering the infrastructure to support it before it is built.

Councillor Andrew Carter

Deadlines for submission

White Papers - *10.00 am on the day before the issue of the Summons
Questions - 10.00 am on Monday prior to meeting
Amendments - 1.30 pm on Tuesday prior to meeting
(including references back)

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

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COUNCIL MEETING – 26th MARCH 2014

| NOTICE OF: | Reference No: | Date Received: | Date Forwarded: |
|-------------|---------------|----------------|-----------------|
| White Paper | WP2 | 14/3/14 | 18/3/14 |

| | |
|----------------------------------|--|
| Submitted by: | Councillor Ryk Downes |
| Relevant Board/Regulatory Panel: | Executive Board |
| Executive Member/Chair: | Executive Member (Development and the Economy) |
| Relevant Director | Director of City Development |

This Council recognises the long term benefits Leeds Bradford International Airport brings to the local and regional economy and fully supports the city region's proposed infrastructure improvements to improve both its accessibility and connectivity.

* Director to provide a copy of draft reply to Kevin Tomkinson, Governance Services by: n/a

Deadlines for submission

| | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Questions | - 10.00 am on Monday prior to meeting |
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(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

*Usually the Monday of the week prior to a Wednesday meeting.

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COUNCIL MEETING – 26 MARCH 2014

| NOTICE OF: | Reference No: | Date Received: | Date Forwarded: |
|-------------|---------------|----------------|-----------------|
| White Paper | WP3 | 17/03/14 | 18/03/14 |

| | |
|----------------------------------|--|
| Submitted by: | Cllr J Blake |
| Relevant Board/Regulatory Panel: | Executive Board |
| Executive Member/Chair: | Executive Member for Children's Services |
| Relevant Director | Director of Children's Services |

Council reiterates its commitment to ensure every child in Leeds enjoys the best start in life and welcomes the Administration's decision to keep all 57 children's centres open despite massive Government funding cuts.

Council further recognises the overwhelming evidence that development in the first years of life is crucial to improving social, economic, educational and health outcomes for children and young people.

Given that evidence, members commit to continue to work towards our Best city and Child Friendly ambitions, focusing in particular on ensuring that every child in Leeds is ready to learn before they start school.

In support of this approach and the clear evidence of the importance in investing wisely in Early Years, Council calls on Government to immediately:

1. Re-instate the Early Intervention Grant in full
2. Secure the financial future of Children's Centres and their multi-agency workforce
3. Provide an additional Early Years investment fund for local partnerships to access, based on the needs of local communities
4. Support the extension of the successful Families First approach to target the most vulnerable families
5. Ensure additional health capacity is identified and ring-fenced so as to provide targeted support

Council asks that the Chief Executive write to the Secretaries of State for Health and Education.

Judith Blake

* Director to provide a copy of draft reply to Kevin Tomkinson, Governance Services by: n/a

Deadlines for submission

| | |
|---|--|
| White Papers | - *10.00 am on the day before the issue of the Summons |
| Questions | - 10.00 am on Monday prior to meeting |
| Amendments (including references back) | - 1.30 pm on Tuesday prior to meeting |

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