



SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

Meeting to be held in Civic Hall, 1st Floor West, LS1 1UR on
Wednesday, 1st November, 2023 at 10.30 am

There will be a pre-meeting for Scrutiny Board members at 10.15am.

MEMBERSHIP

| | |
|--------------------------------|-----------------------------|
| Cllr N Buckley | – Alwoodley |
| Cllr B Flynn | – Adel and Wharfedale |
| Cllr M Foster | – Ardsley & Robin Hood |
| Cllr J Garvani | – Horsforth |
| Cllr S Hamilton | – Moortown |
| Cllr A Hussain | – Gipton & Harehills |
| Cllr S Lay | – Otley & Yeadon |
| Cllr A Marshall-Katung (Chair) | – Little London & Woodhouse |
| Cllr M Millar | – Kippax & Methley |
| Cllr M Shahzad | – Moortown |
| Cllr N Sharpe | – Temple Newsam |
| Cllr I Wilson | – Weetwood |
| Vacancy | |
| Vacancy | |

To Note: Please do not attend the meeting in person if you have symptoms of Covid-19 and please follow current public health advice to avoid passing the virus onto other people.

Note to observers of the meeting: We strive to ensure our public committee meetings are inclusive and accessible for all. If you are intending to observe a public meeting in-person, please advise us in advance by email (FacilitiesManagement@leeds.gov.uk) of any specific access requirements or if you have a Personal Emergency Evacuation Plan (PEEP) that we need to take into account. Please state the name, date and start time of the committee meeting you will be observing and include your full name and contact details.

To remotely observe this meeting, please click on the 'To View Meeting' link which will feature on the meeting's webpage (linked below) ahead of the meeting. The webcast will become available at the commencement of the meeting.

[Scrutiny Board \(Infrastructure, Investment and Inclusive Growth\): 1 November 2023](#)

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 Rules (in the event of an Appeal the press and public will be excluded)</p> | |
| 2 | | | <p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>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> | |
| 3 | | | <p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p> | |

4

DECLARATIONS OF INTERESTS

To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 27 SEPTEMBER 2023

5 - 20

To approve as a correct record the minutes of the ordinary meeting of the Scrutiny Board (Infrastructure, Investment and Inclusive Growth) held at 10.30am on 27 September 2023 and the minutes of the Call-In meeting held at 1.30pm on the same date.

7

FUTURE OF BUS PROVISION IN LEEDS

21 - 48

To receive an update from the Interim Director Mobility Services and Transformation (West Yorkshire Combined Authority) regarding the on-going activities by the Combined Authority to advance bus provision across West Yorkshire and Leeds.

8

WORK SCHEDULE

49 - 68

To consider the Scrutiny Board's work schedule for the 2023/24 municipal year.

9

DATE AND TIME OF NEXT MEETING

The next public meeting of the Scrutiny Board (Infrastructure, Investment and Inclusive Growth) will be taking place at 10.30am on **Friday 8** December. There will be a pre-meeting for all Board members at 10.15am.

This page is intentionally left blank

Public Document Pack Agenda Item 6

SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

WEDNESDAY, 27TH SEPTEMBER, 2023

PRESENT: Councillor A Marshall-Katung in the Chair

Councillors N Buckley, B Flynn, M Foster,
J Garvani, S Hamilton, A Hussain, S Lay,
M Millar, M Shahzad, N Sharpe and
I Wilson

25 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusal of inspection documents.

26 Exempt Information - Possible Exclusion of the Press and Public

There were no items excluded from the public domain.

27 Late Items

There are no late items.

28 Declarations of Interests

There were no declarations of interest.

29 Apologies for Absence and Notification of Substitutes

Apologies were received from Cllr Alison Lowe (Deputy Mayor for Policing and Crime) and Cllr Jonathan Pryor (Executive Member).

30 Minutes - 19 July 2023

The minutes of the 19 July 2023 were approved.

31 Future Talent Plan Update

The Scrutiny Board (Infrastructure, Investment & Inclusive Growth) received an initial update on the development of the Future Talent Plan in September 2022. The 2023/24 Scrutiny Board requested an update on progress made over the last 12 months against actions set out in the plan.

The Chair noted that members of the 2022/23 Scrutiny Board discussed a proposed refresh of the Inclusive Growth Strategy in March 2023, which was subsequently agreed on 20 September 2023. Members were asked to note

the links between the Future Talent Plan and the refreshed Inclusive Growth Strategy.

Those in attendance for this item were:

- Eve Roodhouse (Chief Officer, Culture and Economy)
- Martyn Long (Head of Service, Employment and Skills)

Eve Roodhouse and Martyn Long delivered a presentation that covered the following matters:

- The context of the Future Talent Plan
- An overview of the work of the Employment and Skills service
- Service performance for 2022/23
- Four careers events at the First Direct Arena
- Support to young people
- Support for employers
- Sector specific activities with a focus on digital, health and care, financial and professional services sectors
- Activities linked to the journey to net zero.
- Measuring success and next steps
- Data and reporting

The Scrutiny Board considered the acceleration of the adoption of digital technology and the need for digital skills across all sectors during the Covid-19 pandemic. Concern was raised about the increased disadvantage within the labour market for those without digital skills.

Members sought reassurance about the support provided to those who are digitally excluded from the labour market including those experiencing language barriers or without access to IT equipment. In response, officers outlined work with partners across the city that seeks to remove such barriers and to target support towards those farthest from the labour market.

Having considered the anticipated employment and skills demands that may arise from the transition to net zero, members sought clarity about the potential impact on that work of recent government announcements on net zero.

Officers highlighted the importance of providing certainty about the pipeline of net zero projects in the city so that partners including the College of Building can demonstrate future demand for employees with particular skills. The Council is working with the Leeds Anchor Network to provide more certainty about net zero projects that will be delivered in the city.

Further information was requested about the number of people who accessed jobs and support through careers events at the First Direct Arena. It was noted that around 200 people directly secured employment as a result of attending one of the careers events. However, members were asked to note that not all attendees were seeking immediate employment and were instead

looking for information that would inform future decisions about employment opportunities. Officers agreed to share the evaluation of the four events at the First Direct Arena with scrutiny board members.

An update was provided on the approach to supporting new team members, particularly young people in the early stages of their career, given increased hybrid working practices. Reference was made to the strength of the induction programmes within Council services and the success of the Kickstart programme.

In response to a question about the quality of new jobs coming into the city, members were advised that data is not currently available to provide a full picture of the nature of new jobs and the demography of the people securing them. Members were advised that such data could only be provided to the Scrutiny Board if partners were willing to share information about their employees.

Scrutiny Members welcomed the activities targeted towards young people with special educational needs and disabilities (SEND), including the SEND Next Choices event at Leeds First Direct Arena.

Reassurance was provided that the Future Talent Plan includes an ambition to support older people to return to the workforce – a partnership with a tech Bootcamp provider was cited as an example of this work.

The Scrutiny Board explored how the Council is working with partners including schools, voluntary, community and third sector groups to support more young people to access further education, training and employment opportunities. The Board was reassured that there is close working between the service and colleagues in Children's Services to target "hard to reach" groups. The diversity of the audience attending the most recent digital careers festival highlighted the progress of this work.

Officers were asked whether they have identified any data that indicates changing attitudes towards university considering increased costs. While officers had not identified any specific data to suggest a shift in attitudes towards university, it was noted that universities are now offering more technical and apprenticeship-style courses which is broadening their offer to students.

Other issues explored by the Board included:

- The retention of students in the city and the draw for employers of a skilled workforce.
- Emerging sectors and opportunities to re-skill employees to ensure they are positioned to access new jobs in sectors such as finance and digital, as well as the green economy.

- Sources of external funding for employment and skills programmes following the UK's exit from the EU.

Members welcomed the progress to date in delivering the Future Talent Plan.

RESOLVED:

- a) Members noted progress made in delivering the collective ambitions set out in the Future Talent Plan.
- b) The Scrutiny Board requested that a further update on progress against the actions of the Future Talent Plan should be provided in 2024/25.

32 Leeds Safe Roads Vision Zero 2040 Annual Progress Report

The Chair introduced this item, noting the Scrutiny Board has had a long-standing interest in the numbers of those killed and seriously injured on Leeds roads.

As a minimum the Scrutiny Board receives updates twice a year on KSI figures as part of its performance monitoring. However, following the 2021/22 Scrutiny Board inquiry into the prevention of deaths and serious injuries on Leeds' roads, members also committed to receive an annual update on progress towards Vision Zero.

For the benefit of any members of public viewing the webcast, the Chair noted the Vision Zero Strategy sets out the ambition that by 2040 no one is killed or seriously injured on the roads in Leeds. Members were asked to note that the report presented at the meeting also included specific updates on the recommendations made by the Scrutiny Board in April 2022.

The Chair reminded members that the previous Scrutiny Inquiry highlighted the importance of language when discussing deaths and injuries on Leeds roads – for example, avoiding the term “accident” to describe road traffic collisions.

Those in attendance for this item were:

- Cllr Helen Hayden – Executive Member
- Gary Bartlett – Chief Officer, Transportation & Highways
- Gillian Macleod – Transport Services Manager and Chair of the Leeds Safer Roads Partnership
- Nick Hunt – Traffic Engineering Manager and Vice Chair of the Safer Roads Partnership
- Rosie Revell – Team Leader – Safe and Sustainable Travel
- Paul Jeffrey – Head of Department, Prosecutions & Casualty Prevention unit, WY Police

- Supt Sareth Humpadge – Roads Policing Unit, West Yorkshire Police
- Cl James Farrah – Roads Policing Unit, West Yorkshire Police
- Ian Greenwood – Parent Campaigner & member of the Vision Zero Board
- Neil Hudson – Policy Manager Vision Zero, West Yorkshire Combined Authority

Cllr Hayden introduced the item, welcoming the comprehensive update report a year after the launch of Vision Zero. She noted that the current number of collisions in the city is high and reflects broader national trends post-pandemic. She reiterated the consequences for families of each collision and the Council's commitment to reduce the number of collisions on Leeds roads.

Members welcomed the work of Nick Hunt and colleagues in West Yorkshire Safety Camera Partnership in securing a change in regulations that has allowed average speed safety cameras to be installed at locations in Leeds for the first time. Members were advised that these will be the first average speed schemes on the urban road network in West Yorkshire following the successful use of this technology on the motorway network.

Clarity was sought about the way in which average speed cameras operate.

Gary Bartlett informed the Scrutiny Board that on average 46 people a month are killed or seriously injured on roads in Leeds, rising to an average of 117 people a month across West Yorkshire. It was noted that most young people killed or seriously injured on the roads are male. He outlined the way in which Vision Zero aims to deliver a partnership approach to improving road safety and influencing behaviour change amongst road users.

The Board noted that the Council may consider drug and drink testing for employees who drive around the city as this is already in place for contractors.

Neil Hudson was invited to update the Scrutiny Board on the timeframes for the development of the West Yorkshire Vision Zero strategy and the outcome of the recent public consultation on Vision Zero. Neil confirmed that the survey responses are currently being analysed. An event on 30 October will bring partners together to consider the response to the survey results.

Members noted the rich conversation at community committees about Vision Zero and thanked Rosie Revell for her work in facilitating this engagement.

The Board noted the "chilling effect" high numbers of 'near misses' can have on public confidence to walk and cycle on certain routes in the city. Concern was expressed about how data about 'near misses' could be captured to inform decision making about potential preventative interventions.

Citing the recent change to a 20mph default speed limit in Wales, members sought clarity about whether the available evidence confirms reduced limits do reduce average speeds.

In response, Gary Bartlett informed members that careless driving rather than speed is the predominant cause of collisions, referring to the “fatal five” behaviours that lead to most fatalities on the road.

Paul Jeffrey outlined the importance of road conditions in influencing driver speeds and highlighted the ways in which signage and traffic calming can create an environment that indicates a lower speed is appropriate for that area.

Board members discussed the purpose of local transport plans and the importance of taking personal responsibility for driving behaviours.

Nick Hunt reminded Board members that in 2018 Leeds City Council committed to make all residential streets 20mph with very few exceptions. This programme is due for completion at the end of 2023 with Harewood the last ward to be completed. He also updated members on the current review of residential roads that seeks to identify roads where changes have not been introduced – for example, on new developments in areas where 20mph speeds had already been implemented on other residential streets.

Gillian MacLeod provided an overview of the work of the Influencing Travel Behaviour Team including offers of road safety education, training and engagement. It was noted that work is underway to develop pedestrian training for adults with learning disabilities.

Members noted technological advances that can assist drivers in improving their own behaviour on the roads – such as adaptive cruise control and speed limiting new cars.

Concern was expressed about driving standards post-pandemic with the Board considering whether driver frustration increased as traffic returned to the roads once restrictions on movement were lifted.

Ian Greenwood emphasised the importance of data driven work to target interventions designed to prevent road deaths, noting there will be a variety of solutions to very different challenges. Influencing behaviour change remains the most difficult challenge in relation to road safety and continuing to highlight that challenge publicly is an important way in which to retain visibility of the issue.

It was agreed that treating road safety as a public health concern is the right approach for the city.

Ian reflected on the lived experience for families of losing a child to road death and the importance of listening to the victims of road death.

Other matters raised by members included:

- The outcome of a pilot on the A65 which allowed motorcyclists access to the bus lane.
- The new mobile SIDs available for community use.
- The importance of reducing speed on roads near to schools and parks.
- A pilot programme to investigate reducing the national speed limit to 50mph in some areas.
- The potential impact of highway code changes on local KSI data.
- Deployments as part of Operation SPARC.
- Operation SNAP and the enforcements that have resulted from engagement by the public.
- Police tactics for tackling anti-social behaviour by people using motor vehicles and electric bikes/scooters.
- Engagement with companies such as Deliveroo about riding behaviours in pedestrianised areas.

It was agreed that Cllr Marshall-Katung, Cllr Hayden and Ian Greenwood would jointly write to the Secretary of State for Transport and the Shadow Secretary of State for Transport regarding graduated driving licences, along with the Chair of the Transport Committee regarding a promised review of issues relating to young and novice drivers.

RESOLVED:

- a) Members noted the content and progress detailed in the report.
- b) The Scrutiny Board reiterated its support for the Vision Zero approach to road safety in Leeds.
- c) Members requested a further update in the next municipal year.
- d) The Scrutiny Chair, Executive Member and Ian Greenwood will write to the Secretary of State for Transport and the Shadow Secretary of State for Transport regarding graduated driving licences, along with the Chair of the Transport Committee regarding a promised 2022 review of matters relating to young and novice drivers.

33 Work Schedule

Members were asked to consider the following information:

- The draft 2023/24 work programme.
- The Executive Board minutes from the 26 July 2023.

The Principal Scrutiny Advisor confirmed that that Scrutiny Board had selected three members to represent the Board on a member working group linked to the Community Committee Review – Cllrs Buckley, Hamilton and Wilson.

On behalf of the Scrutiny Board the Chair thanked Carl Barber for his work over many years and wished him a very happy retirement.

34 Date and Time of Next Meeting

The next ordinary meeting of the Scrutiny Board will take place on **1 November 2023** at **10.30am**. There will be a pre-meeting for all Board members at **10.15am**.

Members were reminded that a call-in meeting would also be taking place at **1.30pm** on **27 September 2023**.

SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

WEDNESDAY, 27TH SEPTEMBER, 2023

PRESENT: Councillor A Marshall-Katung in the Chair

Councillors N Buckley, B Flynn, M Foster,
J Garvani, S Hamilton, A Hussain, S Lay,
M Millar, M Shahzad, N Sharpe and
I Wilson

35 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against the refusal of inspection of documents.

36 Exempt Information - Possible Exclusion of the Press and Public

The agenda contained no exempt information.

37 Late Items

No late items of business were added to the agenda.

38 Declarations of Interests

No declarations of interest were made.

39 Apologies for Absence and Notification of Substitutes

There were no apologies for absence.

40 Call In Briefing Paper

The Head of Democratic Services submitted a report advising the Scrutiny Board on the procedural aspects of Calling In the decision.

Members were advised that the Call In is specific to the key decision in question, and issues outside of the decision, including other related decisions, were not to be considered as part of the Board's decision regarding the outcome of the Call In.

Members were also advised that the options available to the Scrutiny Board in respect of this particular called in decision were as follows:

Option 1- Release the decision for implementation

Having reviewed this decision, the Scrutiny Board may decide to release it for implementation. If the Scrutiny Board chooses this option, the decision will be immediately released for implementation and the decision may not be called in again.

Option 2 - Recommend that the decision be reconsidered

The Scrutiny Board may decide to recommend to the decision maker that the decision be reconsidered. If the Scrutiny Board chooses this option a report will be submitted to the decision maker.

In the case of this officer decision, the report of the Scrutiny Board will be prepared within three working days of the Scrutiny Board meeting and submitted to the relevant Director.

In reconsidering the decision and associated Scrutiny Board report, the Director may vary the decision or confirm the original decision. In either case, this will form the basis of the final decision and will not be subject to any further Call In.

Failure to agree one of the above options

If the Scrutiny Board, for any reason, does not agree one of the above courses of action at this meeting, then Option 1 will be adopted by default, i.e. the decision will be released for implementation with no further recourse to Call In.

RESOLVED – That the report outlining the Call In procedures be noted.

41 Active Travel Fund - A660 Headingley Lane/Woodhouse Lane, Walking & Cycling Improvements

The Head of Democratic Services submitted a report that presented background papers to a Key Decision made by the Director of City Development which had been Called-In in accordance with the Council's Constitution.

The decision had been called in for review by Councillors Stewart Golton, Diane Chapman, Conrad Hart-Brook, Colin Campbell and Ryk Downes

The Scrutiny Board considered the following written information:

- Copy of the completed Call In request form.
- Copy of the Delegated Decision Notice of the Director of City Development "Active Travel Fund – A660 Headingley Lane/Woodhouse Lane, Walking & Cycling Improvements" dated 4th September 2023
- Copy of the report of Traffic Engineering to the Chief Officer (Highways and Transportation) "Active Travel Fund – A660 Headingley Lane/Woodhouse Lane, Walking & Cycling Improvements" dated 23rd August 2023 associated with the Key Decision.

The following were in attendance:

- Councillors S Golton, Lead signatory to the call-in
- Councillor H Hayden, Executive Member Sustainable Development & Infrastructure
- Martin Farrington – Director of City Development
- Gary Bartlett - Chief Officer, Highways & Transportation

Approved at the meeting
on Wednesday, 1st November, 2023

- Nikki Deol - Section Head Property & Development (Legal Services)
- Paul Foster – Transport Planning Manager
- Nick Borrás - Principal Traffic Engineer
- Catherine Jebson – Project Manager

As the Nominated Lead Signatory to the Call In, Councillor Golton addressed the Board on the reason for the Call-in, noted as *“The scheme is detrimental to the vast majority of road users whilst providing small benefit to cyclists and pedestrians (and no significant benefit to buses) and therefore does not represent value for money considering this scheme comprises two thirds of the entire cycling expenditure in the city.”* Councillor Golton raised the following issues:

- Oversight of the scheme’s Value For Money (VFM) had been compromised during the decision making process, citing his concern that there was a systemic weakness in the decision making style of West Yorkshire Combined Authority (WYCA) and Leeds City Council (LCC) which limited the ability to pause and check the decisions.
- Other routes for reflection had been sought but the Call-In process operated by WYCA prevented non-WYCA elected Members from requesting a Call in.
- This single scheme amounted to two-thirds of the investment in cycle lanes/highways for Leeds and although it should improve the city’s green credentials, he believed that LCC’s own business case showed that it would fail to deliver the outcomes sought.
- In terms of improving air quality, it was felt that encouraging a modal shift to bus use would be neutral, and even if the modal shift of cycling was achieved, the share of car usage was expected to increase due to new housing developments.
- In terms of the impact of the scheme, he predicted that 3,500 vehicles would seek to use alternative routes to avoid the highway works, and pedestrians would be impacted by the proposals for shared cycle/pedestrian spaces.
- The business case indicated associated costs of £60m, but he believed that there were lower impact, lower cost options that provided better VFM and queried why those schemes had not been prioritised. It was also felt that, due to rising inflation, the VFM could worsen which could be detrimental to the delivery of other schemes planned in the city. He recalled an inflationary review of schemes in 2022 had led to some schemes being halted and funds from those schemes being diverted.

In conclusion, Councillor Golton stated that the A660 scheme presented low VFM, utilised a high percentage of city wide monies and therefore presented a high risk.

In response to comments and questions, discussion included the following:

The impact on climate change and modal shift – it was noted that it was assumed that the carbon footprint of the construction phase had been factored into the business case. There was concern that the scheme did not encourage a significant modal shift. The shift to cycle use did not focus on

Approved at the meeting
on Wednesday, 1st November, 2023

encouraging existing car users to cycle as the scheme was likely to see car users divert down smaller routes to avoid this highway scheme. Bus services were not part of the scheme which meant there was little incentive for car users to use them.

The works proposed in the whole scheme would improve safety for cyclists, pedestrians and drivers in the area. Records show that incidents are high in the area of the A660, with 42% of those at junctions. Currently people were less likely to cycle along the route as they did not feel it was safe to do so. It was acknowledged that the scheme equalled two-thirds of the funding for Leeds, but the scheme also included greenspace and public realm, installation of pedestrian crossings and one-way treatment to existing routes as well as works to improve safety at junctions.

Councillor Golton responded that future usage of the route could not be predicted. The vast majority of usage is currently car users, so unless the predicted cycle journeys could be created by converting drivers to cyclists, the overall safety benefits could not be achieved. Additionally, the safety of pedestrians and cyclists who use the side streets would be jeopardised by an increased risk of collision as cars divert away from the construction works.

Concern over the proposal for shared pedestrian/cycle space as it was felt that the newly constructed flat cycle lane could encourage faster cycling speeds, particularly from electric bikes, and a shared space may discourage pedestrians from using it especially where pedestrians cross a cycle lane to access a bus stop. Additionally, there were concerns over congestion along the route and the report did not reference what alternate routes may be utilised by drivers. It was noted that there was a significant amount of residents-only parking in the area, so car drivers would not be able to park their vehicles there and use the bus.

Councillor Hayden, Executive Member for Sustainable Development and Infrastructure addressed the Board. The following was highlighted:

- The A660 is a crucial, well used busy route with a large volume of use by buses, cyclists, cars and pedestrians, including 60 buses per hour.
- The initial scheme was subject to a bid and Active Travel England offered greater level of funding to enable an enhanced scheme which would better fulfil LCC ambitions for the area. She confirmed that the funding would not impact on other schemes and would need to be returned to Government if it was not used.
- Historically VFM was determined by achieving a reduction in car journeys. Now, Active Travel England were concerned with issues of safety and setting as well as VFM and the scheme does present VFM in terms of safety.
- The ambition was to increase the use of the A660 for cycling and walking, but safety was an issue along the route. 172 casualties were recorded in that area last year, 71% of these were cyclists/pedestrians which is well over the city's average.
- Extensive consultation had been undertaken with those who lived along the A660 and/or used the retail offer there. Of approximately

2000 responses, 63% were positive, 11% neutral and 25% did not support the proposals.

In conclusion, Councillor Hayden turned to the scheme specifics and reiterated the following:

- The scheme will have a positive effect on air quality for the children who live or attend school along this highway corridor. The reduction in cars will be no small benefit.
- The scheme includes junction reforms, new lighting and crossings which will benefit pedestrians and improve bus time reliability.
- Shared pedestrian/cycle space represented a small percentage of the whole scheme and was concentrated to those junctions where it was difficult to install a dedicated cycle lane.
- Green spaces are included, public realm is introduced with public realm treatment around the war memorial.
- The scheme will connect the historical parts of the city and deliver 21st century infrastructure.

Gary Bartlett, LCC Chief Officer, Highways and Transportation, addressed the Board and highlighted the following information:

- The scheme did pass through two Conservation Areas, but this should not prevent the works being undertaken.
- LCC in conjunction with WYCA did submit a £5m scheme for this highway corridor, which did not include all the elements of the approved scheme. On the advice of Active Travel England, the additional critical elements were developed and this scheme was submitted.
- Active Travel England have provided guidance throughout the process and on two occasions had deemed the scheme to be VFM and responded positively to the proposals when representatives had visited the site.
- Consultation with Ward Councillors had taken place at various times during the development of the scheme.
- The scheme was submitted in response to the 155 collisions recorded in the area leading to the 172 recorded casualties, as well as the number of sites and areas of concern in the locality.

In response to the comment regarding ward Councillor consultation, the Chair noted that she and Councillor Wilson had previously received consultation information as the ward Councillors for Little London & Woodhouse and Weetwood ward respectively.

The Board then heard from Paul Foster, LCC Transport Planning Manager, who provided the following information:

- The business case for the scheme was developed to the Department for Transport guidance with WYCA providing assurance for the schemes which are approved for funding.

- The business case and VFM were supported by modelling through the Active Mode Appraisal Tool – which assessed active travel benefits. All schemes use the AMAT tool and Active Travel England uses the result to prioritise schemes.
- Highways modelling is currently being undertaken to assess the impact of the scheme. It was acknowledged that some of the modelling utilised pre-Covid pandemic data but did show that traffic will increase 29% by 2028.
- The consultation and briefings undertaken specifically referenced the treatment to junctions and consultees responses to the questions “*how do you travel/how would you like to travel?*” revealed that 33% would like to travel by bicycle or on foot.
- The capacity reduction works would be implemented mainly at junctions to increase safety, and the overall scheme would bring significant health benefits through works to encourage walking/cycling.

The Board then held discussions on all of the information presented which included the following:

- The anticipated modal shift and subsequent benefits to those who live in the area and those who travel into the city.
- The forecast made elsewhere that E-Bikes will replace motor vehicles at a faster rate than other measures. It was noted that E-Bikes had the capacity to travel further than pedal cycles and work to factor the impact of this would be factored in.
- A comment was made that the risks are lower in shared cycle/pedestrians spaces than risks in shared cycle/vehicle spaces.
- The importance of being able to scrutinise large cost schemes like this.
- The breadth of consultation undertaken, as one Member reported that he knew of Otley Road residents who had not received a consultation letter.
- The likely alternative routes, such as St Michaels Road, and whether this would impact on events at Headingley Stadium.
- The Board received assurance on the impact of the scheme on the Conservation Area. The Board heard that the A660 runs through two Conservation Areas and work had been done with the Conservation Officer particularly on retaining Conservation Area materials, such as York Stone paving and kerbstones, and to have regard to the historical buildings along the route such as the former Leeds Girls High School and the Elinor Lupton building. The new materials proposed in the scheme would be sympathetic to the setting and the route would not become a harsh corridor.

- In respect of the works around the War Memorial, consultation included the Royal British Legion and 57% of consultees were in favour and 73% support the proposed treatment to the War Memorial which included closing the adjacent road. A street furniture audit had identified 400 items which are old and in need of refurbishment or removal altogether.
- Concern that during the previous ten years, a huge number of road safety measures had been implemented, yet the city's road safety figures did not appear to have improved. This was an important but narrow pinch point on the route into the city from the North. One comment that that the presentation did not show how the scheme will improve safety, specifically the shared space for pedestrians and cyclists, was noted.
- The need to connect the cycle lanes together to provide cohesive routes, previously some routes ended at junctions requiring cyclists to navigate the main highway.
- The proposed junction improvements would significantly improve road safety at those points. Similar schemes in other parts of the city would expect 50% reduction in collisions. It was acknowledged that nationwide, the road safety reducing collisions pattern is not shifting, and many other Local Authorities had also adopted the Vision Zero approach to try to address this.
- The need to encourage behaviour change in road users. During the Covid-19 pandemic, there were less collisions, emphasising the point that less cars on the road does reduce collisions.
- It was noted that collisions generally occurred at junctions where pedestrians cross the path of vehicles. The proposed works include raised crossing points to reinforce pedestrian presence and Right of Way on the road as brought in by the new Highway Code, signalised crossings, halfway waiting bays and signalised junctions. Additionally, the works will seek to address vehicles turning left across a cycle lane in order to reduce conflict points along the route.

Following a short break, the Board heard from the Executive Member for Sustainable Development and Infrastructure to conclude her presentation.

Councillor Hayden highlighted the benefits of the overall scheme, which as well as keeping people safe from poor air quality, injury and collision would also address the three pillars of health and wellbeing, inclusive growth and carbon zero. The scheme would provide public realm, safe use for cyclists and pedestrians, planting and biodiversity and an opportunity for place-making.

Councillor Golton, as the lead signatory to the Call-In, concluded by highlighting the reason for the Call-In and providing a precis of his presentation:

- The nature of the decision making process employed by WYCA
- The development of the business case and how the VFM and affordability of the scheme is calculated.
- Consideration of any unintended consequences of the scheme.
- The need to retain on oversight of all schemes to ensure they do not impact on each other.
- The need to retain financial oversight and prepare for the unforeseen to mitigate against inflation and escalation in costs.

In conclusion to the Board's discussions, the Chair invited both the Executive Member and the Nominated Lead Signatory to provide a final summing up before moving to the decision of the Board.

RESOLVED – That the contents of the report, along with comments from Members, be noted.

42 Outcome of the Call In

The Scrutiny Board considered whether or not to release the decision for implementation. A vote was subsequently held and the Scrutiny Board agreed (by majority decision) that the decision be released.

RESOLVED – That the decision be released for implementation.

43 Date and Time of Next Meeting

RESOLVED – To note the date and time of the next Scrutiny Board (Infrastructure, Investment & Inclusive Growth) as Wednesday 1st November 2023 at 10.30 am

| | |
|-------------------|---|
| Report to: | Leeds City Council Scrutiny Board (Infrastructure, Investment and Inclusive Growth) |
| Date: | 1 November 2023 |
| Subject: | Advancing Bus Provision |
| Director: | Mick Bunting, Interim Director Mobility Services and Transformation |
| Author: | Rachel Jones, Interim Head of Mobility Services |

1. Purpose of this Report

- 1.1. This report provides an update regarding the on-going activities by the Combined Authority to advance bus provision across West Yorkshire and Leeds.
- 1.2. This report summarises issues reported to meetings of West Yorkshire Combined Authority and its Transport Committee. Reports from both these meetings can be viewed on the Combined Authority's website here [WYCA - Modern Gov](#)

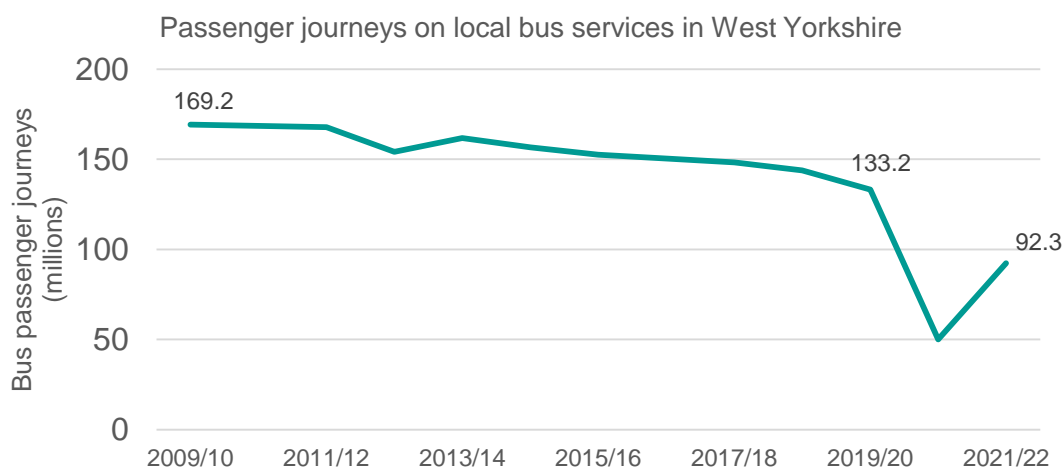
2. Information

Current situation

- 2.1. Bus revenues are still significantly lower than pre Covid, meaning bus operators continue to adapt their networks in line with new passenger demands, which has resulted in service reductions in West Yorkshire and Leeds.
- 2.2. Bus services had been sustained throughout the pandemic by a combination of Government and local government funding. In June 2023 the Government withdrew the Bus Recovery Grant (BRG) funding, which has reduced the overall amount of support for bus services in the region. This is partially offset by Bus Service Improvement Plan + (BSIP+) funding that is expected to come directly to the Authority over the next two financial years. BSIP+ funding is focussed on protection and reinstatement of the bus network. There is still an overall reduction in funding, meaning operators continue to review and adapt their networks in line with new passenger demands.
- 2.3. The Combined Authority have already stepped in to retain services however are unable to retain everything given its budget position. Whilst the bus network has reduced over the last decade in West Yorkshire to 79% of previous levels, as a result of the collaboration that has taken place with bus operators, the size of the network has not reduced by as much as the majority of other major conurbations (South Yorkshire 73%, Merseyside 70% and Greater Manchester 68%).

- 2.4. Utilising BSIP+ funding, the Authority has already stepped in to support 26 services which would have been withdrawn or reduced in July 2023, and uplifted c30 existing contracts to ensure bus services have been retained. We are continuing to work closely with bus operators to try to prevent further cuts to the network and are looking at options to reinstate some previously withdrawn services in the future (subject to budget).
- 2.5. The market remains volatile, and the Authority continues to react to commercial bus service changes as and when required, in line with the Transport Committees criteria. The Combined Authority mitigates service withdrawals / reductions where possible to maintain connectivity however as more marginal services become commercially unviable, it is possible that further service reductions will be seen.
- 2.6. Post-pandemic, there remains some uncertainty as to whether travel behaviour changes will become permanent. Before the pandemic, there was a decline in bus use locally and nationally. In West Yorkshire, bus passenger journeys fell by 21% between 2009 and 2019 (from 169m per year to 133m per year, **Figure 1**), with a similar decline (19.5%) in Greater Manchester over the same period.

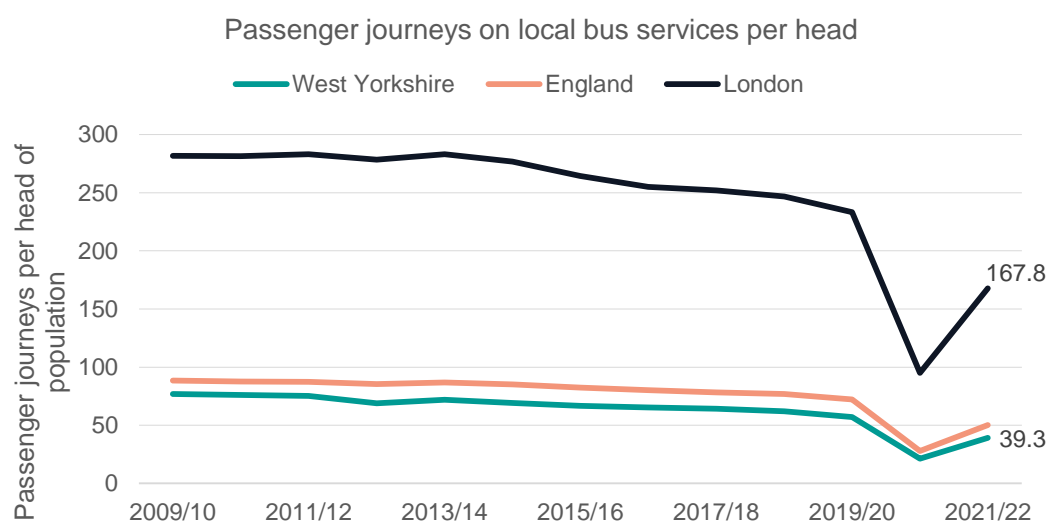
Figure 1. Passenger journeys on local bus services in West Yorkshire (*Department for Transport annual bus statistics*)



- 2.7. Compared to England as a whole, West Yorkshire has a consistently lower level of bus passenger journeys per head (**Figure 2**). The most recently published data from DfT shows that in 2021/22, there were 39 bus journeys per head on local bus services in West Yorkshire, compared to 50 across England. In contrast, London saw 168 journeys

per head on local bus services in 2021/22. This is a marked disparity against both England and West Yorkshire, although the difference has reduced over recent years. All areas saw a marked reduction in 2020/21 followed by a partial recovery in 2021/22.

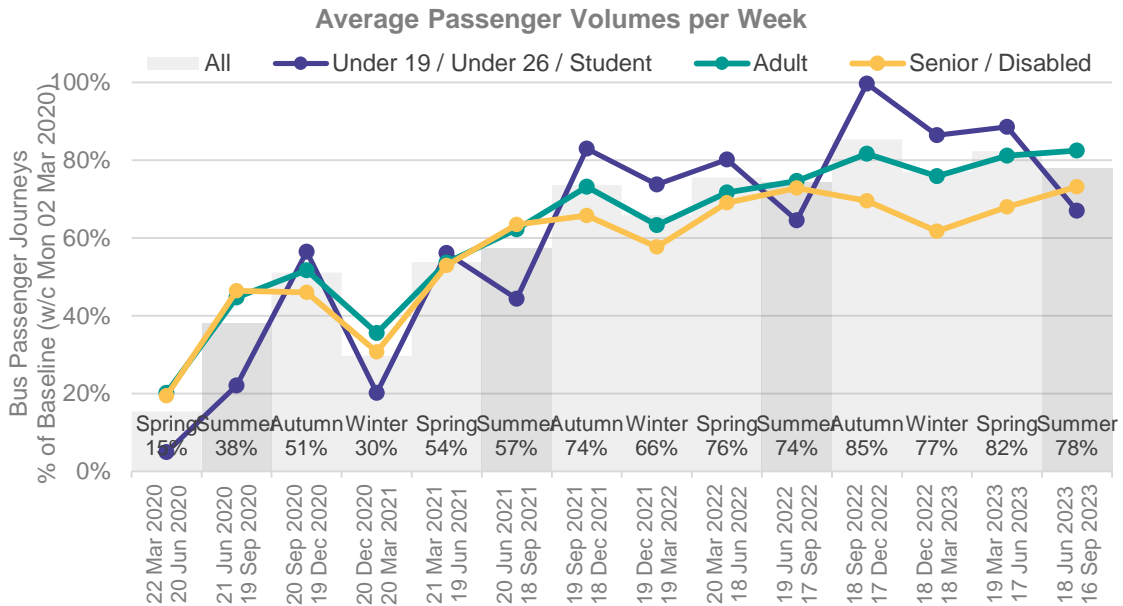
Figure 2. Passenger journeys on local bus services per head (*Department for Transport annual bus statistics*)



2.8. Annual bus patronage figures from DfT aren't available yet for 2022/23, however local data from bus operator ticket machines provides picture of passenger recovery since the pandemic. **Figure 3** below shows bus patronage for West Yorkshire, using data from First and Transdev, in 13 week blocks relative to the first week in March (a pre-pandemic baseline week), in broad cohorts of Under 19 / Under 26 / Student, Adult, and Senior / Disabled ticket types.

2.9. Between June and September 2023, overall bus patronage (all days of the week) was as 78% of baseline levels. At the same point in 2022, overall patronage was 74% of baseline, indicating that more than a year after all COVID-19 restrictions were lifted, there is still a recovery trend, particularly when considering the long-term trend in patronage as shown in **Figure 1**. Note that the baseline week was term-time, so it is also reasonable to consider similar weeks at different times of year, though weather conditions, strikes, and other factors impact individual weeks, typical figures for term time.

Figure 3. Average bus passenger volumes per week by cohort in West Yorkshire (data)



2.10. In addition to overall bus patronage trends, Leeds Park and Ride passenger volumes provide another barometer pandemic related travel behaviour change. Total Park and Ride passenger numbers in August 2023 were at 77% of the equivalent month’s pre-pandemic levels (August 2019), which includes all three sites (**Figure 4**). This recent trend, which followed a fare increase (February 2023) and service changes (in April and May 2023) is a deviation from the steady recovery observed throughout 2022. On a site-by-site basis, in August 2023 average monthly passenger numbers at Elland Road were at 49% of the equivalent month’s pre-pandemic levels (August 2019) whilst at Temple Green Park & Ride they were at 40% of pre-pandemic levels.

Figure 4. Park & Ride total passengers for all 3 sites over time (WYCA park and ride figures)



Park and Ride - Total number of passengers by month



2.11. Recruitment and retention of staff within the sector (e.g. drivers) continues to be challenging. Bus operators have advised that whilst they have enhanced training schools, they are still struggling to retain staff. Driver wages have also risen significantly which is impacting costs.

Real Time Passenger Information

2.12. In terms of the real time system performance, the charts below show the figures for all real-time enabled operators in 2023, with the percentage of West Yorkshire actual tracked journeys, compared to the full system actual tracked percentage in **Figure 5**, and the scheduled to actual journey in the system for the West Yorkshire region shown in **Figure 6**.

Figure 5. Tracking percentage of bus services for 2023 for West Yorkshire region

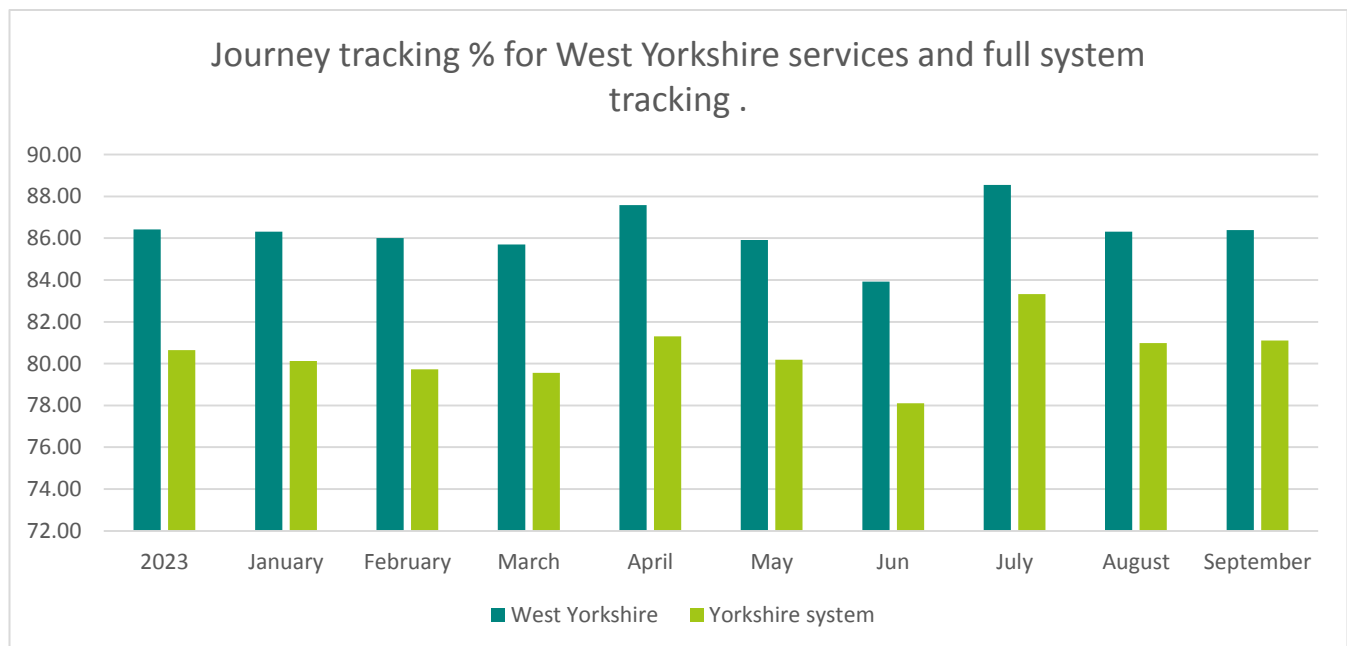
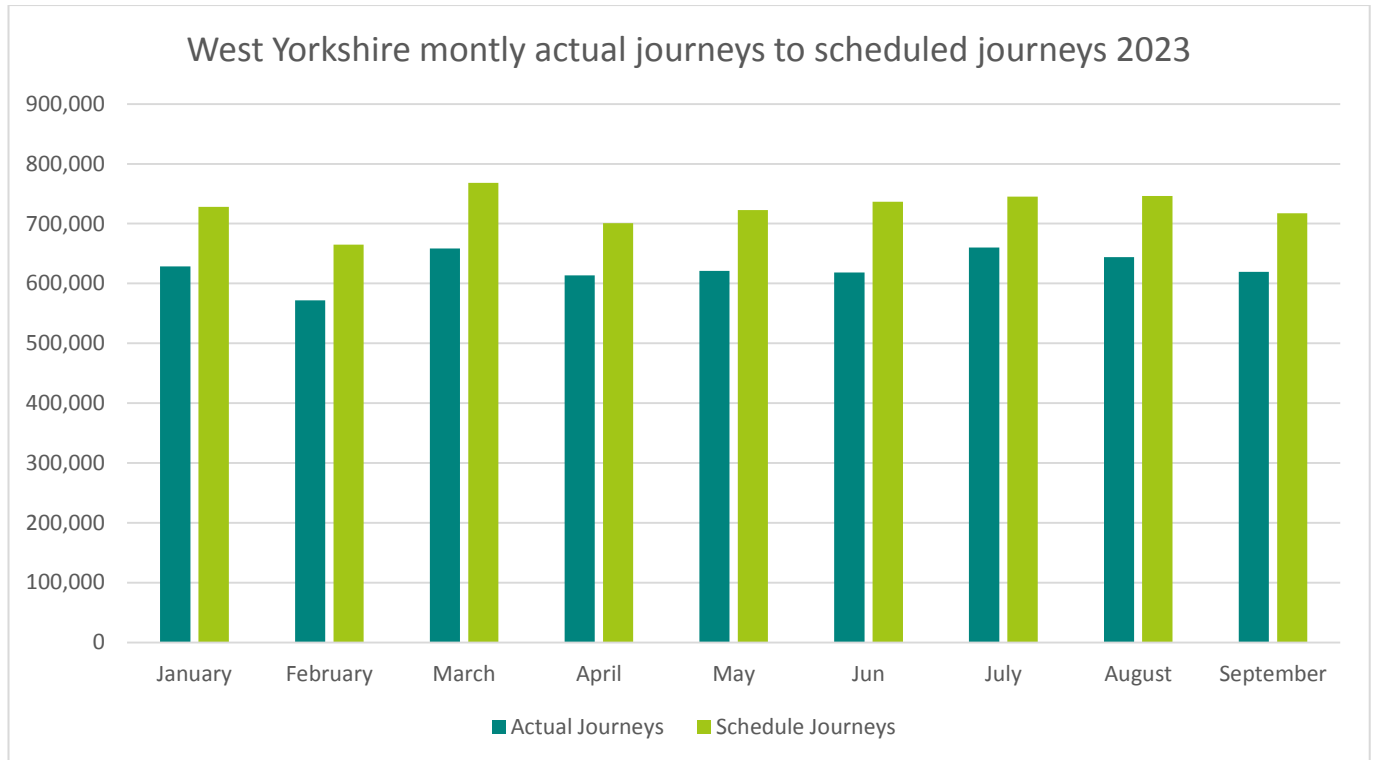


Figure 6. Scheduled to actual bus journeys in the real time system for Yorkshire only



**Actual Journeys in blue. Scheduled journeys in orange.*

- 2.13. The issues experienced with real time information are largely due to the quality of data inputted into the system, and work is ongoing between the Combined Authority and bus operators to try address this.

Passenger Network Performance

- 2.14. Bus service performance is measured by reliability, which is the number of service journeys which actually operate, and punctuality, the percentage of buses operating on time (i.e., no more than 1 minute early or 5 minutes late) at the start of the route and at timing points along the route. The Bus Alliance collates figures on this from the three major bus companies in the region (First, Arriva and Transdev), the latest quarterly figures West Yorkshire wide are:

| Month | Reliability | Punctuality <i>(from the first stop)</i> | Punctuality <i>(stops along the way)</i> |
|------------|-------------|---|---|
| April 2023 | 96.8% | 89.8% | 81.3% |
| May 2023 | 97.2% | 88.0% | 78.3% |
| June 2023 | 97.4% | 88.7% | 79.8% |

- 2.15. The bus industry target is for 99.5% of registered bus service mileage to be operated (reliability) and 95% of buses to run no more than 1 minute early or 5 minutes late (punctuality). The above results show performance significantly less than the target over the full period. The results are currently aggregated over all operators at all times of the week and the passenger experience at busier times may be worse than this in some places.
- 2.16. Transport Committee members have asked for a more detailed analysis of these results by area. There are a number of data issues to resolve to enable this and it is hoped to offer greater detail in this regard later in 2023.

Bus Service Improvement Plan

- 2.17. The Department for Transport (DfT) funded Bus Service Improvement Plan (BSIP) revenue programme is the Combined Authority's main way to responding to current industry challenges and support transformation for bus passengers in the short to medium term. It reflects the ambitions set out in the [BSIP strategy document](#), which was published in October 2021, and informed the funding bid to Government.
- 2.18. In April 2022, the Combined Authority was notified by the DfT that it had been indicatively awarded £69,974,070 in revenue funding, over three financial years, to support delivery of its BSIP.
- 2.19. In agreeing what the funding should be spent on, the DfT advised that it wanted to see it prioritised towards 'cheaper and simplified fares' and 'increased service frequencies and new routes'; and that the delivery of associated initiatives would need to be agreed with bus operators as part of a 'BSIP' Enhanced Partnership (EP) scheme, before the funding would be released to the Combined Authority.
- 2.20. A BSIP funding package, outlined in **Table 1**, was agreed by the Combined Authority as the basis for its revised spending submission to DfT and development of the corresponding EP scheme. This funding was confirmed by DfT and received by the Combined Authority in November 2022.

Table 1 – BSIP revenue funding programme overview

| Funding area | Schemes and interventions | Revenue cost (£m) |
|------------------------------------|---|-------------------|
| Clear and simple fares | <ul style="list-style-type: none"> • Mayors Fares’ subsidy. • Business to customer sales and marketing. • Business to business sales. | £36,974,070 |
| New and improved services | <ul style="list-style-type: none"> • Evolution and growth of the bus network. • ‘Superbus’ (now referred to as ‘Enhanced Bus Services’). • Service innovation – Demand Responsive Transport and Mobility Hubs. | £30,950,000 |
| Supporting bus priority and safety | <ul style="list-style-type: none"> • Improvements to coordination of bus, urban traffic and passenger information. • Enhanced Safer Travel Partnership with the WY police. | £2,050,000 |
| 10. Total revenue cost | | £69,974,070 |

- 2.21. Significant progress is underway against the schemes and interventions in **Table 1** above, which provides a great opportunity to invest in the bus network.
- 2.22. Further information on progress of other interventions, such as Mayors Fares’ and the Safer Travel Partnership are set out below. Two ‘Superbus’ schemes have already been launched in September 2023, which included enhancements to the Alreline service. This has significantly increased the frequency between Leeds, Rodley, Calverly, and Shipley (from every 30 minutes to every 20 minutes).
- 2.23. The BSIP Plan can be viewed on the link below.
[West Yorkshire Bus Service Improvement Plan \(BSIP\) - West Yorkshire Combined Authority \(westyorks-ca.gov.uk\)](https://www.westyorks-ca.gov.uk)

Safer Travel Update

- 2.24. A Safer Travel team is being established, which will consist of a total of 15 funded Safer Travel PCSOs (10 funded through BSIP, and 5 funded through other WYCA funds and the operators). There will be three in each district, dedicated full time to working in the bus stations, on the buses and around the bus network. There is also one Police Sargeant to co-ordinate the team centrally, and the team will be working with the

Combined Authority, bus operators, neighbourhood policing teams and partner agencies to make the bus network even safer. The team's main aims are to:

- Reduce violent crime.
- Reduce anti-social behaviour.
- Protect women and girls (VAWG)
- Protect the young and vulnerable.

2.25. The team is working with schools across West Yorkshire to deliver key safer travel messages to pupils, and other initiatives to educate young people on the effects of crime they have been linked with and offer support to aim to prevent repeat offences.

2.26. Throughout August, there were a total of 13 operations delivered by the team. These were focussed on engagement and making people feel safe when using the bus stations and buses. Below are some of the key highlights:

- Officers worked with security to enforce banning orders and issue new ones.
- 27 Intelligence reports submitted.
- Local businesses and bus operator's stated they had felt the increased police presence at key locations, noted the decreased anti social behaviour (ASB) and **felt safer**
- Yellow letters issues and young people taken home by police to deter further issues.

2.27. Recruitment to the Safer Travel team continues with most posts now filled, and staff deployed in all districts across West Yorkshire. Two further officers have commenced training and are due to start work in Leeds at the end of the year.

Mayor's Fares

2.28. Up to April 2023, a total of 28.9m journeys were made using Mayor's Fares products, approaching 800,000 per week. Passengers have saved a total of £11m compared to what they would have paid without the initiative, meaning a customer saving of approximately 25%.

2.29. Customer savings between August 2022 and April 2023 have been funded by £9.9m of BSIP funding, with a forecasted total cost for Year 1 to August 2023 totalling £14.9m. Year 2 payments are being worked out factoring in inflation to the shadow commercial fare and an increase in customer journeys as the economy continued to grow during the back end of 2022.

2.30. The split between journeys on Mayor's Fares Singles and the capped Daysaver is 25% Daysaver and 75% Singles. Growth through the start of the scheme has been hard to assess due to other economic factors at play such as the cost-of-living crisis and employers' changes regarding home and hybrid working. Now recovery in the market has

stabilised post pandemic, the CA will assess growth consequent to the scheme being in place.

Fares & Ticketing

- 2.31. The MCard scheme, managed by the Combined Authority on behalf of West Yorkshire Ticketing Company, is experiencing strong overall growth. Turnover has increased from £24.2m in FY 2021-22 to £39.1m in FY 2022-23. This is also above the pre-Covid level of £34.6m (FY 2019-20). This growth is largely in the Under 19 sector and in DaySaver products – with the DaySaver price fixed at £4.50 via the subsidised Mayor’s Fares offer since September 2022. It also reflects a reduced offering of non-MCard single-operator tickets. Longer-term products such as adult annual tickets, particularly for Bus & Rail, have declined due to factors such as decreased full-time commuting.
- 2.32. Where buses provide a practical end-to-end journey, Mayor’s Fares (see above) and cost-of-living concerns will result in some shift from bus & rail products to cheaper bus-only products. The MCard Mobile app represents an increasing proportion of MCard product sales – 87% of ‘off-bus’ sales and 28% of total sales in July 2023.
- 2.33. Fare simplification has been progressed through West Yorkshire Ticketing Company, which has resulted in the withdrawal of local day tickets by some operators and moves by operators to promote MCard tickets over single-operator tickets in some cases. Further work will take place to assess other opportunities to simplify fares. On the rail side, this will be led by Great British Railways (GBR) once that body gets fully established.

Bus Reform

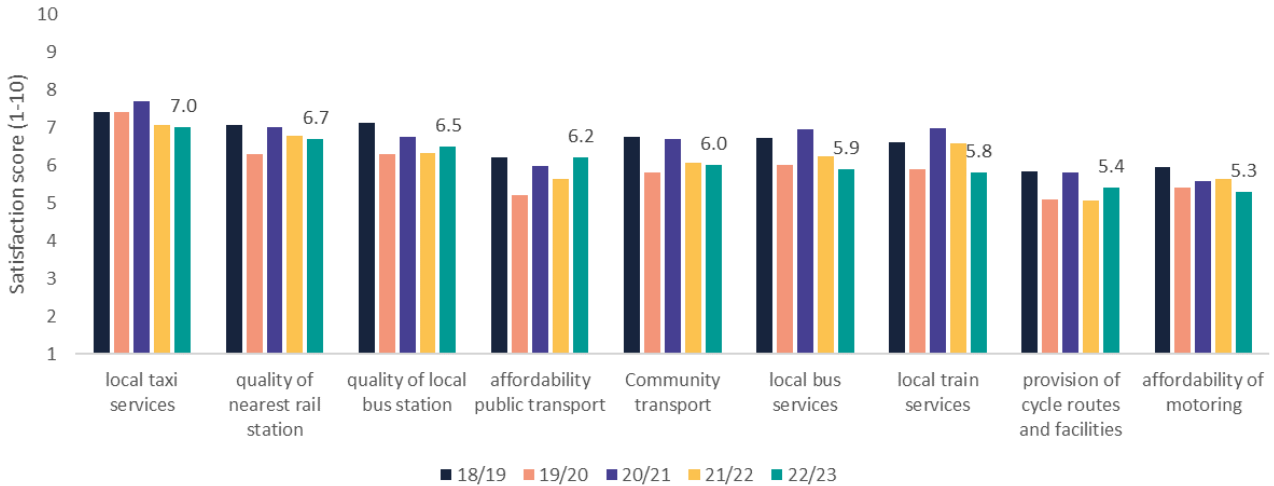
- 2.34. In response to the many challenges facing bus passengers and the industry - including variable customer satisfaction levels, declining patronage (over the long-term and accelerated by the impacts of the Covid 19 pandemic) and a financial system increasingly dependent on public funding support to maintain current service levels - a Notice of Intent to conduct an assessment of a Franchising scheme was issued by the Combined Authority in June 2021 in accordance with 123C of the Transport Services Act 2000, as amended by the Bus Services Act 2017 (the ‘Act’).
- 2.35. In accordance with the statutory process, in May 2023, following a report and the provision of a draft version of the Assessment, the Combined Authority noted the Assessment’s draft conclusions and recommendation including that:
- According to the assessment across all options including the reference case, the public sector will be increasingly relied on to support the bus sector over time – Franchising is identified as providing the greatest levels of control and direct influence to manage these risks.
 - The assessment concludes ‘that Franchising is the preferred option for the Combined Authority to progress with subject to both the audit and the outcome of the statutory consultation, which will inform a report and recommendation to the Mayor’.

- 2.36. Following completion of the audit process, including provision of an independent Auditor's report, in [September 2023](#) the Combined Authority determined to progress to statutory consultation. This launched on October 10 2023 and will run until January 7 2024. All relevant consultation material is available via the Combined Authority's YourVoice webpage (www.yourvoice.westyorks-ca.gov.uk/busreform). The Combined Authority is encouraging responses from all statutory consultees – including Leeds City Council - and the general public. Consultation events will be held across the region, including in Leeds, full details are available online.

Evidence of customer satisfaction

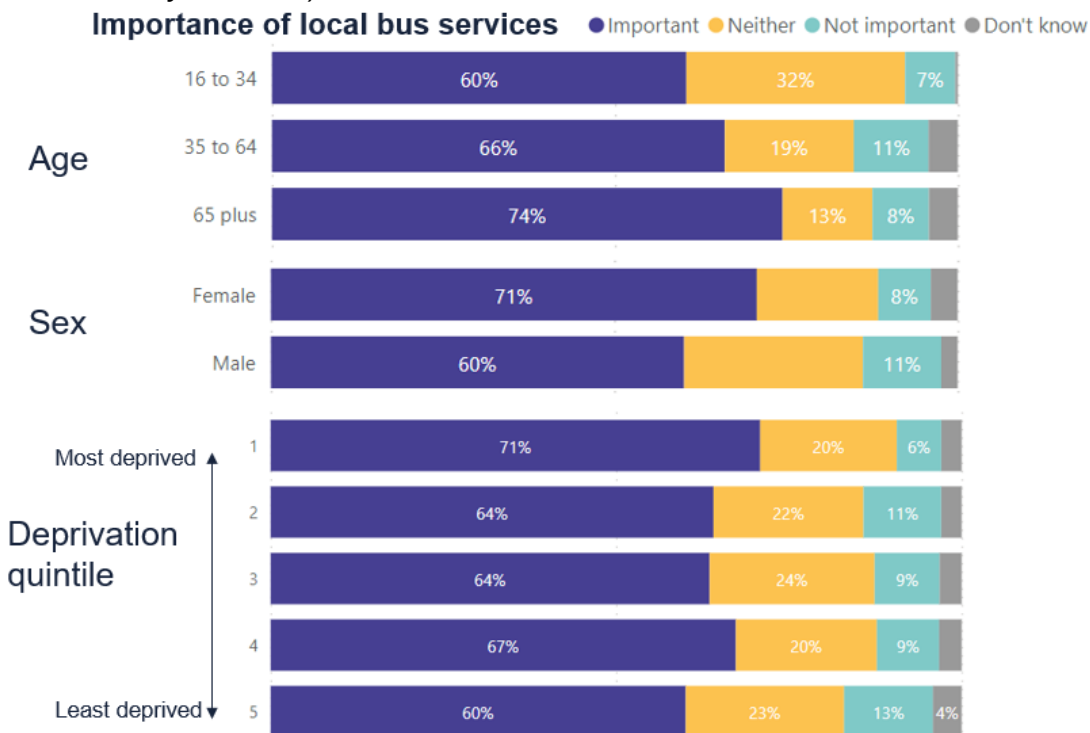
- 2.37. Results from the [annual public perceptions of transport survey](#) provide a range of measures of satisfaction with local transport which are important barometers of the West Yorkshire Transport Strategy as well as being used as indicators for the State of the Region report and major programmes like the City Region Sustainable Transport Settlement and the Bus Service Improvement Plan. This survey is a representative sample of 1,800 West Yorkshire residents accounting for age, gender, district and ethnicity and therefore provide a robust method of measuring temporal trends in travel behaviours and sentiment.
- 2.38. The results of the latest survey revealed that satisfaction with West Yorkshire's local train services is at a 5-year low and satisfaction with local bus services has fallen again with a statistically *significant* decline since last year (**Figure 7**).
- 2.39. The results also reveal that satisfaction with the affordability of motoring has fallen whilst the affordability of public transport has increased back to pre-pandemic levels. This improvement in satisfaction may have been aided by the recent Mayor's Fares initiative which limits a single bus fare to £2 and daily fares to £4.50. Satisfaction with the affordability of public transport is 6.9 (out of 10) amongst residents who use the bus at least once a week, up from 5.8 (out of 10) last year.

Figure 7. Satisfaction scores for a range of transport measures over time (*annual public perceptions of Transport survey 2022/23*)



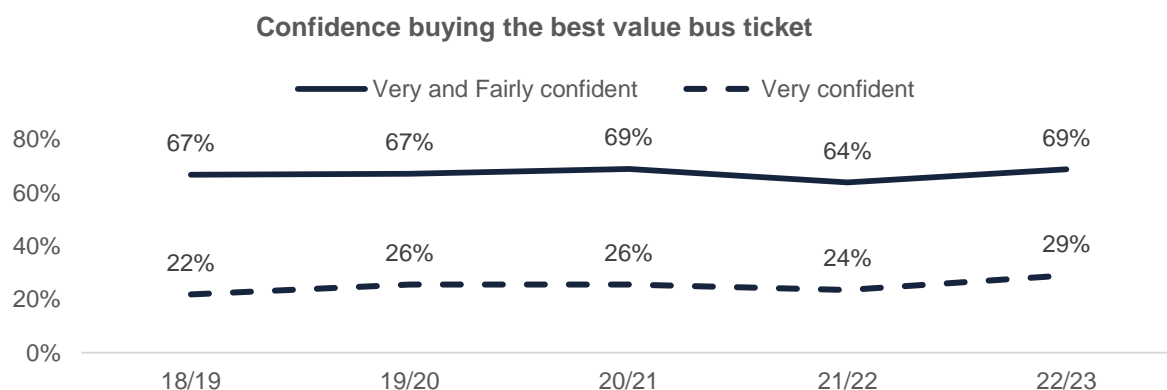
2.40. Results of the survey highlight the continued importance of local bus services to key demographic groups (**Figure 8**); self-reported importance of local bus services was higher for females, residents aged over 65, ethnic minorities, residents living in the most deprived neighbourhoods, residents in full time education and regular bus users (defined as those who use the bus at least once a week).

Figure 8. Importance of local bus services (annual public perceptions of Transport survey 2022/23)



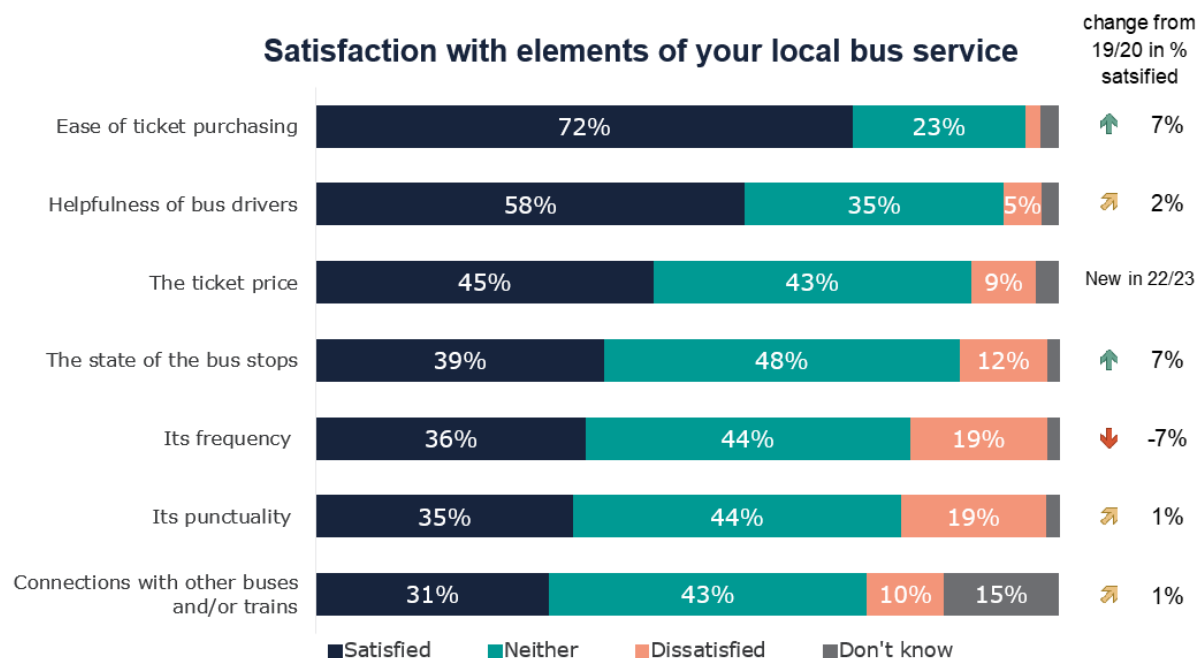
2.41. The survey also found that 69% residents (excluding those who have a bus pass) reported being confident purchasing the best value bus ticket (**Figure 9**). This rises to 85% for regular bus users (use the bus at least weekly). Notably, the share of respondents who reported being very confident rose in the last year, which could be attributed to the national and local fare cap introduced in September 2022.

Figure 9. Confidence buying the best value bus ticket (annual public perceptions of Transport survey 2022/23)



2.42. When residents were asked about with satisfaction of various elements of local buses (**Figure 10**), the survey found that satisfaction with the ease of purchasing a ticket was 72%, the highest level in the last 5 years. 58% of respondents were satisfied with the helpfulness of drivers whilst only 36% were satisfied with bus frequency (a 7% point decline since 2012/20) and 35% were satisfied with punctuality.

Figure 10. Satisfaction with various elements of local bus services (annual public perceptions of Transport survey 2022/23)

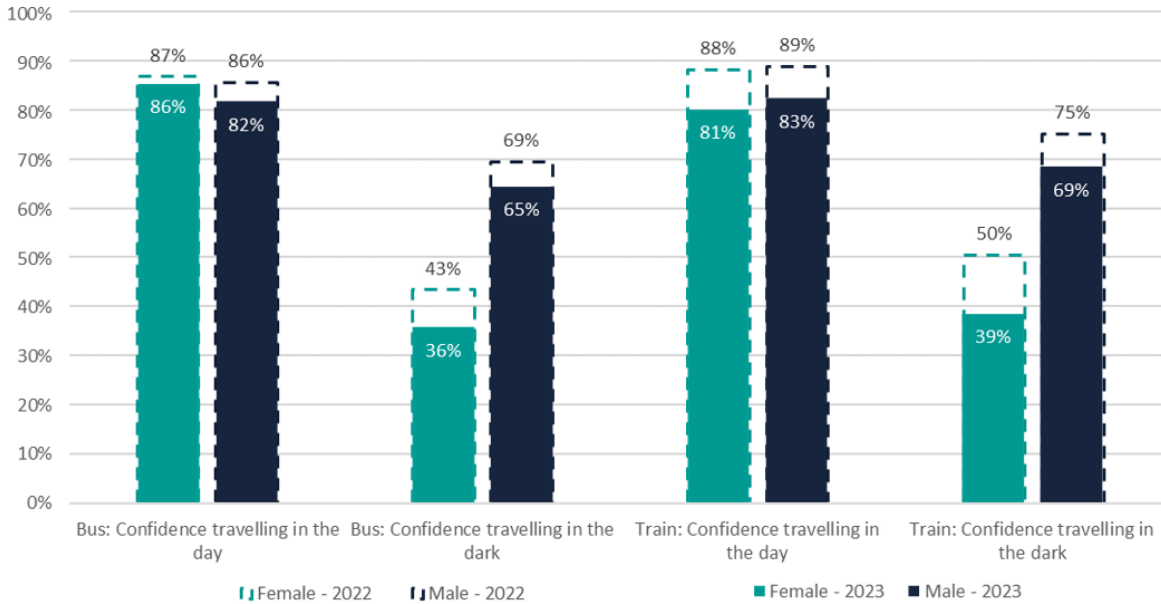


2.43. Finally, the survey also asked residents about confidence in personal safety when travelling on public transport (**Figure 11**). The results reveal that confidence in personal safety when travelling on both train and bus has fallen over the past year for both males and females, with stark difference between genders. Other demographic groups with low safety confidence levels on bus in the dark are those aged 65+ (41%), people who use the bus never or less than once a year (36%) and the long-term sick and disabled (29%).

Figure 11. Confidence in personal safety when travelling by bus and train (*annual public perceptions of Transport survey 2022/23*)



Confidence of personal safety when travelling by bus and train



Investment in capital infrastructure benefiting bus service delivery

- 2.44. The Combined Authority are developing proposals to invest in bus stations, shelters, and stops to improve the bus passenger experience and environment for all points on a journey. With funding from the City Region Sustainable Transport Settlement (CRSTS) and Levelling Up Fund 2 (LUF2), improvement works will be delivered at a number of stations and locations across West Yorkshire, including further improvement to Leeds Bus Station. This package of works will also build on the work of the existing Safety, Accessibility and Environment Programme (SAEP), which delivered safety and security enhancements at 10 West Yorkshire bus stations. A review of the Combined Authority's current assets is underway to develop a long list of potential interventions at bus stations, stops, and shelters, with proposals then moving forward seeking completion of the programme by 2026/27.
- 2.45. Investment is also being made in bus priority measures on the highways to improve reliability, punctuality and journey times, increasing the attractiveness of bus as a viable sustainable mode of public transport. Such measures include the provision of bus priority lanes, bus gates, bus priority at signalised junctions and general congestion relief at hot spots along routes. This investment will provide benefits not only in our urban centres but also along the key corridors that link our communities to key destinations. For example, investment in the city centre has brought in a number of new bus gates, enabling buses

to retain access to the core city centre and enhance the offer of accessing the city by sustainable modes. The proposed Beckett Street bus priority scheme will combine bus lanes and junction upgrades to link the city centre and St James's Hospital with the north east side of Leeds. The proposed Elland Road- Churwell Hill scheme will introduce a bus bypass lane to allow buses to avoid queuing traffic at a busy junction onto the ring road.

- 2.46. Further information on the recent and proposed investment in infrastructure supporting bus journeys can be found in Appendix A.

Progress on zero emission buses

- 2.47. A zero-emission bus system is a core element of the Combined Authority's long-term vision for buses: the Bus Services Improvement Plan (BSIP) sets out our ambition to have a fully zero emission fleet by 2036. Although buses only account for 3% of carbon emissions from road transport, the scale of this ambition is significant as only 2% of the West Yorkshire bus fleet are zero emission currently.
- 2.48. The West Yorkshire Zero Emission Bus (ZEB) Programme will see the introduction of between 200 and 270 zero emission buses along with supporting infrastructure to West Yorkshire, which will take the proportion of buses that are zero emission in West Yorkshire from 2% up to potentially 19%. This programme includes:
- Phase 1: £70million project to introduce 136 zero emission buses and charging on routes in Bradford, Leeds, and Wakefield districts funded through Department for Transport's Zero Emission Bus Regional Area (ZEBRA) funding. This scheme is in delivery, with the first zero emission buses delivered under this scheme are expected to be operating on routes in Leeds by March 2024, with ambitions for more to follow on routes in Bradford and Wakefield.
 - Phase 2: £4 million project to introduce eight zero emission buses and charging to routes in Calderdale and Kirklees funded through Gain Share, with a focus on exploring the impact of hilly landscape on the running of electric buses. This scheme is in development and undertaking market testing.
 - Phase 3: £21million project to introduce between 60 and 126 zero emission buses and charging (number of vehicles subject to delivery model). This will be funded through City Region Sustainable Transport Settlement (CRSTS). This scheme is also in development.

Work is underway to develop a strategy for transitioning to remaining bus fleet to zero emission.

3. Tackling the Climate Emergency Implications

- 3.1. A key aim of advancing the bus network is to enable and encourage people to travel by sustainable models of transport to tackle the climate emergency.

4. Inclusive Growth Implications

- 4.1. The interventions described in this report seek to protect services for communities, particularly in areas of high deprivation, in order to support the region's inclusive growth ambitions.

5. Equity and Diversity Implications

- 5.1. Supporting Equity and Diversity through ensuring the bus service is attractive, inclusive and accessible for all is a key aim of the West Yorkshire bus service interventions.

6. Financial Implications

- 6.1. None as a result of this report.

7. Legal Implications

- 7.1. None as a result of this report.

8. Staffing Implications

- 8.1. None as a result of this report.

9. External Consultees

- 9.1. No external consultations have been completed as part of this report.

10. Recommendations

- 10.1. That the Scrutiny Committee notes the current position regarding advancing bus provision

11. Background Documents

- 11.1. Members of the Scrutiny Committee can access full papers on this topic through the Combined Authority website here [WYCA - Modern Gov](#)

12. Appendices

Appendix A – Bus provision update, Leeds - Bus Infrastructure Investment

- A1: West Yorkshire Transport Fund
- A2: City Region Sustainable Transport Fund
- A3: Investment linked to levelling up funding
- A4: Funding linked to Leeds Public Transport Investment Programme

Appendix B - Current Bus Scheme Costs as at October 2023

This page is intentionally left blank

Appendix A: Bus Infrastructure Investment Identified within West Yorkshire Transport Fund (WYTF)

| WYTF | | | | |
|---|---|------------------------|--|--|
| Scheme Name | Scheme Description | Indicative Scheme Cost | Current Scheme Status | Notes |
| A6110- Leeds Outer Ring-Road Improvements | A6110 Phase 1 - Introduction of a signalised controlled roundabout, providing a bus priority lane from the A643 Elland Road South and implementing dedicated/shared active travel provisions. | £3,000,000 | Working towards FBC. Expected SOS 03/03/2025 | Phase 1 will be delivered at a total cost of up to £8,760,000, with the Combined Authority's contribution of £7,000,000, comprising £3,000,000 from the WY+TF Fund and £4,000,000 from the CRSTS fund. The remaining funding is £1,760,000 contribution will come from Leeds City Council. |
| City Square Plus | City Square Plus comprises several scheme components including the closure of City Square to through traffic (while allowing buses, taxis and cyclists to continue using this road), East Parade bus gate and associated access arrangements (including the two-way working of East Parade and Kings Street), Phase 1 of the City Centre Signage Strategy, with associated Urban Traffic Control (UTC) updates and mitigation measures. | £9,128,000 | In Delivery. Expected EOS October 2023. | This scheme is a component of a larger, wider City Centre Package (CCP) |
| Infirmiry Street- Leeds City Centre Package | The Infirmiry Street scheme enhanced a major transport gateway to Leeds city centre for bus users, pedestrians, and cycle users, through a series of bus infrastructure, public realm, pedestrian and cycling improvements. | £8,900,000.00 | Complete | Completion date - 12.10.21 |
| A653 Leeds to Dewsbury Corridor M2D2L | This scheme for the A653 corridor from Dewsbury into Leeds will see capacity enhancement measures to reduce congestion at 'hot spot' junctions along with public transport improvement such as the introduction of a limited stop bus service between Dewsbury and Leeds. | £12,000,000.00 | Working towards FBC. SOS TBC | Kirklees scheme will pause at FBC due to the WYTF Inflation Review and Leeds scheme will continue. West Yorkshire Plus Transport Fund £1,775,000 (split includes £1,335,000 of KMBC and £440,000 to LCC) LCC delivery estimate is circa £5,400,000. This does not include a S31 Contribution to Section E (Bus Gates Only) of £2,020,000 |

This page is intentionally left blank

Appendix A: Bus Infrastructure Investment Identified within City Region Sustainable Transport Settlement (CRSTS)

| CRSTS - Bus & Cycle Priority Corridors | | | | |
|--|--|------------------------|-----------------------|---|
| Scheme Name | Scheme Description | Indicative Scheme Cost | Current Scheme Status | Notes |
| BCPC - Beckett Street (36) | Bus priority scheme combining bus lane and junction upgrades and active travel improvements to link the city centre to St James Hospital and north-east Leeds. The scheme will provide continuous bus priority, segregated cycle infrastructure, and improved pedestrian provision, to improve bus journey times and reliability and provide safe walking and cycling provision. | £15,000,000 | | Change Request to 2019 OBC approved at Sept CA Committee. Working towards FBC. |
| BCPC - LCC Bus Priority & Active Travel Bus Priority (37a) | East Parade Bus Gate and Calverley Street schemes. Part of a package of schemes that builds on the success of city centres schemes being delivered through other funding programmes (TCF, LP TIP, and the Transport Fund) to enhance the sustainable transport offer in the core city centre by re-allocating existing carriageway to more sustainable modes, in accordance with LTN 1/20 and the National Bus Strategy. | £1,396,000 | | On site - completion on site forecast for November 2023. |
| BCPC - Woodhouse Lane Gateway (84) | A660 - Northern/University Gateway inclusive of the Headrow to St Marks Road. The scheme addresses bus delay through improvements in the City Centre up to the Inner Ring Road. From there, the scheme will remove general traffic from Blenheim Terrace in both directions, creating a bus, cycle and walking only environment, facilitated through the provision of bus gates and complementing the proposed A660 protected cycle lane. | £20,500,000 | | SOC approved at Sept CA Committee. Working towards OBC. |
| BCPC - Elland Road - Churwell Hill (88) | Part of A6110 Package (WY+TF). The scheme will introduce a bus bypass lane to allow buses to avoid queuing traffic at a busy junction onto the ring road, and improve bus waiting facilities. The scheme also provides new cycling facilities with bi-directional cycleways and controlled crossing facilities to all arms of the junction. | £8,500,000 | | A6110 Leeds Outer Ring Road WY+TF scheme OBC approved at Sept CA committee. Working towards FBC. |
| CRSTS - Better Places | | | | |
| Better Places - A660 Bus Priority and Cycle Corridor (50) - including Lawnswood Roundabout | Bus priority and cycle provision along key corridor in north Leeds, providing bus priority and segregated cycle provision on the corridor, including improvements to Lawnswood roundabout to address cycling safety issues. | £9,200,000 | | OBC has been approved at PAT, awaiting October CA |
| Leeds Creating Healthier Streets, Spaces and Communities (31) | Delivering safer streets across Leeds district through reduced through traffic and modal filters enabling transformational modal shift and significant steps towards decarbonisation. Interventions Schemes could include Modal filters, bus gates and reprogramming of traffic signals and will look to improve first and last mile connectivity with key local destinations, transport hubs and public transport services and are expected to increase the uptake of public transport. | £6,200,000 | | SOC approved at Sept CA Committee. Working towards OBC. Exact interventions will be decided following a rebust consultation and engagement process. |
| CRSTS - Maintenance and renewal - traffic signals, rights of way and bus infrastructure | | | | |
| (58 A) Bus Infrastructure works (SAEP) | The scheme will deliver improvements at bus stations and stops to make public transport more accessible to everyone, developing solutions through engagement with disabled people. It will also deliver an Invest to Save programme to reduce consumption and waste, leading to carbon reductions across the public transport estate. This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | | SA approved in July Procurement underway to bring in consultant to write the SOC Being delivered by WYCA |
| (59) Bus Station refurbishment-additional priorities | Improvements to bus stations across the region, including to be confirmed Leeds stations, to improve customer experience and make bus journeys a more attractive and competitive option. This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | | SA approved in July Procurement underway to bring in consultant to write the SOC Being delivered by WYCA |
| Total - Leeds CRSTS Better Places schemes | | £15,400,000 | | |
| CRSTS - Bus & Cycle Priority Corridors | | £45,396,000 | | |
| CRSTS - Maintenance and renewal - traffic signals, rights of way | | TBC | | |
| Total | | £60,796,000 | | |

This page is intentionally left blank

Appendix A: Bus Infrastructure Investment Identified within Levelling Up Fund (LUF2)

| LUF2 - Bus Highway Hotspot Improvements | | | | |
|---|---|------------------------|--|-------|
| Scheme Name | Scheme Description | Indicative Scheme Cost | Current Scheme Status | Notes |
| Thirsk Row - King Street Bus Gate | The scheme enables an existing one-way street to be two-way for buses (remaining one way for general traffic) along with a new bus gate enabling buses to bypass current delay and avoid unnecessary and highly congested movement in the city centre. It will also enable a wider footway and an extension of the existing bi-directional cycle track. | £1,500,000 | Funding being moved from CRSTS to LUF2. On site - completion on site forecast for December 2023. | |
| Leeds Bus Hotspots - Various locations across Leeds | Traffic Signal Upgrade to improve signal timings and optimise - Traffic Signal Upgrade, improvements to signal timings. This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | SA approved in July Procurement underway to bring in consultant to write the SOC to progress development | |
| LUF2 - BSSHIP | | | | |
| Project 1: Bus stop and shelter improvement programme | Installation of new shelters, new bus stop poles, new RTI displays (shelters), new RTI (poles). This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | SA approved in July Procurement underway to bring in consultant to write the SOC Being delivered by WYCA | |
| Project 2: Small centres bus station improvements | Continuation of SAEP scheme - small scale improvements at up to 14 bus stations across West Yorkshire, including to be confirmed Leeds stations. | | | |
| Project 3: Large bus station improvements | This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | SA approved in July Procurement underway to bring in consultant to write the SOC Being delivered by WYCA | |
| Project 5: Bus stop accessibility | Bus stop accessibility improvements including clearways, raised kerbs/tactile boarding points. The project could also include pedestrian access improvements to reach bus stops e.g. pedestrian crossings This is a WY wide scheme and the allocation for Leeds improvements is to be confirmed following further development. | TBC | SA approved in July Procurement underway to bring in consultant to write the SOC Being delivered by WYCA | |

| | |
|---|-----|
| Total - Leeds LUF2 Bus Hotspots Schemes | TBC |
| Total - Leeds LUF2 BSSHIP | TBC |

This page is intentionally left blank

Appendix A: Bus Infrastructure Investment Identified within Leeds Public Transport Investment Programme (LPTIP)

| Scheme Name | Scheme Description | Indicative Scheme Cost | Current Scheme Status | Notes |
|---|---|------------------------|-----------------------|--------------------------------|
| A61(N) Eastern Arm | The scheme included improvements to bus prioritisation along the A61 and Harrogate Road between Chapeltown Road (Leeds City Centre) and north of Harewood beyond the edge of urban Leeds. | 2,808,680 | Complete | Completion - 26/02/2021 |
| A65 Signals | The scheme entails the installation of dynamic adaptive control (MOVA - Microprocessor Optimised Vehicle Actuation) and Split Cycle Offset Optimisation Technique (SCOOT) adaptive control at signalised junctions along the A65 Corridor. | 956,000 | Complete | Completion - 30/06/2021 |
| A61 South | The scheme included improvements to bus prioritisation along the A639 and A61 between M621 Junction 7 and the junction of A61 Great Wilson Street / Meadow Lane | 18,037,000 | Complete | Completion - 08/02/2022 |
| A647 | The scheme included improvements to bus prioritisation along the A647 between Leeds Inner Ring Road and the Leeds Road Gyrotary at the boundary with Bradford. | 14,027,000 | Complete | Completion - 25/07/2022 |
| A660 Holt Lane | Junction improvement scheme at the intersection of Holt Lane/A660 Otley Road is located in Adel, north of Lawnswood roundabout, on the northern edge of the built-up area of Leeds. | 1,150,000 | Complete | Completion - 27/01/2021 |
| Corn Exchange Gateway | The Corn Exchange Gateway is formed of multiple key streets in Leeds City Centre. In total it includes just under 2.2km of public highway. Corn Exchange Gateway encompasses a high proportion of key city centre bus, cycle, and pedestrian movements, creating opportunities for transfer between bus services. | 17,932,988 | Complete | Completion - 14/05/2022 |
| Headrow Gateway | The scheme has transformed the Headrow area into a World-Class Gateway to Leeds City Centre for bus users, pedestrians and cycle users. This will enable bus services to operate with fewer delays and provide high standard waiting facilities for bus users. | 22,456,000 | Complete | Completion - 14/08/2020 |
| Elland Road Park & Ride Expansion | The scheme comprises of upgrades to the existing Elland Road P&R site through the addition of a further 550 spaces. The scheme also proposes to add another bus to the service, to improve service frequencies, from every 8 minutes in the peaks, to every 6 minutes, providing a benefit for existing users of the site, as well as attracting new users. | 6,310,000 | Complete | Completion - 21/08/2020 |
| Stourton Park & Ride | The Stourton Park & Ride site aims to provide a very high quality, all-electric, 10-minute frequency service to Leeds City Centre. Park & Ride Bus Services will run along the A61/A639 corridor to/from Leeds and serve the existing P&R stops in the city centre. | 35,676,000 | Complete | Completion - 06/09/2021 |
| Phase 1 Transport Hubs and Connecting Communities | Projects were delivered at the following locations, Middleton, Pudsey, Bramley, Harehills and Lincoln Green. Key activities include improving pedestrian access to the hubs and bus services, enhancing the waiting environment and facilities, and reconfiguration of bus shelters. | 3,669,999 | Complete | Completion - July 2022 |
| Phase 2 Transport Hubs and connecting communities | | 2,680,125 | Complete | Completion - July 2022 |
| Real Time Phase 1 | This scheme involves the installation of new Real Time Information screens at stops, shelters and gateways throughout Leeds to improve passenger experience. | 1,701,111 | Complete | Completion - September 2019 |
| Real Time Phase 2 | | 5,209,996 | Complete | Completion - March 2022 |
| Leeds Bus Station | This scheme has delivered a series of customer facing improvements, to enhance the customer experience at Leeds Bus Station and ensure it offers an inclusive experience for all passengers. | 6,205,444 | Complete | Completion - September 2022 |
| Network Navigation | This scheme provided a package of user friendly, highly visible materials to help customers identify and navigate the bus network in Leeds. It improved transport accessibility and user experience by providing a user-friendly and accessible network map, linked to new colour coded bus stop flags and shelters | 1,437,530 | Complete | Completion - March 2022 |
| Low Emissions | This project provided 5 electric double deck buses to be used on the route for the Stourton Park & Ride site. | 596,802 | Complete | Completion - September 2021 |
| East Leeds Demand Responsive Travel | This trial saw the introduction of an agile and dynamic public transport service accessed through a smart phone app, which uses routing algorithms to match vehicles with capacity to users. | 1,160,000 | Complete | Service commenced October 2021 |

This page is intentionally left blank

APPENDIX B: CURRENT BUS SCHEME COSTS AS AT OCTOBER 2023

| CRSTS Transformational Schemes | | Indicative Scheme Cost |
|--|---|--|
| A660 bus priority & cycle corridor incl. Lawnswood roundabout | Bus priority and cycle provision along key corridor in north Leeds, providing bus priority and segregated cycle provision on the corridor, including improvements to Lawnswood roundabout to address cycling safety issues | £13,050,000 |
| Beckett Street, Leeds – transformational bus priority scheme | Bus priority scheme combining bus lane and junction upgrades and active travel improvements to link the city centre to St James Hospital and north-east Leeds. The scheme will provide continuous bus priority, segregated cycle infrastructure, and improved pedestrian provision, to improve bus journey times and reliability and provide safe walking and cycling provision | £15,000,000 |
| Leeds City Centre bus priority, network efficiency, parking management, place making and active travel | Compliments the Leeds City Centre package, developing works on East Parade and Calverley St. to maximise benefits for buses and develop associated measures for cycling and walking. | £1,400,000 |
| A660 - Northern/University Gateway inclusive of the Headrow to St Marks Road | The scheme addresses bus delay through improvements in the City Centre up to the Inner Ring Road. From there, the scheme will remove general traffic from Blenheim Terrace in both directions, creating a bus, cycle and walking only environment, facilitated through the provision of bus gates and complementing | £20,500,000 |
| Elland Road South/Churwell Hill (from A6110 package) | The scheme will introduce a bus bypass lane to allow buses to avoid queuing traffic at a busy junction onto the ring road, and improve bus waiting facilities. The scheme also provides new cycling facilities with bi-directional cycleways and controlled crossing facilities to all arms of the junction | £8,500,000 |
| Thirsk Row Bus gate | The scheme enables an existing one-way street to be two-way for buses (remaining one way for general traffic) along with a new bus gate enabling buses to bypass current delay and avoid unnecessary and highly congested movement in the city centre. It will also enable a wider footway and an extension of the existing bi-directional cycle track. The cost remains the same, but it will now be funded from the successful WY Bus Hotspots bid. | |
| A61 (N) multi modal corridor improvements - Scott Hall Road bus lane | Post Covid the benefits were significantly reduced, and therefore this scheme was withdrawn after the CRSTS Inflation Review of September 2023. | |
| Transforming Cities Fund Programme | | |
| A64 Bus, Cycle and Walking Improvements. | The scheme was subject to an Inflation Review in November 2022, and a £4.9M package of Bus Priority and minor cycling and pedestrian measures has been developed for approval by Transport Committee in November. | £4,980,000 |
| A61 Bus, Cycle and Walking Improvements | After a programme wide Inflation Review in November 2022 it was agreed that all elements of this scheme(bus priority , cycling, pedestrian measures etc) is developed to OBC, and await further possible funding. | £475,000 |
| A639 Bus, Cycle and Walking Improvements | After a programme wide Inflation Review in November 2022 the scheme funding was reduced form £10.9M to £1M. Work is underway to target the most acute issue which will report shortly. | £1,000,000 |
| CRSTS Capacity Fund | | |
| Eastside City Centre Study | The Capacity Funding (in part) is designed to develop a pipeline of schemes for CRSTS II. The study looks at the area between Regent St and Crown Point Bridge, with a view to developing sustainable transport alongside public realm to re-purpose the area. | £250,000 |
| | | * = available funding halved with Wakefield. |

This page is intentionally left blank

Work Schedule

Date: 1 November 2023

Report of: Head of Democratic Services

Report to: Scrutiny Board (Infrastructure, Investment & Inclusive Growth)

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

- All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as a document 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.
- The Scrutiny Board Procedure Rules also state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.
- Reflecting on the information in this report and information presented as part of other agenda items at today's meeting, Members are requested to consider and discuss the Board's work schedule for this municipal year.

Recommendations

Members are requested to:

- a) Consider the draft work schedule for the 2023/24 municipal year.

What is this report about?

1. A draft work schedule for the Scrutiny Board (Infrastructure, Investment & Inclusive Growth) is presented at Appendix 1 for consideration and discussion. Reflected in the work schedule are known items of scrutiny activity, such as performance and budget monitoring, identified Budget and Policy Framework items and specific member requests for individual work items.
2. The Executive Board minutes from the meetings held on 20 September 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 consider any matter where specific scrutiny activity may also be warranted.

Developing the work schedule

3. 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.
4. To deliver the work schedule, the Board may need to undertake activities outside the formal schedule of meetings – such as working groups and site visits. Additional formal meetings of the Scrutiny Board may also be required.

What impact will this proposal have?

5. All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year.

How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing Inclusive Growth Zero Carbon

6. The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the priorities set out in the Best City Ambition.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted? Yes No

7. To enable Scrutiny to focus on strategic areas of priority, it is recognised that each Scrutiny Board needs to maintain dialogue with the Directors and Executive Board Members holding the relevant portfolios. The Vision for Scrutiny also states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources prior to agreeing items of work.

What are the resource implications?

8. Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.
9. The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met.
10. Consequently, when establishing their work programmes Scrutiny Boards should consider the criteria set out in paragraph 3.

What are the key risks and how are they being managed?

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

What are the legal implications?

12. This report has no specific legal implications.

Appendices

- Appendix 1 – Draft work schedule of the Scrutiny Board (Infrastructure, Investment & Inclusive Growth) for the 2023/24 municipal year.
- Appendix 2 – Minutes of the Executive Board meeting on 20 September 2023.

Background papers

- None.

This page is intentionally left blank



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2023/24 Municipal Year

| June | July | August |
|--|---|---|
| Wednesday 28 June 2023 at 10.30am | Wednesday 19 July 2023 at 10.30am | No Scrutiny Board meeting scheduled. |
| Performance report Annual reports: - Sources of Work - Terms of Reference - Co-opted members | Connecting Leeds Transport Strategy Annual Update 2022 <i>[deferred from 2022/23 & to include an update on Park and Ride]</i> Sustainable Travel Gateway Scheme – Update on Progress | |
| Working Group Meetings | | |
| | | |
| Site Visits | | |
| | | |

Page 53

Scrutiny Work Items Key:

| | | | |
|-----|-----------------------|----|------------------------|
| PSR | Policy/Service Review | DB | Development Briefings |
| PDS | Pre-decision Scrutiny | PM | Performance Monitoring |



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2023/24 Municipal Year

| September | October | November |
|---|-------------------|---|
| Wednesday 27 September 2023 at 10.30am | No meeting | Wednesday 1 November 2023 at 10.30am |
| <p>Leeds Safe Roads Vision Zero 2040 strategy.</p> <p>Future Talent Plan (including green economy work)</p> | | <p>Bus Service Provision</p> |
| Site Visits | | |
| | | |

Page 54

Scrutiny Work Items Key:

| | | | |
|-----|-----------------------|----|------------------------|
| PSR | Policy/Service Review | DB | Development Briefings |
| PDS | Pre-decision Scrutiny | PM | Performance Monitoring |



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2023/24 Municipal Year

| December | January | February |
|--|---|---|
| Friday 8 December 2023 at 10.30am | Wednesday 10 January 2024 at 10.30am | Wednesday 28 February 2024 at 10.30am |
| Business Support in Leeds Local Asset Review | Performance Monitoring Financial Health Monitoring Initial Budget Proposals Leeds Affordable Housing Growth Delivery Partnership Plan update Planning Portal – Outcome of 6-month trial | Leeds Transport Strategy Update Social Progress Index Update |
| Working Group Meetings | | |
| 1 December 9.15am-10.15am: Employment Data working group (remote) 14 December 9.30am – 11am: Budget consultation working group (remote) | | |
| Site Visits | | |
| | | |

Scrutiny Work Items Key:

| | | | |
|-----|-----------------------|----|------------------------|
| PSR | Policy/Service Review | DB | Development Briefings |
| PDS | Pre-decision Scrutiny | PM | Performance Monitoring |



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2023/24 Municipal Year

| March | April | Notes |
|-------------------------------|-------------------------------------|---|
| No meetings | Wednesday 3 April 2024 at 10.30am | |
| | 100% Digital | Highways changes – contribution to net zero ambitions |
| | Flood Risk Management Annual update | Support for Town and District Centres |
| | Inclusive Growth update | Connecting Leeds – how to build on strengths for future engagement & consultation |
| | End of Year Summary Statement | To be scheduled following consultation: Leeds Local plan Update 2040 |
| Working Group Meetings | | |
| | | |
| Site Visits | | |
| | | |

Page 56

Scrutiny Work Items Key:

| | | | |
|-----|-----------------------|----|------------------------|
| PSR | Policy/Service Review | DB | Development Briefings |
| PDS | Pre-decision Scrutiny | PM | Performance Monitoring |

EXECUTIVE BOARD

WEDNESDAY, 20TH SEPTEMBER, 2023

PRESENT: Councillor J Lewis in the Chair

Councillors S Arif, D Coupar, M Harland,
H Hayden, A Lamb, J Lennox, J Pryor,
M Rafique and F Venner

31 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) That appendices 1 - 3 to the report entitled, 'Provision of a Loan to Leeds Culture Trust to cover Culture Sector Tax Relief', referred to in Minute No. 44 be designated as being exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 and be considered in private. This is on the grounds that appendices 1 – 2 present advice provided by Moore Kingston Smith which refer to the financial and business affairs of Leeds Culture Trust (LCT) and as such, it is considered that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing this information. Regarding appendix 3, this appendix presents the findings of the related due diligence exercise which also refers to the financial and business affairs of LCT, and as such, it is considered that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing this information.

32 Late Items
Supplementary Information – Leeds Inclusive Growth Strategy 2023 - 2030
With the agreement of the Chair, supplementary information was circulated to Board Members and published ahead of the meeting in relation to agenda item 13, 'Leeds Inclusive Growth Strategy 2023 – 2030' in the form of Appendix 2 which was the proposed strategy document. (Minute No. 42 refers).

33 Declaration of Interests
With regard to agenda item 15, 'Provision of a Loan to Leeds Culture Trust (LCT) to cover Culture Sector Tax Relief', Councillor Pryor drew the Board's attention to the fact that he is a Trustee of the Leeds Culture Trust, a role appointed to by the Council. Councillor Pryor confirmed that whilst this was

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th October, 2023

not a Disclosable Pecuniary Interest and he was not required to declare an interest in relation to this under the Council's Code of Conduct, he wished to take the opportunity to clarify that in terms of his consideration of the submitted report as a member of the Executive Board, he would approach this based upon what he believed to be the best outcomes for the Council, notwithstanding his position as a Trustee of LCT. (Minute No. 44 refers).

34 Minutes

Further to Minute No. 20 (26 July 2023), the Chair highlighted that at the July meeting the Board had approved the minutes from the 21 June 2023 meeting as a correct record, subject to a matter of accuracy raised by Cllr Lamb (regarding Minute No. 6, '*Leeds Safeguarding Children Partnership Annual Report 2021/23*'), being noted and looked into. The Chair confirmed that the matter of accuracy had been considered and that in his position as Chair, he was satisfied that the 21 June Executive Board minutes were a correct record, as previously agreed by the Board.

Following this, the Board considered the draft minutes from the previous meeting (26 July 2023) and it was

RESOLVED – That the minutes of the previous meeting held on 26th July 2023 be approved as a correct record.

SUSTAINABLE DEVELOPMENT AND INFRASTRUCTURE

35 Leeds Rail Infrastructure - Integrated Rail Plan for the North and Midlands

The Director of City Development submitted a report which provided an update on the Government's delivery of the Integrated Rail Plan and which sought endorsement of the SLCRail recommendation for a phased approach towards the delivery of rail capacity, frequency and connectivity for the eastern regions and in particular the initial delivery of a 'T' shaped station in Leeds and line to connect into an upgraded and electrified route from Sheffield to Moorthorpe.

Responding to an enquiry, the Board received information regarding the extent of potential impact upon existing site allocations within the city centre and its vicinity arising from the recommended approach of SLCRail and also in terms of the Government's proposals following its recent publication of Terms of Reference for the study into how to bring HS2 trains to Leeds. In terms of the latter, it was noted that specific impact would not be known until further detail on the Government's proposals was brought forward.

Further to this, an update was provided on the depth of the partnership working which continued in this area with other Authorities and key agencies including the Department for Transport.

Emphasis was placed upon the need to continue to be mindful of the strategic approach required to ensure that any proposals which were brought forward delivered sufficiency of capacity and effective integration across rail and other

public transport networks, including the bus network. Those comments were acknowledged, with an update being provided on how such matters were being taken into consideration.

RESOLVED –

- (a) That the update on the Integrated Rail Plan for the North and Midlands, as detailed within the submitted report, be noted;
- (b) That the Board's endorsement be given to the SLCRail recommendation, as detailed within the submitted report and appendices, for a phased approach to delivering rail capacity, frequency and connectivity for the eastern regions and in particular the initial delivery of a 'T' shaped station in Leeds and line to connect into an upgraded and electrified route from Sheffield to Moorthorpe.

CHILDREN'S SOCIAL CARE AND HEALTH PARTNERSHIPS

36 Outcome of consultation on a proposal to change the age range of Rothwell Primary School from 3-11 years to 4-11 years and permanently close the school nursery

The Director of Children and Families submitted a report presenting details of a proposal brought forward to change the age range of Rothwell Primary School from 3-11 years to 4-11 years and permanently close the school nursery. The report noted that a public consultation on the proposal took place between 30 June 2023 and 21 July 2023, with the report summarising the responses received. Finally, the report sought approval to publish a Statutory Notice on the proposal.

In presenting the report, the Executive Member provided details of the proposal and an overview of the consultation responses, as detailed within the report, with it being noted that relevant Ward Councillors had not expressed any concerns in relation to the proposal.

RESOLVED –

- (a) That the outcome of the public consultation for this proposal, as detailed within the submitted report, be noted;
- (b) That the publication of a Statutory Notice on the proposal to change the age range of Rothwell Primary School from 3-11 years to 4-11 years and to permanently close the school nursery, be approved;
- (c) That it be noted that the implementation of the proposal would be subject to the outcome of the Statutory Notice;
- (d) That the intention for a further report to be presented to the December 2023 Executive Board meeting, be noted;
- (e) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

LEADER'S PORTFOLIO

37 Best City Ambition Update - Scoping

The Director of Strategy and Resources submitted a report which sought the Board's endorsement for the scope of the proposed Best City Ambition update and which recommended the submission of a further report to Executive Board in November 2023 presenting the initial proposals.

Whilst welcoming the consideration being given to measuring the Best City Ambition's performance, a Member made enquiries about how the success of the updated strategy would be defined. In response, the Board received further information on the factors being taken into consideration in this area, including the central role which would be played by data from the Leeds Social Progress Index. Also, it was undertaken that the comments made during the discussion would be noted and taken into consideration as part of the process in submitting the initial proposals to the Board in November 2023.

RESOLVED –

- (a) That the scope of the update of the Best City Ambition, as set out within the submitted report, be endorsed;
- (b) That a further report presenting initial proposals for a draft update of the Best City Ambition be submitted to Executive Board in November 2023 ready for further consultation and engagement.

(The resolutions 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 made in accordance with the Budget and Policy Framework Procedure Rules)

38 Annual Corporate Risk and Resilience Report

The Director of Strategy and Resources submitted a report presenting the Council's Annual Corporate Risk and Resilience report. The report provided an update on the risk and resilience activities undertaken by the Council, detailed the most significant risks currently on the Council's corporate risk register and provided details of summary assurances describing the key controls established and further actions planned to manage those risks.

In presenting the report, the Leader highlighted the importance of receiving this annual report to ensure that the Executive Board was aware of the key risks being faced by the Council and the actions being taken to monitor and mitigate those risks.

Members acknowledged that managing the Council's budgetary pressures remained key in terms of risk and resilience, however it was acknowledged that such matters would be considered in detail later in the agenda as part of the dedicated financial reports.

Responding to a Member's specific enquiry regarding the work which continued to mitigate the key risks around safeguarding children and the provision of services in that area, the Board received a detailed update on the challenges which continued to be faced both locally and nationally and the range of ongoing cross-directorate work and partnership working with other agencies that was being undertaken.

RESOLVED – That the annual risk and resilience report together with the assurances given on the most significant corporate risks which are in line with the Council's Risk Management Policy and Strategy, as detailed within the submitted cover report and appendix, be noted, with the Board's overarching responsibility for their management also being noted.

RESOURCES

39 Annual Corporate Performance Report 2022/23

The Director of Strategy and Resources submitted a report which provided an overall update on the Council's performance in 2022/23. Specifically, the report highlighted performance against the range of Key Performance Indicators (KPIs) monitored, covering all five directorates.

In presenting the report the Executive Member highlighted the regular performance reporting which continued to take place via Scrutiny Boards and other committees as appropriate. Updates were also provided on the consideration being given to the metrics recently adopted by the Office for Local Government and how they would be reflected in the Council's performance monitoring moving forward, and also in relation to the most recent visit of the Local Government Association Corporate Peer Challenge, with it being noted that whilst the accompanying report from the visit was awaited, the feedback received had been positive.

Responding to an enquiry regarding Council employee sickness rates, the Board received an update on the actions being taken in this area, with an undertaking that a separate briefing would be provided to the Member in question regarding the implications arising from the Council's sickness rate in terms of the impact upon the budget, service delivery and other staff.

Again in response to a Member's enquiry, the Board received an update on the trajectory of the data regarding those killed or seriously injured in road traffic collisions. In terms of the actions being taken in this area, the partnership approach being undertaken as part of the 'Vision Zero' initiative was highlighted as a key programme with the ambition that by 2040 no one will be killed or suffer serious injuries on roads in Leeds. As part of this discussion, the importance of encouraging the wider behavioural change of road users was highlighted.

RESOLVED – That the Annual Performance Report for 2022/23, as appended to the submitted report, be noted, together with the progress which has been made during that period.

40 Medium Term Financial Strategy 2024/25 - 2028/29

The Chief Officer Financial Services submitted a report presenting the Council's Medium Term Financial Strategy (2024/25 – 2028/29) which is a five-year rolling strategy used to inform the Council's annual budget process. Included within the strategy was information providing wider context and details of the range of factors which influence the shape of this financial plan.

By way of introduction to the report, the Executive Member provided an overview of the key points within it, highlighting that the report noted that the estimated revenue budget gap over the period 2024/25 to 2028/29 was currently £251m.

In considering the challenges highlighted within the report, a Member made comments regarding the need to consider reviewing the approach taken so as to work more collaboratively with other partner organisations around areas such as service delivery. In response, the Board was advised that work in this area was ongoing both on a cross-directorate basis within the Council and also with external partners. It was acknowledged that difficult decisions would continue to be required, with it being noted that savings proposals would be received at future Board meetings as appropriate.

Members also considered the Government's model for funding in areas such as regeneration and transport and infrastructure, with emphasis being placed upon the importance of ensuring that the benefits of devolution were maximised. In considering such matters, the importance of collaborative working with partners such as WYCA was highlighted.

RESOLVED –

- (a) That the updated Medium Term Financial Strategy for 2024/25 to 2028/29, as presented in the submitted report and appendices, be noted;
- (b) That it be noted that savings proposals will be received at future meetings of Executive Board in advance of the Proposed Budget for 2024/25 being received at this Board in December 2023.

41 Financial Reporting 2023/24 – Month 4

The Chief Officer Financial Services submitted a report presenting the Council's projected financial health position as at month 4 of the 2023/24 financial year in respect of both the General Fund revenue budget and the Housing Revenue Account.

In introducing the report, the Executive Member extended her thanks to the work that the Chief Officer Financial Services and her team continued to undertake in very challenging circumstances. The Board received an overview of the key points within the submitted report and noted the forecasted overspend of £33.9m on the Authority's General Fund as at Month 4 of the financial year.

Responding to a Member's comments and concerns around the level of projected overspend at this point in the financial year and how this linked to the budget setting process, the Board received further details and assurance regarding the timeframe for the budget setting process and its robustness, and the work which continued to monitor and mitigate the pressures faced, with clarification also being provided around the key messages which continued to be communicated across the Authority to support ongoing actions.

In addition, the Board specifically considered the challenges that continued to be faced around the delivery of services for Children Looked After, which reflected the position nationally. In considering this, Members specifically referenced increasing levels of demand and also the significant increase in costs for external placements. Responding to an enquiry, the Board received an update on the actions which continued to be taken in this area around mitigating the challenges faced, how Leeds was performing when considering the performance of other comparable Authorities and how such pressures were being monitored and responded to in terms of the budget setting process.

Further context was provided on a number of areas and processes which challenged the Council's ability to take a medium term approach towards its budgetary process, with it being highlighted that these were areas where Local Government needed to continue to work with national Government, in order to make those planning processes easier.

RESOLVED –

- (a) That it be noted that at Month 4 of the 2023/24 financial year the Authority's General Fund revenue budget is forecasting an overspend of £33.9m for 2023/24 within a challenging national context, and that a range of actions are being undertaken, or are proposed to achieve a balanced budget position;
- (b) That the virement of identified non-essential spend budgets out of respective Chief Officer budgets and into specific strategic cost centres within each directorate, be approved, as a measure to prevent further spend against these budgets where it has been identified that this spend is not required;
- (c) That the release of £1.3m from the Strategic Contingency Reserve to fund budgeted fleet savings which are not deliverable across the Council in year due to the impact of inflation, costs of maintaining an ageing fleet and increased demand for services, be approved;
- (d) That it be noted that where an overspend is projected, directorates, including the Housing Revenue Account, are required to present action plans to mitigate their reported pressures and those of the Council's wider financial challenge where possible, in line with the Revenue Principles agreed by Executive Board in 2019;

- (e) That it be noted that known inflationary increases including demand and demographic pressures in Social Care and known impacts of the rising cost of living, including the employer's 2023/24 NJC pay offer of £1,925 and the JNC pay settlement of 3.5%, have been incorporated into this reported financial position, with it also being noted that these pressures will continue to be reviewed during the year and reported to future Executive Boards as more information becomes available. That it also be noted that proposals would need to be identified to absorb any additional pressures;
- (f) That the Month 4 positions regarding the use of Invest to Save, Covid Backlog and Flexible Capital Receipt resources, be noted, with the additional planned use of £5.3m of Capital Receipts in 2023/24 also being noted which will support transformation projects and deliver savings in addition to the budgeted use;
- (g) That it be noted that at Month 4, the Authority's Housing Revenue Account is forecasting an overspend of £3.2m for 2023/24.

ECONOMY, CULTURE AND EDUCATION

42 Leeds Inclusive Growth Strategy 2023 - 2030

The Director of City Development submitted a report presenting the updated Leeds Inclusive Growth Strategy for the period 2023- 2030, with the updated strategy setting out nine refreshed 'Big Ideas' for how best to deliver growth that benefits all citizens and communities and which is set within the three themes of 'People', 'Place' and 'Productivity'.

Further to Minute No. 32, with the agreement of the Chair, supplementary information was circulated to Board Members ahead of the meeting in relation to this item in the form of Appendix 2, which was the proposed strategy document.

In presenting the report, the Executive Member provided an overview of the strategy's achievements to date together with a summary of the key proposals for the strategy moving forward.

Responding to an enquiry regarding how the success of the updated strategy would be defined, the Board received further details on how the progress being made by the strategy would be monitored and measured, with the Board also receiving further context on the range of factors which would need to be taken into consideration when judging the success of the strategy, with the Social Progress Index being highlighted as a key resource combined with other measures including the proposed submission of an annual progress report.

RESOLVED –

- (a) That the new Leeds Inclusive Growth Strategy 2023 - 2030, as appended to the submitted report, be agreed, and that approval also be given for the strategy's publication;

- (b) That approval be given for the Director of City Development to lead on implementing the delivery of the Leeds Inclusive Growth Strategy 2023 – 2030;
- (c) That approval be given to the proposed approach towards stakeholder engagement in order to support the implementation of the strategy;
- (d) That moving forward, approval be given for an annual progress report to be submitted to Executive Board.

43 Learning Places Programme and School Condition Update Report

The Director of Children and Families and the Director of City Development submitted a joint report which presented an update on the current Learning Places Programme delivery including places across the school estate delivered over the last 18 months, schemes currently in delivery and the potential future work programme. In addition, the report provided information on managing the condition of the school estate, the challenges faced, potential solutions and the financial implications to effectively meet the Council's statutory duties.

In presenting the report, the Executive Member provided the Board with an overview of the key points including the number of places which had been delivered across the school estate, the response to the decline in the birth rate across the city and the actions being taken in response to the increased demand for Special Educational Needs learning places. An update was also provided regarding the annual school condition funding allocation and the current position with regard to backlog maintenance in the school estate.

The investment into Wetherby High School, as referenced within the report was specifically welcomed, with thanks extended to all those involved in securing that investment.

Regarding the issue of RAAC (reinforced autoclaved aerated concrete) in relation to schools. Further to the details within the submitted report, Members' attention was drawn to the update provided at the full Council meeting of 13th September 2023. Responding to comments about the potential for this to impact upon buildings other than schools, the Board received an update about the wider Council estate outside of school sites which confirmed that to date there have been no cases of RAAC identified in buildings that the Council is responsible for and that an audit into appropriate Council buildings continued.

From a wider perspective, it was suggested that it may be beneficial for further detail to be provided to Board Members in due course which covered the potential for structural issues more generally across the Council estate.

RESOLVED –

- (a) That the progress made to date with the Learning Places Programme delivery, as detailed within the submitted report, be noted, together with

the current schemes in development and delivery across primary, secondary and SEN provision and the forward programme;

- (b) That the progress made regarding the Planned Maintenance Programme delivery, as detailed within the submitted report, be noted;
- (c) That the challenges and issues being experienced across the programme, together with the measures in place where possible to mitigate for these, be noted.

44 Provision of a Loan for Leeds Culture Trust to cover Culture Sector Tax Relief claims

The Director of City Development submitted a report which sought the Board's approval for Leeds City Council to provide a loan to Leeds Culture Trust (LCT) for the purposes of providing cash flow assistance to cover claims to HMRC for both Theatre Tax Relief and Museums and Galleries Exhibition Tax Relief for financial years 2022-23 and 2023-24, with the report noting that any loan provided would be repaid by LCT upon their receipt of Cultural Sector Tax Relief.

In presenting the report, the Executive Member highlighted that the provision of such a loan would allow LCT to maximise the amount of funding it could invest in LEEDS2023 in-year. In addition, it was emphasised that both LCT and the Council had respectively sought their own legal and financial advice in relation to this matter.

A Member raised concerns and confirmed their disagreement with the proposal, highlighting the risk involved for the Council, in the event that the proposed loan was not repaid.

Members discussed a number of areas relating to this matter including the level of funding which had been provided by the Council towards LEEDS2023 and the impact of national financial challenges upon the delivery of the initiative. As part of the discussion the provision of respective legal and financial advice to both the Council and LCT was reiterated. It was also further emphasised that the loan would allow LCT to maximise the amount of in-year funding it could invest in the programme.

Responding to a Member's specific enquiry regarding the risk involved, it was acknowledged that there were almost certain risks arising from the Council not providing the loan in terms of the potential impact upon the remainder of the LEEDS2023 programme. Conversely, with respect to the loan, it was confirmed that, although the level of risk to the Council is considered to be low, should the tax relief not be received by LCT, then the return of the monies advanced by the Council would be at risk.

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

RESOLVED –

- (a) That approval be given for Leeds City Council to provide an unsecured interest free loan to Leeds Culture Trust to a maximum value of £1,845,407 which would, subject to the resolutions below, be payable in 3 instalments;
- (b) That approval be given for Leeds City Council to pay a first instalment of £960,831 to Leeds Culture Trust in October 2023 for a term of up to 6 months, in order to cash flow the Trust's Theatre Tax Relief claim for the financial year 2022-23;
- (c) That in principle approval, which is subject to further due diligence on LCT's financial position in November, be given for Leeds City Council to pay a second instalment of £366,571 to Leeds Culture Trust in November 2023 for a term of up to 13 months, in order to cash flow the Trust's Theatre Tax Relief claim for the financial year 2023-24, and a third instalment of up to £518,005 to cash flow Museum Galleries and Exhibition Tax Relief (MGETR) for the financial year 2023-24 for a term of up to 13 months; with the payment of the third instalment being subject to a further assessment by independent advisors;
- (d) That approval be given for the necessary authority to be delegated to the Director of City Development, to enable the Director, in consultation with the Chief Officer Financial Services, to enter into a loan agreement with Leeds Culture Trust on the terms as set out within the submitted report / resolutions above;
- (e) That the decisions taken in relation to this report be exempted from the Call In process, due to matters of urgency and for the reasons as set out in section 47 of the submitted report, as any delay would impact upon the Year of Culture programme and seriously prejudice the public's interests.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from the Call In process by the decision taker if it is considered that the matter is urgent and any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions contained within this minute were exempted from the Call In process, as per resolution (e) above, and for the reasons as detailed above and as set out within section 47 of the submitted report)

(Under the provisions of Council Procedure Rule 16.5, Councillor Lamb required it to be recorded that he voted against the decisions referred to within this minute)

DATE OF PUBLICATION: FRIDAY, 22 SEPTEMBER 2023

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00PM, FRIDAY, 29 SEPTEMBER 2023

Draft minutes to be approved at the meeting
to be held on Wednesday, 18th October, 2023