



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 29th June, 2016 at 1.00 pm

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

- 1 Minutes** 1 - 6

To approve the minutes of the Council Meeting held on 19th May 2016.
- 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 Report on Appointments** 7 - 10

To consider the report of the City Solicitor on appointments.
- 6 Recommendations of the Independent Remuneration Panel
- Members' Allowance Scheme** 11 - 18

To consider the report of the City Solicitor advising Council of the receipt of a report from the Independent Remuneration Panel (IRP) and asks Council to consider the recommendations of the IRP in relation to the Members' Allowances Scheme.
- 7 Report on the Leeds Award** 19 - 28

To consider the report of the City Solicitor in respect of the Leeds Award.

13 **White Paper Motion (in the name of Councillor Leadley) -
Planning Policy**

75 - 76

This Council believes that in the interests of public health and well-being it is essential that it adopts a coherent Planning Policy to control the siting and concentration of hot food takeaways.

Therefore it instructs the Director of City Development to prepare a draft hot food takeaway planning policy to be presented to Development Plan Panel with a view to adding an appropriate document to the Leeds Local Development Framework as quickly as the Statutory consultation and adoption process will allow.

14 **White Paper Motion (in the name of Councillor Blake) -
Transport System for Leeds**

77 - 78

Following the well-attended transport summit of the 10th June, this Council commits to work on a cross party basis with partners across the city and beyond, drawing on independent advice from our universities, to look at all options using the welcome ring-fenced £173.5m from DFT to develop a transport system for Leeds and its economic region fit for the next 30 years.

Meaningful involvement of residents from across the city will be key to this process.

Council recognises the key importance of transport for the economic future of the city, reducing poverty and inequalities, improving the quality of life within our communities and for people who choose to travel to Leeds for work and leisure.

This Council will set up an all-party working group to coordinate work with all city region MPs, partners and Government to work with the Council in a constructive manner to deliver improvements in the short term and our long term ambition and vision for the people of Leeds.



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 Thursday, 19th May, 2016

PRESENT: The Lord Mayor Councillor Judith Chapman in the Chair.

WARD

ADEL & WHARFEDALE

Barry John Anderson
Caroline Anderson
Billy Flynn

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
Alice Smart

BEESTON & HOLBECK

Angela Gabriel
Adam Ogilvie
David Congreve

BRAMLEY & STANNINGLEY

Caroline Gruen
Julie Heselwood
Kevin Ritchie

BURMANTOFTS & RICHMOND HILL

Denise Ragan
Asghar Khan
Ron Grahame

WARD

CALVERLEY & FARSLEY

Andrew Carter
Amanda Carter
Rod Wood

CHAPEL ALLERTON

Eileen Taylor
Mohammed Rafique
Jane Dowson

CITY & HUNSLET

Elizabeth Nash
Patrick Davey
Mohammed Iqbal

CROSS GATES & WHINMOOR

Janette Waler
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

David Blackburn
Ann Blackburn
Terry Wilford

GARFORTH & SWILLINGTON

Sarah Field
Mark Dobson
Stuart McKenna

GIPTON & HAREHILLS

Salma Arif
Arif Hussain

GUISELEY & RAWDON

Graham Latty
Paul John Spencer Wadsworth
Pat Latty

HAREWOOD

Ryan Stephenson
Rachael Procter
Matthew Robinson

HEADINGLEY

Alison Garthwaite
Neil Walshaw
Jonathon Pryor

HORSFORTH

Christopher Townsley
Dawn Collins
Brian Cleasby

HYDE PARK & WOODHOUSE

Christine Denise Towler
Gerry Harper
Javaid Akhtar

KILLINGBECK & SEACROFT

Graham Hyde
Catherine Dobson
Brian Michael Selby

KIPPAX & METHLEY

Mary Elizabeth Harland
James Lewis

KIRKSTALL

Lucinda Joy Yeadon
John Anthony Illingworth
Fiona Venner

MIDDLETON PARK

Paul Anthony Truswell
Judith Blake
Kim Groves

MOORTOWN

Alex Sobel
Rebecca Charlwood
Sharon Hamilton

MORLEY NORTH

Robert Finnigan
Robert 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

Eleanor Tunnicliffe
Christine Macniven
Ghulam Hussain

TEMPLE NEWSAM

Debra Coupar
Helen Hayden
Michael Lyons

WEETWOOD

Jonathan Bentley
Susan Bentley
Judith Mara Chapman

WETHERBY

Gerald Wilkinson
Alan James Lamb
John Michael Procter

1 Opening Remarks

- a) The Lord Mayor reminded all those present that the Annual Meeting was to be webcast.
- b) The Lord Mayor welcomed the newly elected Members to their first meeting of Council.
- c) The Lord Mayor reported the recent death of Denise Atkinson MBE a former Lord Mayor of Leeds and Council stood in silent tribute.

2 Issue of Papers for the Meeting

The Lord Mayor indicated that, following the dispatch of the Summons with accompanying reports on Wednesday 11th May 2016, further papers originally identified on the Summons as to follow were circulated to Members on Wednesday 18th May 2016.

3 Election of Lord Mayor

It was moved by Councillor Blake, seconded by Councillor J Procter, supported by Councillors Golton, Gettings and A Blackburn and

RESOLVED UNANIMOUSLY – That Councillor Gerry Harper be elected Lord Mayor of the City of Leeds to hold Office until the election of his successor.

The meeting was suspended to allow for Councillor Harper to accept the Chain of Office and to take the Chair.

4 Election of Vice Chair of Council

It was moved by Councillor Ogilvie seconded by Councillor C Dobson and

RESOLVED UNANIMOUSLY – That Councillor Jim McKenna be appointed Vice Chairman of Council to hold Office until immediately after the election of the Lord Mayor at the Annual Meeting of Council in 2017.

5 Vote of Thanks to the Retiring Lord Mayor

Councillor Blake moved a vote of thanks to the retiring Lord Mayor, Councillor Judith Chapman. This was seconded by Councillor Lamb and supported by Councillors Golton, Elliott and A Blackburn, and

RESOLVED UNANIMOUSLY – That a vote of thanks be moved for the retiring Lord Mayor, Councillor Judith Chapman.

6 Minutes

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

RESOLVED – That the minutes of the meeting held on 23rd March 2016 be approved subject to a correction at minute 124, correcting a typographical error on the recorded vote numbers on page 14/15 of the Council Papers to read Yes 54, No 16 Abstentions 4.

7 Declarations of Interest

There were no declarations of interest at this meeting.

8 Announcements

There were no announcements.

9 Recommendations of the General Purposes Committee - Amendments to the Constitution

It was moved by Councillor Blake seconded by Councillor Ogilvie and

RESOLVED – That the recommendations of the General Purposes Committee with regard to amendments to the Constitution, as detailed in the report of the City Solicitor, be approved.

10 Establishment of Committees and Appointments

It was moved by Councillor Ogilvie seconded by Councillor C Dobson and

RESOLVED – That Schedules 8(a)to(c) and Schedules 8(e)and(f) be approved and that the City Solicitor be authorised, in consultation with appropriate Whips, to change appointments made during the period between this meeting and the next ordinary meeting of Council.

11 Appointment of Community Committee Chairs

It was moved by Councillor Ogilvie, seconded by Councillor C Dobson that

- (a) in accordance with Community Committee Procedure Rules that the appointment of the Chairs of the following Community Committees be noted

Inner North West Community Committee – Councillor Akhtar
Outer North West Community Committee – Councillor Wadsworth
Outer West Community Committee – Councillor Coulson

- (b) in accordance with Community Committee Procedure Rules that the appointment of the Chairs of the following Community Committees be determined by Full Council as a meeting of those Community Committees had not taken place.

Inner North East Community Committee – Councillor E Taylor
Outer North East Community Committee – Councillor Wilkinson
Inner East Community Committee – Councillor A Khan
Outer East Community Committee – Councillor Harland
Inner South Community Committee – Councillor Gabriel
Inner West Community Committee – Councillor Ritchie

RESOLVED –

- (a) That the Chairs of the 3 Community Committees as set out above be noted.
(b) That the Chairs of the 6 Community Committees as set out above be approved.

12 Appointment of Community Committee Chair - Outer South Community Committee

It was moved by Councillor Ogilvie, seconded by Councillor C Dobson, that in accordance with Community Committee Procedure Rules the appointment of the Chair of the Outer South Community Committee be determined by the overall majority of votes cast by those Members of the Outer South Community Committee present at the Council meeting.

The 2 nominees were Councillor K Bruce and Councillor R Finnigan.

As an overall majority of votes could not be obtained by votes cast by those Members of the Community Committee present at the Council meeting, the vote was widened to include all Members of Council.

RESOLVED – That Councillor K Bruce be appointed Chair of the Outer South Community Committee.

13 Scheme of Delegation (Council(Non-Executive) Functions)

It was moved by Councillor Ogilvie seconded by Councillor C Dobson and

RESOLVED – That the Officer Delegation Scheme (Council (Non Executive) Functions) as detailed in Schedule 9 be approved.

14 Executive Arrangements

It was moved by Councillor Ogilvie seconded by Councillor C Dobson and

RESOLVED – That the list presented by the Leader setting out the arrangements for the discharge of Executive Functions, as detailed in Schedule 10, be noted.

15 Council Meeting Dates 2016/2017

It was moved by Councillor Ogilvie seconded by Councillor C Dobson and

RESOLVED – That the dates of the meetings of the Council for the Municipal Year 2016/17, as detailed in Schedule 11 be approved.

Council rose at 7.25 pm

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Report author: Kevin Tomkinson
Tel: 74357

Report of City Solicitor

Report to Council

Date: 29 June 2016

Subject: Appointments

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 To note appointments to Committees, Boards and Panels following consultation with relevant Group Whips.

Recommendations

- 1 That the appointments referred to in paragraph 4.1 of this report be noted.

2 Purpose of this report

- 2.1 At the Annual Meeting the City Solicitor was authorised in consultation with Group Whips to change appointments made during the period between the Annual Meeting and the next ordinary meeting of Council in accordance with the proportions set out on the schedules, subject to their subsequent reporting to Council.

3 Background information

- 3.1 Appointments to Boards and Panels and to Joint Authorities are reserved to Council.

4 Main issues

- 4.1 The City Solicitor in consultation with Group Whips has made appointments as follows:-

- Councillor Stuart McKenna to replace Councillor Neil Dawson on Scrutiny Board (Strategy & Resources)
- Councillor Neil Dawson to replace Councillor Ogilvie on Scrutiny Board (Children's Services)
- Councillor Eileen Taylor to replace Councillor Mick Coulson and Councillor Ogilvie to replace Councillor Stuart McKenna on Scrutiny Board (City Development)
- Councillor Kamilla Maqsood to replace Councillor Mark Dobson on Scrutiny Board (Citizens and Communities)
- Councillor Mark Dobson to replace Councillor Kamilla Maqsood and Councillor Paul Truswell to replace Councillor Eileen Taylor on Scrutiny Board (Adult Social Service, Public Health & NHS)
- Councillor Josephine Jarosz to replace Councillor Ghulam Hussain on the Corporate Governance and Audit Committee
- Councillor Coulson to replace Councillor Tunnicliffe on Licensing Committee

4.1 Consultation and Engagement

- 4.1.1 The relevant Group Whip has been consulted in respect of the appointments.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 There are no specific implications regarding equality, diversity, cohesion and integration arising from this report.

4.3 Council policies and City Priorities

- 4.3.1 There are no specific implications.

4.4 Resources and value for money

4.4.1 There are no specific implications regarding resources and value for money arising from this report.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report is not subject to Call In, as it is a Council Function.

4.6 Risk Management

4.6.1 No specific implications

5 Recommendations

6 That the appointments referred to in paragraph 4.1 of this report be noted.

7 Background documents¹ - 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: Andy Hodson

Tel: 22 43208

Report of the City Solicitor

Report to Council

Date: 29th June 2016

Subject: Members Allowances

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

Purpose of this report

1.1 This report advises Council of the receipt of a report from the Independent Remuneration Panel (IRP) on the 26th May 2016, and asks Council to consider the recommendations of the IRP in relation to the Members' Allowances Scheme.

2 Background information

2.1 Council is required to determine a Members' Allowances Scheme, having regard to recommendations from an Independent Remuneration Panel.

2.2 In determining or varying its Members' Allowances Scheme, Council may modify, accept or reject any such recommendations from the Independent Remuneration Panel as it considers appropriate.

3 Main issues

3.1 Full Council is advised that the Independent Remuneration Panel has issued a report to the Council, a copy of which is attached, which recommends amendments to the existing Members' Allowances Scheme.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Groups were consulted prior to the IRP's consideration of amendments to the Allowances Scheme. Group Leaders have been provided with a copy of the IRP's report and recommendations and in response the Conservative Group Leader has commented that he would like to "make it clear to the Independent Remuneration Panel that my group are not in favour of any steps being taken which will result in increasing member allowances over and above the annual updating. We would not be in favour of what you refer to as a minor adjustment of the 'ring fenced' budget."

4.1.2 Those comments have been provided to the Chair of the Independent Panel who, having reflected on the comments made, is of the view that the recommendations for change being made by the Independent Panel to the 'ring fenced budget' are de minimis.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 No specific considerations

4.3 Council policies and City Priorities

4.3.1 No specific considerations

4.4 Resources and value for money

4.4.1 No specific considerations.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Regulations prescribe that, prior to considering amending the Members' Allowances Scheme; the authority must have regard to the recommendations by an Independent Remuneration Panel.

4.6 Risk Management

4.6.1 No specific considerations

5 Conclusions

5.1 The Independent Remuneration Panel has made a number of recommendations for changes to the Members' Allowance Scheme which are for full Council to agree to or reject.

6 Recommendations

6.1 Council is asked to consider and agree the recommendations of the Independent Remuneration Panel as detailed in the attached report.

6.2 Council is asked to authorise the City Solicitor to make any consequential changes to the Members' Allowances Scheme arising from the recommendations made.

7 Background documents¹

7.1 None

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 Panel on Members' Allowances

May 2016

The purpose of this report is to set out the Independent Remuneration Panel's recommendations having considered a request for two minor amendments to the Members Allowances Scheme these being;

- a. An extension of the period for the annual updating of allowances linked to the headline pay increase negotiated through the National Joint Council for Local Government Employees (the current permitted period of updating expires in June 2016) to June 2020, and;
- b. Following a review of the support requirements for the Executive, an adjustment to the current formula by which the number of remunerated Deputy and Support Executive Members are determined. The Panel is asked to consider this being adjusted to allow for the equivalent payment to continue being 4 x Deputy and 9 x Support Executive Members but with the addition of 10% to this baseline. This will provide greater flexibility to the council whilst also maintaining a 'ring-fence' to this aspect of the allowance scheme.

1.0 INTRODUCTION

1.1 The Independent Panel on Members' Allowances was appointed by the Council to make recommendations on Members' Allowances in accordance with the Government's statutory guidance and the relevant Regulations. These are currently the Local Authorities (Members' Allowances) (England) Regulations 2003 ('the Regulations'). The Panel now consists of Sir Rodney Brooke CBE DL (Chair), Dave Fortune, Matthew Knight and Carolyn Lord.

1.2 Since the last report considered by the IRP in 2014, the political composition of the Council has remained largely unchanged. The Labour Group continues to form the Administration of the Council.

1.3 The composition of the Council is as follows:

Labour	63
Conservative	19
Lib Dem	9
MBI	5
Green	3

- 1.4 The last time the panel met recommendations were made and agreed by the Council to;
- a) Reflect special responsibility allowances as a 'percentage value' of the allowance attributed to the role of Leader of Council.
 - b) Allowances of chairs of Community Committees and the Licensing Committee;
 - c) Introduce a specific allowance to recognise the role of the leader of the largest opposition group;
 - d) Allowances for the Chief Whip of the largest group, the Chief Whip of the largest opposition group, other whips with groups with more than 10% of the membership of council;
 - e) Introduce an allowance for members of the Executive Board without portfolio.
 - f) Lower the allowance paid to the Chair of the Climate Change and Environmental Working Group.
- 1.5 Since 2011 to present, Members have taken a 3% reduction on all Special Responsibility Allowances over the value of £7k pa. There are no plans to reverse that reduction for 2016/17.

2 Annual Updating of Allowances

- 2.1 The Local Authorities (Members' Allowances) (England) Regulations 2003, enable an allowances scheme to make provision for an annual adjustment of allowances by reference to an index as may be specified by the authority. The present allowance scheme makes provision for basic, special responsibility and dependent carers' allowances to be increased each October in line with the headline pay increase negotiated through the National Joint Council for Local Government Employees (or equivalent).
- 2.2 Regulations also provide that where an authority has regard to such an index it must not rely on that index for longer than a period of four years before seeking a further recommendation from the IRP on the application of the index to its scheme.
- 2.3 The IRP last considered this matter in June 2012 and it is now timely for the indexation to be reconsidered by the IRP. It is the council's view that, whilst members have not in recent years taken any increases due, the annual indexation provision continues to meet the needs of the council. The IRP agree with this view and recommend that the indexation continue in its present form until June 2020.

3 DEPUTY AND SUPPORT EXECUTIVE MEMBERS

- 3.1 The Leader of Council has recently reviewed the portfolio responsibilities of Executive Board members and the method by which those members receive support from members of the Administration in their leadership responsibilities.
- 3.2 As a consequence of that review the Leader has identified the need for 5 x Deputy Executive Members and 7 x Support Executive Members to provide the necessary support to the Executive. The current formula within the allowances scheme allows for a degree of flexibility in determining the number of remunerated positions - provided that the allowances paid do not exceed the equivalent payment of 4x Deputy and 9x Support Executive Members - a 'ring fence' of £89,843.03.

3.3 The support needs identified by the Leader marginally exceed the 'ring-fence' described (by £1.9k) and it is to principally accommodate this that the Administration ask the IRP to consider proposals for additional flexibility to this aspect of the Allowance Scheme. Whilst the Administration has no plans to further extend the number of Deputy and Support Executive Members (for 2016/17 5xDeputy and 7x Support Executive Members) the IRP was asked to consider an adjustment to the current formula to provide further flexibility.

3.4 Specifically the Panel was asked to consider that the current 'ring-fence' formulae be adjusted to allow for the 'ring-fence' budget to be comprised of 4x Deputy and 9x Support Executive Members (as now) plus 10% - this would increase the 'ring fence' by £8,984.30 and is affordable within the existing allowances budget. The IRP agree that such an amendment will provide further flexibility to the council (without recourse to having to seek the IRPs view on minor adjustments) whilst also maintaining a 'ring-fence' to this aspect of the allowances scheme.

4.0 Consultation

4.1 The IRP were been informed that Group Leaders had been consulted on the proposals set out in this report prior to them being submitted to us. Other than the Green Group and MBI Group, who are of the view that the allowances paid to Members under the scheme are too high, no objections to the proposals were been raised by Group Leaders.

5.0 Recommendations

5.1 The Independent Remuneration Panel recommendation is that the Leeds City Council Members' Allowances Scheme be amended to provide;

- An extension of the period for the annual updating of allowances linked to the headline pay increase negotiated through the National Joint Council for Local Government Employees to June 2020.
- A minor adjustment to the allowance scheme to allow greater flexibility in the number of remunerated Deputy and Support Executive Members by establishing the 'ring-fenced' budget to be equivalent to 4x Deputy and 9x Support Executive Members plus 10%.

Rodney Brooke (Chair)

Dave Fortune

Matthew Knight

Carolyn Lord

26th May 2016

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Report author: Andrea Holgate

Tel: (Int) 51954

Report of the City Solicitor

Report to Council

Date: 29th June 2016

Subject: The Leeds Award

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 Mr Kenneth Reid and Dr Simon Lindley 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 have unanimously agreed to make the recommendation that the following nominations receive the Leeds Award:
- 1.2 Mr Kenneth Reid – details of nomination attached
- 1.3 Dr Simon Lindley – 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 Mr Kenneth Reid and Dr Simon Lindley 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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Nomination for

Mr Kenneth Reid

By

Emmy Clarkson (daughter) and those listed at Annex A

In respect of services to the development of creative arts opportunities in higher and further education settings for Leeds and surrounding communities

Ken took up post at Thomas Danby College circa 1979 progressing through a variety of roles as worked to establish and develop the creative arts faculty there. The college joined forces with others in 2009 to form Leeds City College, where Ken currently holds the position of Head of Faculty, Creative Arts and Deputy Principle.

For over 35 years Ken has worked within the Leeds area, touching the lives of thousands of students and hundreds of staff within Further and Higher Education settings. Renowned for going the extra mile, he selflessly gives his time in navigating the system and making things happen positively for those that lean on him for support and guidance.

From what began in the 1980's as a handful of students studying 'drama', the programmes led by Ken have flourished and expanded. Today the Creative Arts faculty at Leeds City College provides full-time arts education to around 1,000 students every year, offering specialist courses from Entry Level 3 through to BA Honours Degrees, encompassing art, performance, photography, backstage arts and all aspects of creative media. The area was awarded Artsmark Gold status in 2012, a national recognition from the Arts Council and Ofsted that an outstanding arts environment within which students can really prosper is provided

He has worked tirelessly to extend the opportunities of further education to all, in particular striving to work through social / personal challenges to provide an individual student journey with tailored support. Delivering this requires a great deal of extra-curricular input and this pastoral input has yielded fantastic return in terms of academic results and personal development, whilst generating a tremendous amount of respect. It is fair to say he never stops giving and spends much of his free time attending student performances, liaising coaching and generally being 'online' for those who require his input. His offer is seemingly never ending and is extended to students and staff alike.

Key to his success is his ability to break down barriers, both perceived and actual, challenging the system in order to deliver an education accessible to all. Notably he created opportunities for those with a variety of learning disabilities to experience mainstream college life attending integrated classes alongside fulltime students, something which was unheard of at the time.

Throughout the years Ken has never stopped striving to offer the best for his staff and students, pushing for funding and facility parity to balance inequalities between the arts and more traditional educational areas; forging links with industry partners and ensuring the best.

From the outset he has endeavoured to challenge misconceptions about the potential of creative arts, putting it on the map at a time when there was no other city wide provision. More broadly, Ken has extended his impact by raising the UK's

profile and reputation as a provider of quality creative education through lead participation in European FE performing arts programme.

His approach has fundamentally transformed the college creative arts environment from perceived 'last chance saloon' to a highly desirable, innovative faculty offering a broad range of quality educational products and training through industry endorsed apprenticeships. Ken's ability to attract, maintain and develop a talented and dedicated workforce to deliver alongside him is critical to his success and an achievement in its own right. Widely recognised within the region across a breadth of educational and industry settings, his leadership style inspires others to follow his approach in delivering with passion, commitment and intent, nurturing and developing organisational links to ensure the best programme content for the student cohort.

His extraordinary impact, unwavering commitment and clear sense of purpose are undoubtedly second to none.

Supporter's name	Role in which the supporter has known the nominee (for example, colleague, friend).	Dates of knowledge (if known)
Diane Howse, Countess of Harewood Amy Bere	Associates	
James Brining Sam Perkins Ruth Hannant	Associates	
David Robertson	Associate	Approx. 1984 to present
Robert March	Associate	Approx. 1986 to present
Andy Russell	Associate	2005 to present
Sara Allkin	Student	1994 to present
Val Duggan	Student	1993 to present
Ewan Povey	Student	1993 to present
Sophia Becic	Student	To present
Joanne Adams	Colleague	unknown
Kevin O'Hare	Colleague	Approx. 1992 to present
Paul Danby	Colleague	2008 to present
Dorrie King	Colleague	1984 to present
Claire Irving	Colleague	2003 to present
Tim Balmforth	Colleague	2001 to present
Graham Williams	Colleague	2009 to present
Mick Doonan	Colleague	1983 to present
Samantha Beswick	Colleague	2005 to present
Jamie Smelt	Colleague	2000 to present
Emma Sullivan	Colleague	2007 to present
Kirsty Allison	Colleague	2002 to present

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Nomination for Dr Simon Lindley to receive the Leeds Award

September 2016 marks the 175th Anniversary of the dedication of the church building now designated Leeds Minster.

To mark the anniversary we are also holding a service of celebration on **Saturday, 3rd September 2016 at 4pm**. The service will also be the occasion when we shall be thanking Dr Simon Lindley for his distinguished service as Master of Music at LPC/the Minster.

Simon has been Master of Music at the Minster since 1975. He has fulfilled that office with great distinction and all of us at the Minster owe him a huge debt of gratitude for all he has done to inspire and develop music-making throughout the City of Leeds for over four decades. Simon will become Organist Emeritus; his roles as City Organist and as Director of the St. Peter's Singers are unaffected by his retirement from the Minster.

I understand 2016 will also be Simon's 40th Year as Leeds City Organist. I was hoping that you might consider Dr Lindley as a candidate for **The Leeds Award** honouring the immense contribution Simon has made to music in Leeds, the West Riding, nationally and internationally? I believe it would be a great shame if we arrived at Simon's retirement on 3 September and his unstinting dedication wasn't recognised by his adopted city.

Mr David Hawkin
Choir of Leeds Minster

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Report author: Peter Marrington
Tel: 3951151

Report of City Solicitor

Council

Date: 29 June 2016

Subject: Scrutiny at Leeds City Council – Annual Report 2015/16

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. Article 6 of the Council's Constitution requires that the Council's Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions. The 2015/16 annual report is appended.

Recommendation

2. Council is asked to receive and note the annual report.

1.0 Purpose of this report

1.1 The purpose of this report is to present to Council the scrutiny annual report for 2015/16.

2.0 Background information

2.1 Article 6 of the Council's Constitution requires that the Council's Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions.

3.0 Main issues

3.1 The annual report, as well as celebrating Scrutiny's achievements, reflects on the experience of past scrutiny activity and the progress made against last year's key action areas for development.

4.0 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The scrutiny annual report for 2015/16 was produced by the Head of Scrutiny and Member Development in consultation with the relevant Scrutiny Chairs and the Executive Board Member for Resources and Strategy.

4.2 Equality and Diversity / Cohesion and Integration.

4.2.1 All terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.

4.3 Council Policies and Best Council Plan

4.3.1 The annual report illustrates those areas of work undertaken by Scrutiny which directly contribute to the delivery of the Council's Best Council Plan

4.4 Resources and Value for Money

4.4.1 This report has no specific resource implications.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report has no specific legal implications.

4.6 Risk Management

4.6.1 There are no risk management implications relevant to this report.

5.0 Conclusions

5.1 Article 6 of the Council's Constitution requires that the Council's Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions. The 2015/16 annual report, as well as celebrating Scrutiny's achievements, reflects on the experience of past scrutiny activity and the progress made against last year's key action areas for development.

6.0 Recommendations

6.1 Council is asked to receive and note the annual report.

7.0 Background papers¹

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.

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Scrutiny at Leeds City Council

Annual Report 2015/16



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Welcome

Welcome to the 2015/16 Scrutiny Annual Report. This report provides Council and members of the public the opportunity to review last year's activity within overview and scrutiny and to highlight some of the key achievements.

The last year has seen a continuation of the challenges facing local government in dealing with reductions in funding, rising demand, the impact of new legislation and the changing shape of partner organisations. I would therefore like to express my sincere thanks to all members involved in the scrutiny process for continuing to carry out effective scrutiny in this changing landscape. As I stated in my introduction last year, the scrutiny function provides elected members with a clear role in ensuring decisions made are made well and with the full knowledge of the impact of these decisions on our communities.

However, as resources within the Council shrink, it is unrealistic to think that scrutiny will be immune from the effects of those reductions, whether that is in terms of direct support or in terms of the capacity of directorates to respond to information requests. The challenge for scrutiny chairs will be to develop work programmes that acknowledge the resource pressures facing the Council and focus on those areas where scrutiny can have an influence and make a difference. The challenge for decision makers will be to be responsive to the legitimate, independent role of scrutiny. I remain confident that if these conditions apply equally, scrutiny will continue to demonstrate its value to the governance of the City.

As in previous reports to Council, key development areas for scrutiny are highlighted in this report.



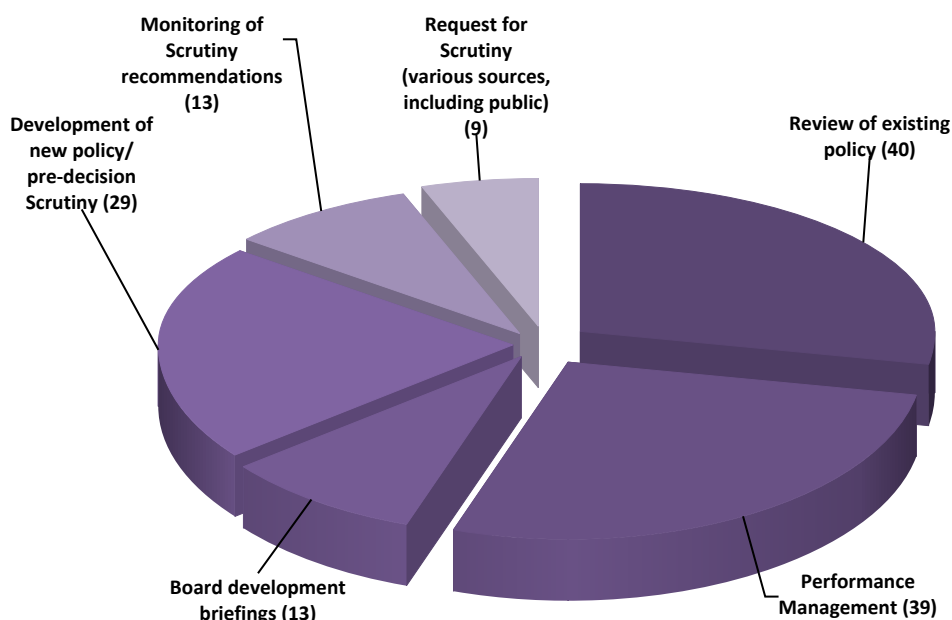
Councillor James Lewis
Executive Member for Resources and Strategy

*Find out more at www.leeds.gov.uk/scrutiny and follow Scrutiny on
Twitter: @scrutinyleeds*

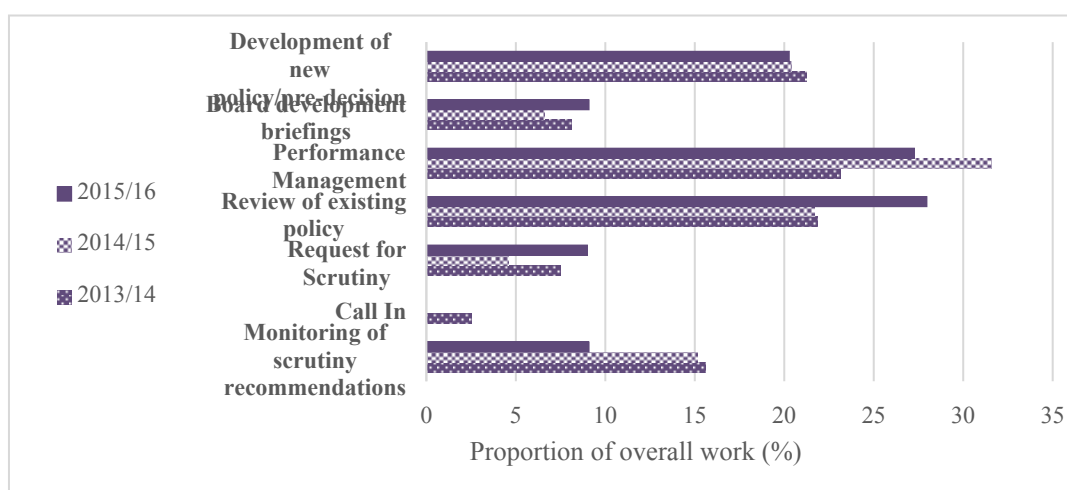
Summary of work 2015/16

The charts below highlight the type and proportion of work that the Scrutiny Boards have done this year and trends over the last 3 years.

Type and total number of scrutiny work items in 2015/16



Scrutiny work items 2013 - 2016



Key Observations

- There has been a slight increase in the number of work items relating to pre-decision scrutiny during 2015/16.
- No Executive Board or delegated officer decisions were Called In during 2015/16.
- Significant increase in work items relating to reviewing existing policy.
- Notable increase in public requests for Scrutiny.

Highlights and Achievements

A summary of the significant pieces of work undertaken by scrutiny over the last 12 months is presented below, including relevant links to published reports by Scrutiny. This snapshot identifies where Scrutiny has specifically added value linked to the 2015 -16 Best Council Objectives.

Best Council Objective

Areas of Scrutiny

Added Value/Impact

Building a child-friendly city

Page 37

Learning for Leeds – sufficiency of school places and early years provision
(Children’s Services Scrutiny Board)



- Identified that statutory requirements are being met and that there is sufficient school places across the City to meet demand in 2016/17 and plans in place to meet demand in future years.

SEND Young People- what is it like Growing Up in Leeds?
(Children’s Services Scrutiny Board)



- Focused on the voice of the Child and their families and the extent to which Children, Young People and their families feel informed and involved in decisions affecting their lives.
- Identified pathways for learning and achievement from year 9 onwards. Education settings and the opportunities for Children and Young people to obtain skills for life and qualifications.
- Evaluated the support available in preparing young people for adulthood including transition support.

Reducing the Number of Young People who are NEET
(Children’s Services Scrutiny Board)



- Continued focus on the implementation of a city wide strategic approach to reduce NEET and create pathways to education, employment or training for those at risk of becoming NEET including SEND young people.
- Provided challenge on the level and quality of information advice and guidance provision citywide.

Improving School Attendance
(Children’s Services Scrutiny Board)



- Informed decision making regarding the use of penalty notices for irregular school attendance.

Safeguarding in Taxi and Private Hire Licensing
(Adult Social Services, Public Health and NHS & Children’s Services Scrutiny Boards)



- Following the work done in 2015/16, worked collaboratively with relevant directorates and Safeguarding Board representatives to consider planned measures, and actions already taken, in order to strengthen safeguarding for taxi users.

SEN Post 16 School Transport
(Children’s Services Scrutiny Board)



- Supporting the preparation of consultation and ultimately revised policy which is fair and legally compliant.
- Facilitated additional focus on the mitigation of potential negative impacts.

Best Council Objective

Building a child-friendly city

(continued)

Areas of Scrutiny

Best City for Learning – Education Strategy and Annual Standards Report

(Children’s Services Scrutiny Board)

Youth Activity Funding

(Children’s Services Scrutiny Board)

Young Carers

(Children’s Services Scrutiny Board)

Added Value/Impact



- Provided guidance and feedback on the content of the draft Best City for Learning Strategy 2016-2020.
- Provided the necessary challenge on the attainment data in the report and a focus on the improvement of education provision.



- Identified a need for further examination and dissemination of best practice with regard to the engagement of children and young people in the decision making processes.
- Recommended the simplification of the process and bringing the applications for Youth Activity Funding and Community Committee Wellbeing funding together.
- Identified the need for a review of engagement and marketing techniques to ensure that the maximum number of children and young people are made aware of activities.



- Provided challenge to the methodologies employed to identify young carers and the resources available to meet need.
- Recommended an approach with regard to engagement with schools in Leeds in order to develop a consistently robust supporting environment within education provision across the whole city.

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Best Council Objective

Dealing effectively with the city’s waste

Areas of Scrutiny

Peckfield Landfill Site

(Environment and Housing Scrutiny Board)

Leeds Waste Strategy

(Environment and Housing Scrutiny Board)

Added Value/Impact



- Undertook robust monitoring of the recommendations arising from the Scrutiny Inquiry last year surrounding the management of the Peckfield Landfill site.
- Considered more broadly the respective roles of the Council and the Environment Agency in relation to the general management of landfill sites and identified the need for improved contingency planning in the event of a site being abandoned, particularly in terms of sufficient financial security for restoration and other contingencies. Monitoring of progress in this regard is on-going.



- Continued monitoring of the Council’s development and delivery of the City’s Waste Strategy, which included a site visit to the new Recycling and Energy Recovery Facility (RERF) in April 2016.

Best Council Objective

Areas of Scrutiny

Added Value/Impact

Delivery of the Better Lives programme

Best Council Objective	Areas of Scrutiny	Added Value/Impact
<p>Delivery of the Better Lives programme</p>	<p>Bereavement (Adult Social Services, Public Health, NHS Scrutiny Board) (Click here for Scrutiny report)</p>	<p>➔</p> <ul style="list-style-type: none"> • Addressing continuing concerns highlighted by local members of the community. • Engagement with all stakeholders regarding existing policies and procedures around the timely release of the deceased for the purpose of timely burials. • Identified 'good practice' from elsewhere. • Recommendations aimed at enhancing and improving current arrangements, particularly in terms of pathology services. • Recommendations welcomed by members of the local community.
	<p>Cancer Wait Times in Leeds (Adult Social Services, Public Health, NHS Scrutiny Board) (Click here for Scrutiny report)</p>	<p>➔</p> <ul style="list-style-type: none"> • Topic area with clear links to a general area of concern to the wider population. • Specific recommendations aimed at continuing to raise awareness of cancer, its prevention, early diagnosis and treatment. • Recommendations aimed at improving services to people beyond the Leeds boundary.
	<p>Involvement of the Third Sector in Leeds' health and social care economy (Adult Social Services, Public Health, NHS Scrutiny Board)</p>	<p>➔</p> <ul style="list-style-type: none"> • Better understanding of the involvement of the Third Sector in Leeds' health and social care economy. • Focus on improved relationships and capacity building in the context of reducing levels of funding. • Involvement of statutory services and Third Sector organisations in identifying improvements.
	<p>Primary Care (Adult Social Services, Public Health, NHS Scrutiny Board)</p>	<p>➔</p> <ul style="list-style-type: none"> • Constructive challenge in the development of primary care services across the City. • Focus on 'core offer' and 'enhanced services'. • Identified improvements to patient engagement and consultation practices.
	<p>Service Quality across Leeds' health and social care economy (Adult Social Services, Public Health, NHS Scrutiny Board)</p>	<p>➔</p> <ul style="list-style-type: none"> • Better awareness and understanding of the 'quality landscape' of health and social care services across Leeds. • Improved working relationship between the Scrutiny Board and the Care Quality Commission. • Use of independently assessed quality to inform response to Adult Social Services service change proposal.
	<p>Safeguarding Adults (Adult Social Services, Public Health, NHS Scrutiny Board)</p>	<p>➔</p> <ul style="list-style-type: none"> • Improved working relationship between the Scrutiny Board and the Leeds Safeguarding Adults Board. • Specific recommendation around making the membership of the Leeds Safeguarding Adults Board more representative of the communities in Leeds.

Best Council Objective

Delivery of the Better Lives programme (continued)

Areas of Scrutiny

Focus on specific service areas
(Adult Social Services, Public Health, NHS Scrutiny Board)



- Ensuring a focus on specific service areas, including Maternity Services; Children and Young People’s Oral Health; Autism.

Response to various consultations
(Adult Social Services, Public Health, NHS Scrutiny Board)



- Ensuring a broad consideration of issues and maintaining the profile of the Scrutiny Board by responding to a range of consultations including: Public Health budget reduction proposals; Care Quality Commission fee structure proposals; Development of Leeds Health and Wellbeing Strategy (2016 – 2021); Care Quality Commission future strategy; Leeds Community Healthcare NHS Trust – proposed changes to service locations.

Added Value/Impact

Best Council Objective

Promoting sustainable & inclusive economic growth

Areas of Scrutiny

Housing Mix
(City Development Scrutiny Board)
[\(Click here for Scrutiny report\)](#)



- In conjunction with Scrutiny Board (Environment and Housing) developed a series of recommendations that help deliver Policy H4, that is, delivery, as expressed in the Core Strategy, of the right property type and tenure within criteria of affordability.

Housing on Brownfield Land – 5 Year Land Supply
(City Development Scrutiny Board)



- Continuation of challenge and support as activity progresses to secure new housing developments on Council owned brownfield land.

East Leeds Extension and Orbital Road Progress
(City Development Scrutiny Board)



- Provided advice with regard to the progress of the co-ordinated programme to deliver the East Leeds Extension and East Leeds Orbital Road.

Powering Up the Leeds Economy Through Digital Inclusion
(City Development Scrutiny Board)
[\(Click here for Scrutiny report\)](#)



- Detailed consideration of the Leeds approach to reducing the digital divide and enhancing the economic prosperity of individuals and small enterprises.
- Analysed broadband infrastructure, internet access and connectivity across Leeds.
- Provided focus to improving digital literacy through education, learning and equipment to provide the necessary skills, confidence and support to embrace technologies.
- Engaged with other organisations to identify good practice in partnership working and the co-ordination of activity.
- Recommended the development of a robust Digital Inclusion Strategy that supports the city’s aspirations for the citizens and communities in Leeds.

Added Value/Impact

Best Council Objective

Areas of Scrutiny

Added Value/Impact

Becoming a more efficient and enterprising council

Fees and Charges

(Strategy and Resources Scrutiny Board)

[\(Click here for Scrutiny report\)](#)



- Focused on the belief that a critical examination of fees and charges may be an effective way to help ease budget pressures and focus spend and subsidy on the highest priorities and therefore help deliver the Council's Best Council Plan. Proposed a number of areas where fees could be levied.
- Introduced a revised fees strategy which encourages services to look at how any subsidy might be targeted at priority groups in order to achieve specific council policies within the Best Council Plan.

ICT Resourcing

(Strategy and Resources Scrutiny Board)



- Revised the manner in which project work is prioritised and agreed, identified actions to help with recruitment and retention.

Non/off contract

(Strategy and Resources Scrutiny Board)



- Facilitated the collaborative working between the Systems and Information team, Category Teams within PPPU and Business Support Centre, Corporate Finance and the Directorates to reduce non/off-contract spend.
- Worked with Procurement to identify efficiency measures to reduce off-contract spend and improve contract planning to address unplanned extensions or waivers of contracts.

The development of Community Hubs

(Citizens and Communities Scrutiny Board)

[\(Click here for Scrutiny report\)](#)



- Evaluated the existing pathfinder Community Hubs and engaged directly with existing 'front of house' staff to identify best practice and lessons learned that will inform the future roll out of the Community Hub network across the city.

Leeds Community Lettings Policy

(Environment and Housing Scrutiny Board)



- Advised the Environment and Housing directorate surrounding new approaches to housing management and tenancy policy, including key principles surrounding the development of existing community lettings policies prior to wider consultation.
- The Scrutiny Board will be considering the results of the consultation and the final policy proposals prior to formal approval in October 2016.

European Capital of Culture, Culture Strategy Development

(City Development Scrutiny Board)



- Evaluated and provided a view on the initial approach to developing the new Culture Strategy for Leeds 2017-2030.

Best Council Objective

Areas of Scrutiny

Added Value/Impact

Supporting communities and tackling poverty

Environment of Estates

(Tenant Scrutiny Board)
([Click here for Scrutiny report](#))



- Conducted an in-depth review of how localities manage and support improvement in estate environment. The review contributed to the harmonisation of estate walkabouts

The development of Community Committees

(Citizens and Communities Scrutiny Board)
([Click here for Scrutiny report](#))



- Evaluated the extent to which the Community Committee model is enabling local elected members to look at key local issues, local needs and aspirations, as well as genuinely involving the communities they represent in the decisions that affect them.
- Developed a series of recommendations aimed at supporting the development of a more consistent approach in tracking actions and reviewing, monitoring and challenging the progress made by the Community Committees.

Universal Credit

(Citizens and Communities Scrutiny Board)
([Click here for Scrutiny report](#))



- Facilitated the collaborative working between the Council's Citizens and Communities directorate, the Department for Work and Pensions and other key stakeholders to clarify roles and expectations; to facilitate effective information sharing; to evaluate the functionality of existing systems linked to Universal Credit and to inform early preparations for the delivery of Universal Credit in Leeds.

Migration

(Citizens and Communities Scrutiny Board)
([Click here for Scrutiny report](#))



- Collaborated initially with other Scrutiny Board Chairs to consider key issues surrounding migration in Leeds. This consequently led to a more in-depth evaluation of the growth of EU citizen migration and the impact this has on key local service areas. This also involved input from Migration Yorkshire.
- In particular, the Scrutiny Board identified a need to urgently establish a citywide Migration Strategy Group, involving other key Leeds partners, to provide a strategic and co-ordinated response to migration in Leeds based on robust local intelligence gathering and data sharing.

Leeds City Credit Union

(Citizens and Communities Scrutiny Board)



- Engaged directly with the Chief Executive of the Leeds City Credit Union in exploring how the council can further support the Credit Union to significantly increase membership and lending capacity.

Police Community Support Officers in Leeds

(Environment and Housing Scrutiny Board)



- Engaged with the Director of Environment Housing; Chief Officer for Community Safety; and the Leeds District Chief Superintendent to help inform the direction of travel for the funding and allocation of PCSOs funded by the Council within the context of the changing and evolving policing structures in Leeds District and across West Yorkshire Police.

Best Council Objective

Areas of Scrutiny

Added Value/Impact

Supporting communities and tackling poverty
(continued)

Page 43

Storm Eva and the Local Flood Risk Management Strategy

(City Development Scrutiny Board)



- Provided advice in response to the severe flooding caused by Storm Eva on the 26th/27th of December. The Board considered the Strategic Recovery Plan, infrastructure damage and overall cost to remedy, flood alleviation and community involvement.
- Evaluated the Flood Risk Management Strategy with a view to reducing risk under the requirements of sections 4 & 6 of the Flood and Water Management Act 2010.

Bus Provision in Leeds

(City Development Scrutiny Board)
(report to follow 2016/17)



- Engaged with operators and stakeholders to identify the provision and connectivity of Bus Services in Leeds, including sufficiency to meet the needs of people and business.
- Provided focus on the impact of bus services on social inclusion, poverty and the economy.
- Identified different models for investment and the delivery of strategic and operational improvement in bus services.
- Facilitated debate on the Buses Bill proposal. Further analysis of potential options will be undertaken in 2016/17 as the bill is published.

Road Safety and 20mph zones

(City Development Scrutiny Board)



- Engagement with stakeholders with regard to 20mph speed limits in Leeds and subsequent endorsement of the targeted approach for the introduction of 20mph speed limits in Leeds.
- Identification that road safety should be referenced in the Safer Leeds Strategy.

Leeds Cycling Starts Here

(City Development Scrutiny Board)



- During evaluation of the Leeds Cycling Starts Here draft strategy and action plan, it was identified that there was need for improved communication and promotion about City Connect and the cycle super highway, and a need to maximise opportunities within communities to strengthen Tour de France and Tour de Yorkshire legacies.

Reflecting on the Year

Last year we identified a number of key action areas to help develop the scrutiny function. Progress made in delivering these key actions is summarised below.

Ensuring Elected members and officers are equipped to fulfil their Scrutiny functions remains key. Activities this year have included:

- Specific induction sessions for newly elected members
- Chairing skills for scrutiny chairs
- Staff induction, using 'knowledge cafes'
- Seminars for graduate trainees
- Scrutiny Unit attendance at Directorate SMT meetings

Key Action Areas for 2015/16

Knowledge and Skills

Identifying and addressing any development needs of Scrutiny Members and attending officers to ensure effective scrutiny.

Partnerships

Maximising relationships with internal and external partners.

Maximising resources

Focusing on key areas aimed at driving forward the Council's ambition for a strong economy and compassionate city.

This report clearly demonstrates the drive to ensure the work undertaken by Scrutiny Boards complements, challenges and reflects the ambitions of the City as shown in the Best Council Plan.

Collaborative working between Scrutiny Boards has provided the opportunity to encourage a 'One Council' approach to service delivery.

As highlighted in this report, there have been numerous pieces of work this year involving collaborative working between Scrutiny Boards and external partners. These include:

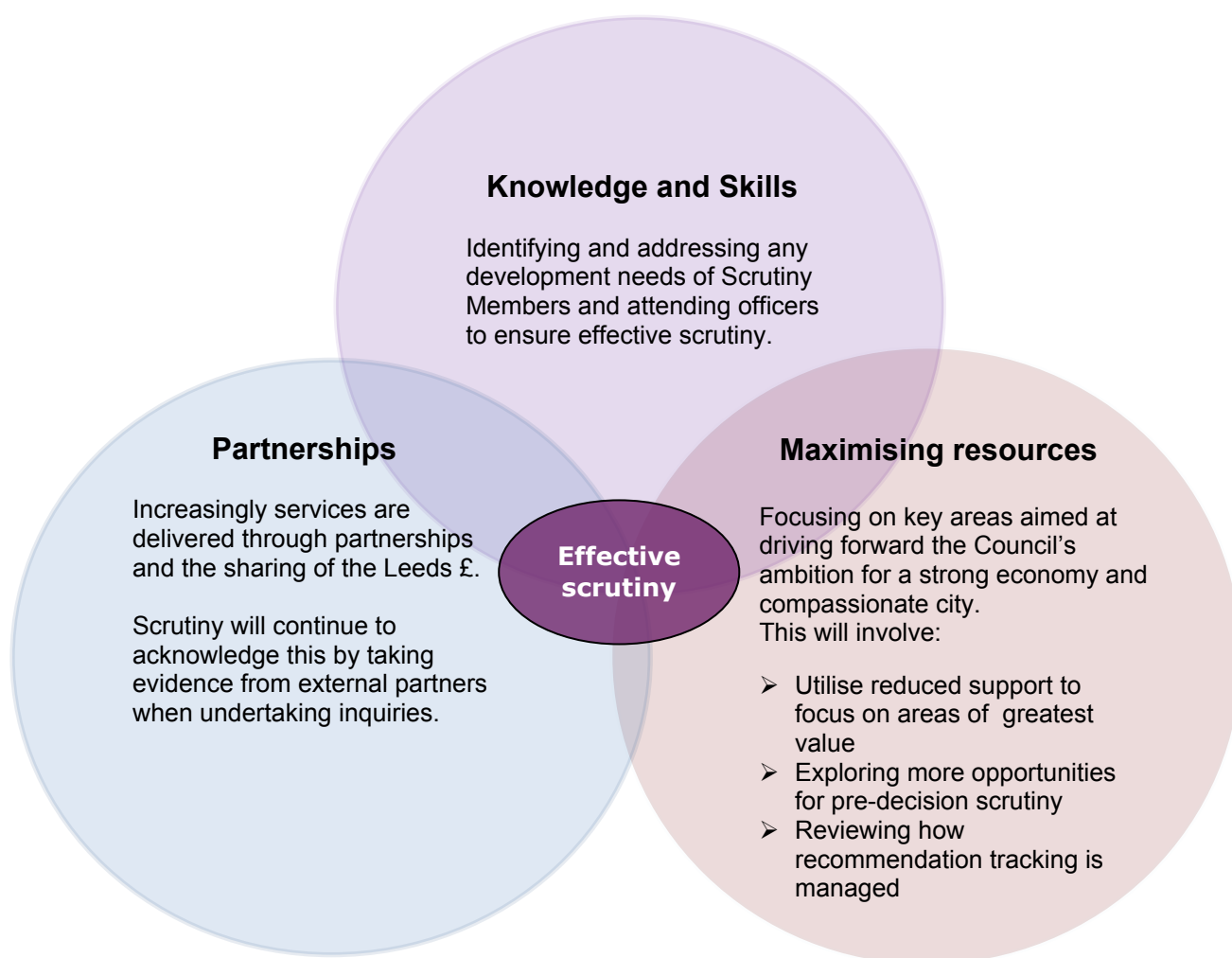
- Adult and Children's Safeguarding Boards
- Licensing Committee/ Health and Children's
- Joint Working Group on Housing Mix
- Combined Authority
- Safer Leeds
- Leeds City Credit Union
- Metro
- Healthwatch Leeds
- Migration Yorkshire
- West Yorkshire Health OSC

Planning for the future

As always a key focus remains on ensuring that scrutiny is a worthwhile process for elected Members and adds value to the running of the Council.

As has been our practice in previous annual reports, we have produced an action plan for the coming year identifying our key development areas.

Key Action Areas 2016/17



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HEALTH AND WELLBEING BOARD

THURSDAY, 21ST APRIL, 2016

PRESENT: Councillor L Mulherin in the Chair

Councillors N Buckley, D Coupar, and
L Yeadon

Representatives of Clinical Commissioning Groups

Dr Jason Broch	Leeds North CCG
Dr Andrew Harris	Leeds South and East 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
Cath Roff – Director of Adult Social Services

Representative of NHS (England)

Brian Hughes - NHS England

Third Sector Representative

Heather O'Donnell – Age UK Leeds

Representative of Local Health Watch Organisation

Lesley Sterling-Baxter – Healthwatch Leeds

Representatives of NHS providers

Jill Copeland - Leeds and York Partnership NHS Foundation Trust
Julian Hartley - Leeds Teaching Hospitals NHS Trust
Thea Stein - Leeds Community Healthcare NHS Trust

70 Chair's Opening Remarks

The Chair welcomed all present to the last meeting of the Health and Wellbeing Board (HWB) for the 2015/16 Municipal Year and thanked all Board members for the work they had undertaken during the previous, challenging year.

The Chair also took the opportunity to introduce a brief animated film promoting the refreshed Leeds Health and Wellbeing Strategy. Board Members and partners were encouraged to utilise the film in their own organisations to promote the Strategy as widely as possible.

Councillor Mulherin additionally welcomed Lesley Sterling-Baxter to her first meeting as representative of Leeds Healthwatch. It was noted that Lesley and John Beale had been appointed as Co-Chairs of Leeds Healthwatch after Linn Phipps stood down from the position of Chair. Councillor Mulherin expressed her thanks and best wishes to Linn on behalf of the HWB. It was agreed that the Chair would write to Linn to formally acknowledge her contribution to the

Draft minutes to be approved
at the next meeting

work of the Board and the development of the Leeds Health and Wellbeing Strategy.

71 Appeals against refusal of inspection of documents

No appeals against refusal of inspection of documents were received.

72 Exempt Information - Possible Exclusion of the Press and Public

No exempt information was contained within the agenda.

73 Late Items

No formal late items of business were added to the agenda, however the following supplementary documents were despatched prior to the meeting:
Item 8 – Leeds Health and Wellbeing Strategy – Appendix 2 to the report (minute 78 refers)

Item 9 – CCG Operational Plans 2016-17 – Appendices A, B and C to the report (minute 79 refers)

Item 12 – Leeds Better Care Fund – Appendix A of the report (minute 82 refers)

74 Declarations of Disclosable Pecuniary Interests

No declarations of disclosable pecuniary interests were made.

75 Apologies for Absence

Apologies for absence were received from Councillor Golton, Gordon Sinclair (Leeds CCG) and Moira Dumma (NHS England). The Chair welcomed Brian Hughes as representative for NHS England.

76 Open Forum

The Chair allowed a period of up to 10 minutes for members of the public to make representation on matters within the remit of the Health and Wellbeing Board (HWB)

Refugee and Asylum Seeker access to Healthcare – Lorna Gledhill, Regional Asylum Activism Co-ordinator for Yorkshire & Humberside, addressed the meeting on tackling existing barriers to healthcare faced by refugees and asylum seekers in relation to the recent Department of Health Consultation, 'Making a Fair Contribution'. Specifically, concerns about the impact of the proposed changes outlined in Consultation on entitlement to free NHS care in England for refugees and people seeking asylum.

Ms Gledhill highlighted the complex medical needs, mental health support and maternal health needs refugees and asylum seekers often required whilst awaiting the outcome of their request to stay and the challenges they faced when accessing healthcare, particularly GP healthcare.

Ms Gledhill acknowledged the response to the Consultation sent by Leeds City Council and urged individual Board members to raise concerns again directly with the Department of Health over the impact of charging for healthcare on the refugee and asylum seeker groups as well as the wider population. Additionally, the Board was encouraged to consider the refugee and asylum seeker population during discussions on the refreshed Leeds

Draft minutes to be approved
at the next meeting

Health and Wellbeing Strategy. The Board noted the response that migrant health remained a priority for the Leeds Health Protection Board

RESOLVED –

- a) To note the contents of the representation and the comments made during discussions
- b) To note that a copy of the response submitted by Regional Asylum Activism to the 'Making a Fair Contribution' consultation would be shared directly with individual Board members

77 Minutes

RESOLVED – To approve the minutes of the meeting held 20th January 2016 as a correct record

78 Leeds Health and Wellbeing Strategy

The Board considered the joint report of the Director of Adult Social Services, The Director of Public Health and the Director of Children's Services which accompanied the publication of the Leeds Health and Wellbeing Strategy 2016-2021. The report provided a summary of findings from the public engagement undertaken and of the changes subsequently made for the final publication since the last report to the Board on 20th January 2016.

Appendix 1 of the report provided a summary of the third phase of engagement undertaken on the strategy. A copy of Appendix 2 - the final Leeds Health and Wellbeing Strategy 2016-21 document - was provided as a supplement following the despatch of the agenda. At the meeting, the Board received a copy of Appendix 3 – indicator wording and technical descriptions.

Paul Bollom, Chief Officer, Health Partnerships, presented the refreshed Strategy 2016/21 and highlighted the benefits for all Board partners being able to use the longer term strategy effectively to promote and improve health outcomes in Leeds.

During discussions the following comments were made:

- The Strategy was an "all age" strategy, from birth through to end of life care
- The Strategy had been effective in helping to inform the emerging Sustainability and Transformation Plan (STP) for Leeds. The next iteration of the STP would better reflect and link to the approach of the newly signed-off Strategy
- Whether the design and graphics used in the Strategy could be utilised in other health Plans/Strategies to further emphasise and reinforce the joined-up partnership working. The Board also suggested that the graphics and design for the Sustainability and Transformation plan should be consistent with the Leeds Health and Wellbeing Strategy wherever possible.

The Board welcomed the Leeds Health and Wellbeing Strategy and expressed thanks to the team who had produced the document.

Arrangements for the launch of the Strategy were briefly discussed, noting that details would be sent to Board members shortly.

RESOLVED - That the Leeds Health and Wellbeing Strategy 2016-2021 be approved.

79 Clinical Commissioning Group Operational Plans 2016-17

Further to minute 61 of the meeting held 20th January 2016, where the Board considered the NHS planning guidance and cost pressures facing the three Leeds CCGs in 2016-17, Matt Ward, Chief Operating Officer, Leeds South & East CCG, presented a report providing a high level overview of the three Leeds CCG's 1-year Operational Plans for 16-17. The report included information on the city-wide commissioning plans as well as the individual CCG plans included within Appendices A, B & C which were despatched as part of a supplementary pack prior to the meeting.

The report outlined the new planning requirements introduced for NHS in 2015 - the production of a 1-year operational plan (per NHS organisation); and the creation of a place-based 5-year Sustainability and Transformation Plan (STP).

The individual Operational Plans provided details of the CCGs forward planning aimed directly at meeting local needs. The presentation set the context of the Plans within the hierarchy of the Leeds Health and Wellbeing Strategy and the Sustainability and Transformation Plan; emphasising the links to those two documents.

The Board noted that this year the Plans placed additional focus on:

- Value, particularly in primary and community care
- New models of care and new models of testing
- Support and system resilience
- How the 2016-17 CCG plans would support a sustainable Health and Social Care System
- Improving the health of the most disadvantaged the fastest, through focussed and targeted commissioning

During discussions, comments on the responsiveness of the Operational Plans to workforce and resource pressures were noted. The Board also noted that all plans refer to and address the same pressures, both in primary care and hospital settings.

RESOLVED –

- a) To note the comments made during discussions on the development of the CCG operational plans in the context of the place-based five-year Sustainability and Transformation Plan (STP).
- b) That having considered the CCG Operational Plans, the Board considered that the Plans did take proper account of the Leeds Health and Wellbeing Strategy 2016-2021.

80 Update on NHS England Commissioning Plans and Intentions for 2016-17

Draft minutes to be approved
at the next meeting

Brian Hughes, Locality Director, NHS England (NHSE) presented a report which set out the NHSE Commissioning Plans and intentions for 2016-17. The report highlighted how the Plan aligned with the NHSE assurance role and direct commissioning responsibilities; as well as reflecting both national and West Yorkshire service requirements.

Additionally the Plan considered the following:

- The focus of Primary Care, not just GP care, as well
- The issues around dental care and the challenges ahead particularly emergency access to dental care
- The aim to align with the focus of Public Health responsibilities
- Ongoing work in respect of specialised service areas

Discussions followed during which the following comments were noted:

- The focus on dental health was welcomed, noting the current pressure on the 18 week treatment wait and that the largest Dental Hospital was based in Leeds. The issue of dental health was flagged as a future focus for the HWB
- Noted that, due to pressure on District Hospitals and their lack of capacity, more cases presented to Leeds Hospitals generally and the NHSE Plan was welcomed in terms of its aim to plan for such instances. The response was noted that the Plan promoted collaborative working in such instances – where treatment is undertaken in Leeds and subsequent recuperation is provided by District Hospitals
- Workforce pressures and the impact that the reported lack of qualified nurses had on the ability to provide general, primary and elderly care. Additionally the effect of the diminishing number of GPs was noted
- Workforce pressures in relation to the gaps in services. The Board noted the comment that a mapping exercise of workforce provision and availability should be a key feature of the STP and be undertaken prior to the design of future services
- General Practice provision and accommodation in Leeds, and whether there were funds available to improve premises. The Board noted the response that funds were available as part of the CCGs devolved responsibilities. NHSE worked closely with the three Leeds CCGs to plan to minimise the impact of GP retirement or premises closures.

In response to a query regarding the consultation on Children's Epilepsy Services, it was noted that the process of consultation on proposals for 4 national centres was ongoing. The Chair received the support of the Board to write to the Department of Health to urge consideration of a 5th Yorkshire and Humber Centre to support the 9 million residents of the region.

The Board considered both the CCG Operational Plans and the NHS England Plan together. In conclusion, the Plans were welcomed by the Board, particularly their presentation together with the Leeds Health and Wellbeing Strategy which clearly emphasised the links and consistency between the documents.

Draft minutes to be approved
at the next meeting

RESOLVED - That the comments made during discussions on the development of NHS England's Commissioning plans and intentions for 2016-17 be noted

81 Sustainability and Transformation Plan Update

Matt Ward, Chief Operating Officer, Leeds South and East CCG, presented a report which provided the Board with an overview of the development of the Sustainability and Transformation Plan (STP), including the relationship between the Leeds STP and the West Yorkshire STP.

The report sought support for the approach undertaken to develop the Leeds STP as well as the key areas to be developed April to June 2016. The priorities, ambitions and technical detail on how the outcomes will support the Leeds Health and Wellbeing Strategy were highlighted along with the following matters:

- The focus of the West Yorkshire STP on urgent and emergency care, cancer, mental health and specialised services
- Funding and resource commitments were considered to better understand how individual health care providers could work together in partnership
- The emphasis on an enhanced social contract; prevention and rapid response in a time of crisis; efficient and effective secondary care; innovation, education and research
- The development of a consultation plan

It was also noted that key points from the Health and Wellbeing Board workshop held on 17th March 2016 had informed and shaped the STP.

During discussions, the Board made the following comments:

- Acknowledged that it was crucial to encourage individual organisations to work together and have regard to all partners to ensure delivery of services in the light of the financial constraints
- Support was expressed for the key themes of the STP
- How the Leeds STP integrated with the wider West Yorkshire STP was seen as a key issue
- Recognition for the work undertaken to establish public consultation on the Plan and the comments made in respect of providing the public with unambiguous information on resources and what they can expect from a diminished public purse
- Recognition of the role that Leeds Healthwatch will play in the consultation/engagement process
- Recognised that the role of the members of the Third Sector as a key partner organisations and solution providers should be emphasised within the STP. The recent establishment of the Third Sector Forum was noted and Heather O'Donnell, Third Sector representative, extended an offer to work on the further development of the STP.

In conclusion, the Board welcomed the links and integration between the developing STP and the Leeds Health and Wellbeing Strategy. The Board

Draft minutes to be approved
at the next meeting

also expressed thanks to the team developing the STP for the volume of work undertaken already, particularly recognising the work done to reflect the Board's desire expressed at the January 2016 meeting to create a Leeds specific STP.

RESOLVED -

- a) That the approach described within this paper for the development of the STP be endorsed by the Board;
- b) That approval be given to the key areas of focus identified in this report as the ones that the Leeds STP will focus on and will support the delivery of the Leeds Health and Wellbeing Strategy;
- c) That support be given by the Board to ensure that staff and resources from the organisations represented by the Board are made available to support the development and implementation of the STP;
- d) To note that the draft STP will be made available for review and comment by the Health and Wellbeing Board in June 2016 prior to its submission to NHS England on 30 June 2016.

82 Leeds Better Care Fund Plan 2016-17

Matt Ward, Chief Operating Officer, Leeds South and East CCG, presented a report as an introduction to the Better Care Fund (BCF) Submission, which required sign-off from the Health & Wellbeing Board prior to its final submission. It was noted that the date for submissions had changed since the publication of the agenda from 25th April 2016 to 3rd May 2015. As this was the second operational year of the BCF; the report provided a comparison between 2015/16 and 2016/17 and noted that the general ambitions remained constant.

The report detailed how, although the BCF allocation for 2016/17 was £1 million more than last year (a total of £55.9 million), in real terms this amounted to a reduction due to the level of contingency funds that will be needed to ensure stability in the system (in order to counteract any potential further increases in non-elective admissions to hospital), as well as the national withdrawal of the Social Care Capital Grant and the ring fence around the use of the Disabled Facilities Grant.

In response, the contingency fund had been capped at £7.5 million. Any funds not used to buffer non-elective admission activity in-year will be re-directed to supporting out of hospital services. Additionally, schemes that had not met their 'invest to save' targets would not receive BCF funding in 2016-17. Schemes in receipt of BCF support in 2016-17 would form part of the whole system response to health and social care transformation and be monitored accordingly.

The significant impact of non-elective admissions on the future BCF plan was acknowledged; and would be a main theme of the focus of the BCF Delivery Group & Partnership Board during 2016-17. Additionally, the report outlined a proposal for the BCF Delivery Group/Partnership Board to engage both the Clinical Senate and Leeds Institute for Quality Healthcare (LIQH) for appropriate analysis and advice from a practice perspective to support the aim to reduce the level and cost of avoidable non-Elective Admissions.

Draft minutes to be approved
at the next meeting

Steve Hume and Cath Roff, LCC Adult Social Services, further emphasised the impact of both non-elective admissions and the delayed transfer of care on the fragility of the system and the overall impact of funding changes, including tariffs and the 'invest to save' funds.

Discussion followed on the impact of mid-year restricted funding which occurred during 2015/16 on the delivery of some schemes. Comments were noted on how the subsequent gaps in service provision were met with responsive stand-alone schemes and that the various responsive pathways into care now required review as better integration was required to plan for such instances. Additionally the need to ensure all schemes proposed to the BCF met all of the BCF criteria was emphasised. The Board also acknowledged the real tension between the requirements of the BCF, national evidence and actual knowledge of the local services.

Members also noted comments made that whilst discussing the 2016/17 BCF, the Board had also just considered the Leeds Health and Wellbeing Strategy and the STP, both of which are 5 year plans. In light of this and the changing national requirements, the Board noted the importance of system leaders 'holding their nerve' in order to deliver on the longer term strategic outcomes of the city.

(Councillor Yeadon joined the meeting at this point and requested that her support as Executive Member for Children and Families for the Leeds Health and Wellbeing Strategy be formally recorded. Additionally, Councillor Yeadon reported the support of Children's Services for the Strategy and gave apologies for Nigel Richardson (Director of Children's Services) who was attending a meeting of Scrutiny Board (Children's Services)

RESOLVED

- a) To note the priorities and commitments described in the Plan.
- b) That, having considered the BCF Plan, approval be given to the Plan prior to final submission on the 3rd May 2016.
- c) That the proposal to engage the Clinical Senate and Leeds Institute for Quality Healthcare (LIQH) in reviewing the level of Non-Elective Admissions from a practice perspective be endorsed

83 For Information: Delivering the Strategy

The Board received a copy of the bi-monthly "Delivering the Strategy" document, which gives the Board the opportunity to monitor progress of the Joint Health and Wellbeing Strategy 2013-15.

In response to comments regarding the appropriateness of the current performance indicators, the Board noted that national data sets and indicators had changed through the course of the year. Further work would be done with the Board and performance leads across the city throughout the summer to agree the best way to monitor the progress of the refreshed Strategy.

RESOLVED – To note receipt of the "Delivering the Strategy" Joint Health and Wellbeing Strategy monitoring report

Draft minutes to be approved
at the next meeting

84 Any Other Business

Future meeting dates – Arrangements for a Board meeting on June 2016 would be confirmed with Board Members in due course

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EXECUTIVE BOARD

WEDNESDAY, 20TH APRIL, 2016

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, D Coupar, M Dobson,
S Golton, J Lewis, R Lewis, L Mulherin,
M Rafique and L Yeadon

161 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 5 to the report entitled, ‘The First White Cloth Hall and the Lower Kirkgate Townscape Heritage Initiative (THI)’, referred to in Minute No. 164 is designated as exempt from publication 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 submitted appendix relates to City Fusion Ltd. and other businesses within the THI area, and release of that information may prejudice their commercial interests. It is considered that withholding the information outweighs the public interest in its disclosure. Further risks, in addition to those outlined in section 4.6 of the publically accessible cover report, are identified in exempt Appendix 5 which relate to the financial or business affairs of the Council. Disclosure of those risks would be prejudicial to the interests of the Council. It is considered that the public interest in treating this information as exempt from publication outweighs the public interest in disclosing it and as such, Appendix 5 of the submitted report be treated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3).

162 Declaration of Disclosable Pecuniary Interests

There were no declarations of Disposable Pecuniary Interests made during the meeting.

163 Minutes

RESOLVED – That the minutes of the meeting held on 9th March 2016 be approved as a correct record.

Draft minutes to be approved at the meeting
to be held on Wednesday, 22nd June, 2016

REGENERATION, TRANSPORT AND PLANNING

164 The First White Cloth Hall and Lower Kirkgate Townscape Heritage Initiative

Further to Minute No. 10, 25th June 2014, the Director of City Development submitted a report which sought approval to purchase the freehold of the First White Cloth Hall (FWCH) and also to procure a multi-disciplinary design team to develop proposals for the refurbishment of the FWCH. In addition, the report also sought the Board's support to undertake those regeneration actions as recommended in exempt Appendix 5 to the submitted report.

Members highlighted the historical significance of the Lower Kirkgate area and as such, welcomed the proposals detailed within the submitted report.

Following consideration of Appendix 5 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 Director of City Development be authorised to purchase the freehold of the First White Cloth Hall;
- (b) That the Director of City Development be authorised to progress the procurement of a multi-disciplinary design team in order to develop proposals for the refurbishment of the First White Cloth Hall by a mini competition for firms within Lot 4 (Architecture) of the Fusion 21 Framework and, that the evaluation criteria used to assess the suitability of bidders to undertake the commission be split: 60% quality and 40% price;
- (c) That the Director of City Development be authorised, in liaison with the Executive Member (Regeneration, Transport and Planning), to undertake the actions recommended in exempt Appendix 5 to the submitted report, should a Compulsory Purchase Order (CPO) be the only alternative to acquire the building and to secure the proper restoration of the First White Cloth Hall and surrounding land within Lower Kirkgate;
- (d) That it be noted that the Programme Manager (Major Projects) is responsible for the implementation of such matters.

165 White Paper Motion - Locally-set Building Standards for new housing

The Director of City Development submitted a report which looked to investigate the scope for the development of the Passivhaus, or other similar standards in Leeds, and sets out the key issues resulting from the White Paper Motion on such matters which was approved by full Council on 16th September 2015 (Minute No. 51 of that meeting refers).

Responding to Members' enquiries, officers provided the Board with details on:

- the actions being taken by the Council to work with developers in order to encourage an innovative approach towards achieving Passivhaus or other similar design and construction standards; and
- the liaison taking place with developers in order to maximise the provision of public open space as part of new housing developments.

RESOLVED – That approval be given to the preparation of a Development Plan Document for space and access standards in line with the timetable, as set out in paragraph 4.5 of the submitted report.

(Under the provisions of Council Procedure Rule 16.5, Councillor Golton required it to be recorded that he abstained from voting on the decisions referred to within this minute)

HEALTH, WELLBEING AND ADULTS

166 A Business Case for a Leeds Academic Health Partnership

Further to Minute No. 168, 18th March 2015, the Director of Public Health and the Director of City Development submitted a joint report regarding the proposed establishment of the Leeds Academic Health Partnership (LAHP). The report provided an explanation and summary of the business case for the Academic Health Partnership, and described the framework within which the proposed Health Partnership would operate, including its strategic priorities and opportunities, financial and non-financial outcomes, governance funding and fit within other partnership structures. Additionally, the report also advised of the challenges to be addressed in order for the partnership to remain successful.

Responding to a Member's enquiry, the Board received details of specific areas where the partnership approach had already achieved tangible progress to date. In addition, it was noted that should the Board resolve to support the recommendations within the submitted report, then further reports would be submitted to the Board on the progress and achievements of the LAHP.

RESOLVED –

- (a) That the Business Case for the LAHP and its programme to deliver:- better Health Outcomes; reduced Health Inequality; more jobs together with the development of skills and technology; and the stimulation of investment in health and social care, be supported;
- (b) That support be given to the City Council's contribution towards the delivery of the LAHP's programme of work, as set out within the business case (appended to the submitted report), including potential sources of funding and metrics identified in the document, to drive investment and create jobs in the city's health economy and that its work be developed within the city's agreed Joint Health and Wellbeing Strategy;

- (c) That further reports detailing the progress being made by the LAHP be submitted to future meetings of the Board for consideration, as and when appropriate;
- (d) That it be noted that the Chief Officer (interim), Health Partnerships Team, will be responsible for overseeing the implementation by the LAHP.

CHILDREN AND FAMILIES

167 Outcome of Consultations to increase primary school places in Hunslet and Beeston

The Director of Children's Services, the Director of City Development and the Deputy Chief Executive submitted a joint report which sought approval for the publication of a Statutory Notice proposing the expansion of capacity at Low Road Primary School and also to approve the publication of a Statutory Notice proposing the expansion of Cottingley Primary Academy.

In considering the submitted report, Members thanked officers for the significant work which continued to be undertaken to increase the number of forms of entry available for young people across Leeds.

RESOLVED –

- (a) That the publication of a Statutory Notice to expand Low Road Primary School from a capacity of 140 pupils to 210 pupils, with an increase in the admission number from 20 to 30, with effect from September 2017, be approved;
- (b) That the publication of a Statutory Notice to expand Cottingley Primary Academy from a capacity of 315 pupils to 420 pupils, with an increase in the admission number from 45 to 60, with effect from September 2017, be approved;
- (c) That it be noted that the officer responsible for the implementation of such matters is the Capacity Planning and Sufficiency Lead.

COMMUNITIES

168 The creation of affordable accommodation to buy and rent in Leeds

The Director of City Development and the Director of Environment and Housing submitted a joint report which responded to the White Paper Motion resolution agreed at full Council on 13th January 2016 which related to the provision of affordable accommodation (Minute No. 99 of that meeting refers). Specifically, the report set out the actions undertaken by the Government in relation to affordable housing and introduced a proposal to develop a housing for sale programme, through which the Council could help meet the requirements of low income households who wanted to purchase a home.

Responding to Members' enquiries, the Board noted the intention to submit a report to the September 2016 Executive Board meeting which provided further detail on the proposed programme of providing low cost housing for sale, including the consideration of potential initiatives such as the development of a Local Housing Company. In addition, the Board received an update on the development of a 'brownfield register' for the city, and noted that Leeds was one of fifteen Local Authorities participating in the associated pilot initiative.

RESOLVED –

- (a) That the issues raised in relation to the future supply of affordable housing, be noted;
- (b) That the programme regarding the delivery of affordable housing for rent, together with the progress which has been made to date, be noted;
- (c) That officers be requested to explore the feasibility of the extent to which local housing companies could support the building of affordable housing for sale, with a report being submitted to Executive Board in Autumn 2016 on the outcome of this work.

ENVIRONMENTAL PROTECTION AND COMMUNITY SAFETY

169 Recycling and Energy Recovery Facility Update

Further to Minute No. 69, 17th September 2014, the Director of Environment and Housing submitted a report providing an update on the Recycling and Energy Recovery Facility (RERF) being delivered by Veolia ES (Leeds) Ltd. under the Council's PFI contract. Specifically, the report provided a summary of the progress achieved since the matter was previously considered by the Board, together with an overview of the key areas of environmental and financial benefit resulting from the project.

Members welcomed the submitted report and the key achievements detailed within it, whilst emphasis was placed upon the need to ensure that the potential of, and benefits arising from the facility continued to be maximised.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the fact that the Full Service Commencement under the PFI contract has now been achieved, be noted, together with the resulting significant environmental and financial benefits for the Council and the city.

ECONOMY AND CULTURE

170 Leeds (River Aire) Flood Alleviation Scheme - Upstream of the City Centre

Further to Minute No. 157, 9th March 2016, the Director of City Development submitted a report which sought approval for the Council to lead and develop

with partners, a feasibility study to define the extent, the standard of protection and subsequently, the engineering of suitable solutions for a flood alleviation scheme upstream of the city centre. In addition, the report also sought approval to incur expenditure for the resourcing of technical staff, feasibility design, river modelling, ecological surveys, legal and business case work, securing of planning permission and the procurement of consultants and contractors for these purposes.

In introducing the report, the Chair provided information on the current position regarding the development of a feasibility study and business case for a flood alleviation scheme, and highlighted the need for further cross-party work to be undertaken on the issue of insurance provision for affected commercial properties. Furthermore, the Board received an update on the continued work being undertaken on the development of the Regeneration Strategy for the Kirkstall Corridor.

In noting the co-ordinated approach being taken to develop flood alleviation measures, Members also welcomed the actions being taken to ensure that any future work to reduce flood risk upstream was compatible with the ongoing scheme and would not negatively impact upon downstream communities.

In addition, emphasis was also placed upon the importance of other measures which could be introduced alongside a flood alleviation scheme, such as the further use of flood plains and tree replacement schemes for example, both within the Leeds boundary and beyond, to the upper reaches of the catchment area. Following this, it was requested that further details on such initiatives be submitted to a future meeting of the Board in due course.

In noting that Leeds had provided a submission to the 'National Flood Resilience Review', it was requested that once the review had been published, a report on such matters be submitted to the Board for consideration.

RESOLVED –

- (a) That approval be given for Leeds City Council, as Lead Local Flood Authority, to work with the Environment Agency and partners in order to direct and procure further work to develop proposals in efforts to secure funding to advance an upstream flood alleviation scheme and programme of flood defence measures;

- (b) That authority to spend £3m be approved, to be funded from the Environment Agency's Flood Defence Grant in Aid allocation in order to progress the recommendations of the submitted report, including resourcing of technical staff, further feasibility design and river modelling work, undertake ecological surveys, legal work, securing of planning permission and procurement (Authority to Tender) of consultants and contractors for these purposes;

- (c) That the scope of the feasibility study and investigation, as covered under section 3.1.8 of the submitted report, be agreed;
- (d) That the Director of City Development be authorised to negotiate the detailed terms of the acquisition of land required to facilitate the construction of the flood defences;
- (e) That the necessary authority be provided in order to negotiate the detailed terms, and to subsequently enter into legal agreements with third parties for the incorporation of flood defence solutions;
- (f) That it be noted that a working group representing the upper and lower reaches of the catchment outside of the Leeds boundary is to be established;
- (g) That it be noted that the Chief Officer (Highways and Transportation) shall be responsible for the implementation of resolutions (a)-(f) above;
- (h) That the intention to bring forward a Regeneration Strategy for the Kirkstall Corridor which will ensure the integration of future flood alleviation works with any land use changes, development proposals and property improvements, and that will safeguard and promote the sustainable environmental, economic and social future of the area, be noted.
- (i) That further information be submitted to the Board in due course, both on measures, such as the further use of flood plains and tree replacement schemes, which could be introduced alongside a flood alleviation scheme and also on the conclusions of the 'National Flood Resilience Review' and the implications for Leeds arising from that review.

EMPLOYMENT, ENTERPRISE AND OPPORTUNITY

171 Leeds Apprenticeship Recruitment Fair

The Director of Children's Services submitted a report providing an update on the activity undertaken to support young people to access apprenticeships, with specific focus upon the Leeds Apprenticeship Recruitment Fair which was held at the First Direct Arena on 14 March 2016 at the beginning of National Apprenticeship Week.

Responding to a Member's enquiry, the Board was provided with information on the range of actions being taken with young people, parents, schools and other partners to improve the levels of awareness which currently existed around apprenticeship schemes and the accessibility of such schemes.

In conclusion, it was requested that a further report be submitted to a future meeting of the Board regarding the introduction of the Apprenticeship Levy and the implications arising from it for Leeds.

RESOLVED –

- (a) That the successful delivery of the Leeds Apprenticeship Recruitment Fair on the 14th March 2016, be noted;
- (b) That the proposal to deliver a series of future events in 2017 be supported, which will respond to the significant demand for information by young people and which will also respond to the demand from businesses as they prepare for the introduction of the Apprenticeship Levy;
- (c) That a further report be submitted to a future meeting of the Board regarding the introduction of the Apprenticeship Levy and the implications arising from it for Leeds.

RESOURCES AND STRATEGY

172 Financial Health Monitoring 2015/16 - Provisional Outturn

The Deputy Chief Executive submitted a report which detailed the Council's projected financial health position for 2015/16 together with other key financial indicators. Additionally, the report presented the provisional outturn position and commented on the key issues impacting upon the overall achievement of the 2015/16 budget.

Responding to an enquiry, the Board received an update on the current position regarding Innovations Funding within the Children's Services directorate.

In conclusion, the Board thanked Council officers across all directorates for the significant work undertaken which had led to the provisional outturn position for 2015/16 as presented within the submitted report.

RESOLVED – That the projected financial position of the Authority for 2015/16 be noted.

173 Changing the Workplace - Progress and Business Case Refresh

Further to Minute No. 157, 11th February 2015, the Director of City Development and the Deputy Chief Executive submitted a joint report advising of the progress which had been made in respect of phase 1 of the Changing the Workplace programme, whilst also providing an update in respect of phase 2. In addition, the report also provided an update on the savings estimated to be delivered by phase 1.

The Board noted a Member's comments regarding the need to ensure that dialogue both with directorates and also with local Ward Members continued when considering the implementation of proposals regarding locality based buildings as part of phase 2.

Members noted the positive impact of the programme to date, whilst emphasis was placed upon the significant work which continued to be

undertaken to ensure that the programme looked to make those reasonable adjustments which were required in order to meet disabled employees' needs.

RESOLVED –

- (a) That the successful delivery of the programme to date, together with the future plans for the remainder of phase 1 (city centre) and the commencement of phase 2 (localities), be noted;
- (b) That it also be noted that the 2016 refresh of the 2012 phase 1 business case now indicates total net present value (NPV) savings of £27m, which is an increase from the original estimate of £15m.

DATE OF PUBLICATION: FRIDAY, 22ND APRIL 2016

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00 P.M., FRIDAY, 29TH APRIL 2016

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Tuesday, 3rd May 2016)

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Report author: Mariana Pexton
Tel: 0113 247 4043

Report of Chief Executive

Report to Full Council

Date: 29th June 2016

Subject: Devolution

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 is intended to update Members on matters in the Leeds City Region Local Enterprise Partnership (LEP) and through the West Yorkshire Combined Authority (WYCA).
2. The main issues described in this report are from the latest public WYCA meeting in March.

Recommendations

3. Members are asked to consider the content of this paper and action that might be needed from Leeds City Council as a result.

Purpose of this report

- 1.1 This report is intended to update Members on matters in the Leeds City Region LEP and the West Yorkshire Combined Authority.
- 1.2 Specifically this report provides details of the latest public combined authority meeting in March.

2. Background information

- 2.1 Following cross party agreement this is the sixth report to Full Council to provide an update to Members on the work of the WYCA and Leeds City Region LEP.
- 2.2 Devolution remains a central discussion for the city region and announcements have been made elsewhere of deals agreed with central Government and ongoing processes to implement the governance and structures for each area. The WYCA has been working with other partner authorities to draw up proposals for a further devolution deal to the one agreed in March 2015. A proposal has been submitted to the Treasury and negotiations continue regarding the freedoms and flexibilities of a possible deal.

Main Issues

- 2.3 As well as devolution, the following items were discussed at the Combined Authority meeting on the 31st March 2016.

2.3.1 Implications of Government's 2016 Budget

The Combined Authority discussed the implications to WYCA in the Government's 2016 April budget. The following issues were raised, with a further report to be brought to a future meeting once more details of the Budget's implications are known:

Business Rates – The WYCA sought clarity on the detail of cuts to rates for small businesses, as there is concern that the loss of income related to this would not be fully compensated.

Transport – The Chancellor committed support to the Northern Transport Strategy, developed by Transport for the North (TfN). This includes commitments to develop High Speed 3, upgrade the M62 to a four-lane smart motorway and improve Leeds Rail Station in line with HS2, using part of the £300m funding pot announced in November's Spending Review.

Flooding – A further £130 million has been committed to repairing roads and bridges and government is adding a further £700 million to the flood defence capital programme by 2020. The government will fund the final phase of the Leeds' flood alleviation scheme subject to business case approval.

2.3.2 Growth Deal Approvals

This item provided an update on projects within the Skills Capital, Resource Efficiency, Housing and Regeneration and the West Yorkshire Plus Transport Fund programmes within the Growth Deal.

Almost £25m of Growth Deal funding was approved to advance six schemes with the key projects within Leeds being:

Key projects within Leeds are:

- Grant funding of £14 million was agreed to enable Leeds College of Building to operate from two sites in Leeds.
- It was agreed that the Combined Authority's Director of Programme Delivery and the Chair of the Investment Committee should find a funding mechanism to allocate £7m to construct a new 6.4 kilometre District Heating Network (DHN).

2.3.3 Refresh of Leeds City Region Strategic Economic Plan

At the meeting WYCA endorsed the final draft of the Leeds City Region Strategic Economic Plan (SEP).

The central focus of the plan is good growth measured against growth & productivity, employment, earnings, skills and sustainability. The original LCR SEP was also a competitive bid document to the Government's £12 billion Local Growth Fund, of which £8 billion has been committed to date, with the Chancellor announcing that a further £1.8bn will be allocated to LEPs through a new round of Growth Deals, alongside £2bn to bring forward large housing projects through the Home Building Fund.

Work to review the SEP has included:

- an update and review of the economic evidence base underpinning the Strategy;
- economic modelling both of the impact of LEP investments to date and of the expected economic impact of investments that we know will happen over the next decade – specifically the Growth Deal, Transport Fund and European Structural & Investment Funds (ESIF) allocations awarded to date, as well as the development of the City Region's Enterprise Zones
- extensive consultation with external stakeholders, business representatives, local authority partners and the public.

2.3.4 Land and Assets Board Terms of Reference

The Combined Authority were asked to endorse the Terms of Reference for Leeds City Region Land and Assets Board.

Draft headline proposals for the potential roles and responsibilities of the Board were considered at the previous meeting on the 20th November. The Board replaces the previous LCR Homes and Communities Board, expanding its remit to cover not only strategic housing and regeneration policy and investment, but also to consideration of surplus land and assets, particular public sector land and assets.

The Board will advise both WYCA and the LEP Board on these strategic matters.

2.3.5 Strategic Planning Update

This item provided an update on the progress of implementing the Leeds City Region Planning Review recommendations.

The recommendations were presented under the following six work streams at the previous meeting on 17th September 2015:

- WYCA/ LEP compliance with the Duty to Cooperate
- WYCA/ LEP involvement with planning applications
- WYCA/ LEP input into Local Plans
- Joint-working arrangements
- Strategic planning policy
- Governance and communication

2.3.6 Transport Priorities and Transport for the North

This item updated on the recent progress of Transport for the North (TfN). The paper outlines the region's priorities in respect of the future role of Transport for the North as a Sub National Transport Body.

It was agreed at the meeting that Lord Adonis should be invited to a future Combined Authority meeting to discuss some of the issues set out in his report.

It was also agreed that it was important to set out a consistent and clear narrative to influence the northern and national agenda and to have a clearly defined list of regional priority interventions, and the meeting agreed to endorse the following priorities, as recommended by the Transport Committee:

- A Northern Powerhouse rail network that radically improves journey times and frequencies without causing a detriment to the existing network
- A full review of Strategic Highway Network Priorities
- Improved surface access to Manchester and Leeds/Bradford Airports that offer business more international destinations
- Significant improvements to road and rail to transform the distribution network
- Smart ticketing and fare simplification with LCR leading the way
- LCR schemes that have pan-northern benefits are prioritised and supported

2.3.7 Minimum Standards Charter for Construction Industry Employees

West Yorkshire Combined Authority agreed to support the principle of the Minimum Standards of Employment on Construction Projects, which encourages the adoption and adherence to a set of minimum standards of employment on construction projects procured by their authorities.

A further report on their implications for tendering and procurement and the effect they may have on smaller contractors was requested.

2.3.9 Organisational Arrangements

This paper approved organisations and internal control matters, including:

- Approval of the internal audit plan 2016/17
- Further budget approvals including for the business growth programme 2016/17, access to Capital Grants programme, LEP Growth Service and Better Homes project
- Treasury management arrangements on investment limits
- Ongoing contract negotiations with the European Investment bank
- For the Head of Legal and Democratic Services to fulfil the statutory Monitoring Officer role
- Potential alterations to Committee arrangements pending a full review.

3. Corporate Considerations

3.1 Consultation and Engagement

As this report is providing an update from a WYCA meeting, there hasn't been any specific consultation and engagement.

3.2 Equality and Diversity / Cohesion and Integration

There are no specific implications for this report.

3.3 Council policies and Best Council Plan

The Best Council Plan priorities refer to aspects of the WYCA work and are undertaken in that context.

3.4 Resources and value for money

There are no specific implications for this report.

3.5 Legal Implications, Access to Information and Call In

There are no specific legal implications arising from this report.

3.6 Risk Management

There are no specific implications for this report.

3.7 Recommendations

Members are asked to consider the content of this paper and action that might be needed from Leeds City Council as a result.

3.8 Background documents¹

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.

None



COUNCIL MEETING – 29th JUNE 2016

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP1	20/6/16	21/6/16

Submitted by:	Councillor Andrew Carter
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (City Development)
Relevant Director	Director of City Development

This Council calls for a comprehensive Leeds Transport Strategy to be developed and delivered as a matter of urgency and welcomes the Government commitment to earmark the 173m NGT money to be spent on transport in Leeds.

This Council notes the planned scrutiny inquiry into NGT, Executive Board report and the recent transport summit but believes that a modern fit for purpose transport system that benefits all parts of the city is now long overdue in Leeds and should be the city's number one priority.

Council further notes the resident complaints resulting from the delivery of the cycle superhighway and calls for an urgent review of this project and how it fits with wider transport aims such as road safety and the overall ambitions of the city.

Council calls for a further report to be brought to Executive Board to address these matters in full no later than October 2016.

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 before the meeting
 - Amendments - 10.00 am on the day before the 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 – 29 June 2016

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP 2.	15/6/16.	21/6/16.
Submitted by: COUNCILLOR TOM LEADLEY Relevant Board/Regulatory Panel: DEVELOPMENT PLAN PANEL Executive Member/Chair: RICHARD LEWIS / FIONA VENDER Relevant Director: MARTIN FARINGTON - CITY DEVELOPMENT.			

" THIS COUNCIL BELIEVES THAT IN THE INTERESTS OF PUBLIC HEALTH AND WELL-BEING IT IS ESSENTIAL THAT IT ADOPTS A COHERENT PLANNING POLICY TO CONTROL THE SITING AND CONCENTRATION OF HOT FOOD TAKEAWAYS. THEREFORE IT INSTRUCTS THE DIRECTOR OF CITY DEVELOPMENT TO PREPARE A DRAFT HOT FOOD TAKEAWAY PLANNING POLICY TO BE PRESENTED TO DEVELOPMENT PLAN PANEL WITH A VIEW TO ADDING AN APPROPRIATE DOCUMENT TO THE LEEDS LOCAL DEVELOPMENT FRAMEWORK AS QUICKLY AS THE STATUTORY CONSULTATION AND ADOPTION PROCESSES WILL ALLOW"

T. Leadley

* 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 - 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 – 29th JUNE 2016

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP3	20/6/16	21/6/16

Submitted by:	Councillor Judith Blake
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Leader of Council
Relevant Director	Chief Executive

Following the well-attended transport summit of the 10th June, this Council commits to work on a cross party basis with partners across the city and beyond, drawing on independent advice from our universities, to look at all options using the welcome ring-fenced £173.5m from DFT to develop a transport system for Leeds and its economic region fit for the next 30 years.

Meaningful involvement of residents from across the city will be key to this process.

Council recognises the key importance of transport for the economic future of the city, reducing poverty and inequalities, improving the quality of life within our communities and for people who choose to travel to Leeds for work and leisure.

This Council will set up an all-party working group to coordinate work with all city region MPs, partners and Government to work with the Council in a constructive manner to deliver improvements in the short term and our long term ambition and vision for the people of Leeds.

Deadlines for submission

White Papers	- 10.00 am on the day before the issue of the Summons
Questions	- 10.00 am on Monday before the meeting
Amendments (including references back)	- 10.00 am on the day before the meeting

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

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