



Democratic & Central Services

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To: All Members of Council

Dear Councillor

COUNCIL MEETING – 12TH JULY 2017

At the above meeting, the thirty minutes of Question Time expired with questions 10 to 31 unanswered. Council Procedure Rule 11.6 requires that each Member of Council is sent responses to such questions.

Q10 Councillor S Bentley - Can the executive member explain how much additional funding was given to trade unions for their assistance with the reorganisation of refuse routes and why this couldn't be provided from the existing £496,000 trade union support budget for 2016/17?

A No additional funding was, or has, been given to Trade Unions for assistance with the reorganisation of refuse routes.

Two Trade Union Shop Stewards have however been seconded from their frontline duties, since late November 2016, for the duration of the review project. This is to support engagement with crews and provide expertise from a frontline perspective in the route design process. These are both critical to ensuring that the project is a success and the new routes work as they should when they are implemented.

The only costs associated with this arrangement are the costs of covering trade Union Shop Stewards on their routes whilst the work is progressing. In 2016/17 the cost of this was £23,787, and was absorbed within the overall budget for the service. The service estimates that the cost in 2017/18 will be around £20,000 which again will be absorbed within the existing cover budget for the Waste Management Service. In the context of the delivery of proposed savings of £1.6 million per year, the service believes this is a small cost to ensure the project is a success.

The project is ongoing and expected to deliver in the summer.

Q11 Councillor G Hyde - Does the Executive Member for Resources and Strategy believe austerity has come to an end?

- A** Between 2010/11 and 2016/17 Leeds' core funding from Government has reduced by £214m, which taking account of spending pressures, particularly growing demand and demographic pressures within adults and children's social care, has required the Council to identify and delivery reductions in spending and increases in income in excess of £400m. The Government's spending review of 2015 set out plans for spending on public services by all government departments for the period 2016/17 to 2019/20, and specifically provided for further reductions in government financial support for local government with the government's central grant reducing by 56% in real terms over the four years. In the current year, 2017/18 the Council's Core Funding has been reduced by £25m which has required further savings of £64m to be found. In line with the final 2 years of the 4 year settlement, the Council's Core Funding from Government will reduce by a further £27m. Executive Board at its meeting on the 17th July 2017 will receive a report on the Council's Financial Strategy 2018/19 – 2020/21, which forecasts a funding gap over those 3 years of £44.2m, made up of £13.9m in 2018/19, £4.1m in 2019/21 and £26.2m in 2020/21.

Therefore I can only conclude that Austerity isn't over for Leeds City Council.

- Q12** Councillor D Ragan - Following the Queen's Speech, would the Executive Member for Children and Families care to comment on Government education policy?

- A** Since the General Election Theresa May has had to back down on a number of policies and one of the most controversial of those was her determination to bring back grammar schools.

A far better use of the £50m promised for the expansion of grammar schools would be if it made its way to local authorities for the provision of school places for all children and young people.

Additionally it will be interesting to see if Philip Hammond's £20m promise of free transport for pupils from more disadvantaged backgrounds who live up to 15 miles from a grammar school will be kept.

The Queen's Speech was perhaps most notable for the things it didn't include and education policy was something it was definitely light on.

Not only did grammar schools not make the cut but the equally controversial proposal to stop free school meals for all children in Key Stage One was also quietly shelved.

This was the proposal that would have seen at least 900,000 vulnerable children from 'just about managing' families going hungry at school and around 16,800 people lose their jobs.

The Conservative manifesto stated that 'evidence' suggested the provision of a free school breakfast would have more of an impact on educational performance than a free school lunch.

However they seem to have changed their mind with Schools Minister Nick Gibb now saying:

"Universal infant free school meals ensure children receive a nutritious meal during the day, it saves hardworking families hundreds of pounds a year and it boosts educational achievement, especially among children from the most disadvantaged backgrounds."

What we have now seen is the plundering of one area of the education budget to scrape together the manifesto promise of £1bn for schools. We need to wait and see which free schools are on the list of 30 that the ESFA are now walking away from to free up part of that £1bn while expecting local authorities to continue to deliver school places.

Q13 Councillor P Wadsworth - Will the Executive Member for Environment and Sustainability comment on the recent delegated decision 'Waste PFI decision - Variation of Waste PFI contract in relation to 2016/17 recycling'?

A The Recycling and Energy Recovery Facility (RERF) has been highly successful, exceeding its expected landfill diversion performance by diverting over 99% of black bin waste from landfill and providing enhanced turnaround times for the refuse collection service. Although not eligible to count towards the Council recycling performance indicator, almost all of the outputs from the RERF process (i.e. post-incineration metals, bottom ash and flue gas treatment residues) are being recycled and used beneficially. The RERF contract is delivering savings of around £7m per year to the Council compared to the previous cost of landfill.

Leeds City Council set a performance target for recycling, which Veolia agreed to as part of their contract with the council. In the first year of the contract Veolia have failed to achieve this target.

Veolia have put significant measures in place to achieve the target going forward and have invested significant financial resources into achieving the required performance.

Given Veolia's commitment to meet the target, the council sought financial compensation for the failure in this first year of the contract, rather than deal with this as a performance issue, which would threaten the contract. This financial compensation will enable the council to improve its kerbside recycling collections. This settlement is a pragmatic and beneficial outcome for the council.

Given the sensitivity the Scrutiny Board Chair was briefed beforehand.

Q14 Councillor B Cleasby - In light of the proposed relocation of refuse services from Henshaw, could the executive member assure me and residents that the site will be retained for employment and not sold for housing?

A As Cllr Cleasby will be aware the Executive Board report on this item that was considered in June 2017 stated that "Henshaw remains a strategically important depot for Highways and Cleaner Neighbourhoods teams across the north of Leeds, as such there are no current plans for these services to vacate the site". Accordingly, in its capacity as the landowner that statement reflects the council's position.

There are therefore no proposals to vacate the site. Should any proposal come forward at some point in the future this will be a decision for council members to take at that time.

Q15 Councillor N Dawson - Can the Executive Member for Employment, Enterprise and Opportunity update Council on work to improve access to employment for people with autism?

A Around 7,500 people in the city are classed as being on the autistic spectrum and the unemployment rate for this group both nationally and locally is above 50%, despite the fact that many people with autism are more than capable of being productive and valuable members of the workforce.

The Council facilitates the Autism Employment Working Group, which includes partners from the public and third sectors who are involved in supporting people with autism into work. This week we have supported the Leeds Hidden Talents Employment Fair, an event for autistic jobseekers with employers such as KPMG and Carillion.

The Leeds Apprenticeship Hub, working with Specialist Autism Services recently launched a programme to promote apprenticeships generally and provide tailored support to around 50 people including work experience and placements. We will also be engaging with a number of employers in the city, encouraging them to find out more about the benefits of employing people with autism, and helping them to recognise that they can be a very productive part of the workforce.

This work demonstrates our commitment to supporting residents facing health barriers to engage in the labour market and be part of the inclusive economic growth of the city.

Q16 Councillor C Anderson - Can the Executive Board Member responsible please advise why 42% of assistance dog owners were refused entry to a taxi or minicab during a one-year period because of their dog? Can you commit to the council having a zero tolerance policy towards access refusals from taxi and minicab drivers in Leeds. In addition, disability equality training will help drivers understand the rights and needs of disabled people and I ask that you make it a requirement that all taxi and minicab drivers receive disability equality

A The 42% figure is a national figure from figures provided at the LGA conference, <http://www.lga.brintex.com/zone/VList/Exhibitor/21216/GuideDogs>. It is not a figure relating to the experience of people with guide dogs in Leeds, which we think is significantly better, because of the policies of the council, training of drivers, the support of operators, the council's enforcement approach, and the response the council makes to feedback and complaints about the taxi and private hire trade.

Policies and conditions

Leeds is one of the more proactive councils on ensuring that people with guide dogs can use taxis and private hire vehicles, and the council's Taxi and Private Hire Licensing team has strong links with the council's Equality hubs, and with the council's Access Committee. We also have very good working relationships with the Guide Dogs for the Blind in Leeds and in the Yorkshire & Humber region.

You may be aware that the law changed earlier this year, with an amendment to the Equality Act 2010 making it an offence for a driver to refuse or charge extra for a guide dog or a wheelchair. The council previously had local conditions in place to this effect, but are carrying out some additional work with Guide Dogs for the Blind to check that drivers and operators are ensuring fair access.

We have a Medical Exemption policy – we have a zero tolerance policy unless there is a genuine medical reason why a driver cannot come into contact with dogs, and we quote Sections 168 & 170 of the Equality Act as the relevant legislation.

In addition, condition 9 of our Private Hire Driver conditions states;

9(c) Ensure that any disabled aid, wheelchair or assistance dog is appropriately and safely stored or accommodated within the vehicle.

Footnote 7 of the same condition:

7. Assistance dogs must be carried with the passenger at all times. Drivers must follow the advice of the passenger as to the exact position to best suit their needs.

Training

The council's Taxi and Private Hire Licensing team train around 1000 new drivers each year, and we are committed to including equalities training. Equalities training is covered in both

our customer care training and the legislation module of our driver seminar – all new drivers are required to attend the customer care training, and pass (90%) each module of the driver seminar.

Operator support and mystery shopping

The council's Taxi and Private Hire Licensing team works with operators to ensure that their drivers meet legal standards and council conditions, see attached newsletter as an example of communication with operators and drivers. The council regularly receives feedback or complaints from people who have had a poor experience with a driver or operator, and are still dissatisfied with the response from the operator.

Earlier in 2017, the council's Taxi and Private Hire Licensing team carried out a joint operation with the Guide Dogs for the Blind Association. Following concerns raised by members of the public, a 'mystery shopper' exercise was carried out to see how operators handled booking requests made by customers with guide/assistance dogs. Mystery shopper phone calls were made to 37 operators. A booking request was made by the mystery shopper, and the telephone operator was advised that a guide dog was to accompany the passenger.

- The majority of operators, 32, handled the booking in an appropriate way.
- One operator did not accept the booking, and has been issued with a formal written warning.
- Four operators were given advice, because of conflicting information given to the mystery shopper.

This work forms part of a larger project with the Guide Dogs for the Blind Association, and further mystery shopping will be undertaken over the coming 12 months.

Enforcement

At present, only one of the 6000 licensed taxi drivers or private hire drivers in Leeds has a valid medical dispensation whereby they are not obliged to carry a guide dog, so statistically it is very unlikely that a passenger with a guide dog will get a driver with a valid medical dispensation.

The council's Taxi and Private Hire Licensing team have acted in two or three cases in the past 12 months where a driver has refused to take a guide dog and the customer has complained to us. Over the same period, the council has successfully prosecuted drivers for refusing to take a guide dog, as well as warning operators or drivers, which is in line with the 'zero tolerance' approach you suggest in your question.

Response to feedback and complaints

The number of complaints the council's Taxi and Private Hire Licensing team receive about this issue is relatively low – 2016's Annual Licensing Report shows just 2 for a driver refusing to carry a passenger, and a further 14 categorised as disability-related, around 3% of all 576 complaints.

The council's Taxi and Private Hire Licensing team receives more than 50 calls or emails a month from members of the public, feeding back where they have had a poor experience with taxi or private hire in Leeds. At present, fewer than 5% of the complaints relate to accessibility or disability related issues, primarily wheelchair accessibility. The team investigates each complaint, interviewing drivers and operators, depending on the seriousness of the issue, and taking enforcement action, such as a warning or prosecution, or requiring the driver to repeat the legislation training.

Q17 Councillor S Lay - Could the executive member provide details of the council's response to the continuing blight of dog fouling across Leeds and has she given any thought to the user of dog DNA registration and testing?

A The majority of dog owners in Leeds are responsible, law abiding people who clear up after their dogs as needed whilst being exercised on streets and in parks etc. Dog Control Orders have been in place in Leeds since 2006 and control a range of activities which help reduce dog fouling in addition to the obvious requirement of cleaning up after a dog. Examples include a requirement for dogs to be kept on a lead so an owner knows when it's necessary to clean up and also, walking a maximum number of dogs at any one time. Dogs are also excluded altogether from some particularly sensitive areas such as children's play areas, remembrance gardens, some wildlife gardens and many school grounds.

All the above go some way to reducing the amount of dog faeces left by irresponsible owners who face the possibility of a Fixed Penalty Notice (FPN) and a £75 fine if they ignore the requirements of the Orders. A range of Council staff can issue FPNs, but everyone is encouraged to provide enforcement staff with information on individuals or patterns of behaviour suggesting a contravention that could lead to a FPN being issued.

Following changes to national legislation, all Dog Control Orders will automatically convert to Public Space Protection Orders from October this year. This is being used in Leeds as an opportunity to review the effectiveness of the current Dog Control Orders and to consult on additional requirements intended to reduce the problem further. In the near future, consultation will commence on a proposal to introduce a requirement for dog owners to carry the means to clean up after their dog (ie to carry poo bags or similar) in the new PSPO areas.

This requirement was put in place in Daventry in October 2015 & generated much interest both locally and nationally. It was felt beneficial to review the experience in Daventry before considering a similar requirement in Leeds but it is clear now that this move has raised awareness significantly and broad compliance seems to have been secured as a result.

In addition to enforcement, a number of local initiatives have been introduced to improve problems of dog fouling in very local areas. These include dog watch schemes, where residents are asked to act as eyes and ears to identify and report poor owner behaviour, but also to engage in education activities to remind people of their responsibilities in engaging and informative ways.

In relation to dog DNA registration and testing, I am aware of a pilot in the London Borough of Barking and Dagenham which commenced in early 2016. Here, samples of dog faeces deposited in parks etc in three wards have been tested and checked against a register of dogs to identify their owners.

There are several issues in taking this approach however. Identifying the DNA in a faecal sample is only of use if the DNA of that particular dog has been registered by its owner. Such registration is not a legal requirement. The incentives to an owner to register their dogs DNA are slim, especially in the knowledge that this could simply lead to a FPN being received later down the line. There have also been challenges around the potential for faeces to become contaminated with other DNA before being sampled for testing and the difficulty in identifying the person who was with the dog at the time (the offence is not to clean up after the dog, not to own a dog that has defecated in public). Other Councils have considered this approach, but have concluded the costs to be prohibitive.

It has not proved possible to contact officers in Barking & Dagenham in the time available to hear of the pilot outcomes direct. I have asked officers to continue to try to make contact and for me to be briefed in full for further consideration of this approach.

Q18 Councillor D Cohen - Why does the Executive Member for Children and Families think that Leeds has reported the worst figures in the region for the number of sessions missed through children being on unauthorised term time holidays, and what is being done to tackle the issue of school absence?

A The importance of attending school cannot be underestimated and the more a child takes a full and active part in school, the more chance they have to develop and reach their potential. Missing out on lessons leaves children vulnerable to falling behind. Children with poor attendance tend to achieve less in both primary and secondary school.

The statistic quoted is actually a misinterpretation of the data regarding absences missed due to unauthorised holidays in term time. Leeds has the highest school age population in the region. When considered as a percentage of the school age population Leeds actually has significantly lower percentage absence rate (0.45%) for holidays than our neighbours, with only York, Hull, Calderdale, North Yorkshire and North Lincolnshire having fewer lost days than Leeds for primary age pupils.

With regards to secondary age children only York, North Yorkshire and North Lincolnshire have a lower percentage of lost days than Leeds (0.23%).

School attendance has slightly increased in both primary and secondary schools with the latest full year data available showing that primary attendance increased from 96.1% in 2014/15 to 96.2% in 2015-16.

Secondary attendance has also increased from 94.3% in 2014/15 to 94.5% in 2015/16.

Despite these improving figures the Council will continue to make improving school attendance a priority, we will work with schools and academies to ensure that everyone takes responsibility for children's attendance at school. We will use our early help and targeted support through clusters and the developing Restorative Early Support Teams in high need clusters to ensure that we identify the problem early when school attendance is becoming a problem. Where necessary we will consider using our statutory powers to prosecute parents who fail to ensure their children at getting the education they deserve.

Q19 Councillor M Robinson - In light of the recent terror attacks in Manchester and London can the Leader of Council set out what new steps have been taken to increase safety and security in Leeds so we prevent and tackle both terrorism and extremism?

A Following the terror and extremism attacks at the beginning of the year in the UK and Europe, Leeds City Council quickly provided a series of large planters specifically placed within the City Centre to restrict access to key locations, primarily where pedestrian footfall is high and vehicles are prohibited.

Since these measures have been introduced extensive work has been ongoing in conjunction with the Police and other security experts to consider and evaluate the most appropriate measures to restrict and manage vehicle access within the City Centre. This process culminated in the presentation of a report to the City Councils Executive Board recently to provide a controlled vehicle access control system around the central pedestrianised streets of the City Centre.

This is primarily the area bounded by Vicar Lane, The Headrow, Boar Lane and Park Row and which will be operated by a 'rise and lower' bollard system. This will be remotely controlled and operated by the Council's City Watch team.

Procurement of specialist services to design the foundation has commenced and the specialist electrical equipment and bollards are in the process of being ordered.

This is a priority for the City and all efforts will be afforded to have this access control scheme implemented at the earliest opportunity.

Leeds has well established partnership arrangements in place to deal with the threat of terrorism and extremism through the city's CONTEST structures. A Gold CONTEST Board is chaired by the Director of Communities and Environments, and involves Chief Officers from Resources and Strategy (Emergency Planning and Comms), Communities (Prevent, Counter Extremism and Cohesion), Children's Services, Chief Superintendent from WYP and Superintendent from the NECTU, National Probation Service and Community Rehabilitation Services and Health.

The Gold Board is supported by a Silver Partnership Board Chaired by the Chief Officer for Communities. The partnership involves key services from across the Council, the City's HE & FE Institutions, WYP, NECTU and Health and NHS colleagues.

Since 2007, the city's Gold and Silver Partnerships have overseen a comprehensive programme of awareness raising, training and support, and guidance to organisations and businesses to ensure that the city remains safe and to reduce the risk of radicalisation.

Since March 2017 following the initial attacks on Westminster, an enhanced programme of activity has been delivered across the city to increase awareness, provide reassurance, reduce hate crime and manage potential community tensions, and improve the reach of activity to protect the city and its residents from becoming involved in terrorism. This includes:

Through the **Protect and Prepare** strands of CONTEST:

- Delivery of Stay Safe training to; Council staff - 285 attendees since the Manchester attack, over 300 booked on future inputs and over 3000 attended since 2013.
- New InSite pages providing Stay Safe advice and information to supplement the awareness inputs.
- Leeds businesses – Stay Safe and Project Argus - LCC in partnership with NECTU. Post Manchester inputs to WYCA, higher and further education. Three inputs to retail, NTE and Hospitality. (Approximately 660 attendees post Manchester and 2300 since 2013).
- Focus on increasing the number of businesses registered with the Leeds Alert warning and informing scheme.
- Formation of a LCC internal Silver group to manage ongoing review of lessons learned.
- Partnership working – Increased focus on counter terrorism planning by West Yorkshire Resilience Forum.
- City Centre Vehicle Access Scheme – to provide permanent physical protection against a hostile vehicle attack in the pedestrianised city centre core along with a number of other identified vulnerable sites in the city centre.

- Temporary hostile vehicle measures (i.e. strategically placed planters) currently in place across a number of city centre locations.
- Safety Advisory Group – events in Leeds. Working with organisers to ensure public safety at events in the City
- Participation in multi-agency training and exercising (recent Leeds Bradford Airport exercise, Gold exercise).
- Emergency Services Roadshow – public engagement event.
- BC Network – Business Continuity advice to businesses – next event on July 19th with a specific Counter Terrorism focus. Expected audience of approximately 150 Leeds based businesses.
- Upgrading Emergency Control Centre capabilities to offer greater capacity for a response to a major incident.

Through the **Prevent** stand of CONTEST:

- Ongoing Prevent work in schools and communities – The Prevent Team has been working with and supporting schools through a range of interventions. These include training for frontline staff on how to hold difficult conversations with young people to enable them to have their voice heard on a range of issues including extremism. In 2016/17, we delivered 140 workshops on preventing extremism to 5450 individuals from schools, statutory and community partners, and within communities. In 2015/16, we delivered 222 workshops reaching 8337 individuals.
 - We deliver a range of projects in schools that equip young people with critical thinking skills and the opportunity to explore why some individuals seek to join extremist groups, the impact of this on themselves, their families and the wider community, and what we can do to support such individuals.
 - We have an excellent reach into our communities where we have discussed issues relating to extremism and terrorism and supported organisations to understand the factors that might make an individual vulnerable to extremism and the support available through the city's safeguarding arrangements. This includes third sector organisations, women's and youth groups.
 - The Council also chairs the Channel partnership where we provide bespoke support and interventions to individuals that have been referred to us due to their susceptibility to extremism.
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- Gold and Silver partnerships – special meetings – checks with partners about building security and support arrangements – We have a strong governance structure within the council that considers all elements of the CONTEST strategy with good representation from a range of partners. These structures are currently under review to ensure that, now more than ever, they are fit for purpose and are able to deal with any emerging risks and vulnerabilities as best as we can, this will include lessons learnt.

- Post-terrorist incidents, we held daily meeting to ensure we were doing everything we possible could to respond to the threat level (when it was raised to critical) and that there was a coordinated effort and approach from partners.
- Development of action plans following attacks – An action plan was developed, based on the national '14 day action plan' that documented key risks and our response to them.
- Reassurance visits with WYP – post Finsbury Park attack, all mosques were visited to provide reassurance and the offer of extra patrols during evening prayers and Eid. A meeting was also held between the chair of the Leeds Council of Mosques and the Leader, Chief Executive, and other council officers to provide further reassurance and a commitment to work together moving forward.

Monitoring of hate crime/community tensions – a daily hate crime log was set up in the wake of the incidents and these were fed in to the daily meetings so that any emerging tensions could be addressed immediately.

Q20 Councillor B Anderson - Would the Executive Member with responsibility for the Community Infrastructure Levy (CIL) like to outline the timescales his administration is working to, to bring forward detailed proposals about how the CIL will be spent and how much will be allocated over and above the monies allocated to those areas with a Neighbourhood Plan and those that don't have a Neighbourhood Plan and the monies that are automatically passed to Parish Councils? In effect, the balance of the monies over and above the 15 and 25% and excluding the admin percentage we are already aware of?

A The Executive Board report dated 17th July 2017 'The Leeds Community Infrastructure Levy – Investment of the Strategic Fund' addresses this point. The report sets out current proposals for the spend of the strategic fund which excludes the neighbourhood and administrative percentage. Executive Board is recommended to agree the investment of the CIL strategic fund for £685,434.61 (for monies accumulated in the strategic fund up to November 2016), to be used to contribute to learning places deficit for schools. A link to the report is attached for information.

<http://democracy.leeds.gov.uk/documents/s163008/CIL%20Cover%20Report%20270617.pdf>

Q21 Councillor R Stephenson - Can the Executive Member for Environment and Sustainability comment on any identified capacity issues within the Council's crematoria service?

A I understand that this may have been prompted by recent articles in the press with regard to a private crematorium operator announcing the intention to develop a crematorium in Leeds. The Council has had no involvement in this proposal and does not support the principal of an additional crematoria site given that there is sufficient capacity with the existing three crematoria within the city to meet requirements.

The three sites contain a total of eight cremators which can accommodate up to a maximum of 8,250 cremations each year. If this is compared to the demand for cremations there are currently around 5,300 conducted each year but based on population forecasts and predicted death rate in Leeds, it is anticipated that this will rise to 6,300 in 2035, an average increase of around 50 each year. There is also a general trend away from burial towards cremation however the current capacity is sufficient to continue to meet demand both now and the foreseeable future.

A report to the council's executive board in June 2016 did however highlight a short term issue with the need to replace cremators at Lawnswood in the next few years and approved a feasibility study to replace existing cremators with mercury filtration equipment along with

approving a land search to the east of the city to see if this is a viable option. A decision on this matter will be taken by the council's executive board in due course once investigations are complete.

Q22 Councillor M Robinson - Will the Executive Board Member for Resources and Strategy confirm how many of the Children's Mayors manifestos have been completed or new steps introduced that directly respond to those manifesto commitments since 2010?

A Background notes:

- As requested please find below information dating back to 2010 when the programme was known as "Mayor for a Day". The name was changed to "Leeds Children's Mayor" in 2011
- For this current year (2017-18), the instructions to schools were changed to ask the children to make sure that their manifesto is written with "low cost or no cost" in mind – this was in response to difficulties in some previous years making the manifesto ideas happen
- The entrant materials sent to schools does not state that LCC and partners will turn the manifesto idea into reality and this is also discussed with the children and their families at the "What to expect" session held prior to finals night
- The aim of the programme is to encourage children to think about how they can make a difference to their local communities and their city as well as to help them understand the principles of voting and democracy.

2010 (Mayor for a Day Programme)

- **Emily Humphreys, Bramley St Peter's Primary School**
- **"Don't get ill – get soap" manifesto**

Emily's winning manifesto was broken down into three sections: 1) To raise money for the charity 'Wateraid', 2) To have competitions in schools to create a 'hand hygiene' poster and 3) To write to every head teacher in Leeds to remind them to always ensure there is adequate soap in the toilets.

What happened?

Following her deputation to council and the resultant executive board report, Council Officers:

- Visited Emily in school to meet with her and the school council to discuss her ideas in detail
- Contacted Wateraid to request delivery of 300 free promotional packs to send out to Leeds' schools
- Worked with Emily to help her write a letter to all head teachers that was sent in March 2011. The letter explained her request for hand-hygiene, the background to her campaign (Swine Flu) and details of how to run the poster competition. This letter was sent out along with the WaterAid information and hand hygiene information from the Health Protection Agency

2011 (Leeds Children's Mayor Programme))

- **Joe Smith, Strawberry Fields Primary School**
- **“When it comes to keeping kids active, Leeds Leads” manifesto**

Joe’s winning manifesto was about promoting health and fitness for children in Leeds with a suggestion of having a “Kids Zone” in very public gym. The theme of fitness tied in to 2012 being the year when the Olympic Games were held in London

What happened?

Following his deputation to council and the resultant executive board report, council officers:

- Worked with council teams including Sports & Leisure and Breeze to conduct an audit of the current sports and fitness offer to young people.
- Discussed the practicalities of having youth-zones in adult gym facilities. This was not feasible due to cost, insurance and health and safety issues
- Met with Joe at the Civic Hall to detail the breadth of sports and fitness opportunities available for children around the city. It was suggested that this information had never been presented as a whole to schools.
- Worked with Joe to create a pack for schools that detailed how children can; apply for discounted Junior Bodyline gym membership cards, access taster sessions in a variety of sports and activities for children and young people throughout Summer 2012 and access sports sessions tailored for young people with disabilities
- Sent the above pack and information to all schools in June 2012 with a covering letter written and signed by Joe

2012

- **Oliver Larking, Bardsey Primary School**
- **“Leeds offer fun, free fitness for the family” manifesto**

Oliver’s winning manifesto was also about promoting health and fitness for children in Leeds. Oliver’s specific idea was to create “open air active zones” in parks in the city – these would be zoned areas in our parks designated for gym and exercise equipment.

What happened?

Following his deputation to council and the resultant executive board report, council officers:

- Worked with Communities and Environments team to identify if these facilities already exist in any Leeds parks.
- Identified that several parks around the city had recently or were about to have gym and exercise equipment installed. These parks were; Queens Park (Pudsey), Armley Moor Park, Rothwell Country Park, Bramley Falls Wood Park, Sandford Road Park (Kirkstall), Cross Flatts Park and Scatcherd Park
- Met with Oliver to talk through the Executive Board report and update him on what is currently available and what is in development

- Invited Oliver to the opening of the new public gym equipment in Queens Park, Pudsey

2013

- **Charlotte Williams, Rufford Park Primary School**
- **“Life cycle of Leeds” manifesto**

Charlotte’s winning manifesto was also about promoting cycling in the city – her winning year was the same year Leeds’ hosted the Tour De France Grand Depart.

What happened?

Following her deputation to council and the resultant executive board report, council officers:

- Worked in partnership with the Bikeability and Road Safety Teams to make them aware of Charlotte’s manifesto.
- Arranged for a Bikeability workshop to take place at Charlotte’s school.
- Following this, a letter was written to Charlotte explaining all the things happening in 2013/14 to celebrate the Tour De France and to get children taking part in cycling.
- Worked with Charlotte to promote the 2014 “Leeds School Cycle Challenge” at Temple Newsam Park on 1st July. She wrote a foreword to the sign-up pack that went to all Leeds Primary Schools and attended the event herself as a special guest. The event was attended by over 500 children from 50 primary schools in the city
- Worked with the Office of Public Health to enable Charlotte to endorse – by way of a letter of support – a proposal to change the bye-laws in Leeds’ parks to enable the creation of “cycle-friendly” areas
- Enabled Charlotte to wave the starters flag at the Tour De France grand depart July 2014

2014

- **Amy Eckworth-Jones, Strawberry Fields Primary School**
- **“Have fun, play safe” manifesto**

Amy’s winning manifesto was about creating social clubs or “safe areas” local to all primary schools and communities. These would be areas where children could go after school to have fun with their friend in a safe and supervised manner.

What happened?

Following her deputation to council and the resultant executive board report, council officers:

- Identified that it would not be financially feasible to create new social clubs or safe areas adjacent to every school in the city
- Met with Amy to present her with the Executive Board report and discuss the contents and the ways the council does already provide safe spaces for children, young people and families to play in their communities

2015

- **Hannah Begum, Hunslet Moor Primary School**

- **“Global Families of Leeds” manifesto**

Hannah’s winning manifesto was about bringing children and young people from different backgrounds together through youth and community work, after school clubs and faith-based groups. Her manifesto was written partly in response to a youth group that she used to attend having to close down due to a lack of funding

What happened?

Following deputation to council, council officers:

- Met with Hannah to discuss her idea and how she could work with Leeds City Council on a social cohesion project
- Arranged for Hannah to meet and work in partnership with Members of Youth Parliament who were running a campaign aimed at bringing communities together and tackling discrimination.
- Hannah contributed her ideas which led to the development of a “Let’s tackle it” event for youth and community groups from different social and religious backgrounds. The event was attended by 48 young people from 12 youth and community groups across the city

2016

- **Grace Branford, Drighlington Primary School**
- **“Be a good citizen, love thy neighbour” manifesto**

Grace’s winning manifesto was about people giving back to their communities and people less fortunate than themselves. She proposed that at least once a year, pupils in schools get together to help their communities in some way via fundraising or charitable acts in the local area

What happened?

Following her deputation to council, council officers:

- Organised a meeting between Grace and the other 2016 LCM finalists, to talk in more detail about the idea of giving back to your community. At this meeting the children came up with a scheme they called “Kind Minds Mission”.
- Worked to create a ‘Kind Minds Mission’ resource pack for schools. Originally it was suggested by the children this could be around supporting the Lord Mayor’s annual charity appeal but ultimately the pack left it up to individual schools to choose a charity important to them and their community.
- Promoted the resource pack and a “Kind Minds Mission” week for primary schools from 27th to 31st March 2017)
- Requested feedback from the 19 schools who took part during the week and created a [report](#) – these schools included Grace’s own school, Drighlington Primary

Q23 Councillor P Wadsworth - Will the Executive Member for Environment and Sustainability explain why tree queries are repeatedly being ignored and why elected members are not getting any responses back from Forestry?

A We acknowledge that sometimes responses from the department can be slow and this is not acceptable. We have recognised this and are reviewing the process for handling enquiries and intend to set up new email accounts to deal with enquiries from elected members as well as the general public. These accounts will be available from the end of August followed later this year by a new computer system to manage enquiries.

Parks and Countryside receives around 4,500 new tree enquiries each year from the public as well as enquiries referred via elected members and this new email account will help to deal with these enquiries in a timely fashion.

This system will supplement the tree guidelines document already published and available in a paper form and to download on the council website. The approach taken to prioritise tree work remains the same with a category allocated to each tree indicating the target timescale for any work that might need to be carried out based on the health and safety risk. The main categories and timescales, where applicable, are as follows:

Category 1: Emergency completed within 24 hours
Category 2: Urgent completed within 7 working days
Category 3A: developing risk completed within 6 months
Category 3B: developing risk completed within 18 months
Category 4: no unreasonable risks and therefore no mitigation required

Often the work requested is to healthy trees that do provide a benefit to the environment as well as creating a habitat for wildlife and it is important that this is remembered. The council will be working with the Woodland Trust street trees project to engage with communities and promote the benefits that these important assets provide. It is hoped that this will help build a shared understanding that will reduce the number of enquiries about trees that do not pose a health and safety risk.

Q24 Councillor B Anderson - Does the Executive Member for Environment & Sustainability share my concern that Council tenants in Adel & Wharfedale Ward are not benefiting from the monies passed to Forestry from the Housing Revenue account to pay for tree maintenance works? Her officers have promised to carry out the work but on some of the trees no work has been carried out for up to 1 year after the promise is made.

A All tree enquiries are fairly assessed and where appropriate inspected by a trained tree specialist to determine what, if any, work may be required. A risk assessment approach is taken allocating a category to each tree. This indicates the target timescale for any work that might need to be carried out as well as determining resources to be allocated. The main categories and timescales, where applicable, are as follows:

Category 1: Emergency completed within 24 hours
Category 2: Urgent completed within 7 working days
Category 3A: developing risk completed within 6 months
Category 3B: developing risk completed within 18 months
Category 4: no unreasonable risks and therefore no mitigation required

There has been a fund available of around £160k each year since April 2014 from the housing revenue account to address tree issues that might otherwise be category 4 (and therefore no work required) but nevertheless impact on the health, wellbeing and quality of life of residents. Examples of this include daylight loss or TV/satellite signal and in either case

work is carried out according to specific criteria and where applicable consultation is undertaken with other residents.

In 2015/16 and 2016/17, £19k was spent on category 4 work in Adel and Wharfedale ward. When comparing the total fund available on a ward by ward basis, Adel and Wharfedale has received double the value of work, despite the fact that Adel and Wharfedale has a lower level of Housing Leeds properties when compared to many other wards.

In 2017/18, £20k worth of work has been identified in Adel and Wharfedale as category 4 allocated from the housing revenue account fund. This work will not however be carried out in preference to work required to address a higher priority risk. For example, since the beginning of April there has been £83k of work which is either emergency or urgent work plus £77k of work to mitigate a developing risk which has been considered a priority.

Q25 Councillor M Robinson - What steps have been taken by the Executive Board member for Regeneration, Transport and Planning to improve congestion on the A64 into Leeds from Barwick Road roundabout to Seacroft Hospital?

A The Council operates a permit scheme for all road works on the major route network of Leeds. The works promoter has to agree with the Council how the works will be carried out, to minimise the disruption caused to the travelling public. The Council's Network Management team have been in discussion with all work promoters working on this section of the A64 to agree the conditions of each permit. These discussions are still ongoing however agreed measures to reduce the disruption have so far included;

- Alteration of sections of the line of the water main from carriageway to the adjacent service road or verge areas
- Alteration of the signal timings at the junction of Oak Tree Lane and York Road to maintain a higher flow of traffic on York Road during the lane closure here
- Agreement with Yorkshire Water to work extended working hours and multiple teams to shorten the works duration
- Arrangement of collaborative working between the different work promoters to share some of the lane closures
- Use of off-peak lane closures where possible to avoid the higher peak time traffic flows
- Utilisation of available school holiday periods for some of the more disruptive locations to take advantage of reduced traffic flows
- Regular monitoring of the works to ensure good progress
- Monitoring of traffic flows and regular updates provided to travel media and social media to inform road users

Q26 Councillor B Anderson - Whilst welcoming the current highways improvements to road surfaces being done in Adel & Wharfedale Ward is the Executive Board member for City Development not concerned that his officers have only recently, before this work commenced, painted a number of double yellow lines and other restrictions in the area, only to have to remove them as a result of this welcome work. They will need to be reinstalled. Does he think this is an effective use of scarce Council resources?

A When new traffic management schemes are introduced a balance between early implementation and future maintenance work has to be struck. In the two or three cases to which I believe this question relates it was decided that the benefits of installing the traffic management scheme and completing the road markings outweighed the cost and time delay in waiting for the maintenance to be completed a few months later. Due to the weather dependency of the maintenance treatment the work could have been delayed by weeks or months. Road marking is a particularly economical process and the cost of repeating the work has been minimal compared to the delay of formal processes and the ongoing inconvenience of not having the traffic management measures in place. Had the maintenance work involved the removal of more than just a few markings then the traffic management schemes would have been delayed.

Q27 Councillor M Robinson - Will the Executive Board Member for Resources and Strategy publish the Council's gender pay gap data and will he seek to influence others especially those we significantly grant fund, to do the same?

A We have a legal requirement to publish our Gender Pay Gap data as do all organisations with 250 employees or more. The legal requirement is to publish by April 2018, however LCC intends to be an early adopter which means that we will publish our data prior to October 2017.

Organisations with fewer than 250 employees are not required to publish but we would support affiliated organisations to take this opportunity to compare their data to similar organisations.

Q28 Councillor R Stephenson - What penalties are in place for council tenants found to be illegally sub-letting their rented properties and how many cases related to illegal subletting has the Council pursued in the last 5 years?

A If a council tenant sublets their tenancy unlawfully (i.e. subletting the whole property), there are several penalties in place.

Under civil action:

- The eviction of the tenant
- The imposition of an Unlawful Profit Order (UPO) where a tenant has profited from subletting.
- Costs

Under criminal action, Prevention of Social Housing Fraud Act 2013 (PoSHFA):

- A fine (up to £50k)
- The imposition of a UPO
- Imprisonment of up to two years
- Costs

Under Civil Action:

Figures from July 2012-July 2017 show that:

- 1129 tenancy fraud investigations were opened
- 455 of these were for subletting (40%)
- 85 investigations led to a property being recovered (19% or approx. 1/5)

Breakdown per year:

Year	No. of subletting cases pursued (% of overall cases)	Properties recovered following investigation of subletting
2012/13	21 (26%)	11
2013/14	78 (33%)	23
2014/15	98 (40%)	19
2015/16	121 (38%)	20
2016/17	110 (51%)	11

Under Criminal Action:

Leeds City Council will prosecute cases on behalf of Registered Providers under PoSHFA 2013; to date LCC have secured one successful criminal prosecution on behalf of Chevin Housing against a tenant who illegally sublet his tenancy. The tenant entered a guilty plea and was fined £200, has to pay prosecution costs of £564 and an Unlawful Profit Order of £355, bringing the total costs to £1139.

We have now reviewed our Tenancy Fraud Policy and procedures to develop a process around taking a criminal prosecution, supported by officer training. This will enable us to take more criminal actions in the future.

Q29 Councillor M Robinson - Will the Executive Board member for Regeneration, Transport and Planning consider introducing a 30mph zone in Weardley?

A Yes the service is happy to investigate the provision of a 30mph speed limit through Weardley.

To investigate this request Officers will need to undertake a review this route against the latest Department for Transport guidance for 'Setting local Speed Limits'.

The detailed assessment will take into account the:-

- history of collisions,
- the road's function,
- existing mean traffic speed,
- use by vulnerable road users,

- the road's geometry and engineering,
- and the road environment including level of road-side development.

Once this has been concluded I will ask officer to write to Cllr Robinson with their findings and recommendations.

Q30 Councillor M Robinson - Given the importance of the Brexit vote in 2016 and the potential impact in Leeds why has the Leader of Council not established a single Scrutiny Committee examining Brexit?

A “The Leader has written to executive board opposition leaders to seek to agree terms of reference for a cross-party working group and it has been agreed with Scrutiny that any specific issues identified will be referred to the relevant Scrutiny Board wherever the group thinks necessary.”

Q31 Councillor P Harrand - Will the Leader of Council please inform members of the state of discussions on the construction of a new Roundhay Park primary school on the playing fields and community centre on Shadwell Lane in Alwoodley Ward?

A Following the analysis of the responses to the consultation, we have now shared the Summary Report with the ESFA, the Trust, all respondents and other key stakeholders. The analysis indicates public opinion is against using the playing fields and community centre in Shadwell in Alwoodley Ward, and we have not recommended the use of this site to the ESFA. It is now for the ESFA to consider the report and progress the free school application as they feel appropriate.

Yours sincerely

Kevin Tomkinson
Principal Governance Officer