



SCRUTINY BOARD (INFRASTRUCTURE AND INVESTMENT)

Meeting to be held in 6 & 7 - Civic Hall, Leeds on
Wednesday, 21st March, 2018 at 10.00 am

(A pre-meeting will take place for ALL Members of the Board at 10.00 a.m.)

MEMBERSHIP

Councillors

- N Buckley - Alwoodley;
- C Campbell - Otley and Yeadon;
- N Dawson - Morley South;
- P Gruen - Cross Gates and Whinmoor;
- A Ogilvie - Beeston and Holbeck;
- D Ragan - Burmantofts and Richmond Hill;
- E Taylor - Chapel Allerton;
- C Towler - Hyde Park and Woodhouse;
- P Truswell (Chair) - Middleton Park;
- P Wadsworth - Guiseley and Rawdon;

Please note: Certain or all items on this agenda may be recorded

Principal Scrutiny Adviser:
Sandra Pentelow
Tel: (0113) 37 88655

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 1. To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report. 2. To consider whether or not to accept the officers recommendation in respect of the above information. 3. If so, to formally pass the following resolution:- <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified.</p>	

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.

5

APOLOGIES FOR ABSENCE

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 24 JANUARY 2018

1 - 6

To approve as a correct record the minutes of the meeting held on 24 January 2018.

7

SCRUTINY INQUIRY INTO SUSTAINABLE DEVELOPMENT - DRAFT SCRUTINY INQUIRY REPORT

7 - 42

To consider the report of the Head of Governance and Scrutiny Support and the appended draft inquiry report which is presented to the Scrutiny Board for consideration and agreement.

8

SCRUTINY INQUIRY INTO HOUSING MIX - RECOMMENDATION TRACKING

43 - 60

To consider the report of the Head of Governance and Scrutiny Support and the Director of City Development which sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Housing Mix.

9

FLOOD RISK MANAGEMENT STRATEGY

61 -
78

To consider a report of the Director of City Development which facilitates scrutiny of flood risk management functions as required by sections 4 & 6 of the Flood and Water Management Act 2010.

10

WORK SCHEDULE

79 -
104

To consider the Scrutiny Board's work schedule for the 2017/18 municipal year.

11

DATE AND TIME OF NEXT MEETING

To be confirmed.

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 contacts on the front of this agenda.

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.

SCRUTINY BOARD (INFRASTRUCTURE AND INVESTMENT)

WEDNESDAY, 24TH JANUARY, 2018

PRESENT: Councillor P Truswell in the Chair

Councillors N Buckley, C Campbell,
R Grahame, P Gruen, J Jarosz, A Ogilvie,
E Taylor and C Towler

52 Late Items - City Development- Carillion

Minute 57 refers to this item of business.

The Scrutiny Board agreed to consider this item of business. The information was not available at the time of agenda despatch, but was subsequently made available on the Council's website.

53 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared at the meeting.

54 Apologies for Absence

Apologies for absence were submitted by Councillor N Dawson, Councillor D Ragan and Councillor Paul Wadsworth.

Notification was received that Councillor J Jarosz was to substitute for Councillor N Dawson and Councillor R Grahame was to substitute for Councillor D Ragan.

55 Minutes - 20 December 2017

RESOLVED – That the minutes of the meeting held on the 20 December 2017 be approved as a correct record.

56 Road Casualty Reduction Initiatives

The Director of City Development submitted a report which provided an overview of the progress made on the Leeds Killed and Seriously Injured (KSI) road casualty reduction programmes, with emphasis on reducing casualties for vulnerable road users. The report also provided an update on road safety initiatives delivered since the last this area was last scrutinised in October 2016.

The following information was appended to the report:

- Leeds Safer Roads Action Plan

Draft minutes to be approved at the meeting
to be held on Wednesday, 28th February, 2018

- Road Safety Engineering Schemes
- Road Safety Education, Training and Publicity, Year Planner 2017

The following representatives were in attendance:

- Inspector Nick Berry – West Yorkshire Police
- Chief Inspector Chris Corkindale – West Yorkshire Police
- Gary Bartlett, Chief Officer, Highways and Transportation
- Andrew Hall, Head of Transportation
- Becky James, Team Leader (Road Safety)

The key areas of discussion were:

- The range of proposals for road safety improvements for 2017 and beyond and the progress made.
- The formation and membership of the West Yorkshire Safer Roads Executive Group.
- The announcement by Chief Inspector Chris Corkindale that a West Yorkshire bespoke road policing strategy is being launched. He added that considerable progress has been made since road safety was last scrutinised, particularly with regard to resources, with a very recent decision taken to separate out specialist roads policing. The Board welcomed this information.
- The review and restructuring of Neighbourhood Policing Teams who will utilise intelligence to bid for operational support for roads policing. Members are still encouraged to report local issues directly to their Neighbourhood Policing Team.
- The importance in planning and engineering in the provision of safer highways.
- The acknowledgement that police resources are being increased, however even taking account of the increase, resources will still be less than in 2010.
- The acknowledgement that 20mph zones are effective in the improvement of road safety, however there is a need for enforcement where this is the only avenue to reduce killed and seriously injured numbers.
- The intended use of more covert enforcement which is addressed in the roads policing strategy.
- The delivery of pro-laser courses
- Clarity was sought regarding 'Copenhagen style' design at junctions
- Clarity was sought regarding addressing anti-social driving behaviour. In response the Board was advised that resources must be prioritised with a focus on the five most risky behaviours. It was reinforced however that anti-social behaviour is not ignored. The city wide injunction following the motor bike incident in Leeds city centre was highlighted as an example.

RESOLVED – The Scrutiny Board (Infrastructure and Investment) noted the report and thanked West Yorkshire Police representatives for their contribution.

57 Late item of business entitled 'City Development - Carillion'

The Director of City Development submitted a provided and update of the position between the Council and Carillion Construction Ltd.

The following information was appended to the report:

- East Leeds Orbital Route Contract Award, Report to the Chief Highways Officer, 7th November 2017, author Anne Sweeting
- Creditsafe, Carillion Construction Ltd
- Carillion recent awards

The following representatives were in attendance:

- Martin Farrington, Director of City Development
- Oliver Priestley, Highways Project Manager

The key areas of discussion were:

- An update on the current position
- The Board sought clarity on the impact on the procurement strategy and implementation on ELOR caused by the liquidation of Carillion.
- The Board also raised questions regarding procurement processes and rules, and the use of market intelligence to make an assessment of companies that may be of concern. The Board was advised that judgements made during a tendering process were taken in the context of procurement law and against a background where Carillion was considered to have provided the most economically advantageous tender based on a quality/price evaluation. Accordingly, any decision to not award the contract to Carillion could be challenged if the actions were not considered to be fair and proportionate in the context of the mitigation measures put forward.
- The Board was advised that it was the case that considerations did take account of the information available at the time. The pre-qualification process took place at the beginning of 2017 before profit warnings were made later in 2017.
- The board was advised that due to concerns identified, Carillion awards were on the basis of receiving a 10% insolvency bond from a third party financial institution as a mitigation. If that bond was not provided no contract would be entered into.
- Clarity was sought regarding the incurring of costs as a result of re-letting contracts. The Board was advised that the drawing down of the City Connect bond has mitigated cost for that project. With regard to ELOR the programme is still on schedule despite the need to appoint a new contractor for phase 1.

- In the context of how services are commissioned from large companies, and the issues that have arisen due to the collapse of Carillion Construction Ltd, the Board recommended that Scrutiny Board (Strategy and Resources) conduct a review of the robustness of the Council's procurement policies and strategies and identify what lessons can be learned.

RESOLVED - The Scrutiny Board (Infrastructure and Investment):

- a) Noted the report
- b) Requested that the Principal Scrutiny Advisor communicates the request for scrutiny to the Chair of the Scrutiny Board (Strategy and Resources) as detailed in the key areas of discussion.

58 Powering up the Leeds Economy through Digital Inclusion - Scrutiny Inquiry Recommendation Tracking

The Head of Governance and Scrutiny Support and Chief Digital and Information Officer submitted a report which set out the progress made in response to the recommendations arising from the scrutiny inquiry 'Powering up the Leeds Economy through Digital inclusion.

The following information was appended to the report:

- Appendix 1- Recommendation tracking flowchart and classifications
- Appendix 2- An update on progress in relation to Powering up the Leeds Economy through Digital Inclusion

The following representatives were in attendance:

- Dylan Roberts, Chief Digital and Information Officer
- Richard Hart, Deputy Head of Service, Digital and Reading
- Jason Tutin, Digital and Learning Development Manager
-

The key areas of discussion were:

- Progress made in responding to the recommendations arising from the scrutiny inquiry 'Powering up the Leeds Economy through Digital Inclusion'.
- Clarity sought surrounding plans for tablet lending schemes in relation to geographic location and potential cohort. The Board were advised of the ongoing focus on targeting support to those who are digitally excluded as a priority.
- Confirmation that Elected Members could be influential in supporting programmes in their communities through the investment of funding available to them.
- Concern was expressed regarding the ongoing issues relating to access to broadband and free Wi-Fi.

- The Board expressed that overall it is satisfied with progress made and will schedule a further review in the next municipal year.

The status of recommendations were agreed as follows:

- Recommendation 1 – Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 2 – Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 3 – Stop Monitoring
- Recommendation 4– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 5 – Achieved
- Recommendation 6– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 7– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 8– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 9– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 10– Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 11 – Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 12 – Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 13 – Not fully implemented (Progress made acceptable. Continue monitoring).
- Recommendation 14 – Achieved

RESOLVED –

- (a) The Scrutiny Board noted the contents of the report
- (b) The recommendation statuses above were approved.

59 Leeds Site Allocations Plan (SAP)

The Director of City Development submitted a report which provided an overview regarding the preparation of the Site Allocations Plan (SAP) and update since the Scrutiny Board meeting of the 21st December 2016. The SAP is now at an advanced stage, having been through four stages of public consultation, with a fifth one on the Revised Submission Draft Plan scheduled

to take place between 15th January and 26th February 2018. The Development Plan Panel has provided oversight of the plan making process since 2012 and made recommendations at all the plan making stages which have subsequently been endorsed by the City Council's Executive Board and Full Council.

The following representatives were in attendance:

- David Feeney, Head of Strategic Planning
- Tim Hill, Chief Planning Officer
- Lois Pickering, Team Leader Local Plans

The key areas of discussion were:

- Clarity was sought regarding the mechanisms for members of the public to raise concerns. The board were advised that representation can be made through the public consultation process and directly to the Planning Inspector.
- Clarity was sought regarding the removal of green belt sites in the revised SAP due to suggested revised housing numbers referenced in the Governments consultation document. The Board were advised that the Council are reviewing the housing requirement and the Government housing number figure is out for consultation. The housing requirement figure cannot be changed through the SAP however the Core Strategy review is currently being undertaken and is due to be presented to Executive Board in February 2018.
- The Board acknowledged the need to adopt the SAP however the Governments interjection has caused uncertainty which the Board hope will be brought to a conclusion and quickly and as equitably as possible.

RESOLVED - The Scrutiny Board (Infrastructure and Investment) considered the information contained within the report and presented at the meeting.

60 Work Schedule

The Head of Governance and Scrutiny Support submitted a report regarding the Board's work schedule for the 2017/18 municipal year.

RESOLVED – That subject to any on-going discussions and scheduling decisions, the Board's outline work schedule be approved.

61 Date and Time of Next Meeting

Wednesday, 28 February 2018 at 10:30am
(pre-meeting for all Board Members at 10.00am)

(The meeting concluded at 12.45pm)



Report author: Sandra Pentelow
Tel: 37 88655

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Infrastructure and Investment)

Date: 21 March 2018

Subject: Draft Scrutiny Inquiry Report – Sustainable Development

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 Leeds City Council has an ambition to be the best council in the UK, compassionate fair, open and welcoming with an economy that is both prosperous and sustainable, so all our communities are successful. The Vision for Leeds 2011 – 2030 supports this ambition, stating that by 2030 all communities will be successful where local services, including shops and healthcare, are easy to access and meet people’s needs. It also states that local cultural and sporting activities are available to all and there are high quality buildings, places and green spaces, which are clean, looked after, and respect the city’s heritage, including buildings, parks and the history of our communities. The Best Council Plan 2017 – 2018 states that the Council wants everyone to live in good quality, affordable homes within clean and well cared for places.

- 2 In June 2017 the Scrutiny Board (Infrastructure and Investment) resolved to undertake and inquiry into Sustainable Development. Terms of Reference for this inquiry were agreed at the Scrutiny Board meeting on 19 July 2017, when it was concluded that the Board would consider;
 - The origins and definition of the term, sustainable development.
 - The definition of sustainable development, as set out in the National Planning Policy Framework (NPPF)
 - Against this framework and in relation to Planning, how the principles of sustainable development have been applied in Leeds, through the development plan process

and via development management decisions, and how its principles have been translated into practice.

- In translating these principles, the key policy issues that have emerged, which have skewed the delivery of sustainable development in its wider sense and how have they been addressed.
- In terms of 'local sustainability', how Section 106 Agreements and the Community Infrastructure Levy (CIL) assist with the delivery of infrastructure to support regeneration and growth.

- 3 The inquiry was conducted over six evidence gathering sessions which took place between July 2017 and January 2018 when the Scrutiny Board received a range of evidence both written and verbal. Following the gathering of evidence the appended Scrutiny inquiry report has been drafted and is presented to the Scrutiny Board for consideration and agreement.
- 4 Scrutiny Board Procedure Rule 13.2 states that "where a Scrutiny Board is considering making specific recommendations it shall invite advice from the appropriate Director(s) prior to finalising its recommendations. The Director shall consult with the appropriate Executive Member before providing any such advice. The detail of that advice shall be reported to the Scrutiny Board and considered before the Board's recommendations are finalised and published on the Council's website". Advice provided is reflected in the current draft report presented to the Scrutiny Board.
- 5 A further opportunity for the provision of advice from the Officers of Leeds City Council is available at the meeting on the 21 March 2018 and the Scrutiny Board is recommended to consider this before agreeing its report.
- 6 Once the Board publishes its final report, the Chief Executive and appropriate Director(s) will be asked to formally respond to the Scrutiny Board's report within three months.

Recommendations

- 7 The Scrutiny Board (Infrastructure and Investment) is recommended to consider and agree the appended report following its inquiry into Sustainable Development.

Background documents

- 8 None used¹

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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Agenda Draft V4 – With pre-publication advice provided

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Draft



Desired Outcomes and Recommendation Summary

Desired Outcome – To enhance and promote Leeds as a Green City

Recommendation 1 – That the Chief Executive initiates a review to identify those policies, activities, challenges and achievements that;

- a) contribute to, or militate against, sustainable development, and
- b) that identifies the further actions, co-ordination and collaboration required to justify, promote and further enhance Leeds's status as a Green City.

Progress to be reported to the Scrutiny Board in January 2019

See also recommendations 2&5

Desired Outcome – To clearly identify and communicate a set of Sustainable Development aspirations and expectations that can be accessed, understood and supported by all stakeholders.

Recommendation 2 – That the Chief Executive defines a clear set of prominent and overarching principles or framework for sustainable development in Leeds . Progress to be reported to the Scrutiny Board in January 2019

Desired Outcome – To make clear and prominent the commitment of Leeds City Council to Sustainable Development.

Recommendation 3 – That the Director of Resources and Housing makes prominent the Council's aspiration for sustainable development in the next iteration of the Best Council Plan, in advance of wider consultation.

Desired Outcome – To make clear and prominent the commitment of Leeds City Council to Sustainable Development.

Recommendation 4 – That the Director of City Development makes prominent the aspiration for sustainable development in the Leeds Inclusive Growth Strategy.

Desired Outcome – To ensure that Sustainable Development is considered in decision making and that there is consistency across Council policies and strategies

Recommendation 5 – That the Chief Executive initiates a review of all Council wide policies and strategies to ensure that there is alignment and consistency for sustainable development in Leeds, in achieving economic, environment and social objectives at the same time.

Progress to be reported to the Scrutiny Board in January 2019



Desired Outcomes and Recommendation Summary

Desired Outcome – To ensure that sustainable development is a strategic consideration and that a system for considering the detrimental impact of growth and the protection of communities and environments for the next generation is in place.

Recommendation 6 – That the Chief Executive, Director of Resources and Housing and the Director of City Development,

- a) reviews the governance arrangements and role of the SIB in the strategic co-ordination and delivery of sustainable development and infrastructure in Leeds.
- b) considers the mechanisms for identifying the overarching needs of communities resulting from economic growth, for identifying the deficits created, and what can and should be delivered by all responsible organisations to remediate, and for identifying the tensions and risks arising and how they can be mitigated.

Views and conclusions to be reported to the Scrutiny Board in July 2018

Desired Outcome – To ensure that health provision and infrastructure is sustainable to meet current and future demand as a result of housing and population growth.

Recommendation 7 – That the Chief Executive, the Director of Adults and Health and the Director of City Development works in collaboration with the CCG Medical Director (responsible for commissioning general practice) and the NHS England North Region Lead to identify:

- a) how within the planning system Health Services can better collaborate in a similar way to Highways and Children's Services with regard to planning strategies and programmes and individual planning applications.
- b) provides an update report to the Scrutiny Board in January 2019 on the progress made to improve the co-ordination of health infrastructure and services in order to meet current and future needs of communities as the population and housing numbers increase.

Desired Outcome – To empower Elected Members with knowledge regarding sustainability challenges in their areas, and to support decision making regarding the potential investment of the local fund.

Recommendation 8 – That the Director of Communities and Environment, the Director of Resources and Housing (as chair of the SIB) and the Director of City Development,

- a) considers the mechanisms for informing and consulting with Elected Members on sustainable development and infrastructure priorities in their areas so that they can be more effective in supporting their communities, providing advice and information to residents, and in making investment/funding related decisions.
- b) ensures mechanisms are in place to consistently brief Elected Members regarding S106 obligations and schemes in their individual Wards.

Progress to be reported to the Scrutiny Board in July 2018



Desired Outcomes and Recommendation Summary

Desired Outcome – To enable the Scrutiny Board to support the response of the Local Authority following this inquiry.

Recommendation 9 – Should the Government proceed with a review of CIL, that the Director of City Development obtains the views of the Scrutiny Board (Infrastructure and Investment) to support the consultation response of the Local Authority.

Desired Outcome – To enable the Scrutiny Board to support and inform the decision making process of the Executive Board, with regard to the Regulation 123 list, following this inquiry.

Recommendation 10 – That the Director of City Development obtains the views of the Scrutiny Board regarding any proposed revisions to the Regulation 123 list in advance of approval by Leeds City Council's Executive Board.

Desired Outcome – To ensure that Community Committees and Town and Parish Councils receive and understand relevant and informative guidance that will provide clarity regarding the investment and spending of their allocated local CIL fund.

Recommendation 11 – That the Director of City Development and the Director for Communities and Environment reviews and refreshes The Leeds City Council CIL Neighbourhood Fund – 'Spending Guidance for Community Committees' to encompass guidance for Town and Parish Councils, and ensure that the guidance is circulated and understood by all Elected Members and Parish Councillors.

Progress to be reported to the Scrutiny Board in July 2018

Desired Outcome – To ensure that Town and Parish Councils and Community Committees fully understand the sustainable infrastructure needs in their areas and how they can work strategically with the Local Authority and other stakeholders to respond to those needs.

Recommendation 12– That the Director of Resources and Housing explores,

- a) the mechanisms to inform Town and Parish Councils and Community Committees of the sustainable infrastructure needs in their localities, and
- b) how the investment of neighbourhood funds and specific S106 contributions can be coordinated through local governance arrangements to respond, in partnership with the Local Authority and other stakeholders accessing other funding sources, to the sustainable infrastructure needs in their areas.

Progress to be reported to the Scrutiny Board in July 2018



Introduction and Scope

Introduction

- 1 Leeds City Council has an ambition to be the best council in the UK, compassionate fair, open and welcoming with an economy that is both prosperous and sustainable so all our communities are successful. The Vision for Leeds 2011 – 2030 supports this ambition, stating that, by 2030 all communities will be successful where local services, including shops and healthcare, are easy to access and meet people's needs. It also states that local cultural and sporting activities are available to all and there are high quality buildings, places and green spaces, which are clean, looked after, and respect the city's heritage, including buildings, parks and the history of our communities.
- 2 The Best Council Plan 2018/19 – 2020/21, (approved on the 7th of February 2018), states that, the Council wants everyone to live in good quality, affordable homes within clean and well cared for places. It also states that that the Council wants everyone in Leeds to move around a well-planned city easily. The Best Council Plan also stipulates that the Council and Partners will be focusing on Inclusive Growth and 21st Century Infrastructure, as two of the best city priorities.
- 3 At our meeting on the 21 of June 2017 we considered our work programme for the 2017/18 municipal year. At this meeting we discussed the approach in Leeds to sustainable development through the provision of infrastructure that will support the physical and social needs of people, now and in the future. We stressed the importance of designing and planning places that are

supported sufficiently by transport provision, health services, education and green infrastructure. We resolved that this would be our main scrutiny inquiry for 2017/18.

Scope of the Inquiry

- 4 Terms of Reference for this inquiry were agreed at our Board meeting on 19 July 2017, when we concluded that we would consider
 - The origins and definition of the term, sustainable development.
 - The definition of sustainable development, as set out in the National Planning Policy Framework (NPPF)
 - Against this framework and in relation to Planning, how the principles of sustainable development have been applied in Leeds, through the development plan process and via development management decisions, and how its principles have been translated into practice.
 - In translating these principles, the key policy issues that have emerged, which have skewed the delivery of sustainable development in its wider sense and how have they been addressed.
 - In terms of 'local sustainability', how Section 106 Agreements and the Community Infrastructure Levy (CIL) assist with the delivery of infrastructure to support regeneration and growth.

We also concluded that the purpose of the inquiry would be to make an assessment of and, where appropriate,



Introduction and Scope

make recommendations on the following areas:

- Limitations placed on sustainable development by Government planning legislation and guidance, and the limitation of resources during austerity.
 - The extent to which sustainable development is reflected in the development and growth strategies and plans of Leeds City Council.
 - The extent to which Leeds City Council and its partners are delivering and/or promoting the need for good quality sustainable infrastructure.
 - The extent of collaboration between organisations to meet longer term economic, social and environmental requirements in communities.
 - The limitations of the Council's strategic planning framework in the delivery of sustainable development and the need for greater commitment and investment from other stakeholders.
 - If enough is being done in Leeds within the existing constraints of Government policies and resources, to meet the environmental and social needs of new and expanding communities as a result of infrastructure development and growth, or if that gap is widening.
- 5 The inquiry was conducted over six evidence gathering sessions which took place between July 2017 and January 2018 when we received a range of evidence both written and verbal.
- 6 Evidence was provided by a number of experts. A full list of those who participated is detailed at the end of this report. The information provided was

interesting and valuable, and we would like to thank everyone who contributed their time and expertise to support this inquiry.

- 7 During the course of our inquiry The Leeds Climate Commission¹ was established. The purpose of this commission is to help Leeds to make a positive choice on issues relating to sustainable energy, carbon reduction, and climate change mitigation. It is the intention of this Scrutiny Board to ask the Leeds Climate Commission to attend a future meeting to discuss how their work directly contributes to sustainable development in Leeds.
- 8 Since the conclusion of our inquiry the Government announced, on the 5 March 2018, the start of its consultation on a draft revised NPPF. The draft NPPF incorporates policy proposals previously consulted on in the 'Housing White Paper' and the 'Planning for the right homes in the right places' consultation. The draft also reflects the 2017 Budget which included additional proposals to change planning policy.

Desired Outcomes, Added Value and Anticipated Service Impact

- 9 Our recommendations outline our expectations regarding a number of improvement measures which will require greater focus on communication, organisation and collaborative working within the Council and with external

¹ <http://leeds.candocities.org/about-leeds-climate-commission>



Introduction and Scope

stakeholders. We recognise that the planning system alone will not deliver sustainable development. This requires a wider integrated approach and commitment from Developers, Investors and other organisations.

- 10 Within this report we have highlighted why sustainable development must have greater prominence within our core corporate and wider city objectives. It is apparent that current Government objectives have greater focus on supporting development and growth and less focus on infrastructure requirements, and environment and social impacts. Locally we need to balance this deficit as far as is practicable, within resource and other constraints. We therefore need to ensure that we are building sustainable infrastructure that will benefit future generations, not burden them with a legacy of environmental and social issues that can so easily be generated by rapid growth, without consideration of the long term impacts.
- 11 In conducting the Inquiry we reflected on the role and organisational responsibilities of the Government, the NHS, Leeds City Council and Developers. The Scrutiny Board aimed to establish if robust strategies, and high impact operational practices are in place to ensure that sustainable development is at the core of all growth and infrastructure related decisions. The Scrutiny Board gathered intelligence and were informed through the collective knowledge and experience of all those who contributed to the inquiry. We hope that our findings provide a clear summary of areas that require focus and action.

- 12 Ongoing monitoring of the progress of outcomes and recommendations will be undertaken by the Scrutiny Board (Infrastructure and Investment) or successor board with the authority to discharge the relevant scrutiny functions relating to infrastructure, development or growth.

Equality and Diversity

- 13 The Equality Improvement Priorities 2016 – 2020 have been developed to ensure that the council meets its legal duties under the Equality Act 2010. The priorities will help the council to identify work and activities that help to reduce disadvantage, discrimination and inequalities of opportunity to achieve its ambition to be the best city in the UK.
- 14 Equality and diversity issues have been considered throughout this Scrutiny Inquiry. Where a Scrutiny Board has made recommendations and these are agreed, the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, and where appropriate an equality impact assessment should be carried out.



Conclusions and Recommendations

Background and National Planning Policy Framework (NPPF)

- 15 As an introduction to our inquiry we were presented with a chronology of the evolution of sustainable development as a concept. We were advised that since the environmental movement in the early 60's, sustainable development has emerged as a constant international policy thread and governance objective.
- 16 It was explained to us that whilst there was acceptance that economic growth is necessary, a move away from a model where economic progress was the only overriding factor, was central to the early thinking on sustainable development. The Brundtland Commission introduced the first and internationally accepted definition of sustainable development in 1987. This has been represented as a '3 legged stool', whereby each leg (economic, environmental and social) are dependent on each other and need to be balanced, in order to achieve objectives over the longer term. No one element is a priority over the others. We were advised that the Brundtland report highlighted concern that economic activity had become paramount, leaving behind issues around social progress and environmental protection.
- 17 A more recent sustainable development model² was presented to us by Dr Katy Roelich from the Sustainability Research Institute, which portrays sustainable development as a doughnut mapping

out a 'safe and just space' where human needs are met without breaching ecological limits. This model and the Bruntland model are outlined in appendix 1.

- 18 We were advised that in 2005 the UK Government adopted a working policy framework when five policy principles were established, as detailed in appendix 2. We were informed however that since 2010 the Government has made no use of the framework and disbanded the advisory board who had supported its development.³ We concluded that the diminished prominence in national policy directly correlates to the lack of clear sustainable development guidance for local authorities that exists today.
- 19 In September 2015, 193 member states attended the UN Sustainable Development Summit to adopt a global development framework which consists of 17 sustainable development goals. These goals came into force on the 1st of January 2016 and the UK is required to move forward on implementing these goals. These are outlined in appendix 3.
- 20 Each model or framework highlights that sustainable development is a wide ranging concept at a global and a local level. It had emerged as a key strand of public policy, with the ambition of securing development, economic prosperity, social progress and the management of environmental resources, at the same time. Information presented during the inquiry highlighted that whilst the Government's focus on sustainable development has diminished in the UK, cities in other parts of Europe, such as Copenhagen,

² www.kateraworth.com, Exploring Doughnut Economics, 2017.

³ The UK Sustainable Development Commission.



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have maintained their sustainable development principles as a priority and have become more environmentally and socially resilient as a result.

21 We were advised that reinvigorating sustainable development in Leeds will yield results over the long term for the next generation. This will build resilience particularly if there is greater focus on environmental protection, through the development of green infrastructure and focusing on solutions that will help mitigate climate change and reduce the risk of flooding. It is recognised that risk and vulnerability are not attractive legacies for those looking to invest in Leeds and that there is competitive advantage to being resilient, environmentally, economically and socially.

22 We can, therefore, see real advantages in continuing to advance, with supporting actions, the claims of Leeds to be a Green City. We feel that increasing the pursuit, prominence, and promotion of measures to enhance sustainable development, as advocated in this report, would be an essential aspect of this process. We believe that the mantra: 'Think Global, Act Local' is still a valid approach to sustainable development and to Leeds striving to be a 'Green City', and recognised as such locally, nationally and internationally. This process would benefit from a more co-ordinated strategic approach to promoting Leeds's aspiration to be a Green City and the social, environmental and economic benefits this provides for its citizens.

Recommendation 1 – That the Chief Executive initiates a review to identify those policies, activities, challenges and achievements that

- a) contribute to, or militate against, sustainable development, and
- b) that identifies the further actions, co-ordination and collaboration required to justify, promote and further enhance Leeds's status as a Green City.

Progress to be reported to the Scrutiny Board in January 2019

See also recommendations 2&5

23 It was reinforced by a number of contributors to the inquiry that the delivery of sustainable development is the responsibility of Government (local and national), the business community and wider society. This requires commitment beyond the planning system and the local authority to meet its objectives. We were informed that the planning system has a key role to play in delivering the principles of sustainable development but it is by no means the only mechanism through which these aims might be achieved. Within the limitations of Government legislation, planning provides an opportunity to shape the character of places and helps to influence and coordinate investment decisions. However, in terms of sustainable development, we consider the planning system to be limited in its scope and does not have the financial resources available to put in place all of the necessary interventions and programmes required.

24 It was highlighted that for the purposes of planning, broader principles of



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sustainable development have been interpreted to some extent as part of the National Planning Policy Framework (NPPF, 2012)⁴. This specifies that: *“The purpose of planning is to help achieve sustainable development. Sustainable means ensuring that better lives for ourselves don’t mean worse lives for future generations. Development means growth. We must accommodate the new ways by which we will earn our living in a competitive world. We must house a rising population, which is living longer and wants to make new choices, we must respond to the changes that new technologies offer us. Our lives, and the places in which we live them can be better, but they will certainly be worse if things stagnate.”* (Greg Clarke, Ministerial foreword).

25 We were advised that within this context, and as a basis for national planning policy and decision making, the NPPF introduced a ‘presumption in favour of sustainable development’, a set of ‘core planning principles’ where ‘development, means growth’. We were advised that whilst the framework tries to articulate the Government’s view, the planning system is seen as responsible principally for achieving a ‘pro-development’ interpretation of sustainable development, not for delivering the generic broad principles.

26 It was highlighted to us that the NPPF does not have a more rounded definition of sustainable development and therefore diminishes the status of social justice and environmental management, in meeting the needs of future

generations, which are key components of sustainable development. We raised our concern that the NPPF also does not sufficiently address climate change, air quality and environmental resources and therefore severely constrains what can be achieved in terms of sustainable development through the planning system.

27 We were also informed that since the introduction of NPPF, subsequent supporting ministerial statements and planning guidance are regularly issued regarding housing growth, the need for local authorities to demonstrate a 5 year housing land supply, development viability, economic development and the use of new technology. This has been particularly significant for Leeds City Council since 2012. There is much less emphasis in Government guidance at the current time upon managing environmental and social resources and climate change.

28 We were advised that the NPPF does outline the role of planning in the identification and delivery of infrastructure, but some of these are outside the direct scope of the planning process. With regard to plan-making the NPPF describes the need for Local Plans to focus on strategic priorities relating to:

- the provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change management, and the provision of minerals and energy (including heat);
- the provision of health, security, community and cultural infrastructure and other local facilities;

⁴

<https://www.gov.uk/government/publications/national-planning-policy-framework--2>



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- plan positively for the development and infrastructure required in the area to meet the objectives, principles and policies of this Framework.
- 29 The difficulty of balancing development viability and sustainable development was highlighted to us. We were advised that through local policy the Council has outlined green space, affordable housing requirement and transportation requirements. We were advised that in recent years, and within the context of the economic downturn, the viability of development proposals and compliance with policy requirements has become a highly contested area by Developers. If planning applicants are unable to demonstrate compliance with the Council's policy requirements, they are asked to submit a viability statement to evidence their assertions. Developers also have right of appeal to the Secretary of State if permission is not granted following consideration of the viability statement.
- 30 Representatives from Leeds Property Forum (LPF) advocated pushing harder to get Developers to accept that they should deliver assets such as affordable housing, broadband and electric vehicle charging points as a matter of course. This highlighted a dichotomy as, during this current economic downturn, the Government has expressed a view that Local Authority 'asks' are complex and wide ranging and cannot be afforded. In addition the Local Authority had been advised by the Government to compromise on green space contribution to allow affordable housing. In these circumstances it is perceived that sustainable development 'goes out of the door'.
- 31 It was explained to us that this approach generally leaves us with potential major problems for the future. Creating accessible places for lifetime needs will generate long term benefits to the health and social care budget. Similarly creating access to greenspace generates benefits for wildlife and biodiversity but also has been proven to improve wellbeing and mental health for members of the public accessing it. However, in some instances Developers conclude that the delivery of development to meet those needs is not economically viable.
- ## Leeds Strategy, Policy and Development Management
- 32 We were informed that in the UK local planning authorities have the responsibility for the preparation of the Local Plan and the determination of planning applications via the development management process. In Leeds the Local Plan⁵ is comprised of a series of documents including the Core Strategy (adopted 2014), the Natural Resources and Waste local plan (adopted 2013), the Aire Valley Leeds Area Action Plan (adoption November 2017) and the Site Allocations Plan (adoption anticipated early 2019). Once made, Neighbourhood Plans will also form part of the development plan.
- 33 It was explained that the Leeds Core Strategy 2012-28 sets out a series of interrelated objectives and strategic and thematic policies, based around the

⁵<https://www.leeds.gov.uk/your-council/planning/local-development-framework>



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principles of sustainable development. It is a spatial plan, which is seeking to make provision for the overall scale and distribution of regeneration and growth across the district, whilst seeking to manage environmental resources and meet social objectives, at the same time. Key components of the Core Strategy include:

- Supporting the provision of community infrastructure that is tailored to meet the needs of the community including high quality health, education and training, cultural and recreation, and community facilities and spaces.
- The provision of new educational facilities to meet increased demand either through extensions to existing establishments or through the building of new schools in areas of housing growth or adjacent to them.
- That new development should be located in accessible locations that are adequately served by existing or programmed highways, by public transport and with safe and secure access for pedestrians, cyclists and people with impaired mobility.

34 The Core Strategy, Aire Valley Leeds Area Action Plan and Site Allocation Plan are supported with Infrastructure Development Plans (IDPs). We were advised that the IDPs have been prepared with a range of key stakeholders including Clinical Commissioning Groups and Childrens Services. The purpose of the IDPs is to help provide an overall framework to identify infrastructure programmes and projects either in place or planned. These plans should help facilitate an understanding of what is required to address both existing infrastructure

shortfalls as well as planning for future growth.

35 Current IDP's provide a schedule of infrastructure projects across the following broad types of infrastructure⁶:

- Public transport (rail and buses)
- Cycle / Pedestrian network – local initiatives, including Core Cycle network and improving pedestrian priority in the city centre
- Highway infrastructure (Strategic Road Network with Highways England)
- Park and ride
- School provision (e.g. 2 form entry primary school and through school with 2FE primary school and 4FE secondary school)
- Green infrastructure (city park, green spaces, children's play equipment)
- Waste management
- Flood defences and management
- Superfast broadband network
- Health

36 During the several sessions spent exploring national and local planning policy we established that the planning framework does not effectively support the refusal of major development on sustainability grounds. Elected members serving on Plans Panels expressed their frustration stating that they would like to see high quality development throughout the city which leaves a positive legacy. They felt that it is very difficult to insist upon the kind of vision that citizens have for their communities such as quality development, space, visual amenities, and services. We

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<https://www.leeds.gov.uk/docs/CD19a%20IDP%20Submission%20-%20Examination%20Update%20Nov%202013.pdf>



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therefore do not advocate that all growth should be automatically considered as good growth, particularly if it is focused on purely economic benefit without fully embracing environmental and social considerations.

- 37 We were advised that in practice, given the limited responsibilities of planning, development management is stronger on the economic aspects than on social progress. Social requirements such as health services and education are generally delivered outside of the planning system.
- 38 We were advised that Plans Panel Members aim for a quality of development for communities and not quantity. However, in their experience, they have found that planning inspectors do not always support that view and they tend to uphold appeals unless there is a really good reason within Government planning policies not to do so. It is therefore felt that there is a series of tensions or trade-offs, and a requirement to make compromises which may result in a poorer quality development and which does not fulfil sustainability aspirations equitably.
- 39 We were informed of the perception that most Developers do not have an immediate interest in the implications of their development in terms of sustainability. Most consider that they are contributing to Community Infrastructure Levy (CIL) or to Section 106 obligations, and this is perceived as sufficient or excessive by some Developers. We asked if local supplementary planning guidance would be effective to require Developers to do more to further mitigate some of the social and environmental issues caused

by development. In response, we were advised that it would be difficult to conceive how that could be put into effect in a way that would be consistent and uniform, and that Government and its Planning Inspectors would consider achievable and reasonable.

Sustainable Development Framework, Best Council Plan and Inclusive Growth Strategy

- 40 When considering the role of Developers and the wider community we were advised by representatives from LPF that businesses, including Developers are thinking more about how they can be corporate citizens. They added that there is a need to get more businesses to understand that Leeds has an agenda which is not just about growth and economic development but growth that is good for the City. When we questioned if Developers are clear about sustainable development for Leeds, they advised that in their view the Core Strategy does give Developers clarity, however the narrative to the rest of the outside world is hugely important in terms of how the city aspires to grow. Representatives from LPF also highlighted that other corporate plans and strategies do not reflect sustainable development aspirations in a co-ordinated way.
- 41 Hugh Ellis from the Town and Country Planning Association stated that Local Authorities need a very powerful and sophisticated set of principles for sustainable development, adding that cities require long term investment strategies and long term certainty around policy and direction. He reiterated that national policy does not support sustainable development



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sufficiently so cities need to decide their own principles for themselves based on their unique circumstances. He highlighted that sustainable development should be an overarching idea, not a subsidiary one. He referenced the 5 principals from the UK Sustainable Development Strategy from 2005 and the more recent United Nations 17 Sustainable Development goals as a good starting point for a set of Local Authority principles for sustainable development.⁷

42 Dr Katy Roelich from the sustainability institute also reminded us of the increasing mismatch between national policy which recognises economic growth and local policy, and welcomed the introduction of the Inclusive Growth Strategy in Leeds. She also brought to our attention that the Inclusive Growth Strategy, which sits outside the planning framework, needs to better influence, drive and create aspiration with regard to sustainable development principles, advising that the link between infrastructure, social development and inclusion is a key area that requires more attention.

43 It was emphasised to us that Leeds City Council needs to lead by example in our own strategies and that sustainable development should be a more prominent feature in our Best Council Plan and Inclusive Growth Strategy. There is opportunity to remedy this in future versions. We recognise the need to ensure that our narrative for good sustainable development is clear to businesses and the wider community and evidence a set of principles for sustainable development which is communicated beyond our Core

Strategy, to all those who can make a contribution to any of the three recognised areas of sustainable development.

44 When considering the proposals to refresh the Best Council Plan at our meeting on the 20 December 2017, we recommended that the Executive Board supports the need to ensure that sustainable development has prominence under the Transport and Infrastructure ambition to ensure that the environmental and social needs of communities have greater focus, and that access to supporting facilities and services such as green space, transport health services and education are not diminished due to housing and infrastructure growth.

45 The desire for the Council and wider stakeholders to make progress in achieving economic, environmental & social objectives at the same time, rather than being at the expense of one another, should be at the forefront of the policies, strategies and plans that we share. We continue to advocate further development of the Best Council Plan so that it is more explicit as a local framework for sustainable development. Inclusive growth and being a green city are integral to that. We consider that the Council's 'Best Council' approach, supported by the Inclusive Growth Strategy can provide the platform for innovation in order to make a lasting difference in Leeds.

Recommendation 2 – That the Chief Executive defines a clear set of prominent and overarching principles or framework for sustainable development in Leeds . Progress to be reported to the Scrutiny Board in January 2019

⁷ Appendix 2 and 3



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Recommendation 3 – That the Director of Resources and Housing makes prominent the Council’s aspiration for sustainable development in the next iteration of the Best Council Plan, in advance of wider consultation.

Recommendation 4 – That the Director of City Development makes prominent the aspiration for sustainable development in the Leeds Inclusive Growth Strategy.

Recommendation 5 – That the Chief Executive initiates a review of all Council wide policies and strategies to ensure that there is alignment and consistency for sustainable development in Leeds, in achieving economic, environment and social objectives at the same time.

Progress to be reported to the Scrutiny Board in January 2019

Strategic Overview, Collaboration and Communication

46 As referenced in paragraph 28, the NPPF describes the need for Local Plans to focus on a number of strategic priorities. However, during various inquiry sessions we communicated our growing concern about the perceived widening gap between economic growth and social progress in Leeds. We expressed our worry and concern that the current concentration on housing and economic growth could potentially be a diversion from considering the bigger picture of development which must include environmental

management, and social equality and inclusion.

47 A number of infrastructure planning and delivery areas are outside the direct scope of the planning process and are the responsibility of other organisations. We wanted to understand the level of integrated working and partnership oversight that would consider all community infrastructure requirements to ensure sustainability. We also sought reassurance that all parts of the Council are in a position to work genuinely together on any future development proposals particularly large developments. We expressed our concern that public health and the provision of health services are not a material planning consideration but are an essential consideration to meet the social aspect of sustainable development.

48 We were advised that the nature of legislation and the devolution of funding to different organisations by Government makes the responsibility for providing services separate. This reinforces the need for collaboration with external organisations to provide community infrastructure.

49 Dr Roelich advised us that there is a need to recognise constraints and make the most of collaboration. Private and public sector collaboration is crucial so that the Local Authority can influence the delivery of infrastructure provided by other organisations.

50 We expressed our unease that the structuring and funding of health and education services does not enable an integrated approach to sustainable development. We were advised that



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there has been an opportunity for the Council to work collaboratively through the Core Strategy, the Site Allocation Plan (SAP) and the Aire Valley Leeds Area Action Plan (AVLAAP). City Development representatives informed us that they have worked with Children's Services and Public Health on issues relating to education provision, green space provision, walking and cycling and issues of clean air. We were advised that from a planning point of view City Development has tried to integrate infrastructure programmes and commitments. School places to meet current and future need have been considered at an early stage in correlation with the identification of potential housing sites, with land being identified in the SAP and AVLAAP as possible sites for schools.

- 51 As part of our inquiry we explored the planning and provision of health services and infrastructure to meet the requirements of expanding communities due to housing and population growth. We were advised by the Clinical Commissioning Group (CCG) representative that they are aware of the need to make GP's services sustainable and to marry up service delivery, estate strategies, and consider demand when looking at requirements. There is also a requirement to consider the wider need for pharmacies and dental services and other supporting services for communities. We were not convinced that there is sufficient current and future capacity to meet the demand and need generated by development.
- 52 The Chief Officer for Adult and Health Resources stated that with budgets stretched they are looking to reconfigure current estates to future proof services and provide best value. However, there are challenges due to the differences in governance arrangements and plans for the many NHS organisations in Leeds. (CCG's, NHS England, Leeds Community Healthcare Trust, Leeds Teaching Hospital Trust, and Leeds and York Partnership Foundation Trust).
- 53 We were also advised that the GP estate is in a mixture of tenures, some of which is very poor and some of which are domestic dwellings turned into surgeries. Work has been undertaken in specific areas of Leeds to identify if improved planned development could be established which could be future proofed. It was highlighted that the investment required to deliver a solution would outweigh any saving and this funding is not available at the moment.
- 54 We were advised that efforts have been made to identify where responsibility sits for the development of the primary care estate. Although this was thought to be NHS England we were advised that this responsibility may also be shared with the CCG's. It was highlighted to us that there is an opportunity to improve co-operation, planning and co-ordination by health services in terms of the infrastructure to support communities, and that the involvement of the city's Strategic Estates Forum, which includes the NHS Leeds CCG Partnership in its membership, could support this improvement.
- 55 We were advised that there is a need to understand individual health service strategies and demand before any city wide estates strategy for health can be established, and articulating that is currently a struggle. We were concerned to hear that health provision could be



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built throughout Leeds if funding was not an issue however, there is a significant challenge in recruiting enough GPs and currently not enough GP's or nurses to support new or expanding services. We acknowledge that the pressure on the workforce in general practice is a national issue and that in response to this the NHS Leeds CCG Partnership is taking steps to recruit additional GP's into the region.

- 56 We concluded that the development of the health care estate cannot currently be sustained. It is frustrated by lack of investment and the complexities of the health care system which has evolved into a fragmented approach to estate and service management.
- 57 Whilst we can be sympathetic to the challenges within our health systems we did express our disappointment at the lack of determination and endeavour collectively to plan development holistically and consider all the interdependencies that must be in place for communities to thrive. In response, we were advised that there has been an attempt to co-ordinate but more can always be done.
- 58 We sought to establish where the responsibility lies for the strategic co-ordination of sustainable development and infrastructure, who considers the social and environmental deficits and who considers the conflicting priorities that arise as a result of economic growth such as transport provision and air quality.
- 59 We were advised that the Council's Strategic Investment Board (SIB) have considered investment areas, core strategy and cross cutting issues such

as breakthrough projects. During our inquiry we requested the terms of reference for the Strategic Investment Board. These have now been provided as appendix 4, and clearly identify that there is a potential role for the SIB in the co-ordination and delivery of sustainable development in Leeds, which should be a core consideration of any future housing or infrastructure investment.

Recommendation 6 – That the Chief Executive, Director of Resources and Housing and the Director of City Development,

- a) reviews the governance arrangements and role of the SIB in the strategic co-ordination and delivery of sustainable development and infrastructure in Leeds.
- b) considers the mechanisms for identifying the overarching needs of communities resulting from economic growth, for identifying the deficits created, and what can and should be delivered by all responsible organisations to remediate, and for identifying the tensions and risks arising and how they can be mitigated.

Views and conclusions to be reported to the Scrutiny Board in July 2018



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Recommendation 7 – That the Chief Executive, the Director of Adults and Health and the Director of City Development works in collaboration with the CCG Medical Director (responsible for commissioning general practice) and the NHS England North Region Lead to identify:

- a) how within the planning system Health Services can better collaborate in a similar way to Highways and Children's Services with regard to planning strategies and programmes and individual planning applications.
- b) provides an update report to the Scrutiny Board in January 2019 on the progress made to improve the co-ordination of health infrastructure and services in order to meet current and future needs of communities as the population and housing numbers increase.

60. As elected representatives in our communities we highlighted that there is very little coordinated information provided which would facilitate our understanding of the planned infrastructure growth in our areas and how that will impact directly on residents.

61. Throughout the inquiry we talked extensively about sustainable development without fully understanding what is currently happening in our areas. We discussed the increase in student accommodation in the centre of Leeds, the construction of the East Leeds Orbital Road and the housing developments that it facilitates, and commented on the lack of

communication regarding the infrastructure and services required to service those communities. We concluded that all members would welcome more information about the sustainable development priorities in their areas, who is responding to it, what infrastructure is needed and how this is being funded. It was acknowledged by Council Officers that there is a need to have earlier strategic conversations with Ward Members about needs in each area so that a strategic approach can be agreed in advance as opposed to decisions being made on a site by site conversation further down the line.

62. We also commented on the perceived inconsistencies in the way that Elected Members are consulted about Section 106 (S106) funding for schemes in their electoral wards. One Elected Member advised us that they had not received any briefings regarding S106 and how it could be spent. They added that quite often, by the time information is presented to members, decisions have already been made. This was not the experience of all Elected Members, as it was also stated that full information is regularly provided. It is evident that there is a need for regular and consistent consultation with all Elected Members regarding S106 obligations and the investment of funds.



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Recommendation 8 – That the Director of Communities and Environment, the Director of Resources and Housing (as chair of the SIB) and the Director of City Development,

- a) considers the mechanisms for informing and consulting with Elected Members on sustainable development and infrastructure priorities in their areas so that they can be more effective in supporting their communities, providing advice and information to residents, and in making investment/funding related decisions.
- b) ensures mechanisms are in place to consistently brief Elected Members regarding S106 obligations and schemes in their individual Wards.

Progress to be reported to the Scrutiny Board in July 2018

63. We were informed that the responsibility for authorising the spending of S106 monies now lies with the Chief Officer/Head of Service for the relevant Service Areas. We were informed that the Planning Agreement Manager (City Development) still maintains a database of information about contributions and can provide members with information where requested.
64. As stated earlier in this report, a multi-organisational approach is required in order to deliver sustainable development objectives, within the constraints of resources and planning regulations. This requires investment, capacity and co-ordination of all

organisations who are able to support sustainable development. We have heard that infrastructure planning both within the Council and by partner organisations can be disparate and fragmented and we acknowledge that this can be due to organisational structures determined by the Government.

65. We continue to have concern regarding the level of pressure and determination to deliver individual schemes, as this increases the risk of missing broader sustainability issues as the bigger picture is not being considered in terms of long term detrimental impact or conflict. (see recommendation 6)
66. We acknowledge that organisational structures, governance arrangements and funding streams outside of Local Authority control can be barriers and do not always support ambitions. We were advised that matters of infrastructure and impact have been high on the public's agenda at public meetings and people do expect the planning system to provide and fund infrastructure to meet community needs. We acknowledge that the Local Authority cannot be held responsible or accountable for meeting all community infrastructure and service needs. We need to manage public perception and expectations in this regard and therefore we consider that there is a need to be more open about the limitations of the planning system and the limitations of the Local Authority, particularly when there is a negative impact to Leeds residents that cannot be resolved. In addition we must be clear with residents about the sustainable development priorities in



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their areas and where those priorities can or cannot be met.

Community Infrastructure Levy and Section 106

67 Through the planning process Developers are required to make contributions through Section 106 (S106) agreements or the Community Infrastructure Levy (CIL).

68 We were informed that S106 agreements are contractual agreements made between Local Authorities and Developers which are attached to a planning permission. These obligations are used for three purposes, to prescribe the nature of the development, to compensate for loss or damage created by a development and/or to mitigate a development's impact and make it acceptable in planning terms. Within this context, S106 contributions are used for site specific requirements.

69 CIL allows local planning authorities to raise funds from Developers who are creating new buildings in their area. The funds raised will go towards infrastructure that is needed to support the growth of the city, such as schools and transport improvements. CIL is applied as a charge on each square metre of certain types of new buildings, with the funds generated to be used to deliver infrastructure projects and priorities identified on the Regulation 123 list (Appendix 5).

70 The spending of CIL income was determined by Executive Board in

February 2015⁸. CIL is directed into two main funding streams; a strategic fund, and a neighbourhood fund. The Strategic Fund is 70-80% of the total CIL received, and priorities for its spend is decided on an annual basis as part of the Council's budget setting process, in line with the Regulation 123 List. In July 2017 Executive Board approved the investment of the CIL strategic fund, for monies accumulated up until November 2016⁹. The Executive Board agreed that the investment of CIL strategic fund would be used to contribute to learning places deficit for schools.

71 The Neighbourhood Fund is 15% in an area without a Neighbourhood Plan, and 25% in an area with an adopted Neighbourhood Plan. The neighbourhood fund is passed to Parish Council areas, as required by national CIL regulations. In non-parished areas the decisions about spending are delegated to the relevant Leeds City Council Community Committees, and the neighbourhood fund is ring fenced by the City Council for that purpose.

72 During the inquiry we sought to establish if CIL or S106 obligations are sufficient to ensure that Developers fully mitigate the negative impact created by their development, or to support the development of sustainable infrastructure required by communities such as green space, education and health services.

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<http://democracy.leeds.gov.uk/documents/s127185/CIL%20Cover%20Report%20300115.pdf>

9

<http://democracy.leeds.gov.uk/mgConvert2PDF.aspx?ID=163008>



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73 It was established that neither CIL nor S106 contributions, separate or combined, are sufficient in terms of funding the delivery of sustainable development. Dr Roelich reinforced this conclusion, adding that the limitations on how funding can be invested also creates challenge to delivering broader sustainability. It was clarified that S106 and CIL provides investment in infrastructure to remedy issues created by new developments rather than to remedy existing deficiencies and problems within communities. Therefore there is a need for a strategic approach that goes beyond planning funding functions to bridge the gap.

74 During our inquiry a significant amount of information was presented to us which provided a comprehensive overview of the levy, administration and collection of CIL and S106 obligations. We established that the administration of the two schemes and the complexities of CIL creates difficulties for both Developers and home extenders. It was stated that for Council Officers and Developers the practical everyday experience is confusing. We were advised that both systems have their strengths but both are very bureaucratic and CIL is particularly difficult. In addition, the CIL regulations have brought about more robust controls for the use of S106, which means that there is now less flexibility with regard to how it can be invested.

75 We were advised that due to the complexities of CIL the Government is expected to review the system, but this has been subject to delay. We consider that the views of this Scrutiny Board should be provided to support a response to future Government

consultation on CIL or any alternative proposed scheme.

Recommendation 9 – Should the Government proceed with a review of CIL, that the Director of City Development obtains the views of the Scrutiny Board (Infrastructure and Investment) to support the consultation response of the Local Authority.

76 In addition, we were advised that a review of the Regulation 123 list would also be undertaken early in 2018.

Recommendation 10 – That the Director of City Development obtains the views of the Scrutiny Board regarding any proposed revisions to the Regulation 123 list in advance of approval by Leeds City Council's Executive Board.

Neighbourhood Fund, Parish Councils and Community Committees

77 Community Committees and Parish Councils have responsibility for spending of the neighbourhood fund as highlighted earlier in this report, which is not constrained by the Regulation 123 List. Elected members sitting on both Community Committees and Parish Councils stated that there is still a lack of clarity and general confusion regarding the spending of the neighbourhood fund. In addition one of our external representatives advised us that it is not clear how sustainability considerations and appraisal are managed and considered for the neighbourhood fund, adding that it is



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also unclear how the general public have a say.

78 We appreciate that decision making for the investment of CIL at a local level can become complex when there are uncertainties regarding S106 investment on local schemes or a lack of shared intelligence regarding local priorities for sustainable infrastructure in the area. We highlighted the importance of ensuring Parish Councils and Community Committees are fully aware of the sustainable development needs in their areas to support the decision making processes regarding spending priorities. We also stressed the importance of having clear shared priorities and goals and improved integrated arrangements between Parish Councils, Community Committees and the City Council to enable conversations about the investment of the strategic fund, the neighbourhood fund and S106 funds, to provide single solutions rather than disparate, fragmented spending on individual projects that may provide little or no long term benefit for communities.

79 We were advised that The Leeds City Council CIL Neighbourhood Fund – Spending Guidance for Community Committees was agreed by Executive Board on 21st October 2015. This was drawn up following four workshops held during 2015, to which all Ward Members, Town and Parish Councils, and Neighbourhood Planning Groups were invited. It was evident that Scrutiny Board members, who are also Community Committee members had no current knowledge of the protocol. We therefore recommend that the guidance is refreshed and all Elected Members and Parish Councillors are fully informed

of its contents, particularly as one of the principles relates directly to the consultation and relationships between Neighbourhood Forums, Parishes and Community Committees.¹⁰

Recommendation 11 – That the Director of City Development and the Director for Communities and Environment reviews and refreshes The Leeds City Council CIL Neighbourhood Fund – ‘Spending Guidance for Community Committees’ to encompass guidance for Town and Parish Councils, and ensure that the guidance is circulated and understood by all Elected Members and Town and Parish Councillors.

Progress to be reported to the Scrutiny Board in July 2018

80 It was acknowledged by Leeds City Council Officers that more could be done to build relationships and provide training. It was also acknowledged that more can be done to consider community aspirations, how they link to neighbourhood plans and how those aspirations can be delivered by potential CIL receipts coming into the area. We consider that there is a need for greater clarity on how specific projects in communities are contributing to sustainability objectives, including consideration of negative impacts. This will facilitate better decision making regarding investment that supports social progress and environmental protection.

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<http://democracy.leeds.gov.uk/documents/g7245/Public%20reports%20pack%2021st-Oct-2015%2013.00%20Executive%20Board.pdf?T=10>



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Recommendation 12 – That the Director of Director of Resources and Housing explores,

- a) the mechanisms to inform Town Parish Councils and Community Committees of the sustainable infrastructure needs in their localities, and
- b) how the investment of neighbourhood funds and specific S106 contributions can be co-ordinated through local governance arrangements to respond, in partnership with the Local Authority and other stakeholders accessing other funding sources, to the sustainable infrastructure needs in their areas.

Progress to be reported to the Scrutiny Board in July 2018



Evidence

Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted/Considered

- Report of the Head of Governance and Scrutiny Support, 19 July 2017
- Presentation , Sustainable Development , 19 July 2017
- Report of the Head of Governance and Scrutiny Support and Director of City Development, 27 September 2017
- Report of the Head of Governance and Scrutiny Support and Director of City Development, 25 October 2017
- Report of the Head of Governance and Scrutiny Support and Director of City Development, 22 November 2017
- Evidence presented to the Leeds Scrutiny Inquiry, November 2017, The University of Leeds, Sustainability Research Institute, Authors: Dr Alice Owen, Dr Katy Roelich and Harriet Thew
- Report of the Head of Governance and Scrutiny Support and Director of City Development, 20 December 2017
- Draft Leeds Inclusive Growth Strategy 2017 – 2023
- Draft Best Council Plan 2018/19 – 2020/21



Evidence

Witnesses Heard

Andrew Hall – Head of Transportation, Leeds City Council
Cllr Richard Lewis – Executive Board Member, Regeneration, Transport and Planning.
Tim Hill - Chief Planning Officer
David Feeney - Head of Strategic Planning
Dr Kathy Roelich - Sustainability Research Institute
Mark Goldstone - Leeds Property Forum, Leeds Chamber of Commerce
Gerald Jennings – Leeds Property Forum, Leeds Chamber of Commerce
Richard Amos, Sufficiency and Participation
Darren Crawley, Sufficiency Planning Manager
Steve Hume, Chief Officer, Adults and Health resources
Elizabeth Bailey, Head of Public Health
Kirsty Turner, Associate Director of Primary Care (CCG)
Hugh Ellis – Town and Country Planning Association

Dates of Scrutiny

19 July 2017
27 September 2017
25 October 2017
22 November 2017
20 December 2017
9 January 2017 (working group)



Appendix 1

3-Legged Sustainability Stool

Sustainability



Economic Leg

Good Jobs
Fair wages
Security
Infrastructure
Fair Trade

Environmental Leg

0 Pollution & Waste
Renewable Energy
Conservation
Restoration

Social Leg

Working conditions
Health services
Education services
Community & Culture
Social justice

Quality of Life / Genuine Wealth / Genuine Progress

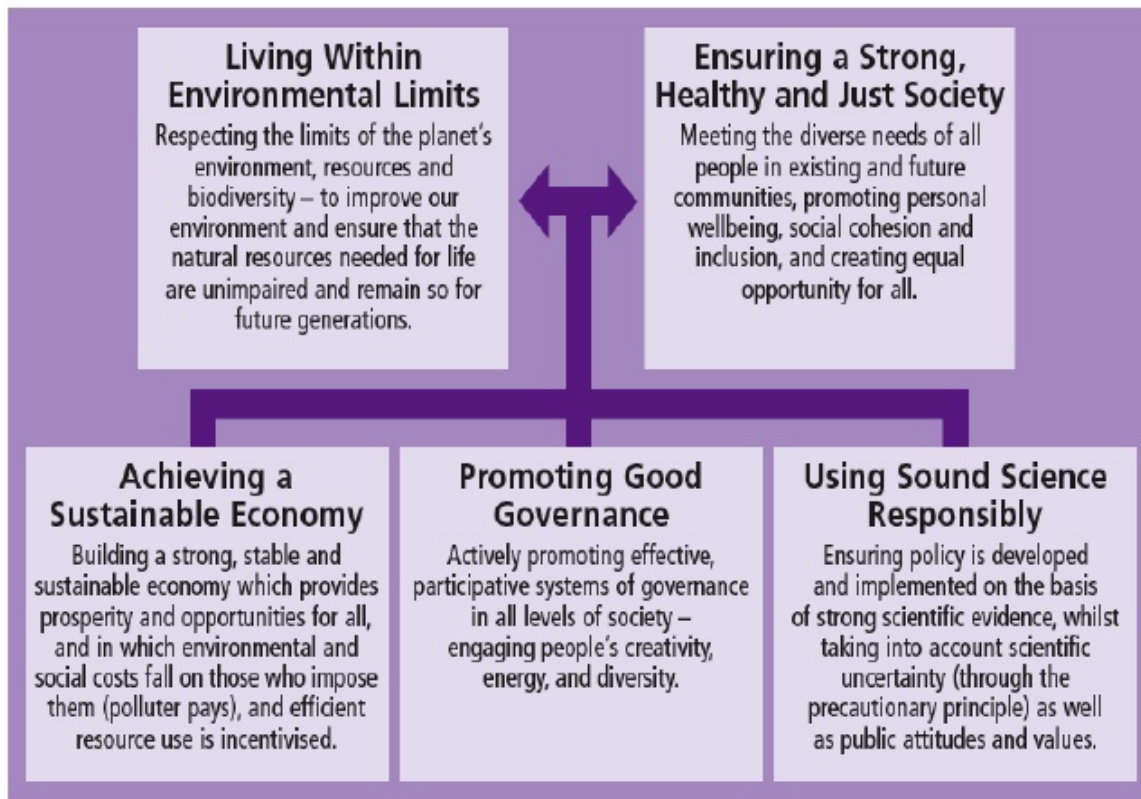


Doughnut of Social and Planetary Boundaries 2017. Rockstrom et al.



Appendix 2

Securing our Future – UK SD Strategy 2005





Appendix 3





Appendix 4

STRATEGIC INVESTMENT BOARD (SIB)

Terms of Reference
March 2017



Purpose

To take a strategic view of the Council's investments, plans and funding priorities for approval by SIB Members to achieve maximum return on investment and best value for money whilst ensuring they are aligned to delivering Best City and Best Council ambitions.

Primary Responsibilities:

- Plan the Council's capital investment to ensure it aligns to both Council and City priorities;
- Provide professional advice to major capital investment programmes and projects as approved by Executive Board

To deliver these responsibilities SIB will:

- Liaise with the Council's strategic partners and internal directorates to ensure investments maximise delivery of City and Council priority outcomes and utilise external resources where appropriate;
- Recommend for approval the Council's capital receipts programme, taking account of strategic considerations, financial requirements and incentives for release;
- Agree significant submissions to Government departments seeking financial or other support for projects or programmes (including business cases) prior to approval by Executive Board;
- Approve governance and progress monitoring arrangements for programmes and projects with significant capital investment to ensure such risks are mitigated and managed;
- Maximise funding opportunities for capital investment;
- Procure feasibility studies and options appraisals on proposals with policy implications;
- Working closely with Corporate Leadership Team (CLT) and other Boards to ensure the achievement of our Best Council and Best City ambitions.

Strategic Investment Board composition:

Neil Evans	Director of Environment and Housing
Martin Farrington	Director of City Development
Tim Hill	Chief Planning Officer
David Outram	Chief Officer Procurement and PPPU
Bhupinder Chana	Principal Finance Manager
Gary Bartlett	Chief Highways Officer
Simon Foy	Head of Policy and Intelligence
Angela Barnicle	Head of Asset Management, City Development
Viv Buckland	Head of Learning Systems, Children's Services.
Steve Hume	Chief Officer ASC Resources and Strategy
Lee Hemsworth	Chief Officer Citizens and Communities Customer Access
Michele Kelly (Co-ordinator)	Senior Asset Management Officer



Appendix 5



COMMUNITY INFRASTRUCTURE LEVY

REGULATION 123 LIST

September 2014

Regulation 123 provides for the Council to set out a list of those projects or types of infrastructure that it intends will be, or may be, wholly or partly funded through the Community Infrastructure Levy (CIL). In order to ensure that individual developments are not charged for the same infrastructure items through both Section 106 Agreements and the CIL, a S106 contribution or a S278 agreement cannot then be made towards an infrastructure item already on the List.

Sustainable transport schemes: <ul style="list-style-type: none"> - New Generation Transport (NGT) - Leeds Core Cycle Network - The Public Right of Way network
Leeds Flood Alleviation Scheme (FAS)
Secondary education
Primary education, except for large scale residential development identified in the Site Allocations Plan, which will be expected to provide primary schools either as an integral part of the development or as the result of no more than 5 separate planning obligations
Green infrastructure and public greenspace, except for on-site provision required by Core Strategy policies
Community sports facilities
Cemeteries
Public realm improvements, except for on-site provision or where this is required as a direct result of an adjacent development
District heating networks
Public health facilities

The Council will review this list at least once a year, as part of monitoring of CIL collection and spend, and any changes will be justified and subject to appropriate local consultation.

The R123 List does not identify priorities for spending within it, or any apportionment of the CIL funds across the District, and does not signify a commitment from the Council to fund the projects listed through the CIL.

The Council will work with local communities and parish/town councils to agree local priorities for spend. The 'meaningful proportion' held by local communities can be spent on the R123 List, but it does not have to be.



Appendix 5

ONGOING USE OF SECTION 106 AGREEMENTS

For clarity, the list below provides an outline of the matters which will continue to be addressed through S106 or S278 Agreements.

- Affordable housing
- Employment and skills agreements e.g. local employment or apprentice contracts
- Site specific matters needed to make the development acceptable in planning terms, including:
 - o New bus connections or services and cycle/pedestrian routes and connections if directly required by the development
 - o Local junction / highways improvements and access into the site
 - o Metrocards, travel plans and monitoring fee / co-ordinator posts
 - o Primary schools/extensions as a direct result of large sites or groups of up to five sites identified in the Site Allocations Plan
 - o On-site greenspace as required by Core Strategy Policies G4 and G5 (which include requirements for a financial contribution in lieu of on-site provision in certain circumstances¹).
 - o Public realm improvements on-site, and off-site where this is required as a direct result of an adjacent development.²
 - o On-site drainage and flooding solutions
 - o On site sustainable energy requirements

¹ Clarification added April 2015

² Clarification added April 2015



Appendix 5



Regulation 123 list Amendments

Current Reg123 List	Proposed change	Explanation
Leeds Core Cycle Network	Leeds Core Cycle Network, except for where improvements or additions are necessary as a result of a specific development.	Where appropriate for the site, a development may be expected to provide a new cycle link or upgrade an adjacent existing route, via a S106. However, where that link or route happens to be part of the Leeds Core Cycle Network, this is not possible due to the generic category on the R123 List. Therefore by inserting the exclusion on the List, it will allow the CIL to be the main contributor (alongside other funding sources), yet not preclude S106 contributions from individual developments.
The Public Right of Way network	The Public Right of Way network, except for where improvements or additions are necessary as a result of a specific development.	Almost all development sites are expected to provide new pedestrian links or upgrade an adjacent existing route, and sometimes this is best sought through a S106. However, there have been instances where applicants have argued that because all walking routes are part of the public right of way network, then no S106 contribution should be made. It was never the intention that the CIL should supersede the proper planning of new development sites, therefore providing further clarity on this wording is considered appropriate.
Primary education, except for large scale residential development identified in the Site Allocations Plan, which will be expected to provide primary schools either as an integral part of the development or as the result of no more than 5 separate planning obligations	Primary education, except for large scale residential development, which will be expected to provide primary schools as an integral part of the development.	<p>It is very difficult to identify in advance which should be the specific sites to contribute towards off-site school need in each area. This is because it does not work out evenly basing this on size or location or phasing, because the need for the school and the timing of it will alter in each case depending on which sites come forwards at which points, and because there are inevitably more than 5 sites in most instances that will generate a cumulative demand for places. It also cannot be guaranteed which sites would come forwards first.</p> <p>In addition, the CIL Regulations refer to pooling of 5 S106 'obligations', which means that the tally includes where schemes may change and new/revised applications/S106s are required, and where reserved matters applications come forwards in phases spread across one sight which would each then require a S106.</p>



Appendix 5

Current Reg123 List	Proposed change	Explanation
		<p>Therefore even a single site could on its own generate 5 obligations, after which no more could be taken into account either from that site or from any other site, no matter what was set out in the SAP and no matter whether the contributions would ever actually be received (i.e. if superseded by another application).</p> <p>The statutory consultation procedures relating to school expansions also means that even if a specific school were cited for expansion in the SAP or a S106 agreement, there is no guarantee that the outcome of the consultation would agree the expansion of that school.</p> <p>It is therefore more appropriate to remove the reference to identification of sites in the SAP to pool together up to 5 obligations.</p>
Secondary education	Secondary education, except for large scale residential development which will be expected to provide secondary schools as an integral part of the development	To provide consistency with the position for primary schools, and to support the few sites in the Site Allocations Plan where on-site secondary provision will be a requirement.
Green infrastructure and public greenspace, except for on-site provision required by Core Strategy policies	Green infrastructure and public greenspace, except for site specific provision required by Core Strategy policies	To provide better clarity about the scope of Core Strategy Policies G4 and G5, and the potential for site-specific provision to be provided by an 'on-site contribution in lieu' and not just physically on-site provision.
Public realm improvements, except for on-site provision or where this is required as a direct result of an adjacent development	Public realm improvements on-site, and off-site where this is required as a direct result of an adjacent development	To provide better clarity.

16th November 2015

Draft

Report of the Head of Governance and Scrutiny Support & Director of City Development

Report to Scrutiny Board (City Development)

Date: 21 March 2018

Subject: Housing Mix – Tracking of scrutiny recommendations/desired outcomes

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 sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Housing Mix
2. Scrutiny Boards are encouraged to clearly identify desired outcomes linked to their recommendations to show the added value Scrutiny brings. As such, it is important for the Scrutiny Board to also consider whether its recommendations are still relevant in terms of achieving the associated desired outcomes.
3. The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.

Recommendations

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

1 Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Housing Mix.

2 Background information

- 2.1 At the July 2015 meeting of Scrutiny Board (City Development), Members agreed to undertake a joint Inquiry with Scrutiny Board (Environment and Housing) into 'Housing Mix'. It was agreed that the Inquiry would be progressed via a joint working group.
- 2.2 Work in this area was initially started by the then Scrutiny Board (Housing and Regeneration) following a request for scrutiny from a member of the public and former co-optee of that Scrutiny Board. This request for Scrutiny focused on a request for Members to re-examine the adequacy of the responses provided to the first two recommendations of a previous scrutiny inquiry completed in 2011 by Scrutiny Board (Regeneration) on Housing Growth.
- 2.3 It was agreed by both Scrutiny Boards that matters relating to previous recommendations would be considered during the course of the working group's discussions. However the focus of this fresh Inquiry would be the delivery of Policy H4¹, that is, delivery, as expressed in the Core Strategy, of the right property type and tenure within criteria of affordability.
- 2.4 The review concluded in March 2016 and a report setting out the Scrutiny Board's findings and recommendations was published in the same month. One recommendation (11) was that no further monitoring of 1 & 2 made by Scrutiny Board (Regeneration) following its Inquiry into Housing Growth (2011) takes place. In July 2016, the Scrutiny Board received a formal response to the recommendations arising from this review.
- 2.5 At the Scrutiny Board (City Development) meeting 26 April 2017, the Board conducted its first review of progress against the recommendations made in the inquiry report. The Board resolved that recommendation 6 and recommendation 7 as detailed below were achieved and therefore do not require further tracking.

Recommendation 6 – *That the Chief Planning Officer writes to the Secretary of State and the Department of Communities and Local Government making the following points;*

- *That as the current Strategic Market Assessment Practice Guidance 2007 was out of date that government revises Strategic Market Housing Assessments Practice Guidance (including approaches on how to calculate and monitor an Objectively Assessed Need) as a matter of urgency.*
- *The Council would expect that revised Practice Guidance takes full account of the desirability of engaging Neighbourhood Planning forums in the preparation of the evidence base underpinning SHMAs and thus the objectively assessed housing need for the City, and requests clarification on how this might best be achieved.*

Recommendation 7 – *That the Chief Planning Officer implements proposals to include a heading on Housing Mix on each panel report and to report back to the appropriate Scrutiny Board the subsequent outcomes of the initiative.*

¹ Policy H4 aims to ensure that the new housing developed in Leeds is of a range of type and size to meet the mix of households expected over the Plan period.

3 Main issues

- 3.1 Scrutiny Boards are encouraged to clearly identify desired outcomes linked to their recommendations to show the added value Scrutiny brings. As such, it is important for the Scrutiny Board to also consider whether its recommendations are still relevant in terms of achieving the associated desired outcomes.
- 3.2 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.
- 3.3 This standard set of criteria is presented in the form of a flow chart at **Appendix 1**. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.4 To assist Members with this task, the Principal Scrutiny Adviser, in liaison with the Chair, has given a draft position status for each recommendation. The Board is asked to confirm whether these assessments are appropriate and to change them where they are not. Details of progress against each recommendation not fully implemented are set out within the table at **Appendix 2**.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at **Appendix 2**.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at **Appendix 2**.

4.3 Council Policies and City Priorities

- 4.3.1 The adopted Core Strategy takes forward the spatial objectives of the Vision for Leeds and the priorities set out in the best Council Plan, particularly in relation to promoting sustainable and inclusive economic growth. This will be supported through the identification of land and its phasing through the Site Allocations Plan and Aire Valley Leeds Area Action Plan. Appropriate housing mix is a key element of this process.

4.4 Resources and Value for Money

- 4.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at **Appendix 2**.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This report does not contain any exempt or confidential information.

4.6 Risk Management

4.6.1 This section is not relevant to this report.

5 Conclusions

5.1 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. This report sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry in Housing Mix.

6 Recommendations

6.1 Members are asked to:

- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

7 Background documents²

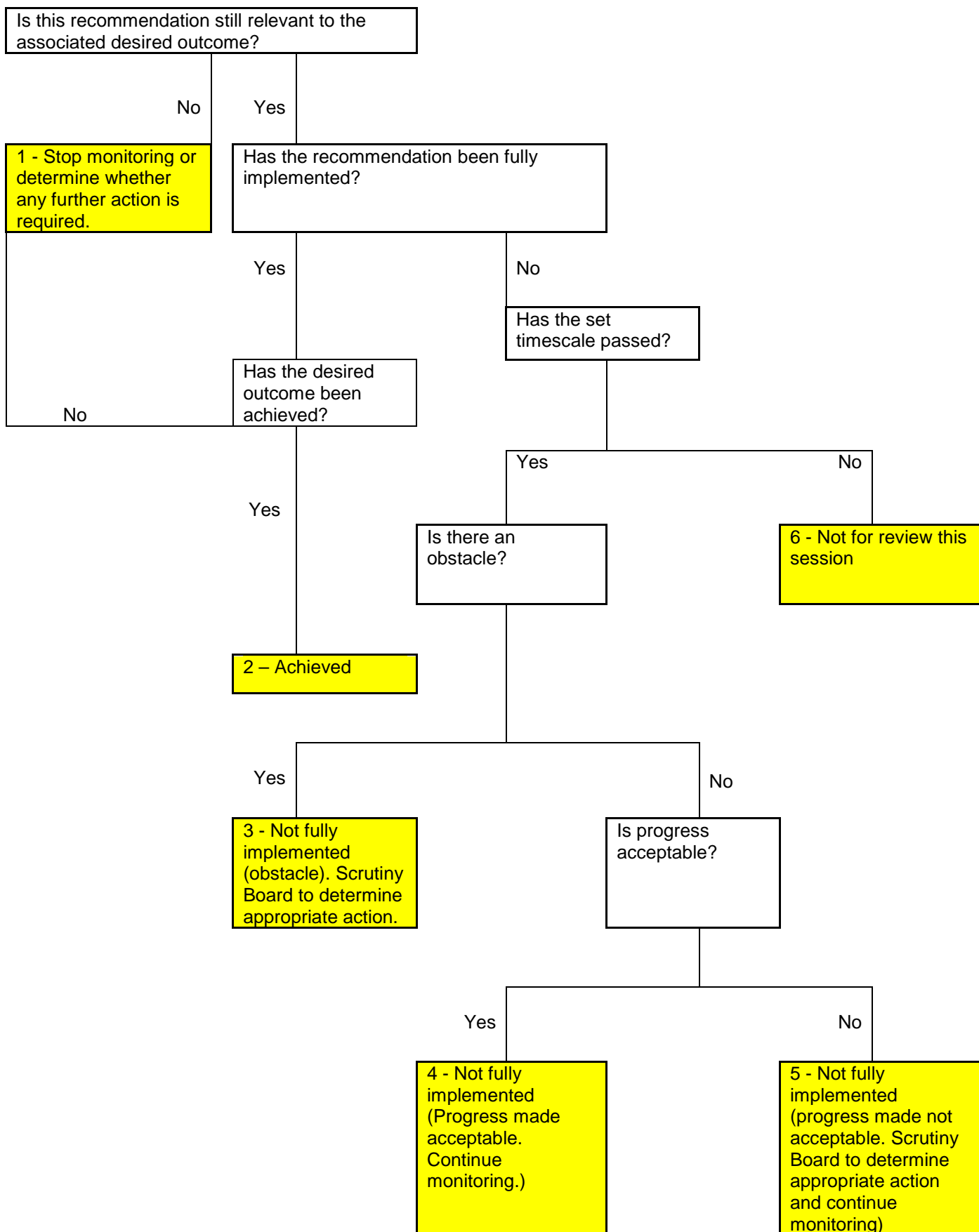
None

8 Appendices

Appendix 1 - Consultation on Revised National Planning Policy Framework (NPPF) & related planning documents

² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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



Appendix 2

Position Status Categories

- 1 - Stop monitoring or determine whether any further action is required
- 2 - Achieved
- 3 - Not fully implemented (Obstacle)
- 4 - Not fully implemented (Progress made acceptable. Continue monitoring)
- 5 - Not fully implemented (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Desired Outcome - That the Core Strategy captures all relevant data

Recommendation 1 – That the Director of City Development maintains the commitment to a selective review of the Core Strategy, which should commence following the release of the 2014, based household projections.

Formal response:

The directorate can confirm that there is commitment to a selective review of the Core Strategy. The technical elements of this process will be managed by the Head of Strategic Planning in liaison with wider key services from across the Council so as to ensure a consistent approach to demographic forecasts and analysis.

The details of this process and timetable require further scoping via Development Plan Panel (DPP). Officers advise that the release of the 2014-based sub-national household projections will be an important part of the evidence base for this. These are normally released in October 2016. The process of carrying out a Strategic Housing Market Assessment (SHMA) to support an amendment to the Core Strategy housing requirement will take at least 16 months and will need to be submitted to the Planning Inspectorate for consideration at an Examination in Public.

Key issues to consider, include:

- the methodology for carrying out an assessment of objectively assessed housing need (OAN) is set in the National Planning Policy Framework (NPPF) and Planning Practice Guidance (PPG). This is the same methodology as was used for the Core Strategy.
- a Local Plan Expert Group reported to DCLG in March 2016 on recommendations for a substantially revised OAN methodology. The key elements of this are: the link between homes and jobs can often lead to higher figures than are considered to be realistic; the need to provide affordable housing can lead to higher housing numbers than projected. The Council responded to this group's recommendations as part of a joint WYCA response. The response is available at Appendix 21. It should be noted that two independent consultants (Peter Brett and GL Hearn) have cast some doubt over the new methodology. Both point out that the new approach could have specific consequences for inflated housing numbers in Leeds e.g. arising from use of 10-year international migration trends.
- any process of reviewing the Council's housing numbers should be objective and ensure as far as possible that methodological changes to national guidance do not de-rail the process once commenced.

Until any revised targets are adopted following an Examination in Public then the Core Strategy targets remain in force.

Current Position:

The Selective Review of the Core Strategy is advancing in line with the timetable agreed by Executive Board on 8th February 2017. Submission draft policies (endorsed by Executive Board on 7th February 2018) are currently out to public consultation for a period of 6 weeks from the 9th February 2018 until 23rd March 2018. Council will in due course recommend submission of final Submission policies to the Secretary of State for independent examination.

The CSSR draft Submission policies are on the following matters:

1. Reviewing the housing requirement in Policy SP6, housing distribution in SP7, and extending the Plan period to 2033.
 - o A Strategic Housing Market Assessment (including local housing survey) has been finalised. This provided the basis for reasonable alternatives for future housing growth all of which reflect sub-national population projections, economic growth, affordable housing needs and commuting patterns. First is an option which matches homes with job growth (as based on the Regional Econometric Model (REM) for Leeds and the City Region. The REM takes national economic data and applies it sub-regionally and locally on the basis of the specific sectors which are expected to grow in these economies and the consequential job growth as a driver of housing demand. The “REM 2017” posits economic growth based on past trends with modest uplift whilst the “High Growth” scenario assumes a more aspirational economic growth. The “SHMA adjustment” modifies the “SHMA REM 2017” scenario and involves more realistic assumptions about household sizes and the fact that because these have not yet returned to pre-recession levels they shouldn’t inform future trends.
 - o An additional alternative is provided as part of the DCLG consultation “Planning for the right homes in the right places”, published in September 2017. This sets a proposed new methodology to arrive at a “starting point” figure, which may be increased to reflect economic ambitions of local authorities. Executive Board (January 2018) agreed that 42,384 homes would not provide the homes necessary to support the modern economy of Leeds with its range of housing needs.

Requirement Scenario	Annual Figure	Plan Period Figure
DCLG Consultation	2,649	42,384
SHMA ADJUSTMENT	3,247	51,952
SHMA REM 2017	3,478	55,648
SHMA HIGH GROWTH	3,783	60,528

- o The housing distribution between Housing Market Characteristic Areas remains unchanged. Whilst some on the ground anomalies have been considered, in strategic terms the HMCA boundaries continue to reflect broad housing markets and are fit for purpose.
2. Introducing new policy on housing standards with minimum space standards, and accessibility standards for new housing in policies H9 and H10
 - o Government policy allows local authorities to adopt Nationally Described Space Standards provided that there is a need, viability and that such standards will not undermine housing supply. It is well known nationally (as noted by the Royal Institute of British Architects Report (2011)) that modern new homes are often failing to meet the space that households need. As a result the Government established NDSS. In Leeds 38% of new permitted dwellings (2012-2016) were not compliant with these standards. Evidence is also provided to support the introduction of such standards (include testing through the EVS).
 - o Work on developing the policy on space standards has revealed a vacuum with regard to standards for Houses in Multiple Occupation. Whilst LPAs are not allowed to apply the NDSS to HMOs, it is proposed that the CSSR includes a requirement for the development of HMOs to provide sufficient

amenity for occupiers in terms of space, natural light and ventilation. Further guidance on what this means will be included in a Supplementary Planning Document (SPD).

- The CSSR introduces new policy in relation to accessible housing standards. The policy requires new residential development to provide two types of accessible accommodation defined in Building Regulations: M4(2) a general level of accessibility roughly equivalent to the old “lifetime homes” standard and M4(3) wheelchair accessible dwellings (that can be “accessible” or “adaptable”). Different percentages of accessible accommodation were viability tested with the conclusion that developments should make 30% of all dwellings accessible to M4(2) standards and 2% of dwellings accessible to M4(3) adaptable standards.
3. Updating policy and requirement on affordable housing by amending Policy H5
 - Members at Development Plans Panel had raised concerns that affordable housing targets in the City Centre and Inner area affordable housing zones (zones 3 and 4), should be increased. The proposed increase of targets from 5 to 7% for these zones addresses these concerns. The other areas remain as in the Adopted Core Strategy.
 - The targets are evidenced by the SHMA and their achievability is supported by an Economic Viability Study (EVS) undertaken by GVA consultants
 4. Reviewing the requirement for greenspace in new housing developments by amending Policy G4
 - The CSSR recognises that different parts of Leeds require different green space solutions and that a revised policy needs to be responsive, by providing on-site provision in some cases and commuted sums to improve existing spaces in others.
 - The policy sets out standards to be met
 5. City Centre Green Space, making minor amendments to Policies G5 and G6
 6. Incorporating new national policy regarding Code for Sustainable Homes by updating the wording of Policies EN1 and EN2 and a consequential change to EN4
 7. Introducing a new Policy for Electric Vehicle Charging Infrastructure (EN8)

The timetable for the selective review is as follows:

- Publication Draft Consultation – Early 2018
- Submission Plan – End of Summer 2018
- Examination – TBC (dependant on the planning inspectorate)
- Adopted Plan – Winter 2018/19 (dependant on the examination)

The Core Strategy Selective Review will be subject of its own Scrutiny Board considerations currently scheduled for June 2018, prior to further consideration by Executive Board and Council recommendation to submit to the Secretary of State for independent examination.

Tracking of Local Plan preparation occurs through the annual Authority Monitoring Report.

Position Status - 2 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - The standardisation of methods to assess viability

Recommendation 2 – That the Chief Planning Officer writes to the Secretary of State and the department of Communities and Local Government urging the Government to standardise the methodology for assessing viability taking into account the experiences of local planning authorities, and the full range of policy requirements for delivering sustainable development.

Formal response:

This action is outstanding pending the work with ATLAS (Advisory Team for Large Applications) under recommendation 3 below and detailed consultations arising from the Housing and Planning Act.

Current Position:

Officers lobbied the Chief Planner on the issue of viability when he visited Leeds in 2017. In its formal November 2017 response to Planning for the Right Homes in the Right Places (and following on from responses made to the Housing White Paper, which were reported to Scrutiny Board in the previous year's update) the Council also set out some key points to Government on viability as follows:

- The City Council supports the view that viability testing should be at the plan-making rather than planning application stage and the desire to streamline the process (by sticking to strategic matters). The Council accepts however that by exception, viability assessments in relation to specific planning applications may be required due to 'abnormals' which cannot be identified at a strategic level/plan-making stage). Development Plans in Leeds (and CIL) have been subject to viability testing and have been found to be sound via independent examination. However, the experience of the Development Management process is that in some instances, the requirement for policy compliant schemes is met by concerns from the development industry that meeting these requirements would not make proposals viable. This is sometimes due to issues around land values rather than strategic matters. Consequently, individual viability assessments for proposals are submitted by developers in such instances, which are then subject further independent assessment by the District Valuer (DV).
- The outcome of such discussions often results in difficult choices having to be made about the form, quality and the sustainability of development. Because of this, it is considered that there may be cases where site specific viability will need to be considered alongside the broad strategic approach validated through the development plan, but these should primarily relate to clearly evidenced and site specific abnormal costs whether of remediation or infrastructure. This may be the case in Leeds where delivery of housing on brownfield land is a key objective and to be avoided are situations where developers argue that both strategic (via CIL) and site specific (via S106) should be discounted, whereas in practice there is no evidence to suggest that brownfield land is inherently less viable to deliver than greenfield.

Changes to the National Planning Policy Framework were published in March 2018 and address issues of viability in plan making and decision taking. These will be reflected through implementation and if necessary amendments to Local Plan policies or CIL charging schedule. A headline summary note is appended to this report.

It should also be noted that whilst viability remains an issue on some schemes the vast majority of schemes coming forward are policy compliant. For example, affordable housing provision is often cited as a key viability issue. But between 2014 and 2017, of the 132 schemes approved for housing which were eligible for provision of affordable housing 77.5% were policy compliant with on-site delivery, a further 5.5% were policy compliant with off-site commuted sums provided. The remaining 17% of proposals were either delivering fewer or no affordable dwellings based on site specific matters which were supported by valuation evidence.

Position Status - 2 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - The continuous improvement of elected members skills and knowledge

Recommendation 3 – That the Chief Planning officer arranges for Plans Panel Members to receive further information and training on best practice in dealing with scheme viability appraisals, in collaboration with other West Yorkshire authorities and the Planning Advisory Service.

Formal response:

A training session on viability for elected members is taking place on 13th July 2016. All members of the Plans Panel have been invited to attend. The session is being led by ATLAS (Advisory Team for Large Applications), with contributions from the District Valuer and representatives from the volume house builders.

Current Position:

West Yorkshire RTPI held a further session on viability for local authorities in Autumn 2017. In 2018 a refresher along the lines of the RTPI material will be developed for plans panel members. The Government has indicated that it will revisit the issue through draft changes to NPPF. This may affect the content of any future training.

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - Raising the awareness of Housing Assessments and their importance in the planning process

Recommendation 4 – That the Chief Planning Officer reports back to the relevant Scrutiny Board the implementation and success of the proposed assessment guidance and other proposed actions around Housing Needs Assessments.

Formal response:

The development of assessment guidance for carrying out Housing Needs Assessments remains a priority. The commissioning of local Housing Market Assessments on a neighbourhood basis is overseen by the Housing Growth Team and this work will be extended to include the preparation of a template which could provide guidance to assist others, including Neighbourhood Forums and developers, in carrying out local assessments. The current contract for this work is due for renewal in September and it will form part of the work programme of the new contractor once appointed.

A report back to Scrutiny Board will follow at that time. It will be important to reflect this workstream in any revised SHMA and be clear as to the roles of Ward Members and Community Committees in this area.

Current Position:

The HMA & Strategic Housing Research Commission was awarded to Arc4 in March 2017. This commission has worked alongside the revision of the Strategic Housing Market Assessment and utilised primary research data to develop a position in relation to the housing market and specific needs.

Since 2011, the council has commissioned 37 Housing Market Assessments across the city (for a variety of purposes including neighbourhood planning approaches and new strategic developments) and these have been used as a basis for discussions with developers and Registered Providers to inform the development of schemes or respond to proposals.

The Council has utilised the HMAs when identifying the need and type of Affordable Housing required as part of s106 Affordable Housing obligations. This has enabled the council and developers to directly address local housing need and demand in different

areas. Developers are also required to submit their own HMA on larger developments which are scrutinised by officers and compared against the council's own data.

The most recent commissioned HMAs have been for strategically important programmes, such as Leeds Living to support the submission of a proposal to the Ministry of Housing, Communities and Local Government (formally DCLG) to accelerate the delivery of c14,000 units of housing in the city centre, and refreshed HMAs to assist the further development of Neighbourhood Plans in Rothwell and Woodlesford and Oulton. Further work is currently being produced on student housing trends, particularly focussing on the city centre and the Purpose Built Student Accommodation market.

Moreover, from a strategic perspective the 2017 Strategic Housing Market Assessment also contains Housing Market Characteristic Area chapters, which provide more local detail on the housing needs in the area including housing mix. These too will be used by officers to implement Core Strategy and Site Allocations Plan policies.

Members will also recall that when the SHMA was prepared a reference group was established which included local community representatives and other interests in the housing market (including older peoples housing).

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - Improvement in the quality of Neighbourhood Plans

Recommendation 5 – That the Chief Planning Officer ensures that appropriate assistance is offered to Neighbourhood Forums to assist in the drawing up of Neighbourhood Plans.

Formal response:

The Council currently supports 35 neighbourhood groups. 1 plan has got to referendum and about 8 plans have either reached pre-submission stage or are about to. Therefore the collaborative arrangements put in place by the Council; working alongside neighbourhood groups is now bearing fruit. The recent restructure of the planning service has allowed for greater flexibility in the deployment of staff within Policy and Plans to advise forums. However, at present the overwhelming priority for staff is the progression of the site allocations plan and Aire Valley Area Action Plan.

However, there are parts of the District where there are particular challenges. Officers are aware of specific issues in particular parts of the District and the Directorate has put arrangements in place to address those issues e.g. through regular ward member contact and attendance at Neighbourhood Forum meetings.

Current Position:

The Council has supported 9 Neighbourhood Plans to a successful independent examination:

- Alwoodley
- Bardsey-cum-Rigton
- Barwick-in-Elmet and Scholes
- Boston Spa
- Clifford
- Collingham
- Holbeck
- Linton
- Thorp Arch

It is expected that approximately 13 examinations will take place throughout 2018 which if

subject to referenda's could bring the total number to 22 Plans for Leeds.

The level of support provided has been increased by further dedicated officer support to Neighbourhood Planning. There is additional support being provided by long-term student placements. The Council has been working with Planning Aid England in Beeston and Holbeck to provide targeted support to both Neighbourhood Forums, with mixed success. There may be an opportunity to explore this joint working further in future. Collaboration with the majority of groups is working very well, with specific arrangements in place to improve the collaboration with groups where this has been less efficient previously.

The Council is working with Planning Aid England and Leeds Beckett University to host an Inner Area Neighbourhood Planning Event on Saturday 9th June. The event is targeted at those groups in Leeds and elsewhere who are in the early stages of neighbourhood planning, or groups that have previously expressed an interest in Neighbourhood Planning but have not yet commenced the process. The Ministry of Housing, Communities and Local Government, the Town and Country Planning Association, and Locality have been invited.

Leeds is also now the first major city to have an inner city Neighbourhood Plan with the Holbeck NP.

Tracking of Neighbourhood Plans occurs through the annual Authority Monitoring Report.

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - That Housing Mix is discussed with developers at the earliest opportunity.

Recommendation 8 – That the Chief Planning Officer reports back to the appropriate Scrutiny Board the improvements to housing mix achieved through the practice of discussing mix at pre application stage.

Formal response:

A further report will be taken to Scrutiny Board alongside the updates set out under recommendation 4. However, in the meantime, officers have explored the up to date picture covering 1st April to 31st March 2016. This reveals, as set out in Tables 1 and 2 below, that there has been an improvement to the housing mix. Further updates will be provided on an annual basis.

Table 1: Monitoring of 2015/16 – proportion of all new housing per room

Year	Number of bedrooms			
	1	2	3	4+
2012-13	22%	27%	25%	27%
2013-14	21%	22%	28%	29%
2014-15	21%	15%	37%	28%
2015-16	26%	29%	28%	17%
Policy H4 target	10%	50%	30%	10%

Table 2: Number of housing completions per room

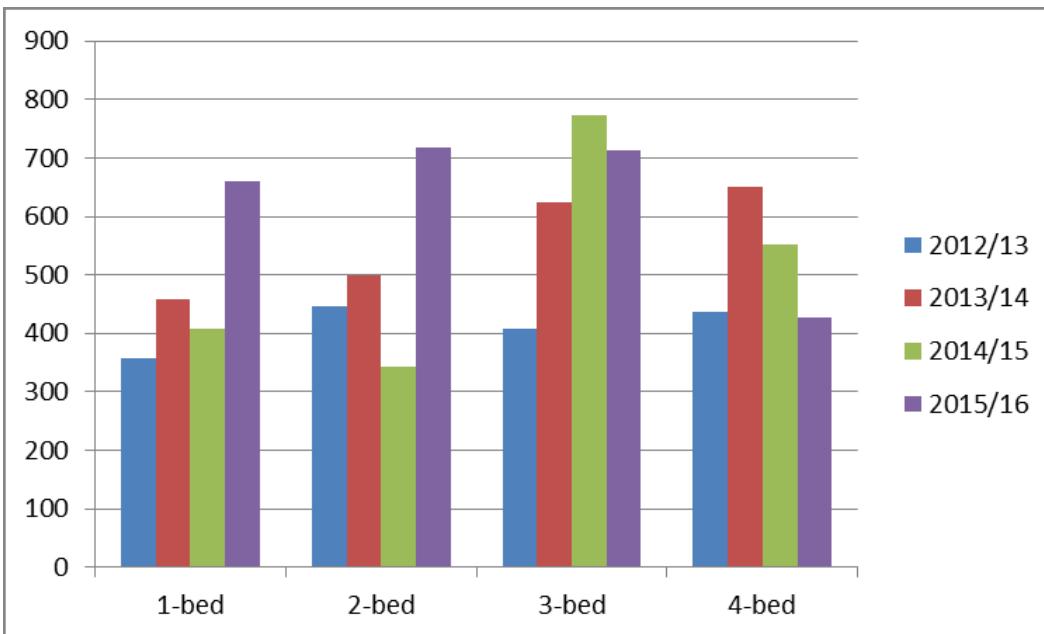


Table 1 shows that proportionately, for the first time since the Core Strategy period, 1 and 2-bed properties form the largest proportion of new housing. Table 2 shows that in absolute terms 2015/16 showed significant increases in the numbers of new 1- and 2-bed properties and a substantial fall in the number of 4-bed properties.

It is important to chart whether such a trend is due to continue. To that end, monitoring of the past 6 months' worth of detailed planning approvals has been assessed. Table 3 shows that for over 1,200 approved properties the policy is being more closely supported than previously. Bi-annual progress will be reported to Scrutiny.

Table 3: Number of housing completions per room

Period	Number of bedrooms approved			
	1	2	3	4+
Sept '15 to Mar'16	26%	38%	19%	18%
Policy H4 target	10%	50%	30%	10%
Range	0% - 50%	30% - 80%	20% - 70%	0% - 50%

Table 4: Affordable Housing completions

Period	Section 106	Grant assisted	Government initiative	Non assisted	Total
2012/13	72	119	155	14	360
2013/14	109	175	361	45	690
2014/15	79	262	427	114	882
2015/16	107	58	474	255	894

Table 4 details completions of affordable housing. The private element of affordable housing delivery through Section 106 agreements is the smallest component of affordable housing delivery. As the Scrutiny Report notes this is often due to the impact that developers claim affordable housing has on the viability schemes. Government has encouraged local authorities to negotiate with developers to ensure that schemes are viable. The low number is a reflection of overall delivery of housing in the district, which in recent years has largely been supported by delivery in the non-volume house building

market. The Council would expect the contribution of affordable housing from private delivery to step-up alongside overall completions to meet the annual Core Strategy targets as a reflection of the current housing land supply translating to completed housing units on the ground.

Current Position:

A further report was taken to Scrutiny Board alongside the updates set out under recommendation 4 in September 2017. Officers have explored the up to date picture covering 1st April to 31st March 2017. This reveals, as set out in Tables 1 and 3 below, that there has been movement within the housing mix with a greater proportion of 1 and 2 bed homes and a reduction in 4+ bed homes.

Table 1: Proportion of all new housing per room

Year	Number of bedrooms			
	1	2	3	4+
2012-13	22%	27%	25%	27%
2013-14	21%	22%	28%	29%
2014-15	21%	15%	37%	28%
2015-16	26%	29%	28%	17%
2016-17	29%	25%	30%	16%
Policy H4 target	10%	50%	30%	10%

Table 1 shows that proportionately 1 and 2-bed properties form the largest proportion of new housing and a fall in the number of 4-bed properties.

Note that Table 2 from the formal response has not been re-presented in the current position.

It is important to chart whether such a trend is due to continue. To that end, monitoring of the past 12 months' worth of detailed planning approvals on new sites has been assessed. Table 3 shows that for over 1,500 approved properties the policy is being more closely supported than previously with a continued reduction in very large houses with 4 or more bedrooms and an increase in 1 or 2 bedroom properties in flatted schemes in and around the city centre. Bi-annual progress will be reported to Scrutiny.

Table 3: Number of housing approved per room

Period	Number of bedrooms approved			
	1	2	3	4+
Jan to Dec '17	44%	31%	14%	12%
Policy H4 target	10%	50%	30%	10%
Range	0% - 50%	30% - 80%	20% - 70%	0% - 50%

Table 4: Affordable Housing completions

Period	Section 106	Grant assisted	Non assisted	Total (NPPF)	Gov't initiative (Help to Buy)*	Total
2012/13	72	119	14	205	155	360
2013/14	109	175	45	329	361	690
2014/15	79	288	88	455	427	882
2015/16**	129	78	249	456	474	930
2016/17	112	302	143	557	464	1021

*Following the previous tracking report and the formal response above, the Council has clarified that “Help to Buy” properties do not count towards delivery of affordable homes under the definition of Affordable Housing in the National Planning Policy Framework.

**Figures subject to slight amendment to previous reporting to reflect late notification on specific site

Table 4 above provides an update to Affordable Housing delivery as an update to previous figures at the end of 2015/16. The private element of affordable housing delivery through Section 106 agreements is the smallest component of affordable housing delivery.

The number of Help to Buy properties are collated by the Homes and Communities Agency and shared with the council on a quarterly basis. It is an initiative introduced by government to offer subsidy through an equity loan for home buyers. This is included in the spectrum of initiatives available to support people on the property ladder alongside Affordable Housing delivery such as Section 106 and direct delivery by Registered Providers and the Local Authority. Acknowledging that government initiatives such as this are linked to the overall picture.

Tracking of Housing Mix and Affordable Housing indicators occurs through the annual Authority Monitoring Report.

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - Raising the knowledge of Elected Members on the implementation of Policy H4

Recommendation 9 – That the Chief Planning Officer advises Joint Plans Panel of actions to be taken regarding the Implementation of Policy H4 and proposed actions to ensure improved delivery.

Formal response: This will be reported to the first Joint Plans Panel following the date of this Scrutiny response.

Current Position:

This was reported to the Joint Plans Panel in November 2017 who noted the initiatives being taken as detailed in recommendations above.

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Desired Outcome - The development of a policy identifying and meeting specialist housing need

Recommendation 10 – That the Director of Environment and Housing and the Chief Planning Officer explore a more coherent and detailed approach to identifying the need for specialist accommodation and how this can be met, and report back to the relevant Scrutiny Board.

Formal response:

Housing Market Assessments for specific schemes as required by Policy H4 and referred to above at Recommendation 4 and can utilise data provided by services including Adult Social Care to inform housing mix requirements within market areas and relevant to schemes. The SHMA commission will seek strategic analysis of the Leeds market to help support local studies. A further report will be provided as part of the update referred to in recommendation 4.

Current Position:

The CSSR introduces new policy in relation to accessible housing standards. The policy requires new residential development to provide two types of accessible accommodation defined in Building Regulations: M4(2) a general level of accessibility roughly equivalent to the old “lifetime homes” standard and M4(3) wheelchair accessible dwellings (that can be “accessible” or “adaptable”). Different percentages of accessible accommodation were viability tested with the conclusion that developments should make 30% of all dwellings accessible to M4(2) standards and 2% of dwellings accessible to M4(3) adaptable standards.

The Council has also committed to preparing a SPD on student housing and HMO internal space standards to complement the national standards contained in the CSSR.

Position Status - 4 *This is to be formally agreed by the Scrutiny Board*

Consultation on Revised National Planning Policy Framework (NPPF) & related planning documents

1. The Ministry of Housing, Communities and Local Government (MHCLG) is revising the National Planning Policy Framework (NPPF), issued in March 2012, as part of the planning reform package set out in the February 2017 Housing White Paper, the September 2017 'Planning for the Right Homes in the Right Places' consultation and further announcements in last November's Autumn Budget.
2. The proposals were launched on Monday (5th March) and subject to consultation until 10th May and include the following interrelated documents:
 - National Planning Policy Framework consultation proposals
 - National Planning Policy Framework – Draft Text for Consultation
 - Draft Planning Practice Guidance for Viability
 - Housing Delivery Test – Draft Measurement Rule Book
 - Supporting Housing Delivery through developer contributions (Reforming developer contributions to affordable housing & infrastructure).
3. The consultation takes the form of a series of specific questions regarding the details of the changes.
4. Further releases are also anticipated (this week), which set out the methodology for the calculation of housing requirements. There is no indication that the Government's approach has shifted from that in the previous consultation and it is expected that, as before, each local authority will be have a baseline number set by Government.
5. Officers are working through the details of these proposals, with a view to preparing an initial response to the Development Plan Panel (DPP) on 17th April and will also make DPP aware of the nature and scope of these proposals at the meeting on 13th March. Other briefings can be provided as appropriate.
6. There is a considerable amount of detail to work through, in comparing the cross cutting changes with the current NPPF and in reviewing the other technical documents. From an initial analysis the following headlines can be flagged:
 - Changes to the structure & presentation of the NPPF, for example the 'Core Planning Principles' section has been removed, with the principles incorporated into each thematic section,
 - The 'presumption in favour of sustainable development' would be triggered where a Council cannot demonstrate a five-year housing supply "or where the housing delivery test indicates that delivery of housing has been substantially below the housing requirement over the previous three years,
 - Local plans will be considered sound if, as a minimum, they meet as much as possible of an area's objectively assessed needs, particularly for housing,
 - A standard methodology for assessing housing need will be implemented via the revised framework (previously set out in the September 2017 consultation document),

- A housing delivery test will impose sanctions on Councils failing to meet housebuilding targets in their local plans,
- Planning authorities must fully examine "all other reasonable options" for meeting their identified development needs before releasing Green Belt.
- The government expects minimum density standards to be used in town and city centres and around transport hubs in areas where there is a shortage of land for meeting identified development needs,
- Where policy requirements have been tested for viability at the plan-making stage, such issues should not usually need to be visited again at the planning application stage,
- Greater emphasis upon 'strategic plans' & the role of combined authorities with planning powers, with stronger references to meeting unmet needs from neighbouring areas where necessary/agreed,
- Changes to the wording of the soundness tests for plan –preparation (plans need to be justified on the basis of '*an appropriate strategy*' not 'most appropriate strategy' as currently worded).

Supporting Housing delivery through developer contributions

- Alongside its review of the NPPF, the also published consultation proposals for changes to developer contributions. These changes were first announced in last year's Budget following recommendations made by the government's Community Infrastructure Levy (CIL) review panel, which was tasked with reviewing the workings of the levy.
- The Budget said that the government would consult to ensure that where an authority has adopted CIL, section 106 pooling restrictions could be removed "in certain circumstances such as where the authority is in a low viability area or where significant development is planned on several large strategic sites". It also proposed to allow authorities to "set rates which better reflect the uplift in land values between a proposed and existing use". Other measures to be consulted on would include "speeding up the process of setting and revising CIL to make it easier to respond to changes in the market".

Implications for Leeds

7. The Leeds Site Allocations Plan (SAP) is at an advanced stage, with the Core Strategy Selective Review (CSSR) progressing to timetable. Because of these respective timetables, due to transitional arrangements, they will not be 'caught' by these new proposals. The SAP remains at examination and following the close of consultation on resubmission proposals (26th February) is due to reconvene with stage 2 Hearings (Housing) in July 2018. The CSSR is at Publication draft consultation stage, with consultation due to close on 23rd March, with submission to the Secretary of State planned for September 2018.
8. In launching the consultation proposals, the MHCLG have confirmed that local planning authorities will have six months from publication of the new National Planning Policy Framework (NPPF) (anticipated in the summer) to submit local plans for examination under the old framework. Transitional arrangements are proposed which will apply the current framework to the examining of plans which are submitted on or before the date which is six months after the date of the publication of the new framework.

David Feeney
7th March 2018



Report author: Jonathan Moxon

Tel: 0113 37 88529

Report of the Director of City Development

Report to Scrutiny Board (Infrastructure and Investment)

Date: 21 March 2018

Subject: Local Flood Risk Management Strategy

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input 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. Under the Flood & Water Management Act 2010, Leeds City Council as the Lead Local Flood Authority is required to have a Local Flood Risk Management Strategy.
2. The Strategy for Leeds was adopted by Full Council on 26th March 2014.
3. At their meeting on 21st January 2014 the Scrutiny Board (Sustainable Economy and Culture) considered the Council's draft Local Flood Risk Management Strategy (LFRMS) and it was agreed that they would review the Strategy on an annual basis.
4. The Scrutiny Board (City Development) last reviewed the Strategy on 22nd March 2017.
5. This past year Leeds suffered a small number of flooding events the most significant being the heavy rainstorms in May and August.
6. This report examines the implementation of the Strategy over the last 12 months and provides a summary of the measures that are set out for the years ahead.
7. The LFRMS itself will be reviewed and updated during late 2018 and taken to Full Council in December 2018 for review and subsequent approval.

Recommendations

8. That the Board reviews the progress made with regard to the Strategy and makes comments to further inform the wider review of the LFRMS due to take place in late 2018.

1 Purpose of this report

- 1.1 Allow for the scrutiny of the Council's Local Flood Risk Management Strategy.

2 Background information

- 2.1 Following major floods during 2007, Government set up the Pitt Review to look into the way flood risk management agencies dealt with such a major event. This review came up with 93 recommendations, which Government accepted.
- 2.2 A number of these recommendations needed legislation to give the agencies the powers or duties necessary and hence the introduction of the Flood & Water Management Act 2010 (F&WMA). One of these duties was for all Lead Local Flood Authorities (Leeds City Council for this area) to prepare a Local Flood Risk Management Strategy (LFRMS).
- 2.3 Following Scrutiny Board (Sustainable Economy and Culture) review of the draft Strategy, on 21st January 2014, it was adopted by the Full Council on 26th March 2014.
- 2.4 The Strategy was last reviewed by Scrutiny Board (Sustainable Economy and Culture) on 22nd March 2017.

3 Main issues

3.1 Leeds Local Flood Risk Management Strategy

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

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

The specific measures are contained in Appendix C of the Strategy, which is to be updated regularly to ensure it is reactive to latest priorities.

Progress against priority measures identified in Appendix C of the Strategy for 2017 is included in Appendix 1.

Other actions that have been taken and continue to be taken are

- Ongoing maintenance of watercourses and flood alleviation features
- Partnership working with other key agencies
- Close working with Community Flood Groups – increase awareness of flood risk
- Develop and maintain a comprehensive Register of flood risk features
- Manage flood risk generally

- Investigate flooding events – where necessary producing a Section 19 Report, promote sustainable development – particularly with regard to Sustainable Drainage Systems (SuDS)
- Support planning with determining the impact of development on flood risk and securing contributions from developers to support the delivery flood risk management measures.

3.2 Recovery from major flooding – Post Storm Eva 2015

The devastating and widespread impacts of the Boxing Day (storm Eva) flooding continue to be felt in Leeds. Businesses and residents are now back in refurbished properties on the whole, however a number of businesses have not re-opened (16 have not re-opened, 11 relocated), some premises have still yet to be fully repaired. Many properties were able to take advantage of post flood recovery funding in the form of grants. The councils teams supporting the administration of this funding made every effort to simplify and support the application process, but for a number of reasons described below there was in the region of £1m of flood recovery funding handed back to DCLG in early 2018. That said, not including financial support provided by the Leeds City Region Local Enterprise Partnership, LCC provided a total of £3,522,519 in financial support in a number of ways summarised briefly below:

- Community Support Payments - £354,000
- Property Resilience Grants - £1,236,170
- Business Grants - £677,992
- Council Tax discounts - £110,681
- Business Rate Relief - £1143676.04

As described above not all flood recovery funding was drawn down, many properties, especially those within high rise buildings although affected by the floods weren't directly heavily impacted and therefore did not claim additional financial support, some properties and businesses didn't feel they had the time, support and information to complete applications.

Insurance for flood damage still remains a national issue particularly for businesses, with many businesses and residents experiencing very different services from their insurers, some even finding that they weren't adequately covered or even insured at all, especially tenants where arrangements between tenants and landlords can be complicated. The knock on effects of insurance claims, many substantial, as a result of Storm Eva damage are still being felt as premiums and excesses increase or insurance cover becomes difficult to attain as policy renewals occur.

The council now has an established governance structure around flood risk at all levels across many directorates and services. The Flood Resilience Programme Board established in early 2017 and chaired by the Director of City Development includes Chief Officers from a range of directorates as well as officers from the Environment Agency and Yorkshire Water. This group provides strategic leadership on flood risk in very broad terms covering major schemes, community resilience, stewardship and cultural elements relating to the Waterfront. The lessons learnt following Storm Eva have been reviewed in late 2017 and cross referenced with the LCR Flood Review and National Flood Resilience Review conducted by the Government, progress on these and related actions are tracked

and coordinated by the FRPB and its sub-group the Resilience and Stewardship Group whose strategic group is chaired by Councillor Lucinda Yeadon.

Significant infrastructure damage was sustained across Leeds as a result of Storm Eva leaving railway lines, roads and bridges closed for many days and even months in the case of Linton Bridge. Linton Bridge reopened on 2nd September 2017 after an extensive rebuilding of the main structure within the existing historic structure had been completed, costing £5.1m. The construction of Leeds Flood Alleviation Scheme Phase 1 (LFAS1) was also very badly affected and subsequently made repairs and undertook additional works totaling £3.8m. Now substantially complete the work on LFAS1 has greatly reduced flood risk in the city centre.

Parts of Leeds along the river Aire affected by Storm outside the LFAS1 area are still at high risk of flooding. Work on Leeds FAS 2 to progress feasibility and early modelling and design work have been accelerated following the announcement in March 2016 that additional funding would be provided to give Leeds a 'good' standard of protection, with £35m committed within this current spending period to 2021. The Outline Business Case submitted to the Environment Agency and Treasury in late January 2018 saw an extensive scheme being put forward with a cost of £112m, which would seek to provide a 1 in 200year (0.5% Annual Exceedance Probability (chance of happening in any given year)). This would be achieved through a range of advanced works, with works at Stourton due to start imminently, linear defences from the train station up through Kirkstall, a large storage area on the upstream boundary of the city near Calverley and a range of Natural Flood Management measures across the upper catchment aiming to increase tree canopy cover in the catchment from 7% to 15%.

Otley suffered widespread flooding in the area to the north of the Wharfe around Billams Hill where 58 properties were flooded internally and more affected by flood water. A study to develop a better understanding of the flood risk in Otley was already underway when £2m of 'booster' funding was announced in the September 2016 Autumn Statement by the Chancellor. This had led to the development of the Otley Flood Alleviation Scheme (OFAS), led by the council working closely with the Environment Agency. The OFAS is currently at modelling and options development stage with construction planned to complete by December 2020, work to date has seen an extensive re-modelling of the whole catchment providing benefits to Otley but also other communities up and down stream along the Wharfe. The total cost of the scheme and final programme will be subject to the results of the work currently ongoing. Residents and local groups continue to be closely engaged with the scheme.

3.3 Flood across Leeds in 2017

2017 has thankfully been a comparatively quiet year in terms of flooding incidents in the city. Having said this, 352 flooding incidents were reported and investigated during 2017 which is still close to the average across the last decade (1857 in 2015), graphs showing incidents in 2017 and previous included in Appendix 3.

The two most significant flooding incidents occurred as a result of unforecasted extremely localised and heavy rainfall on both 27th May and 23rd August 2017 caused by surface water flooding (1 property affected directly from Wyke Beck).

Although neither of these incidents triggered the need to produce a Section 19 report (due to the scale of their impacts and their typical nature) there were still isolated pockets of properties badly affected. Some properties suffered internal flooding on both occasions and a small number of properties were still not able to return to their homes until December 2017.

Works to provide property level protection, repair and clear damaged culverts and drainage assets and undertake improvements works have reduced the risk of future flooding in a number of the locations affected. Surface water flood risk remains a complicated source of flooding to residents and businesses in Leeds, with the responsibility for assets and infrastructure that affect this spread across a number of council departments and other organisations, as well as also being privately owned in many places.

It shows that the city is still very vulnerable to a wide range of flooding impacts with surface water impacts continuing to be seen across the city. A number of properties, roads and businesses were again badly affected, in some cases this has led to repair work and also investigations that have led to improvements being made to local drainage alongside Yorkshire Water, but more work is needed to reduce this likelihood of these events in future.

The Garforth area remains a particularly vulnerable to heavy rainfall with largely completed flood alleviation works at Barley Hill and Glebelands playing fields providing valuable flood storage for the area. A number of other recently completed schemes in the area were also tested and provided valuable protection.

3.4 Proposed and recently completed Capital Works on Flood Alleviation

Appendix C – The List of Measures in the Strategy (included as Appendix 2 in this report) has been updated on the progress made and includes new priorities already identified following the flooding events in 2015 and the investigations that took place during 2016 and 2017.

3.5 Capital Works Completed

In 2017, 4 major schemes were completed:

- **Leeds Flood Alleviation Scheme Phase 1**

This covers the Central Section of the River Aire where it passes through the City Centre and involves the incorporation of moveable weirs as well as linear fixed defences. The scheme was officially opened on 4th October 2017 by Cllr Judith Blake and Emma Howard-Boyd, chair of the Environment Agency.

- **Westfields Flood Alleviation Scheme, Allerton Bywater**

This was the construction of a bypass culvert and new watercourse to reduce the risk of flooding to properties in the Westfields area of Allerton Bywater.

- **Glebelands Flood Alleviation Scheme, Garforth**

This is a flood water storage area at the top of the Garforth culverted water course and reduces significantly the risk from flooding to downstream properties. It is also a feature of the ongoing Lin Dike Options strategy.

- **Barley Hill Recreation Ground Flood Storage**

This is an expansion of the proven existing flood storage area and further protects properties downstream. It is also part of the ongoing Lin Dike Options Strategy.

3.6 Capital Works Proposed

- **Otley Flood Alleviation Scheme**
- **Killingbeck Naturalised Flood Management Scheme**
- **Leeds FAS 2**
- **Mickletown (Pit Lane) Flood Embankment**

Also these Measures are being used to form the Medium Term Programme, for bids to the Environment Agency for Grant in Aid and Local Levy funding.

The Environment Agency administer a 6-year flood risk investment programme on behalf of Defra, over the current six years to 2021 this has an estimated value of £2.9bn nationally across all sources of funding.

Some of these schemes are led by the EA themselves, however in Leeds the city council are leading the majority of the investment as indicated in our List of Measures.

In 2015 Leeds included £1m in the Council's Capital Programme to be spent over three years in the bidding process as partnership/match funding to secure financial support and to deliver flood mitigation works that would not be eligible for other funding. This continues to prove an extremely useful way to maximise the councils ability to be flexible in how it delivers schemes and has attracted match and partnership funding that would not otherwise have been available. The time period for spending this funding has been extended as it has successfully attracted match and further funding from a range of sources enabling a larger capital FRM programme to be delivered.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 A wide consultation was carried out for the adoption of the Strategy. Further local consultation will be undertaken on individual schemes. The 2018 review and update of the LFRMS for Leeds will involve further consultation with neighbouring local authorities and key communities.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.5.2 The Act requires Scrutiny of the Council's activities in this area

4.6 Risk Management

4.6.1 The Strategy allows the Council to prioritise its work on Flood Risk, leading to reduced overall risk of flooding.

5 Conclusions

5.1 Flood Risk is a key threat to the wellbeing of the residents across Leeds and in order to ensure action is taken it is important that Council continues a proactive approach to mitigating the impact of flooding.

5.2 There has been good progress in the delivery of projects identified in the Strategy in 2014. However priorities will need to be reviewed following the evaluation of the exceptional flooding events in 2015 and subsequent Section 19 report.

5.3 The allocation of a Capital budget in 2015 is already helping in achieving the proposed aims set down in the Strategy by securing match funding for works to be delivered this year and in to the future.

6 Recommendations

6.1 That the Board reviews the progress made with regard to the Strategy and make comments.

7 Background documents¹

Leeds Local Flood Risk Management Strategy

8 Appendices

8.1 Appendix 1 - Progress on LFRMS Appendix C (2017)

8.2 Appendix 2 – Updated version LFRMS Appendix C (i) Measures (2018)

8.3 Appendix 3 – FRM Incidents Report 2017

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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**APPENDIX 1
PROGRESS ON LOCAL FRM STRATEGY APPENDIX C (2017)**

ID	Priority/ Current Phase	Scheduled Phase Completion	Measure	Progress	Comment
S2	Construction Stage	2015 (2016-17 extra works)	Ramsden Street, Kippax, Flood Alleviation Scheme	Completed	The works were substantially completed during 2015 with additional drainage works and landowner negotiations done in 2016-17.
S3	Design/ Construction Stage	2017	Leeds City Flood Alleviation Scheme, River Aire Phase 1	Design completed Substantially Completed (Construction ongoing Holbeck)	Works in the City Centre started in Summer 2015 with substantial completion December 2017 on the main river Aire sections, Hol Beck works are almost complete, ongoing work to fully develop operational readiness
S5	Design Stage	2017	Barnsdale Road Property Level Protection Scheme, Allerton Bywater	On-hold	Design work largely complete, scheme on hold due to change in property ownership, their proposed changes to the property have yet to be finalised
S6	Design Stage	2018	Pit Lane Flood Alleviation Scheme, Mickletown	Ongoing	Flood bank currently being remodelled and designed, planning submitted, protects against both surface water and river flooding, developer contribution involved
S9	Feasibility Stage	2018	Lower Mickletown Flood Alleviation Scheme, Mickletown	Ongoing	Scheme to protect Lower Mickletown currently being reviewed using the outputs from the latest model of the Lower River Aire, the delivery of this model has been delayed

S8	Feasibility Stage	2017	Cotton Mill Beck Culvert, Valley Road, Morley	Assessment and report completed	Investigation works have discovered that the culvert needs replacing, but presence of services on site mean this issue has been passed back to Network Rail who are working with WYCA to resolve, discussions ongoing
S13	Design Stage	2019	Wakefield Road Flood Alleviation Scheme	Ongoing	Restricted culvert and surface water flow. Install new culvert and widen highway ditch, design being reviewed in line with the findings from the Lin Dyke study (linked to S31)
S15	Design Stage	2018	Killingbeck Meadows Flood Alleviation Scheme, Halton/Seacroft	Ongoing	Accelerated scheme due to combining the benefits of releasing development sites and providing green infrastructure improvements to a Local Nature reserve as well as providing flood risk reduction, this scheme should receive planning permission in March 2018 and become a registered flood storage area under the Reservoirs Act. This forms part of a joint Wyke Beck Programme delivering housing growth from brownfield land and Local Nature reserve and green space improvements. (linked to S30)
S17	Feasibility Stage	2018	Wortley Beck Flood Alleviation Scheme - Assessment	Ongoing	This study is progressing jointly with the EA and has suffered major delays with the modelling work, work has started to progress again in

					late 2017 after modelling work was passed to LCC consultants
S29	Design Stage	2018	Queen Street Culvert	Outline design completed	Works will commence following treatment of Japanese knotweed, this is a 3 year programme due to complete in 2018
S30	Feasibility Stage	2018	Wyke Beck Catchment Assessment	Ongoing	Feasibility study work ongoing taking a catchment wide approach linking housing and commercial site developments and urban green infrastructure with flood risk (linked to S15)
S31	Feasibility Stage	2019	Lin Dyke Catchment Assessment – Upper and Middle catchments	Ongoing	Strategic Options identified. Outline Business case being prepared for the Upper Catchment (linked to S13)
S32	Design/ Construction Stage	2018	Hawthorn Terrace Flood Alleviation Scheme	Ongoing	Main works complete with further works needed to fully complete the scheme
S34	Construction Stage	2017	Glebelands Recreation Ground	Completed	Main works are completed
S35	Construction Stage	2017	Westfields, Allerton Bywater	Completed	Substantially completed December 2017.
S36	Construction Stage	2017	Barley Hill Recreation Ground (Phase 2)	Completed	Part of Lin Dyke Study area.
S37	Feasibility Stage	2018	Leeds Flood Alleviation Scheme Phase 2, River Aire City Centre to Upper Catchment	Ongoing	Phase 2 of the Leeds FAS, looking at solutions across the whole catchment upstream of Leeds that will reduce flood risk to the city along the river Aire. Modelling and feasibility work largely complete, Outline Business Case submitted to the EA and Treasury Jan 2018. Moving in

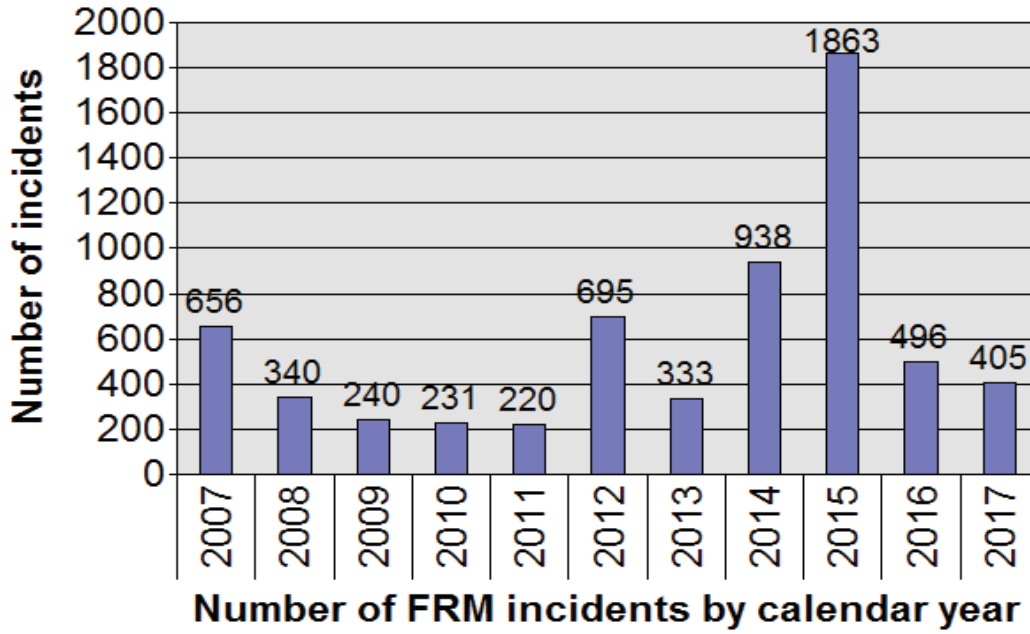
					to more detailed design in 2018 with construction starting late 2018 early 2019, advanced works have taken place on some 'quick win' items and works at Stourton about to start as is a programme of advanced maintenance and stewardship.
S38	Feasibility Stage	2018	Otley Flood Alleviation Scheme	Ongoing	Initial £90k studied greatly extended to develop full Otley FAS to be constructed by December 2020, currently assessing shortlisted options to identify solutions to protect 58 properties from flooding, funding announced in the Autumn Statement 2016 linked to wider catchment partnership work and Wharfedale Flooded communities study
S39	Feasibility Stage	2018	Wharfedale Flooded Communities Study	Ongoing	Linked to wider catchment partnership work and Otley Flood Alleviation Scheme, initial modelling work currently being assessed

ID	Priority/ Current Phase	Scheduled phase Completion Date	Measure	PF % Score	Whole Scheme Estimated Cost	Location (if applicable)	Category	Relevant Objective from LFRMS	Progress/Comments (reference other sources of information)	Benefits/ Outcome	Costs/ Resource Implications	Lead Organisation	Support Organisation	Measure Owner	Last Updated	Costs	
SCHEMES & FEASIBILITY STUDIES																	
2	S37	Feasibility	2018	Leeds Flood Alleviation Scheme Phase 2, River Aire City Centre to Upper Catchment	TBC	£112m	River Aire - City Centre to Upper Catchment	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Phase 2 of the Leeds FAS, looking at solutions across the whole catchment upstream of Leeds that will reduce flood risk to the city along the river Aire. Modelling and feasibility work largely complete. Outline Business Case submitted to the EA and Treasury Jan 2018. Moving in to more detailed design in 2018 with construction starting late 2018 early 2019, advanced works have taken place on some 'quick win' items and works at Stourton about to start as is a programme of advanced maintenance and stewardship.	Reduce flood risk from River Aire	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£112m
3	S5	Design - On Hold	2017	Barnsdale Road Property Level Protection Scheme	TBC	TBC	Allerton Bywater	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Surface water flooding to properties. Install property level protection measures - flood barriers and doors to reduce flood risk to residential properties on Barnsdale Road. Funding has now been made available from Local Levy. This is currently on hold due to changes in the ownership of the properties involved to allow time to link with their plans for the properties.	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	
4	S32	Design/ Construction	2018	Hawthorn Terrace Flood Alleviation Scheme	TBC	TBC	West Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Initial scheme completed, but further defects with existing assets and connected infrastructure identified so further works needed and being designed	Reduced risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	
5	S33	Design/ Construction	2018	Improvements to surface water drainage outfalls	N/A	TBC	City wide	4. Asset management and maintenance	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Identify improvements to improve discharge of surface water from flooding hot spots, work programme ongoing	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	YWA	LCC Flood Risk Management	01/03/2018	
6	S31	Feasibility	2018	Lin Dyke Catchment Assessment - Upper and Middle catchments	TBC	£1.25m	Garforth & Kippax	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Continuation of work included in Section 19 Report, regarding flooding of the SE Leeds area in August 2014 and 2015, design works are continuing to be progressed as schemes are identified	Reduced risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£1.25m
9	S13	Design	2018	Wakefield Road Flood Alleviation Scheme	102.0%	£190k	West Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Restricted culvert and surface water flow. Install new culvert and widen highway ditch, design being reviewed in line with the findings from the Lin Dyke study as per the above line	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£190k
11	S30	Feasibility	2018	Wyke Beck Catchment Assessment	n/a	£50k (study)	Communities along Wyke Beck	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Continuation of work carried out by both LCC & EA within the Durhills, this has now progressed in to a catchment wide approach bringing together the EA and many departments across LCC, resulting in an initial stage bid to the LEP for ESIF funding to complete various schemes including Killingbeck meadows.	Reduced risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£50k (study)
12	S15	Feasibility	2018	Killingbeck Meadows Flood Alleviation Scheme	TBC	£1.6m	Halton Moor	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Flooding to residential and commercial areas from Wyke Beck. Accelerated scheme due to combining the benefits of releasing development sites (11 housing sites and land within the Enterprise Zone and providing green infrastructure improvements to a Local Nature reserve as well as providing flood risk reduction, this scheme should receive planning permission in March 2018 and become a registered flood storage area under the Reservoirs Act. This forms part of a joint Wyke Beck Programme delivering housing growth from Brownfield land and Local Nature reserve and green space improvements.	The risk of flooding will be managed	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£1.6m
13	S6	Design	2018	Mickletown (Pit Lane) Flood Embankment	153.0%	£400k	Mickletown	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Assessment of a proposed setback bank is being carried out, funding from FCRM GIA and Developer Contribution. Being taken forward separately from larger scheme - Lower Mickletown Road Flood Embankment, relies on much delayed Lower Aire Modelling work now being reviewed by LCC consultants.	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£400k
14	S9	Feasibility	2018	Lower Mickletown Road Flood Embankment	138.0%	£1.1m	Mickletown	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Construction of larger flood embankment along Lower Mickletown Road to protect properties from flooding. Being taken forward separately from Mickletown (Pit Lane) Flood Embankment as is substantially larger scheme. New model information only recently developed scheme proposal to be assessed in line with that	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£1.1m
15	S29	Design/ construction	2018	Queen Street Culvert	N/A	TBC	Allerton Bywater	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Outline design completed. Japanese knotweed treatment taking place this is a 3 year programme due to complete in 2018	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	
16	S17	Feasibility	2018	Wortley Beck Flood Alleviation Scheme	111.0%	£1.1m	Wortley Beck	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Flooding to residential area and outer ring road. Work in partnership with the EA and YWS to develop a detailed flood alleviation scheme that integrates with all sources of flooding. This measure is listed in the Aire Catchment Flood Risk Management Plan.	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£1.1m
17	S38	Feasibility	2018	Otley Flood Alleviation Scheme	TBC	£2m	Otley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Initial £90k studied greatly extended to develop full Otley FAS to be constructed by December 2020, currently assessing shortlisted options to identify solutions to protect 58 properties from flooding, funding announced in the Autumn Statement 2016 linked to wider catchment partnership work and Wharfedale Flooded communities study	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£2m
18	S39	Feasibility	2018	Wharfedale Flooded Communities Study	n/a	£90k	Collingham, Linton, Wetherby, Thorp Arch	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Linked to wider catchment partnership work and Otley Flood Alleviation Study, initial modelling work currently being assessed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£90k
20	S10	MEDIUM	2019	Thorner Beck Flood Alleviation Scheme	101.0%	£150k	Thorner	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Restricted capacity of existing culverts causing overland flooding. Improve Culvert capacity. Local levy funding secured	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£150k
21	S11	MEDIUM	2019	Victoria Road Surface Water Flood Alleviation Scheme	100.0%	£250k	Guiselley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Surface water flooding to properties. Install attenuation and pumping station to remove flood water to adjacent culverted watercourse.	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£250k
22	S12	MEDIUM	2019	Potternewton Surface Water Flood Alleviation Scheme	152.8%	£250k	Potternewton	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Surface water flooding. Install attenuation and pumping station to remove flood water to adjacent culverted watercourse. Local levy funding secured	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£250k
23	S16	MEDIUM	2019	Farnley Wood Beck Flood Alleviation Scheme	104.0%	£500k	Cottingley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Flood risk to residential areas, long term issue - scheme being scoped, developer contribution secured, this scheme is now being progressed as part of the wider Wortley Beck study	Reduce flood risk from Farnley Wood Beck	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£500k
25	S18	LOW	2020	Sheepscair: evaluate the condition of formal and informal flood defences along the Sheepscair Beck which were recently breached to identify potential remedial works required.	TBC		Sheepscair	4. Asset management and maintenance	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Evaluate flood defence improvement works required.	Helps ensure that problems or new works are identified to prevent recurrence of flooding.	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	
26	S19	LOW	2020	Develop and implement feasibility studies for fluvial flood alleviation schemes to improve the standard of protection along Meanwood Beck, Bagley Beck and Farnley Wood Beck - integrating with all sources of flooding.	TBC		Meanwood Beck, Bagley Beck & Farnley Wood Beck	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	This measure is listed in the Aire Catchment Flood Risk Management Plan for the Leeds Policy Unit - to be progressed by 2030.	Helps ensure that areas with proven flood risk are provided with an appropriate flood defence scheme at the earliest possible opportunity and that the Council supports the EA in developing any flood alleviation scheme in the longer-term.	Staff time and capital resource	Environment Agency	Leeds City Council & Yorkshire Water Services	Environment Agency	01/03/2018	
27	S21	Ongoing	-	LCC Significant Maintenance	-		Across the District	4. Asset management and maintenance	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Continuation of regular maintenance of Watercourses and Hot-Spots	Reduced risk of flooding	Staff time and revenue resource	Leeds City Council	Yorkshire Water Services & Environment Agency	LCC Flood Risk Management	01/03/2018	
COMPLETED SCHEMES AND FEASIBILITY STUDIES - SINCE 2011																	
24	S14	Completed	2017	Carry out flood warning feasibility studies for Wortley Beck and Meanwood Beck and implement findings.	n/a	£10k	Wortley Beck and Meanwood Beck	1. Flood awareness, response and recovery	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	This measure is listed in the Aire Catchment Flood Risk Management Plan	Establish the potential for advanced warning of flooding. Develop more accurate flood warnings for tributaries of the River Aire which will result in reduction of economic damages and improve community safety.	EA staff time and capital resource	Environment Agency	Leeds City Council	Environment Agency	01/03/2018	£10k
1	S3	Completed	2017	Leeds Flood Alleviation Scheme Phase 1, River Aire City Centre	100.0%	£50m	River Aire - City Centre	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce flood risk from River Aire	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Civil Engineering Projects	01/03/2018	£50.6m
19	S8	Completed	2017	Cotton Mill Beck Culvert, Valley Road			Morley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	
10	S35	Completed	2018	Westfields, Allerton Bywater			Allerton Bywater	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£502K
7	S34	Completed	2017	Glebelands Recreation Ground			Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Parks and Countryside	01/03/2018	
8	S36	Completed	2017	Barley Hill Recreation Ground (Phase 2)			West Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Parks and Countryside	01/03/2018	
1	S2	Completed	2017	Ramsden Street, Kippax, Flood Alleviation Scheme - (Local Levy & FDGIA)			Kippax	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	01/03/2018	£305k
2	S1	Completed	2014	Lowther Road, Garforth - Culvert Improvements			Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Improve flood resistance and resilience of properties	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	27/01/2015	£220k
3	S4	Completed	2014	Wellhouse Drive Flood Alleviation Scheme			Gledhow	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	27/01/2015	
4	S7	Completed	2014	Culvert Headwall Repair Scheme - (Local Levy)			Otley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	27/01/2015	
5	S28	Completed	2013	Oakdene, Watercourse Improvements			Swillington	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	05/07/2013	

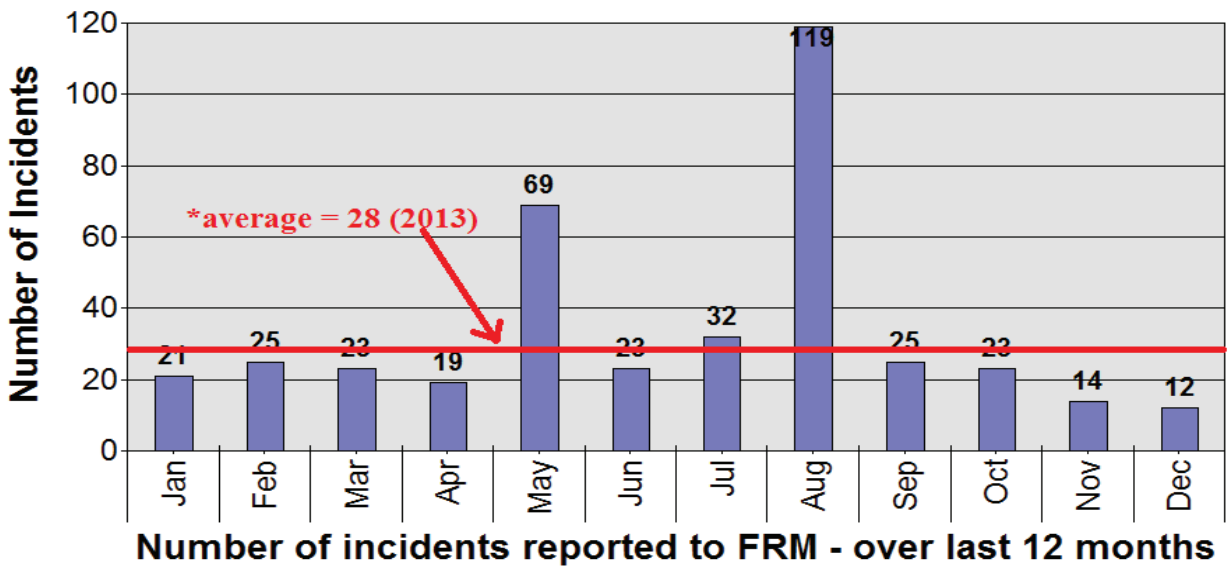
6	S27	Completed	2012	Barley Hill Recreation Ground - (Local Levy)			West Garforth	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Parks and Countryside	05/07/2013	
7	S22	Completed	2011	Flood Alleviation Scheme - Leeds Road (Allerton Bywater) pumping station (local levy)			Allerton Bywater	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Completed	Reduce risk of flooding	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	04/07/2012	
8	S23	Completed	2011	Newton Road property protection and resilience scheme			Newton Road, Potternewton	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Installed	Improve flood resistance and resilience of properties	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	04/07/2012	
9	S24	Completed	2011	Lower Wortley - property protection and resilience scheme			Lower Wortley	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Installed	Improve flood resistance and resilience of properties	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	04/07/2012	
10	S25	Completed	2011	Church Lane, Bardsey - property protection and resilience scheme			Bardsey	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Installed	Improve flood resistance and resilience of properties	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	04/07/2012	
11	S26	Completed	2011	Dean Park Drive, Drighlington - property protection and resilience scheme			Drighlington	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	Scheme Installed	Improve flood resistance and resilience of properties	Staff time and capital resource	Leeds City Council	Environment Agency	LCC Flood Risk Management	04/07/2012	
12	S20	Superseded	2020	Investigate the interaction between the Leeds and Liverpool Canal and the River Aire.	TBC	£10k	River Aire and Liverpool Canal	3. Studies, schemes, assessments and plans	6. Improve understanding of local flood risk and seek to decrease local flood risk through implementation of affordable, high quality measures to alleviate flooding where practicable.	This study should identify the potential for managing this interaction to ensure that flood risk is managed effectively. This measure is listed in the Aire Aire Catchment Flood Risk Management Plan for the Leeds Policy Unit - to be progressed by 2030. - this has now been included in the scope of Phase 2 of the Leeds Flood Alleviation Scheme	Investigate this relationship to improve knowledge of the risk of flooding posed by the Leeds & Liverpool canal	EA staff time and capital resource	Environment Agency	Canal & River Trust	Environment Agency	01/03/2017	£10k

FRM incidents:

The following chart shows the total numbers of incidents (by calendar year) reported to FRM.



Monthly breakdown of FRM incidents for the last 12 months:



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Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Infrastructure and Investment)

Date: 21 March 2018

Subject: Work Schedule

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

1 Purpose of this report

1.1 The purpose of this report is to consider the Scrutiny Board’s work schedule for the remainder of the current municipal year.

2 Main issues

2.1 At its initial meeting in June 2017, the Scrutiny Board discussed a range of matters for possible inclusion within the overall work schedule for 2017/18. The areas discussed included a range of matters which were then used to help formulate an outline work schedule.

2.2 The latest iteration of the work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

2.3 Executive Board minutes from the meeting held on 7 February 2018 are also attached as Appendix 2. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

Developing the work schedule

2.4 The work schedule should not be considered a fixed and rigid schedule, it should be recognised as something that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.

- 2.5 However, when considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
 - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
- 2.6 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

- 2.7 The meeting scheduled for the 28th of February 2018 was cancelled due to adverse weather conditions. It is proposed that this meeting be rescheduled for early April 2018. All members of the Scrutiny Board have been contacted by email to identify the most convenient date. The revised date will be confirmed as soon as possible.

3. Recommendations

- 3.1 Members are asked to consider the matters outlined in this report and agree (or amend) the overall work schedule (as presented at Appendix 1) as the basis for the Board’s work for the remainder of 2017/18.

4. Background papers¹

- 4.1 None used

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

Scrutiny Board (Infrastructure and Investment) Work Schedule for 2017/2018 Municipal Year

December	January	February
Meeting Agenda for 20 December 2017 at 10.30 am.	Meeting Agenda for 24 January at 10.30 am.	Meeting Agenda for 28 February at 10.30 am.
Inquiry Session 5 – Sustainable Development (PSR) Performance report (PM) Financial Health Monitoring (PSR) 2018/19 Initial Budget Proposals (PDS) Best Council Plan Refresh for 2018/19-2020/21 – Initial Proposals (PDS)	Digital Inclusion – Recommendation Tracking (RT) KSI – Road Safety Review (PM) Site Allocation Plan (PDS)	Advancing Bus Service Provision Inquiry – comprehensive progress review (RT) CANCELLED DUE TO ADVERSE WEATHER CONDITIONS
Working Group Meetings		
	Sustainable Development Inquiry (PSR) 09/01/18 @ 11.00am	
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response

Scrutiny Board (Infrastructure and Investment) Work Schedule for 2017/2018 Municipal Year

March	April	May
Meeting Agenda for 21 March at 10.30 am	Meeting date to be confirmed	No Scrutiny Board meeting scheduled.
Sustainable Development – Agree Final Inquiry Report (PSR) Local Flood Risk Management Strategy – Annual Review (PM) Housing Mix Inquiry – Recommendation Tracking (RT)	Advancing Bus Service Provision Inquiry – comprehensive progress review (RT)	
Working Group Meetings		
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response

EXECUTIVE BOARD

WEDNESDAY, 7TH FEBRUARY, 2018

PRESENT: Councillor J Blake in the Chair

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

Apologies Councillor

127 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 from publication 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 3 to the report entitled, 'City Centre Park Delivery', referred to in Minute No. 132 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 it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is therefore considered that the public interest in maintaining the content of the appendix as exempt from publication outweighs the public interest in disclosing the information;
- (b) Appendix 3 to the report entitled, 'Land at East Leeds Extension and Thorpe Park, Leeds', referred to in Minute No. 133 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 it contains information relating to the financial or business affairs of particular people, and of the Council. It is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to potential transactions, and as such it is considered that it is in the public interest to maintain the content of the appendix as exempt from publication;
- (c) Appendix 2 to the report entitled, 'Acquisition of Land for Vehicle Fleet Alternative Fuel Filling Station', referred to in Minute No. 134 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 it contains information relating to the financial or business affairs of a particular person, and of the Council. This information is not

Draft minutes to be approved at the meeting
to be held on Wednesday, 21st March, 2018

publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one discussions for the acquisition of the property/land, then it is not in the public interest to disclose this information at this point in time. Also, it is considered that the release of such information would or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of consideration which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

- (d) Appendix 2 to the report entitled, 'Investment into the New Supply of Affordable and Supported Housing', referred to in Minute No. 140 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 it contains information relating to the financial or business affairs of a particular organisation and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities and it is therefore considered to be in the public interest for this element of the report to be treated as exempt from publication;
- (e) Appendix 1 to the report entitled, 'Grants to Arts and Cultural Organisations', referred to in Minute No. 145 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 it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). Specifically, it lists the unsuccessful applicants to the arts@leeds scheme, many of whom are likely to apply to other sources for funding. It is considered that the public interest in maintaining the content of this appendix as exempt from publication outweighs the public interest in disclosing the information.

128 Late Items

No formal late items of business were added to the agenda, however, prior to the meeting, with the agreement of the Chair, Board Members were in receipt of a supplementary addendum together with associated revised recommendations in respect of agenda item 19(A) (2018/2019 Revenue Budget and Council Tax) arising from the late receipt of information regarding the level of resources available to the Authority. (Minute No. 144 refers).

In addition, again with the agreement of the Chair, Board Members were in receipt of correspondence from the 'Save Moor Allerton Hall Primary School' Group which related to agenda item 13 (Outcome of Consultation to join Moor

Allerton Hall Primary School with Allerton Grange School as a Through-School and to Increase Primary Learning Places). (Minute No. 138 refers).

129 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however, in relation to the agenda item entitled, 'Grants to Arts and Cultural Organisations', Councillor Yeadon drew the Board's attention to her respective roles as a member of the Yorkshire Dance Board of Management and also as a member of the Leeds Grand Theatre and Opera House Board of Management. (Minute No. 145 refers).

In addition, again, although no Disclosable Pecuniary Interests were declared, in relation to the agenda item entitled, 'Improving Standards in the Private Rented Sector – Consideration for Selective Licensing', Councillors Coupar and Rafique drew the Board's attention to the fact that they had respective interests in properties that they did not live in and were not located within the proposed areas for potential introduction of the scheme. Similarly, Councillor Andrew Carter drew the Board's attention to the fact that his wife (Councillor Amanda Carter) had an interest in property in which they did not reside and which were not located within the proposed areas for potential introduction of the scheme. (Minute No. 141 refers).

130 Minutes

RESOLVED – That the minutes of the previous meeting held on the 13th December 2017 be approved as a correct record.

REGENERATION, TRANSPORT AND PLANNING

131 Core Strategy Selective Review (Publication Draft)

Further to Minute No. 147, 8th February 2017, the Director of City Development submitted a report which sought approval to publish detailed revisions to the policies which were the subject of the Core Strategy Selective Review (CSSR) for the purposes of a six week of consultation exercise.

In presenting the report to the Board it was clarified that Members were being recommended to refer the Publication Draft to Scrutiny Board (Infrastructure and Investment), and not Scrutiny Board (City Development), as detailed within the submitted report.

Responding to a Member's enquiry, the Board noted that in terms of approximate timescales, it was expected that a revised housing requirement figure for Leeds would be adopted into the Core Strategy by Spring 2019.

Also in response to a Member's enquiry, the Board was provided with further information on the actions being taken to maximise the delivery of affordable housing in Leeds, with specific reference to Leeds' performance when compared to the data within a report published by Shelter in November 2017.

In addition, regarding a Member's reference to the potential provision of more accommodation for older people in the city centre, it was noted that the ambition was to deliver a wider mix of accommodation in the city centre, which included provision for older people.

The Board extended its thanks to Development Plan Panel for the work it had undertaken to help progress the development of the CSSR to its current position.

RESOLVED –

- (a) That the proposed revised Publication Draft policies and supporting paragraphs of the Core Strategy Selective Review, as set out within Appendix 1 and the Sustainability Appraisal as set out in Appendix 3 to the submitted report, be endorsed;
- (b) That a 6 week consultation exercise on the proposed revised Publication Draft policies and supporting paragraphs of the Core Strategy Selective Review, as set out within Appendix 1 and the Sustainability Appraisal as set out in Appendix 3 to the submitted report, be approved;
- (c) That the additional draft supporting documents listed in paragraph 7.0 of the submitted report, including background evidence on the Council's website, be noted;
- (d) That the necessary authority be delegated to the Chief Planning Officer in consultation with the relevant Executive Member to make factual and other minor changes to the proposed consultation material;
- (e) That further to the correction to the report, as referenced above, the Publication Draft Plan be referred to the Scrutiny Board (Infrastructure and Investment) in line with the Budget and Policy Framework Procedure Rules, following the public consultation;
- (f) That it be noted that the responsible officer for the delivery of the resolutions (above) is the Head of Strategic Planning.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions being made in accordance with the Budget and Policy Framework Procedure Rules)

132 City Centre Park Delivery

Further to Minute No. 83, 18th October 2017, the Director of City Development and the Director of Communities and Environment submitted a joint report seeking approval of the proposed next steps to facilitate the delivery of the long term ambition for a City Centre Park.

Members welcomed the proposals detailed within the submitted report and highlighted how the establishment of the park would look to improve the connectivity with the South Bank area and promote a more family-friendly environment. Members also noted how the progression of this project during the earlier stages of the South Bank's development had enabled local communities residing in and around the area to be involved in the associated engagement process.

Following consideration of Appendix 3 to the submitted report designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That agreement be given for the Council to take steps, as set out at section 3.2 of the submitted report, to support the delivery of a City Centre Park in the South Bank;
- (b) That the Heads of Terms as detailed within exempt Appendix 3 to the report be agreed, with it being requested that legal agreements are developed and finalised between the Council and Vastint, using the principles as set out within the Heads of Terms and as at section 3.8 of the submitted report, in order to guide the development of legal agreements;
- (c) That the principles contained within section 3.14 of the submitted report for the redevelopment of Council land at Meadow Lane be agreed, and it be requested that further work takes place in order to develop proposals for new development and green space at this site;
- (d) That the City Centre Park design principles, as contained within appendix 2 to the submitted report be approved as the basis for the development of the detailed design;
- (e) That a report be submitted to a future Executive Board meeting in order to consider the detailed design that is developed and also to receive an update on the progress being made on such matters;
- (f) That the following be noted:-
 - (i) The Director of City Development and the Director of Communities and Environment are responsible for implementing resolutions (a), (b), (d) and (e), in consultation with the Director of Resources and Housing, the Executive Member for 'Regeneration, Transport and Planning', and the Executive Member for 'Environment and Sustainability';
 - (ii) The Director of City Development is responsible for the implementation of resolution (c).

133 Land at East Leeds Extension and Thorpe Park, Leeds

Further to Minute No. 19, 21st June 2017, the Director of City Development submitted a report which sought approval to assemble land in order to

facilitate the delivery of the East Leeds Orbital Road (ELOR) in respect of the property interests held by Scarborough Group International (SGI) / Thorpe Park Developments Limited (TPDL). In addition, the report also sought the necessary approvals of the terms, as set out within the exempt Appendix 3.

Responding to a Member's enquiry, assurance was provided that the currently envisaged timescale for completing the ELOR scheme by 2021 remained on track.

Following consideration of Appendix 3 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 terms, as set out in the exempt Appendix 3 to the submitted report, in respect of the Land Agreement with Scarborough Group International / Thorpe Park Developments Limited, be agreed;
- (b) That agreement be given for the costs associated with the financial settlement are injected into the Council's Capital Programme with funding in part to come from the West Yorkshire Transport Fund Grant; and that following the injection of funds into the Capital Programme by the Executive Board, the necessary 'Authority to Spend' be delegated to the Director of City Development, in consultation with the Chief Officer Financial Services in order to complete the transaction;
- (c) That in the event that there are any variations to the terms as set out within the exempt Appendix 3 to the submitted report, agreement be given for the necessary authority to be delegated to the Director of City Development, in consultation with the Chief Officer Financial Services and the Executive Member for 'Regeneration, Transport and Planning' to approve them;
- (d) That when a proposed agreement with relevant parties had been finalised in respect of the required land assembly proposals, the terms for which were detailed within exempt Appendix 3 to the submitted report, Group Leaders be briefed on the terms of that proposed agreement.

134 Acquisition of Land for Vehicle Fleet Alternative Fuel Filling Station

The Director of City Development and the Director of Resources and Housing submitted a joint report on the proposed acquisition of land to facilitate the delivery of an alternative fuelling station to serve the Council's and the city's vehicle fleets.

Members welcomed the proposals detailed within the submitted report. In noting the strategic location of the site, the Board acknowledged the

significant potential that the project had in terms of being an alternative fuel filling station not solely for the Council's fleet, but also for other vehicle fleets.

Members also highlighted how the proposals would positively contribute towards the improvement of the city's air quality.

Following consideration of Appendix 2 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 draft Heads of Terms, as set out within the exempt Appendix 2 to the submitted report, be agreed, and that the necessary authority be delegated to the Director of City Development to enable the acquisition of the site to be progressed on these or amended terms, should it be commercially acceptable and to protect the Council's interest, in order to facilitate the delivery of the Compressed Natural Gas (CNG) project;
- (b) That should the CNG project not proceed for any reason, it be noted that the site acquisition will have strategic value in the future reconfiguration and use of Council assets within the area;
- (c) That the necessary authority be delegated to the Director of City Development in consultation with the Director of Resources and Housing to enable the Director to sign off the lease or alternative arrangement negotiated with the selected station provider through the competitive process, in order to ensure that it provides value for money to the Council;
- (d) That the injection of funding into the Capital Programme and the related 'Authority to Spend' as set out in Appendix 2 to the submitted report, be agreed;
- (e) That the necessary authority be delegated to the Director of City Development in consultation with the Director of Resources and Housing in order to enable the Director to inject and approve 'Authority to Spend' for any additional funding required to acquire the site, so long as this can be demonstrated to be commercially acceptable.

HEALTH, WELLBEING AND ADULTS

135 Developing Digital Support and Approaches to Health and Wellbeing

The Director of Adults and Health submitted a report providing an update on the progress being made in maximising the use of digital solutions that promote the health and wellbeing of Leeds citizens. In addition, the report illustrated what had been achieved through innovative partnerships, but also provided details on some of the challenges being faced in taking this agenda forward.

Members welcomed the content of the submitted report and the further health and wellbeing benefits that could potentially be realised by the continued development of the digital support agenda. However, a Member highlighted the need to ensure that as the agenda developed, users of the new technology, particularly older people, were provided with appropriate guidance to help them make safe choices.

In conclusion, it was requested that a demonstration of the new developments in this area was provided to Board Members for their information.

RESOLVED –

- (a) That the progress being made in embracing digital opportunities in order to improve the health and wellbeing of Leeds citizens, be noted;
- (b) That the areas for future development, as detailed within the submitted report, together with the comments made by the Board on such matters, be noted.

CHILDREN AND FAMILIES

136 Learning Places Programme - Capital Programme Update

Further to Minute No. 8, 21st June 2017, the Director of Resources and Housing, the Director of Children and Families and the Director of City Development submitted a joint report providing an update on the Learning Places Capital Programme and Social, Emotional and Mental Health (SEMH) Programme, presenting the progress made on the projects currently forming part of the Programmes, and seeking relevant approvals to increase the budget for three specific schemes.

Responding to a Member's enquiry, the Board noted the current balance of the programme's Capital Risk Fund, and was advised that the Risk Fund balance was expected to increase as well as decrease during the life of the programme, as schemes were completed.

In addition, it was noted that officers were confident that the further 16 schemes which were programmed to be delivered in 2018 would be delivered in line with scheme estimates, as detailed within the submitted report.

RESOLVED –

- (a) That the following be approved:-
 - (i) an increase in the capital spending approval of **£3.75m** to reset the budget envelopes on completion of robust feasibility studies for the Beecroft, Greenside and Iveson schemes; and
 - (ii) a reduction in the total held in the programme risk fund, seeing **£3.003m** being returned to support the Council's capital programme commitments elsewhere, with the revised Programme Capital Risk Fund total being reset at **£7.540m**.
- (b) That the following be noted:-
 - (i) The good progress made on this challenging programme of work, which is currently valued at **£97.899m**;

- (ii) That the following benefits have been delivered from the Projects commissioned via the programme from 2014 onwards. These have been called off through either the YORbuild arrangements and/or in conjunction with the Leeds Local Education Partnership (LLEP):
The programme has in total supported **76 new and or existing apprentices in their training as well as successfully assisting 116 people into permanent employment.** These figures relate to employees of both main contractors and their supply chains. These schemes have also **recycled or reused a minimum of 95% of the waste generated during the construction process;**
- (iii) That the projected funding deficit which currently stands at £71.7m is primarily based on Education Funding Agency rates, and that with this in mind, Executive Board support be given to the arrangement of a meeting between the Executive Member for Children's and Families and the Education and Skills Funding Agency (ESFA).

137 Determination of school admissions arrangements 2019/20

The Director of Children and Families submitted a report which sought approval of the Local Authority admissions policy and admissions arrangements for entry to school in 2019. The report described the changes to the policy, described changes to the published admission number for two all-through schools in line with their previously published statutory notices, and invited the Board to note the co-ordination arrangements.

RESOLVED – That the school admission arrangements for 2019 be determined as follows:

- (a) That the Admissions Policy, as detailed within the submitted report, be approved, with the following being noted:-
- the wording in relation to Children Looked After will be amended to reflect current legislation and practice;
 - PAF (Postcode Address File) will no longer be the main source of data for our measuring system, being replaced by LLPG (Local Land and Property Gazetteer);
 - The policy will include clarity that the Local Authority may withdraw an offer if it is found that a family have used a false address on their application;
- (b) That the changes to the admission number for 2 all-through schools at their secondary phase of admission, be noted;
- (c) That the co-ordinated scheme for admissions arrangements for entry in September 2019 be noted, with it also being noted that there are no changes to the 2018 arrangements other than the updating of timelines;
- (d) That it be noted that the officer responsible for such matters is the Lead for Admissions and Family Information Service, and that the date for

implementation (ie determination of any revised policy) is by no later than 28 February 2018;

- (e) That it be noted that the officer responsible for the publication of the determined arrangements is the Lead for Admissions and Family Information Service, and that the date for implementation (ie publication) is by no later than 15 March 2018.

138 Outcome of consultation to join Moor Allerton Hall Primary School with Allerton Grange School as a Through-School and to increase primary learning places

The Director of Children and Families submitted a report describing the outcome of the consultation undertaken regarding proposals to join together Moor Allerton Hall Primary School with Allerton Grange School as a through-school, and to expand primary school provision within the through-school. In addition, the report sought permission to publish a statutory notice in respect of revised proposals following the large number of responses made during the consultation period.

With the agreement of the Chair, Board Members were in receipt of correspondence from the 'Save Moor Allerton Hall Primary School' Group regarding the proposals detailed within the submitted report. In response, the Chair thanked all relevant parties who had contributed towards the related consultation process to date.

The Executive Member for Children and Families advised the Board that since the publication of the submitted report, further discussions had taken place with relevant parties including Roundhay and Moortown local Ward Councillors and the School Council, Governors and the Senior Leadership Team of Moor Allerton Hall Primary School, and in response to the feedback received, it was proposed that the report's recommendations, as submitted, be withdrawn, with a proposal to commence a further round of consultation in order to gain the views of a wider range of stakeholders on the proposed expansion of Moor Allerton Hall Primary School as a stand-alone three form entry school (rather than a through-school), prior to any final decisions being made.

Members welcomed the revised proposal, as set out by the Executive Member.

RESOLVED - That a further round of consultation be undertaken in order to gain the views of a wider range of stakeholders on the proposed expansion of Moor Allerton Hall Primary School as a stand-alone three form entry school (rather than a through-school), prior to any final decisions being made.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

139 Outcome of the consultation on the Strategic Review of provision for children and young people with Special Education Needs and Disabilities (SEND)

The Director of Children and Families submitted a report which provided an overview of the main findings from the public consultation undertaken on the Strategic Review of Special Education Needs and Disability (SEND) provision available to young people (0-25) in Leeds. In addition, the report set out proposals and specific priorities for the allocation of the Department for Education (DfE) capital grant.

Responding to a Member's enquiry, the Board received further detail on the assessment procedures which were in place to deliver SEND provision to children and young people across the city, with assurances being provided around the robustness of those procedures. However, it was highlighted that additional funding for the High Needs Block of the Designated Schools Grant had recently been announced, which, when received would be used to assist with the delivery of related provision.

RESOLVED –

- (a) That the details of the consultation and the final version of the Strategic Review of provision for children and young people with Special Education Needs and Disabilities, as detailed within Appendix A to the submitted report, be noted;
- (b) That it be noted that the DfE capital grant of £3,237,000 will be utilised over the next three years, following the five priorities as detailed within the submitted report;
- (c) That the proposed allocation of the DfE capital grant of £1,079,000 for the financial year 2018/19, as detailed within Section 4.4 of the submitted report, be approved;
- (d) That it be noted that the overall responsible officer for the implementation of the Strategic Review and the publishing of the plan is the Head of Complex Needs.

COMMUNITIES

140 Investment into New Supply of Affordable and Supported Housing

The Director of Resources and Housing submitted a report regarding proposals for a collaborative approach between the Council, St. George's Crypt and LATCH (Leeds Action to Create Homes) in order to seek loan funding of £3.03m from the Council for the provision and development of a new supply of affordable and supported housing.

Responding to a Member's enquiry, the Board received further information on the Council's delivery programme for the provision of affordable housing via the Housing Revenue Account, and how the Council continued to explore other approaches to contribute towards the future delivery of that provision.

In addition, the Board received further details of the types of accommodation which were being proposed as part of this scheme, and the ways in which they would benefit vulnerable people in Leeds.

In conclusion, on behalf of the Board the Chair extended her thanks to St. George's Crypt and LATCH for the crucial work they continued to undertake in this area.

Following consideration of Appendix 2 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 support be given to the proposals as outlined within the submitted report and exempt Appendix 2 for the Council to provide total loan funding of £3.03m split as follows:
 - loan funding of £2.354m to St George's Crypt; and
 - loan funding of £0.676m to LATCH;
- (b) That agreement be given for the Council to enter into legal agreements with St George's Crypt and LATCH for the provision of new supply affordable housing;
- (c) That the approval of the detailed terms and conditions be delegated to the Director of Resources and Housing in conjunction with the Council's Chief Finance Officer and the Council's Chief Legal Officer.

141 Improving standards in the private rented sector - consideration for selective licensing

The Director of Resources and Housing submitted a report regarding the development of business case(s) for the selective licensing initiative, with the report noting that any business case would need to be considered in the future by the Council on its merits based on the criteria as detailed within in Government guidance prior to any designation. The report also noted that the proposed areas for the potential introduction of any scheme were based upon the Council's priority locality agenda in Harehills and Beeston Hill.

A concern was raised that the proposals detailed within the report were not for the establishment of a citywide scheme, however it was noted that although the submitted report had identified Harehills and Beeston Hill as proposed areas for the potential introduction of any scheme, at this stage it was only recommending the development of potential business cases, with the matter intended to be re-submitted to the Board once the final business cases had been drawn up.

RESOLVED –

- (a) That the development of potential business cases under Part 3 of the Housing Act 2004 for selective licensing schemes for Harehills and Beeston Hill for the purposes of future consideration by the Council, be approved;
- (b) That agreement be given for the Executive Board to consider the matter again at a future date once the final business case(s) have been

fully developed and agreed, in order to assist with the long term development of such business case(s);

- (c) That it be noted that the business case(s) will be developed in line with the timescales as detailed at section 3.8 of the submitted report and will be the responsibility of the Service Managers in Private Sector Housing, Housing Leeds.

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

142 Community Hubs - Phase 3 (Year 1) Business Case

Further to Minute No. 15, 22nd June 2016, the Director of Communities and Environment submitted a report providing an update on the progress made to date on the Community Hub programme and specifically the delivery of Phase 2. In addition, the report sought approval of proposals regarding the Phase 3 Community Hub programme to form Community Hubs in a number of key local buildings, mainly existing Libraries and One Stop Centres to support the delivery of integrated and accessible services.

In introducing the report, the Executive Member for Communities extended her thanks to the significant role that Scrutiny had played in the development of this project to date.

Responding to a Member's concerns regarding the programme and including a specific design issues in respect of an existing hub, emphasis was placed upon the overarching aim of the programme which was to benefit the community by providing integration across a wide range of services and partners, with it being noted that should there be any design issues in respect of a specific project, then these could be brought to the attention of the Executive Member or relevant officers for consideration.

RESOLVED –

- (a) That the contents of the submitted report, specifically the progress made on delivering the Community Hubs as part of Phase 1 and Phase 2, together with the Mobile Community Hub approach, be noted;
- (b) That the delivery of the Phase 3 Community Hub schemes over the next 3 years, be supported;
- (c) That an injection into the capital programme of £3.03m for Phase 3 - Year 1 (2018/19) schemes of the Community Hub programme be authorised, with it being noted that updated business cases for individual Hub schemes will require 'authority to spend' in line with the current capital approvals process;
- (d) That it be noted that further Phase 3 business cases will be submitted to request further injections of funding, with Phase 3 Projects included in Year 2 (2019/20) and 3 (2020/21);

- (e) That it be noted that the two proposed Community Hub schemes in Crossgates and Burmantofts, which are being developed jointly with the NHS, will be subject to a separate report;
- (f) That approval be given for the properties released as part of the Phase 3 (Year 1 2018/19) programme, to be declared as surplus to Council requirements and passed to the Capital receipts programme.

ENVIRONMENT AND SUSTAINABILITY

143 Potential Heritage Lottery Fund Bid for Temple Newsam Estate

The Director of Communities and Environment submitted a report outlining the prospect of a Heritage Lottery Fund (HLF) led bid to restore key features at Temple Newsam Estate, which was aimed at enabling visitors to better engage with how the site had developed over many hundreds of years, as well as securing the heritage features for future generations.

Members welcome the proposals detailed within the submitted report.

RESOLVED –

- (a) That the following be approved:-
 - (i) The submission of a bid to the Heritage Lottery Fund (HLF) 'Heritage Grants' programme;
 - (ii) The injection of £100k into Capital Scheme No. 32890, together with associated 'authority to spend' in order to support the bid submission;
- (b) That it be noted that the Chief Officer (Parks and Countryside) is responsible for the implementation of such matters, with the initial deadline of August 2018 to consider round 1 submissions also being noted;
- (c) That agreement be given to a future report being brought to Executive Board outlining detailed arrangements and match funding proposals, should the bid be successful.

ECONOMY AND CULTURE

144 Revenue Budget Proposals and Capital Programme for 2018/19

Further to Minute No.124, 13th December 2017, the Chief Officer, Financial Services submitted a report regarding the proposals for the City Council's Revenue Budget for 2018/2019 and the Leeds element of the Council Tax to be levied in 2018/2019.

With the agreement of the Chair, Board Members were in receipt of a supplementary addendum together with associated revised recommendations arising from the late receipt of information regarding the level of resources available to the Authority.

The updated information highlighted that the level of additional resource available to the City Council in respect of the 2018/19 revenue budget was

£2,825k, and due to the short notice at which this information had become available, it was proposed for the purposes of recognising this additional resource in the 2018/19 budget, that £756k of it should be placed within the Council's General Reserve (which would increase the overall budgeted contribution to £1,756k in 2018/19) and £2,069k should be placed within an earmarked reserve for Adult Social Care, with proposals to use the additional resource being developed as appropriate.

Responding to a Member's enquiry, the Board received further detail on the total sum of Business Rates Retention monies that the Council would receive in 2018/19.

(A) 2018/2019 Revenue Budget and Council Tax

RESOLVED –

- (a) That Executive Board recommends to Council the adoption of the following, subject to the inclusion of the proposed changes to the submitted 2018/19 Revenue Budget as set out within the addendum:-
- i) That the revenue budget for 2018/19 totalling £510.9m be approved. This means that the Leeds element of the Council Tax for 2018/19 will increase by 2.99% plus the Adult Social Care precept of 2%. This excludes the Police and Fire precepts which will be incorporated into the report to be submitted to Council on the 21st February 2018. The proposed changes to the submitted 2018/19 Revenue Budget, as set out within the addendum will also be incorporated into the report to be submitted to Council;
 - ii) That approval be given for grants totalling £70k to be allocated to parishes;
 - iii) That approval be given to the strategy at Appendix 9 of the submitted report in respect of the flexible use of capital receipts;
 - iv) That, in respect of the Housing Revenue Account Council be recommended to approve the budget with:-
 - A reduction of 1% in dwelling rents in non-Private Finance Initiative areas.
 - An increase of 3% in dwelling rents in PFI areas.
 - A 3.9% increase in district heating charges.
 - That service charges for multi-story flats are increased by £2 per week.
 - That service charges for low/medium rise properties are increased by 3.9%.
 - That the charge for tenants who benefit from the sheltered support service currently paying £4 a week be increased to £6 per week.
 - That any overall increase to tenants in respect of rents, service and sheltered support charges will be no more than £5 per week.

Draft minutes to be approved at the meeting to be held on Wednesday, 21st March, 2018

- (b) That officers be authorised to begin consultations without delay on the proposals to increase existing fees and charges;
- (c) That agreement be given to the proposals for the local Business Rates discount scheme for 2018/19, namely:-
 - i) to limit the increase faced by small and medium businesses with a rateable value between £20,000 and £100,000 to 11% above the gross rates that would have been payable in 2017/18.
 - ii) to freeze the increase faced by businesses who solely provide childcare to the gross level of rates payable in 2017/18, where this increase is as a result of the revaluation.
- (d) That agreement be given for any savings in the budget for 'looked after children' should be transferred to an earmarked reserve so that it can be used to deal with any future variations in demand;
- (e) That Executive Board's thanks be extended to Scrutiny Boards for their comments and observations in consideration of the Council's initial budget proposals.

(B) Capital Programme Update 2018 – 2021

The Chief Officer Financial Services submitted a report setting out the proposed Capital Programme for the period 2018-2021.

RESOLVED –

- (a) That Executive Board recommends to Council:-
 - (i) the approval of the Capital Programme for 2018-21 totalling £1,472.3m, including the revised projected position for 2017/18, as presented in **Appendix F** to the submitted report;
 - (ii) the approval of the revised MRP policy for 2018/19 as set out in **Appendix D** to the submitted report.
- (b) That Executive Board approval be given to the list of land and property sites shown in **Appendix B** to the submitted report, to be disposed of in order to generate capital receipts for use in accordance with the MRP policy;
- (c) That Executive Board approval be given to the following injections into the capital programme:-
 - £136.6m, of annual programmes as set out in Appendix A(iii) to the submitted report, to be funded by £41.7m LCC borrowing, £73.1m of HRA specific resources and £21.8m of general fund specific resources;
 - £104.6m, of pressures as set out in Appendix A(iii) to the submitted report, to be funded by £80.4m of net borrowing and £24.2m of general fund specific resources.

(With it being noted that the above decisions to inject funding of £241.2m will be implemented by the Chief Officer (Financial Services)).

(C) Treasury Management Strategy 2018/2019

The Chief Officer Financial Services submitted a report setting out the Treasury Management Strategy for 2018/2019 and the revised affordable borrowing limits under the prudential framework. The report also provided a review of strategy and operations in 2017/18.

Responding to a Member's comments, the Board received further information on the Council's approach towards the cost of borrowing and how the overall approach taken aimed to maintain the correct balance between long and short term loans in order ensure that such costs remained affordable. Assurance was also provided on how such matters continued to be monitored and how the costs associated with the Council's borrowing were factored into the budget and the longer term financial strategy.

RESOLVED –

- (a) That the Treasury Strategy for 2018/19, as set out in Section 3.3 of the submitted report be approved, and that the review of the 2017/18 strategy and operations, as set out in Sections 3.1 and 3.2 of the submitted report, be noted;
- (b) That it be noted that the revised CIPFA Codes and Practice and DCLG guidance will be adopted and reported to full Council when fully issued, and that it also be noted that the Council has implemented the European Union Market in Financial Instruments Directive (MiFIDII) legislation, with effect from 3rd January 2018;
- (c) That full Council be recommended to set the borrowing limits for 2017/18, 2018/19, 2019/20 and 2020/21 as detailed in Section 3.4 of the submitted report, with Council being recommended to note the changes to both the Operational Boundary and the Authorised limits;
- (d) That full Council be recommended to set the treasury management indicators for 2017/18, 2018/19, 2019/20 and 2020/21, as detailed in Section 3.5 of the submitted report;
- (e) That full Council be recommended to set the investment limits for 2017/18, 2018/19, 2019/20 and 2020/21 as detailed in Section 3.6 of the submitted report;
- (f) That full Council be recommended to adopt the revised Treasury Management Policy Statement.

(The matters referred to in Minute Nos. 144(A)(a)(i)-(iv)(Revenue Budget and Council Tax); 144(B)(a)(i)-(ii)(Capital Programme) and 144(C)(c)-(f)(Treasury Management Strategy), given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In)

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

145 Grants to Arts and Cultural Organisations

The Director of City Development submitted a report which sought approval of the allocation of the 4 year arts@leeds grants for the period 2018 - 2022.

Responding to a Member's enquiry, the Board received an update regarding the current position in respect of the discussions currently taking place with Leeds Community Arts Network (LCAN) and the organisation's use of facilities within the Carriageworks.

Following consideration of Appendix 1 to the submitted report designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the level of support for individual organisations over the 4-year arts@leeds programme, as listed at section 3.4 of the submitted report, be approved;
- (b) That it be noted that the Chief Officer, Culture and Sport is responsible for the implementation of resolution (a) above.

EMPLOYMENT, SKILLS AND OPPORTUNITY

146 Establishment of a Skills Academy - the Centre of Excellence for Retail and Hospitality

Further to Minute No. 159, 8th February 2017, the Director of City Development submitted a report which presented the operational plan for a skills academy, the Centre for Retail and Hospitality Excellence (CORHE), which was an employer-led initiative sponsored by the Council, LeedsBID and a consortia of providers which aimed to deliver a range of bespoke services to attract, retain and develop employees and foster and develop skills training that kept pace with innovations in these sectors and looked to maximise their relevance for Leeds businesses.

Responding to a Member's enquiry, the Board received further information on the balance of representation on the board of management from both large and smaller independent businesses in the target sectors, which was aimed at ensuring that provision met a wide range of needs and that all would have the opportunity to access the services offered.

RESOLVED –

- (a) That the partnership proposals to establish the employer-led skills academy, the Centre for Retail and Hospitality Excellence, be endorsed;

- (b) That expenditure of £195,000 to support the establishment and operation of the skills academy, be authorised;
- (c) That it be noted that the Chief Officer, Employment and Skills will be responsible for the implementation of the resolutions above.

RESOURCES AND STRATEGY

147 Best Council Plan: 2018/19 to 2020/21

Further to Minute No. 109, 13th December 2017, the Director of Resources and Housing submitted a report which presented the Best Council Plan 2018/19 to 2020/21 for the purposes of consideration, and which sought approval that it be recommended for adoption by Council on 21 February 2018.

Members welcomed the proposal that 'Child Friendly City' remained as a 'Best City Priority' in the 2018/19 – 2020/21 Plan.

RESOLVED –

- (a) That full Council be recommended to adopt the Best Council Plan 2018/19 to 2020/21, as detailed at Annexe 1 to the submitted report;
- (b) That the Board's thanks be extended to Scrutiny Boards and others for their comments throughout the consultation process which have informed the proposed Best Council Plan 2018/19 to 2020/21;
- (c) That it be noted that further development and graphic design work will take place prior to the publication of the updated Best Council Plan in March 2018.

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In)

148 Financial Health Monitoring 2017/18 - Month 9

The Chief Officer, Financial Services submitted a report which set out the Council's projected financial health position for 2017/18, as at month 9 of the financial year.

Emphasis was placed upon the extent of the impact that variations in the total rateable value of business properties in Leeds could have upon the Council, when considering the potential levels of income that the Council received from Business Rates. It was highlighted that this needed to be an area which continued to be monitored.

RESOLVED – That the projected financial health position of the Authority, as at month 9 of the financial year, be noted.

149 'Cycling Starts Here' Strategy: Progress and Key Initiatives

Further to Minute No. 16, 21st June 2017, the Director of City Development submitted a report which provided an update on key developments and progress made on the Leeds 'Cycling Starts Here' Strategy. The report also

identified and sought endorsement to make further progress in two key areas: (i) a new partnership agreement with British Cycling; and (ii) progressing the current opportunity to establish a public bike share scheme in the city.

Members welcomed the proposals detailed within the submitted report and highlighted how this was further evidence of the cycling legacy being built in Leeds following the 2014 Tour de France Grand Depart.

Regarding the proposed establishment of a bike share scheme, it was noted that the Council was not procuring the bike share scheme and it was also recommended that should such a scheme be implemented by Ofo, then any issues arising be monitored, with lessons being learned from other areas where such schemes were operational.

Also, responding to an enquiry, the Board received an update on the current position regarding the development of a new partnership between the Council and British Cycling, with Members being encouraged to provide any suggestions they had in terms of potential community activity that the partnership with British Cycling could be involved in.

RESOLVED –

- (a) That the progress made in respect of delivering the Leeds ‘Cycling Starts Here’ Strategy be noted, and that:-
 - (i) the offer of a new formal partnership between British Cycling (BC) and Leeds City Council be welcomed; and that the heads of terms, as expressed in Table 1 of the submitted report, be agreed;
 - (ii) the Chief Officer Culture and Sport be authorised to oversee the final negotiations with British Cycling, based on the terms agreed (above), and upon their satisfactory conclusion consent be provided to enter into the final Agreement;

- (b) That in relation to the proposed bike share scheme for Leeds:-
 - (i) The Board’s endorsement be given to the establishment of a bike share scheme in Leeds and the proposal to work towards reaching an early agreement with an operator for a scheme to commence in Leeds;
 - (ii) That agreement be given for officers to initiate further discussions with the preferred operator (ofo) with a view to them becoming the city’s bike share partner, starting on a trial basis for 12 months from spring 2018;
 - (iii) That authority be provided to the Chief Officer, Highways and Transportation, to oversee the establishment, monitoring and review of a partnership arrangement, and to enter into agreements for a bike share scheme with the operator (ofo), in accordance with the principles as set out in section 3.15 of the submitted report.

150 Leeds Health and Care Partnership - City Digital Governance - Memorandum of Agreement and Public Co-operation Agreement

The Director of Resources and Housing submitted a report which sought support to commit the Council to a Memorandum of Agreement with Health partners in order to make strategic digital and information decisions

supporting the delivery of integrated health and care through city partnership governance. The report also sought support for the decision to enter into a public co-operation agreement, effective from 1st April 2018 with the Health partners in the city for the delivery of shared digital and information services (where appropriate).

RESOLVED –

- (a) That it be noted that the Director of Resources and Housing will commit the Council to a 'Memorandum of Agreement' in order to make strategic digital and information decisions supporting the delivery of integrated health and care through city partnership governance, with it also being noted that the Council's Officer Delegation Scheme will be updated to reflect this agreement;
- (b) That it be noted that the Director of Resources and Housing will enter into a public co-operation agreement effective from 1st April 2018 with the Health partners in the city for the delivery of shared digital and information services (where appropriate), in order to best support the delivery of integrated health and care, and/or where this is economically advantageous and it is in the interests of the Leeds pound;
- (c) That it be noted that the Director of Resources and Housing and the Chief Digital and Information Officer will take any decision to enter into any shared service schedules under the Council's existing Officer Delegation Scheme.

DATE OF PUBLICATION: FRIDAY, 9TH FEBRUARY 2018

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00 P.M., FRIDAY, 16TH FEBRUARY 2018

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