

SCRUTINY BOARD (STRATEGY AND RESOURCES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 25th March, 2024 at 10.00 am

(A pre-meeting will take place for ALL Members of the Board at 9.30 a.m.)

MEMBERSHIP

G Almass	-	Beeston and Holbeck;
H Bithell	-	Kirkstall;
S Burke	-	Middleton Park;
A Carter	-	Calverley and Farsley;
D Chapman	-	Rothwell;
S Firth	-	Harewood;
T Hinchcliffe	-	Bramley and Stanningley;
A Khan (Chair)	-	Burmantofts and Richmond Hill;
W Kidger	-	Morley South;
A Parnham	-	Armley;
E Thomson	-	Guiseley and Rawdon;

Please 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 consider. 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 'View the Meeting Recording' link which will feature on the meeting's webpage (linked below) ahead of the meeting.

[Council and democracy \(leeds.gov.uk\)](https://www.leeds.gov.uk/council-and-democracy)

Principal Scrutiny Adviser:
Rob Clayton
Tel: 37 88790

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A G E N D A

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1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <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> <p>No exempt items have been identified.</p>	

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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			<p>DECLARATION OF INTERESTS</p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 19 FEBRUARY 2024</p> <p>To confirm as a correct record, the minutes of the meeting held on 19 February 2024.</p>	7 - 18
7			<p>FINANCIAL REPORTING 2023/24 - MONTH 10 (JANUARY)</p> <p>To consider a report from the Head of Democratic Services providing the Board with the latest update on the in year financial position in respect of the Revenue Budget and the Housing Revenue Account (HRA).</p>	19 - 70
8			<p>PROCUREMENT UPDATE</p> <p>To consider a report from the Director of Strategy and Resources providing an update on the Council's Procurement and Commercial Services. This follows consideration in previous municipal years and focuses on social value in procurement and effective contract management.</p>	71 - 80

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9			<p>INTEGRATED DIGITAL SERVICES (IDS) SERVICE DESK - UPDATE</p> <p>To consider a report from the Chief Digital and Information Officer on the Integrated Digital Services (IDS) service desk which supports staff with IT related issues and supports the wider delivery of services to citizens, patients, visitors and businesses by the Council, Health and other partners.</p>	81 - 90
10			<p>SCRUTINY STATEMENT - EQUALITY, DIVERSITY & INCLUSION</p> <p>To receive a report from the Head of Democratic Services which provides scrutiny statement on the Council's approach to Equality, Diversity and Inclusion (EDI) which has included input and feedback from each of the Council's staff networks in recent municipal years.</p>	91 - 100
11			<p>STRATEGY AND RESOURCES SCRUTINY BOARD END OF YEAR STATEMENT 2023/24</p> <p>Members are asked to note the appended 2023/24 end-of-year statement for the Scrutiny Board (Strategy and Resources) and, subject to any agreed amendments, approve its publication.</p>	101 - 112
12			<p>WORK PROGRAMME</p> <p>To consider the Scrutiny Board's work programme for the 2023/24 municipal year.</p>	113 - 136
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Subject to approval at the Annual Council meeting in May and observations at today's meeting from the Board, the next public meeting of the Board will take place on 17 June 2024 at 10.30am. There will be a pre-meeting for all board members at 10.00am.</p>	

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			<p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	