



SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Wednesday, 17th July, 2024 at 10.30 am

There will be a pre-meeting for all Scrutiny Board members at 10.00am.

MEMBERSHIP

Cllr A Ali	- Gipton & Harehills
Cllr H Bithell (Chair)	- Kirkstall
Cllr N Buckley	- Alwoodley
Cllr K Dye	- Killingbeck & Seacroft
Cllr S Lay	- Otley & Yeadon
Cllr S Leighton	- Guiseley & Rawdon
Cllr M Millar	- Kippax & Methley
Cllr M Robinson	- Harewood
Cllr A Scopes	- Beeston & Holbeck
Cllr M Shahzad	- Moortown
Cllr I Wilson	- Weetwood

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 \(Infrastructure, Investment & Inclusive Growth\) - 17 July 2024](#)

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 - 26 JUNE 2024

5 - 14

To approve as a correct record the minutes of the meeting held on 26 June 2024.

7

HIGHWAYS MAINTENANCE STRATEGY

15 - 30

To receive a report from the Chief Officer for Highways and Transportation in relation to the work being carried out to address the highways maintenance backlog in the context of the financial challenges facing the Council.

8

COMMUNITY ASSET TRANSFER POLICY

To receive a presentation on a new Community Asset Transfer Policy ahead of consideration by Executive Board on 24 July 2024.

9

BIODIVERSITY NET GAIN: APPROACH TO WATERCOURSES

To receive a presentation from the Executive Manager (Flood Risk and Climate Resilience) on proposals relating to the approach to Biodiversity Net Gain in relation to water courses.

10

WORK SCHEDULE

31 - 52

To consider the Scrutiny Board's work schedule for the 2024/25 municipal year.

DATE AND TIME OF NEXT MEETING

The next meeting of the Scrutiny Board (Infrastructure, Investment and Inclusive Growth) will take place on **25 September 2024 at 10.30am**. There will be a pre-meeting for all Scrutiny Board members at **10.15am**.

SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

WEDNESDAY, 26TH JUNE, 2024

PRESENT: Councillor H Bithell in the Chair

Councillors A Ali, N Buckley, K Dye, S Lay,
A Maloney, M Millar, A Scopes and
M Shahzad

1 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals against refusals of inspection of documents.

2 Exempt Information - Possible Exclusion of the Press and Public

There were no items excluded from the public domain.

3 Late Items

There were no late items.

4 Declarations of Interests

There were no declarations of interests.

5 Apologies for Absence and Notification of Substitutes

Apologies were received from Cllr Sonia Leighton, Cllr Izaac Wilson and Cllr Matthew Robinson.

Cllr Annie Maloney attended as a substitute for Cllr Leighton.

The Chair welcomed new members to the Scrutiny Board and also thanked former members including the 2023/24 Chair, Cllr Abigail Marshall-Katung.

6 Minutes - 3 April 2024

The Chair invited the Principal Scrutiny Advisor to provide an update on matters arising from the minutes of 3 April 2024.

The following matters were subsequently noted:

- The approved End of Year Statement referenced at minute 85 has been published on the committee webpage, along with those of the other four scrutiny boards. The 2023/24 Scrutiny Annual Report will also be published on the same webpage once it has been considered at full Council on 10 July.

- A letter has been received from the office of the Secretary of State for Transport, apologising for the delay in responding to the concerns raised by the Scrutiny Board about road deaths involving young people and the reconsideration of graduated driving licences. Unfortunately, a detailed response will not be received until after the General Election.

RESOLVED: The Scrutiny Board (Infrastructure, Investment and Inclusive Growth) approved the minutes of 3 April 2024 as a correct record.

7 Terms of Reference

It was noted that the accompanying report sets out the Scrutiny Board's Terms of Reference as agreed by Council at the AGM on 23 May 2024.

The following appendices were noted:

- Appendix 1: General Terms of Reference applicable to all Scrutiny Boards
- Appendix 2: Article 6 of the constitution, which outlines Scrutiny Board remits and any special responsibilities. Members were advised that responsibility for flood risk management is allocated to the Scrutiny Board (Infrastructure, Investment & Inclusive Growth).
- Appendix 3: Scrutiny Board alignment with officer Delegated Functions and Executive portfolios 2024/25.

The Principal Scrutiny advisor highlighted changes in Executive responsibilities relating to the Scrutiny Board and advised members that two additional functions now fall within the remit of the Scrutiny Board – international and domestic inward economic investment and culture.

RESOLVED: Members noted the contents of the report.

8 Co-Opted Members

Members were advised that the Council's Constitution includes provision for the appointment of co-opted members to individual scrutiny boards.

This report sets out general provisions regarding co-option which are applicable to all Scrutiny Boards.

There are no specific legislative requirements for this Scrutiny Board to co-opt external representatives.

Typically, this Scrutiny Board has determined not to co-opt external individuals to the Board. Instead, members have agreed to bring expert witnesses to meetings for specific items of business as required. This is in part due to the breadth of subjects within the Board's remit.

It is recommended that this approach does not change unless or until members reach a point where they determine co-option would add specific value.

RESOLVED: Members agreed not to co-opted any additional individuals to the Scrutiny Board at the current time.

9 Performance Report

The Chair introduced the performance report, which summarises performance against strategic priorities that fall within the remit of the Scrutiny Board (Infrastructure, Investment and Inclusive Growth).

Those in attendance for this item were:

- **Cllr J Pryor** (Executive Member, Economy, Transport & Sustainable Development)
- **Cllr J Lennox** (Executive Member, Housing)
- **Martin Farrington** (Director City Development)
- **Eve Roodhouse** (Chief Officer, Culture & Economy)
- **Dave Feeney** (Chief Planning Officer)
- **Martin Elliot** (Head Strategic Planning)
- **Angela Barnicle** (Chief Officer, Asset Management & Regeneration)
- **Emma Kamillo-Price** (Senior Intelligence Officer)

Unemployment in Leeds

Members sought clarity about whether unemployment data can also be a determinant of health outcomes. In response, Eve Roodhouse advised the Scrutiny Board that joint work is taking place between the employment and skills service and health colleagues to examine this issue in more detail.

Eve noted the data confirms that the wards with the highest numbers of Universal Credit claimants are also the areas where there are known to be higher levels of deprivation. Given these existing links there is a significant amount of targeted work in these communities.

Members queried how the service measures the impact of targeted interventions within specific communities. The Scrutiny Board was advised that this is challenging. Outcomes relating to individuals who engage with Council services are tracked. However, it is difficult to continue to track outcomes once individuals move beyond Council services.

Members were provided with examples of the outstanding work of tutors who focus on supporting learners to develop their skillset in order to progress into work, further study or volunteering.

Members requested further information about the number of people who are categorised as economically inactive.

Eve confirmed that ONS data about economic inactivity is available and can be provided at a future meeting. She noted that there is a need to understand why people are economically inactive so interventions can be effectively targeted. Members expressed concern about an increase in those who are inactive due to physical or mental health issues.

The Chief Officer was asked how people in communities with high Universal Credit claimants can be supported to develop the skills necessary to access new jobs that are being created in the city.

In response Eve reassured members that the employment and skills team already carry out work with specific groups who may be struggling to access work. The SEND Next Choices event provides an example of good practice which has been adopted in other areas.

A recent Ofsted inspection judged the adult skills service to be outstanding. An example of the work of this service is the support provided for people who had been forced to flee Afghanistan.

It was noted that the Council seeks to identify opportunities to influence partners through the Business Anchors Network to support the development of more apprenticeship schemes and to encourage changes in business practice designed to encourage more diverse workforces.

Eve offered to provide a separate briefing for Cllr Ali on matters linked to Gipton and Harehills.

Business Start-ups, Scale Ups and Survival Rates

Martin Farrington provided an overview of the headline data relating to business start-ups, business scale ups and business survival rates. He noted the lag in the provision of some national data.

Members sought reassurance about the number of start-ups and scales ups as compared to other authorities. Data relating to West Yorkshire comparatives was requested.

Eve Roodhouse advised the Scrutiny Board that she anticipated that Leeds would reflect national trends in relation to start-ups as consequence of the impact of Bank of England interest rate rises on the economy.

It was suggested that historical comparatives are included in future reports to allow members to better understand trends over time. Members also requested that Core City comparisons are provided in relation to data sets in wherever possible in future performance reports.

Martin noted that each start up is categorised as one unit within the performance data, which does not differentiate between the size and economic output of those units.

Eve Roodhouse reflected on the positive environment for capital investment in Leeds and the long-standing support for emerging sectors such as digital. She highlighted business support schemes, which target SMEs and make use of both national and regional funding streams.

Eve noted that the Council also seeks to maximise its influence and convening power with the aim of helping to strengthen economy.

Growth in New Homes and Number of Affordable Homes Delivered

Martin Farrington highlighted the significant delivery of new homes in the city, noting that 4,441 homes is the highest level of delivery since records began in the 1970s. He informed the Scrutiny Board that the approach to strategic land supply is vital to the success of the Council's approach.

Cllr Pryor welcomed the successful partnership approach in Leeds and noted that if similar outcomes could be replicated in other areas the collective impact could significantly ease the national housing crisis.

Despite increasing the delivery of new homes, Martin and Cllr Pryor acknowledged there remains growing demand pressure in the city.

Members asked for clarity about the difference between 'affordable' and 'social' housing. Concern was raised about the cost of affordable homes for people on low incomes in Leeds.

Martin Elliot provided the Scrutiny Board with a summary of the requirement in planning policy for two categories of tenure for affordable housing – 60% social rent and 40% intermediate rent.

Martin Farrington highlighted the challenge of developing a robust business case to enable the delivery of new council homes while also delivering social rents in these properties. As a consequence of market conditions, it is often not possible to set rent for these properties at a social tenure.

Members were advised that the Council is using mechanisms elsewhere - such as commuted sums - to turn affordable rents to a social rent.

Martin Elliot confirmed that local need is considered in negotiations with developers.

Angela Barnicle and Cllr Lennox highlighted the scale of affordable housing delivery in Leeds over the last five years in comparison to other cities. Angela also reflected on the Leeds Affordable Housing Growth Partnership Action Plan, which set the ambition to scale up affordable housing delivery by all partners in the city between 2022-25.

The Chair welcomed the innovative approach to housing delivery. She requested that officers deliver a workshop for members on the way in which

funding for housing delivery operates currently. Members also agreed that it would be beneficial to have a private round table event with stakeholders ahead of the Leeds Affordable Housing Growth Partnership Action Plan being examined by the Scrutiny Board in January 2025.

Cllr Lennox raised concern about the likelihood that new council homes are likely to be lost from the Council's housing stock within 5 years due to the right to buy. More than 600 homes a year are lost through right to buy. She also noted that 40% of properties purchased through right to buy later become private rentals. This creates a significant additional challenge for the Council as it seeks to meet increasing housing need.

Martin Farrington observed that there is a national housing crisis that is most acutely felt at point of greatest need. He suggested that Scrutiny members may wish to examine the challenging impact of long-standing rules associated with the way in which right to buy receipts can be used.

Residential Developments Built to Required Accessible and Adaptable Standards

In response to member queries, Martin Farrington confirmed that performance data in relation to residential developments built to required accessible and adaptable standards is monitored through building control certificates.

Number of People Killed or Seriously Injured in Road Traffic Collisions

The Chair reiterated the Scrutiny Board's support for Vision Zero and noted that there will be a full update on progress towards this ambition at the September meeting.

Martin Farrington set out the most recent data relating to the number of people killed or seriously injured in road traffic collisions each year, including the number of young people.

The Scrutiny Board was reminded of the changes to the police system that is used to record road traffic collisions, which now automatically assigns a severity classification to casualties.

Members explored learning from the school streets programme including ways in which compliance is being encouraged. Further information was requested about the outcome of barrier trials and parent road safety programmes.

Gary Bartlett noted that the city's road safety record around schools is very good. However, he acknowledged that there is a perception that it is unsafe due to the volume of cars, buses and school children in the vicinity of the school at peak periods.

Gary advised the Board that three barrier trials are taking place, He noted the challenge of delivering school streets in the absence of specific guidance from the Department for Transport.

Cllr Lay reflected on his work as a nurse in A&E and the consequences for individuals and their families of road traffic collisions. He reiterated collisions are typically caused by dangerous driver behaviours.

Members sought reassurance about the potential impact of proposed legislative changes regarding 20mph zones. Gary informed the Scrutiny Board that 20mph limits are already in place in many areas and the challenge for Leeds is delivering interventions to encourage compliance.

City Centre Footfall

Martin Farrington introduced the performance information relating to city centre footfall, highlighting the impact of changes in working patterns on Monday-Friday footfall.

Members were advised that investment in physical assets in the city centre by global retail brands was a sign of confidence in the local economy.

Concern was raised about the impact of ongoing roadworks on ease of access to the city centre.

In response, Cllr Pryor set out increased figures for leisure travel at weekends which suggest changes in footfall during the week were attributable to post-covid changes in working patterns.

Eve Roodhouse noted that officers are exploring whether an alternative dashboard can be developed for the city to better measure performance.

Planning Applications

The planning service continues to perform well in terms of the percentage of planning applications determined on time.

However, it was noted that the service continued to make use of extensions to timescales for determination. This provides greater certainty with regards to times scales but if Government proposals for an “Accelerated Planning Service” progress this will place performance under greater pressure.

OFLOG Indicators

Members were reminded that the Office for Local Government (OFLOG) was launched during the LGA conference in July 2023. It was noted that OFLOG is bringing together a suite of metrics with the aim of providing more accessible data about the performance of local government.

The suite of metrics is expected to expand. Current metrics that fall within the remit of the Scrutiny Board are included in the performance report.

Planning

David Feeney outlined the difference between the different categories of planning applications included in the report. He went on to provide an update on the progress of the Local Plan Update and Leeds Local Plan 2040, which will be subject to public consultation later in the year.

Road Maintenance

Gary Bartlett responded to queries relating to road maintenance. He noted that the percentage of roads that should be considered for maintenance looks consistent and reasonable. However, he advised the Board that the statistics are financially equivalent to a backlog of around £300m.

The Chair put on record the Scrutiny Board's thanks to Eve Roodhouse for her work with the Board and her wider contribution to the city. Members wished her every success in her new role with the Local Government Association.

RESOLVED: The Scrutiny Board noted the performance information contained in the appendix to the performance report.

Members requested further scrutiny over the coming year, namely:

- A private working group to be provided to Scrutiny Board members on the way in which funding for housing delivery currently operates.
- A private roundtable with stakeholders to be facilitated ahead of the Leeds Affordable Housing Growth Partnership Action Plan coming back to the Scrutiny Board in January 2025.

10 Sources of Work & Draft Work Schedule 2024/25

The Principal Scrutiny Advisor set out potential sources of work for the Scrutiny Board to help shape consideration of the work programme.

The Board was advised that the draft work schedule included in the agenda pack is a live document that will be considered by members at every Scrutiny Board meeting.

The initial draft collates requests from members of the 2023/24 Board and known items of business such as budget consultation and performance monitoring.

The Chair proposed that meetings include both 'big ticket' items and smaller items where there is potential for greater short-term impact on decision making.

Draft minutes to be approved at the meeting
to be held on Wednesday, 17th July, 2024

Matters noted as areas of interest for Scrutiny Board members included:

- Legacy of Leeds 2023, potentially involving representatives from the Strategy and Resources Scrutiny Board.
- Leeds Museums and Galleries: work with communities with protected characteristics
- Availability and storage of replacement materials including Yorkshire Stone.
- Innovative approach to UTMC
- Transition from building to long term operation of FAS2 including challenges of revenue and operational intelligence.
- Establishment of the Aire Resilience Company
- Urban Drainage with a focus on consistency of duties linked to the building of reservoirs.
- Integrated water management, with links to natural flood risk management.
- Biodiversity net gain and river credits.
- Meanwood Valley Farm site visit at a future date as a potential model of natural flood risk management (pending further discussions over the summer).
- Working Group on how funding for affordable housing delivery operates.
- Private roundtable with stakeholders on challenges and opportunities for affordable housing ahead of public discussion on affordable housing in January.
- Delivery of new Council and affordable housing, including consideration of social and affordable rents.
- An evaluation of the use of EDI assessments in planning.
- Accommodation BID
- Associations between unemployment and health outcomes.
- Working Group / remote training session on the latest developments with the Social Progress Index

Cllr Buckley raised concern about the potential future expansion of motorbike access to bus lanes following the successful trial on the A65.

It was agreed that Gary Bartlett will provide an initial written briefing on the current situation to inform a decision by members as to whether further scrutiny is required.

RESOLVED:

The Principal Scrutiny Advisor is asked to update the work draft 2024/25 in line with member requests.

Gary Bartlett will provide a briefing on the current position regarding access to bus lanes for motorbikes.

11 Date and Time of Next Meeting

Draft minutes to be approved at the meeting
to be held on Wednesday, 17th July, 2024

The next meeting of the Scrutiny Board will take place on **17 July 2024** at **10.30am**. There will be a pre-meeting for all Scrutiny Board members at **10.00am**.

Highway Maintenance Strategy Review

Date: 17th July 2024

Report of: Chief Officer Highways and Transportation

Report to: Infrastructure, Investment & Inclusive Growth Scrutiny Board

Will the decision be open for call in? Yes No

Does the report contain confidential or exempt information? Yes No

Brief summary

At the meeting of Full Council on Wednesday, 20th March, 2024, a White Paper was passed in the name of Cllr Helen Hayden, then Executive Member for Sustainable Development and Infrastructure. This called for a report to update Executive Board on the work being done to address the highways maintenance backlog in the face of the current and historical financial challenges the council faces. As part of the process, this report is being brought to the Infrastructure, Investment & Inclusive Growth Scrutiny Board prior to it being taken to Executive Board later in the year.

Roads suffer continual deterioration through the actions of traffic, extremes of weather and degradation of materials. A clear strategy for regular maintenance is essential to keep these assets in a safe and serviceable condition. Increases in construction costs and the extremes of climate, have placed even greater pressure on the limited financial resources that are available for this maintenance work, reinforcing the need for a clear and robust asset management process to prioritise future investment.

Potholes are an ever-present issue and tackling them is a high priority for all road users, the Council and elected Members. Recent years and particularly last year, have seen an increase in the number of potholes reported, which has added pressure on resources in tackling the prevention and repair of potholes.

This report seeks to provide an overview of our current strategy for highway maintenance, and to provide detail to Members how we are responding to their concerns and the changing climate. This report address carriageway and footway maintenance issues, not Structures e.g. bridges and culverts, although a similar methodology for assessing and prioritising investment is followed.

Recommendations

The Scrutiny Board for Infrastructure, Investment and Inclusive Growth is asked to:

- a) Note and comment on the report.

- b) Note the review of the current pothole repair process and the wider Highway Maintenance Revitalisation Programme.
- c) Comment on the approach being taken to further inform the work being progressed.

What is this report about?

- 1 The purpose of this report is to provide an understanding of the current highway maintenance strategy and investment. The causes of potholes, the reasons for the recent increase, an overview of how we deal with pothole repairs and our response to a changing climate.

Highway Maintenance Policy and Strategy

- 2 The Leeds City Council Highway Infrastructure Asset Management Strategy (HIAMS) sets out how the Council manages its highway assets to ensure the required levels of service and to make the best use of available resources.
- 3 The Council's highway network comprises 2,944km of carriageways and approximately 4,687km of footways. There are 640km of motorway, classified A, B and C roads and 2,294km of local roads.
- 4 Roads in Leeds are mostly of standard flexible construction, comprising layers of bituminous bound material laid on a limestone sub-base. This method is a long-proven construction which provides a reliable, skid resistant running surface, transfers vehicle loads effectively to the sub soil, and maintains structural integrity over many years providing an optimal whole life cost solution.
- 5 The Council is required to submit valuations for the highway infrastructure assets to Government known as the Whole of Government Accounts. The updated valuation in 2024 estimated the carriageway asset at £2.3bn gross replacement cost and the footway asset £0.75bn.
- 6 In line with national guidance, the highway assets are maintained using asset management principals. As early and committed adopters of an asset management approach, the Council has, as a result traditionally received the maximum level of highway maintenance funding (Band 3) through the Department for Transport (DfT) annual assessment submission.
- 7 This approach enables informed decisions to be made about investment and maintenance funding, ensuring the right treatment at the right time. The current 5-year Highways HIAMS was reviewed and updated in 2022.

Road Condition

- 8 A key element of the asset management process is to understand the current condition of the highway asset. A series of nationally recognised condition surveys are carried out across every road in Leeds over a 4-year cycle. By using the information from these surveys, the current condition of all the roads can be measured and banded according to their condition from 'Red' - roads in poor condition likely to require maintenance within 12 months, through to 'Green' - roads which are in a good or reasonable state of repair.
- 9 The road condition from these surveys as of March 2024, is shown below. More detailed historical results are shown in Appendix A1. Keeping the overall condition of the asset from deteriorating further is known as maintaining a steady state condition. Despite significant investment over many years, this has been insufficient to maintain a steady state condition, resulting in the overall condition of the roads declining in recent years.

Condition Banding	Principal A Roads % of length	Classified B and C Roads % of length	Unclassified Roads % of length
Green	64.4% (68%)	65.0% (63%)	67.7% (53%)
Amber	32.8% (28%)	32.4% (31%)	24.1% (33%)
Red	2.8% (4%)	2.6% (6%)	8.2% (14%)

Figure in () is national figure for England.

- 10 Information from these surveys is also used to determine the likely remaining serviceable life, and the cost of future work required each year to maintain the carriageway asset in a steady state condition.
- 11 Minimising the whole life cost of future maintenance is best achieved by a mix of preventative and structural repair treatments. Lower cost, preventative treatments such as surface dressing with bitumen and chippings to seal the surface, can prolong the remaining life of the road until structural repair works such as resurfacing are eventually required.
- 12 Information from the road condition surveys, along with the available investment, is used to prepare a long-term, prioritised programme of road repair treatments across the whole of the network. This ensures that resources are targeted at where they are most effective. In the 2024/25 programme of works 39% by length are structural works and 61% preventative treatments. By value the split is 82% structural and 18% preventative.
- 13 Appendix A2 shows the graphical representation of the condition of the road network at the start of the year, and the predicted condition at the end of the current programme year. This is predicting an overall increase in the number of roads in need of structural maintenance at the year-end (24 km or 0.8% of the network). It also details the level of annual works budget required to maintain the asset at a steady state, of £33,931,967. This underlines that we are maintaining a declining network. An increase of 24km requiring maintenance means 96 street sections (250m lengths) will have got worse at the year-end despite a programme delivery of over 736 sections within the same year.

Highways Investment

- 14 Funding for highway maintenance comes from two main sources, revenue funding for unplanned maintenance activities such as temporary pothole repairs and capital funding which can be used for most planned rehabilitation works such as resurfacing. The table and graph shown in Appendix A3 shows the allocated highways investment since 2010.
- 15 The current years planned capital maintenance programme of £28,961,043 is funded from the 2024/25 City Region Sustainable Transport Settlement (£14,506,243) Network North Funding (£1,454,800) and Leeds City Council Capital Resources (£13,000,000). Appendix A3 shows the significant investment by the Council over many years to support the national funding received, being almost £200million since 2010.
- 16 Considering recent inflation rates, at current levels of funding and contract rates, it is likely that a declining network condition will have to be managed. The asset management model does however allow for planning the best outcome for different investment levels. The Service is therefore able to quickly plan and prepare for the additional Network North highway maintenance funding that may be available in the future, because of the reallocation of HS2 rail funding.
- 17 The Service operates a mixed model of highway maintenance service delivery. Calling on the in-house service delivery unit, along with contract service partners, has proved robust in dealing with the risk of limited supply chain availability, due to variances in the highway maintenance workload.
- 18 Another factor affecting the ability to maintain the highway asset in a steady state condition, is the recent rise in construction costs. External factors such as rising demand and the war in Ukraine, resulted in a sharp increase in contract rates for highway maintenance work. Applying

the relevant industry construction cost indices to the total funding of £23.8m in 2010/11 would require funding of approximately £34.8m to undertake the same amount of work at current contract rates.

19 Whilst the level of investment in highway maintenance has increased it has not kept pace with both the rate of decline of the network condition, and industry cost increases. The Highways Maintenance backlog for England and Wales, estimated in the annual ALARM survey on the state of Britain’s roads undertaken by the Asphalt Industry Alliance in 2024, is £16.3bn. The backlog in Leeds being estimated in 2024 at £288m.

Potholes Background

20 Whilst there is no nationally agreed definition of a pothole, the European Research Association provided the following definition:

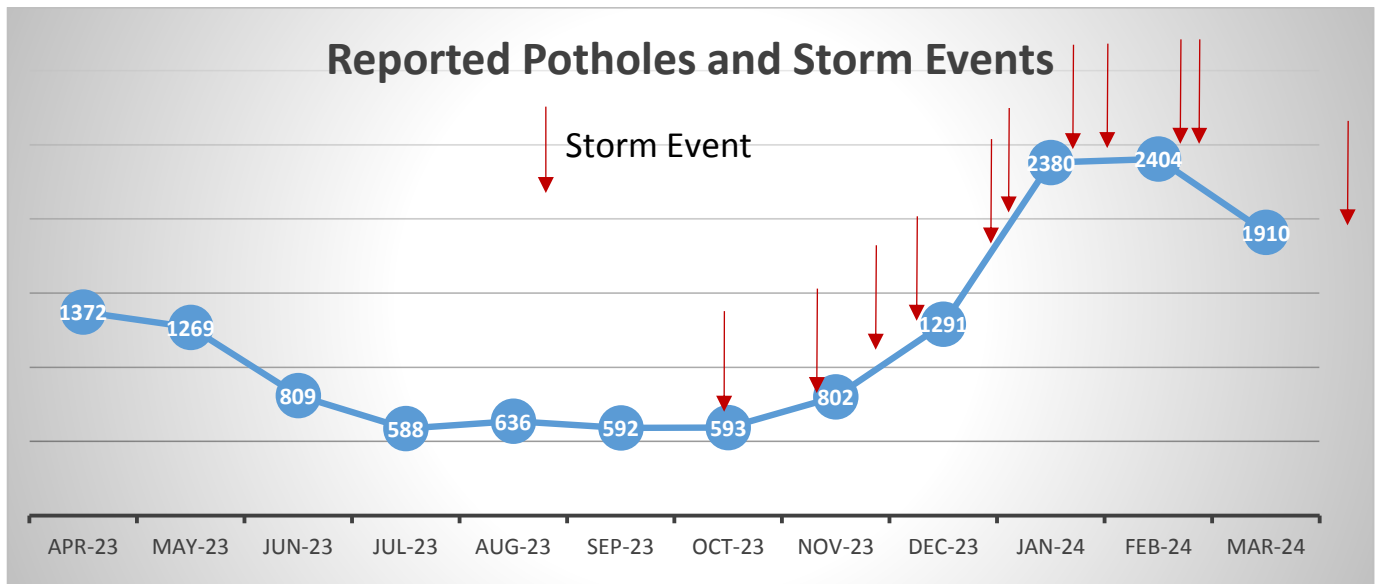
‘a local deterioration of the pavement surface in which the material breaks down in a relatively short time and is lost causing a steep depression’.

21 Potholes can quickly form, increase in size, and can often be found in clusters occurring in a similar time frame. Over time the bitumen in the carriageway pavement construction ages, through the actions of oxidation, weathering, and traffic loads, becoming brittle. This makes the asphalt carriageway pavement prone to cracking, pothole formation, and general deterioration. In terms of weather, it is acknowledged that the freeze/thaw effect and wet or standing water pushed by the action of traffic into cracks in the surface, can significantly accelerate the deterioration of roads and the subsequent pothole formation.

22 The number of carriageway pothole reports requiring repair for the last three years are shown in the following table and a more detailed graph in Appendix A4:

Year	Number
2021/22	7,658
2022/23	8,855
2023/24	14,646

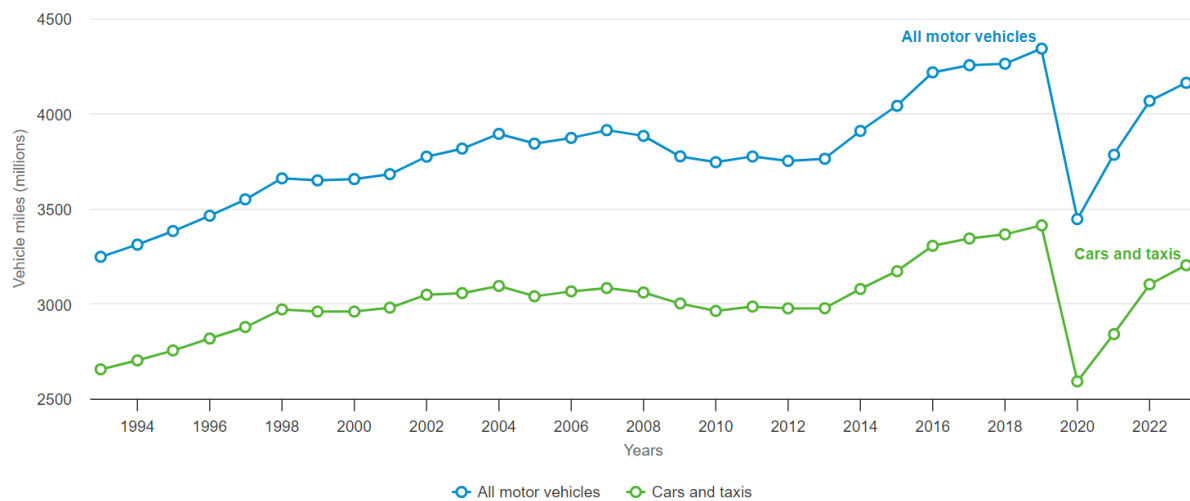
23 The increase last year seems to have been reflected across the country where the effects of the second wettest year since records began in 1836, with 11 named storms compared to 2 in the previous storm season, have resulted in a similar issue. The ALARM survey 2024, reported a 43% increase in potholes to 2.0 million in 2023 from 1.4 million in 2022, which does not take account the continued wet weather into spring. The graph below shows the 11 named storm events and the corresponding number of potholes reported each month across Leeds.



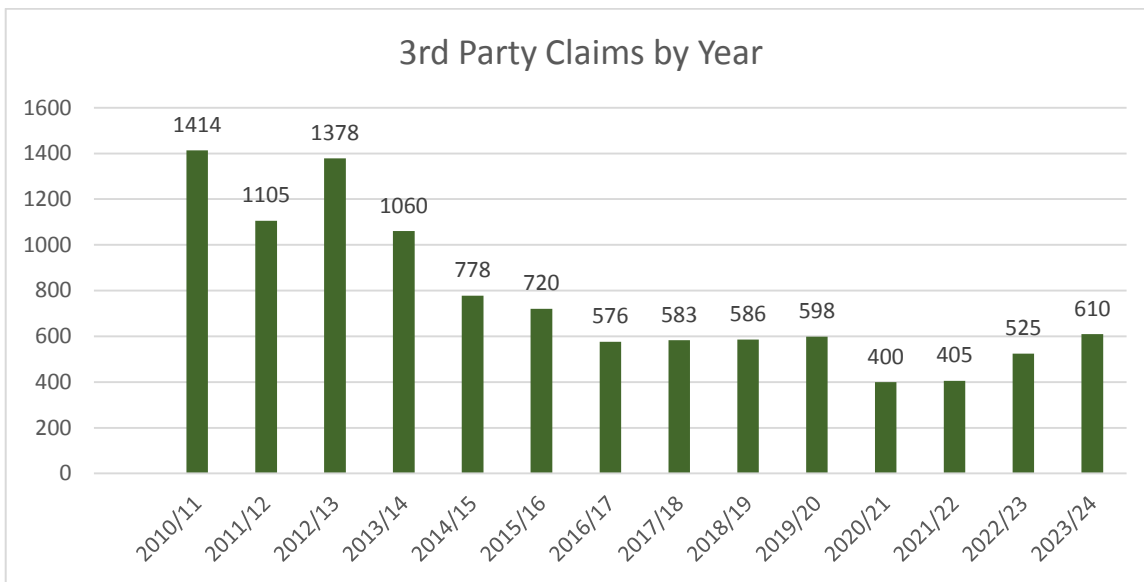
24 The volume of traffic is also adding to the deterioration of carriageway pavements. Following the impact from Covid-19, traffic volumes are increasing rapidly and almost returned to pre-Covid-19 levels as evidenced in the Department for Transport (DfT) statistics below.

Annual traffic by vehicle type in Leeds

Traffic in Great Britain from 1993 to 2023 by vehicle type in vehicle miles (millions)



- 25 The Council has a Statutory Duty under Section 41 of the Highways Act 1980 to maintain the highway in a safe condition. The Council’s Highways Inspection Manual sets out the requirements for carrying out highway safety inspections. It contains guidance on the Council’s policy and requirements for prioritising timely repairs to safety defects, in accordance with the risk-based approach methodology described within the national Code of Practice (Well Managed Highways Infrastructure 2017).
- 26 Reports of potholes come from either members of the public or from the Highway Inspectors. Every road in Leeds receives a walked safety inspection at least annually, with the more strategically significant roads being inspected more frequently (quarterly or monthly) from a moving vehicle. These safety inspections identify any defects which may cause a danger or serious inconvenience to users of the highway.
- 27 Identified defects are subject to a risk-based categorisation depending on their size and location in the highway. The Policy sets out the proposed repair periods, with Category 1 defects due for repair before the end of the next working day following identification. Category 2 repairs within 7 days, and Category 3 repairs within 28 days. Some Category 2 and 3 reports may be reassessed and their repair delayed, for example where a planned maintenance scheme is proposed.
- 28 Where the Council has not been seen to fulfil its statutory duty, it may be liable for damages for personal injury or to property. Following the level of investment in recent years, the adoption of a “firm but fair” approach when dealing with insurance claims, a sustained decline in the numbers of claims received and compensation paid out, was seen; however, recently, there has been an increase in claims (all highway claims not solely pothole related) as shown in the graph below, because of increased potholes and perhaps other economic factors.



29 Public satisfaction with highway maintenance in Leeds is measured from participation in the National Highways and Transportation (NHT) Public Satisfaction Survey and detailed below. The trend for the NHT survey was generally upwards until this year where all categories except cycle routes have fallen. Whilst some of the figures for Leeds have reduced from the levels in the 2022 survey, it is important to note that the national average has dropped by a greater percentage, and Leeds continues to perform favourably when compared with other Core Cities.

		Leeds City Council			National Average		
		2021	2022	2023	2021	2022	2023
KBI 11	Condition of Pavements	60%	60%	58%	52%	52%	50%
KBI 13	Condition of Cycle Routes and Facilities	52%	51%	54%	52%	50%	50%
KBI 23	Condition of Roads	35%	42%	35%	32%	34%	27%

Dealing with Potholes

- 30 The DfT in 2012 and the Association of Directors of Environment, Planning and Transport (ADEPT) in 2019 have published guidance to assist local authorities in dealing with the problem of potholes. The guidance recommends prevention through a strategic, investment approach to asset management and a right first-time approach to repair.
- 31 The 2019 ADEPT report states that "The current situation for most authorities across the country is that the condition of the road network is beyond the point where preventative maintenance techniques alone will suffice with the level of funding available".
- 32 There are two main types of pothole repair. A permanent patch repair or a temporary repair. Temporary repairs can be carried out quickly utilising small mobile teams to ensure that urgent repairs are carried out within the stated timescales. Permanent patch repairs involve the use of specialist plant and much larger repair teams, to cut out and remove all the damaged material and replace with new asphalt with straight cut edges. This may require longer road closures and the setting up of diversions as necessary. Whilst this technique is the preferred repair method, it requires much more planning in a co-ordinated programme to provide economies of scale, to avoid clashes with other works and events etc, and is far more disruptive than a temporary repair. Given the number of pothole reports, urgent temporary repairs are therefore inevitable to fulfil the statutory duty to maintain the highway in a safe condition.
- 33 By their nature urgent repairs are only temporary localised repairs and do not present a permanent solution. This can lead to repeat visits to the same location to repair newly formed adjacent damage or sometimes failure of the temporary repair itself. Temporary repairs can only

be expected to last 1-2 years, or much less where there are structural defects or heavier traffic volumes.

- 34 Urgent temporary pothole repairs in Leeds are undertaken by dedicated Highways Services response teams. These teams are made up of 2 operatives operating from a single vehicle with a hot box to store the asphalt repair material at the required temperature. Compliance with the repair timescales is shown in Appendix A5. A proportion of this work has been sub-contracted due to workload and skills pressures. Some Category 2 and 3 works are occasionally aggregated, and permanent patching repair works are organised.
- 35 Following a previous review of the process, the teams use hot laid material instead of the more commonly used cold material to try and extend the life of the repair. Typically, each team repairs between 20 and 25 pothole locations each day, although this varies on the nature of the work required and the type of road, particularly if additional traffic management is required. The teams also deal with other urgent works which are not pothole related.
- 36 As part of the ongoing wider Highway Maintenance Revitalisation Programme, to modernise the service delivery unit and drive efficiencies, a project has been established to review the whole process of pothole repairs from reporting through to repair. As well as seeking to make efficiencies and provide an improved service, a key ambition of this project is to increase the proportion of a first-time permanent patch repairs rather than temporary repairs. This may require the reallocation of resources from the preventative or structural repair programme, or provision of additional resources into a permanent patching repair programme.
- 37 A focus of the project will be the use of innovative solutions. An artificial intelligence (AI) solution is currently being developed in conjunction with the Council to capture the condition of highway assets as part of the driven inspections. This does have the potential to provide an AI solution to automate the recording and risk-based categorisation of potholes. Innovative permanent repair techniques will also be assessed alongside the traditional permanent patch and temporary repair processes.

Funding and Costs

- 38 Funding for pothole repairs is provided from the Highway Maintenance revenue budget. The total budget allocation for 2024/25 is £4,991,000. This allocation is virtually unchanged since 2014/15 and in 2010/11 was £7,426,000. This budget covers all highway maintenance revenue activities such as, surface water drainage, general basic highway maintenance, road markings and non-illuminated sign maintenance, but excluding winter gritting operations.
- 39 A specific allocation from the highway maintenance revenue budget of £825,000 is provided for carriageway pothole repairs and £425,000 for footway pothole repairs. Last year £1,997,966 was spent on carriageway pothole repairs and £780,730 on footway pothole repairs. This situation was due to the insufficiency of the allocation, the unprecedented number of reports and the need to ensure that the Council complies with the repair timescales set out in the highway maintenance policy. The adverse variance in the budget was managed within the overall highway budget, through a combination of increased turnover by the service delivery unit, increased capitalisation, and expenditure savings in other allocations.
- 40 An in-house contract rate for undertaking an individual pothole repair is currently valued at £71.11 per pothole. This rate was originally, and simply derived by dividing the total spend by the number of pothole repairs completed. Following a recent review of the contract rates this rate was held at this level to avoid further pressure on the revenue budget. The rate is being reviewed as part of the pothole project work. The ALARM survey reported an average rate in England for a temporary pothole repair at £79.53 per pothole.
- 41 £1,212,130 of the highway maintenance revenue budget is allocated to carriageway works larger than potholing and £1,075,110 for footway works larger than potholing. This budget is used for more permanent repairs such as patching works. Last year £1,498,913 was spent on

carriageway works and £1,440,211 on footway works. Again, these variances were managed within the overall service budget allocation.

What impact will this proposal have?

42 This is an information report and not a decision report, so it is not necessary to conduct an equality impact assessment. However, an equality impact assessment is undertaken for the annual decision report for the Highway Infrastructure Maintenance Programme (Roads).

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

Health and Wellbeing

Inclusive Growth

Zero Carbon

43 Health and Wellbeing: the highway network is a key asset for social wellbeing, connecting residents to services, public health facilities and open space. Well maintained highways reduce the risk of injuries and can contribute to an overall feeling of wellbeing derived from the quality of the local built environment.

44 Inclusive Growth: roads are vital conduits connecting businesses to customers and supply chains, and for residents to gain access to essential services and employment. A reliable, resilient highway network promotes sustained and inclusive economic growth.

45 Zero Carbon: dealing with the effects of climate change on the highway assets is a key priority for the HIAMS. High rainfall events and severe cold weather have a disproportionate effect on the asset condition, resulting in further pressure on limited resources. Strategic and operational planning is essential to ensure a sustained adaptation to the future impacts of climate change. Reducing the net carbon of highway operations is another key part of the strategy, promoting sound asset management to delay the need for structural repair works through timely preventative maintenance, and widening the use of lower carbon materials and recycling options.

What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?

Yes

No

46 This is an information report and as such does not need to be consulted on with the public. However, all ward members are consulted each year on the proposed annual programme of highway maintenance schemes.

What are the resource implications?

47 Tackling the effects of a changing climate on the highway asset, alongside the continuation and further development of the asset management led approach to the strategy, should ensure that the effects on the allocated revenue budget is minimised. The asset management model allows for different capital investment scenarios to be input, and the effects on future road condition to be assessed. This enables well informed decisions to be made about future investment.

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

48 The Significant Risks identified which are mitigated in the asset management led HIAMS are:

- Financial through insufficient identified future funding to maintain the highway asset in a steady state condition, leading to increased numbers of potholes and public liability claims.

- Increase in construction costs putting further pressure on revenue and capital budgets.
- Risk from climate change as more frequent frost and rainfall events further damage the roads asset.
- Shared Corporate risk of not being a net zero carbon city by 2030.
- Reputational risk from poor public perception of the Council's ability to maintain the roads in an acceptable condition.

What are the legal implications?

49 The Council has a statutory duty under Section 41 of the Highways Act to maintain publicly maintainable highways. The standard required is that each road be in such repair as to render it reasonably passable for the ordinary traffic of the neighbourhood at all seasons of the year without danger caused by its physical condition.

Options, timescales and measuring success

What other options were considered?

50 This is not a decision report and so consideration of other options was not required.

How will success be measured?

51 The HIAMS contains the following performance measures:

- Customer service: How satisfied are stakeholders with the condition of roads and pavements. (NHT Public Satisfaction Survey KBI 11 and 23).
- Network safety: % Cat 1 potholes repairs completed on time, % Cat 2 potholes repairs completed on time.
- Network serviceability: % Principal Network (A roads) requiring major maintenance, % Non-Principal Classified Network (B & C roads) requiring major maintenance, % of Unclassified Network requiring major maintenance.
- Network sustainability: Preventative Maintenance completed (in kilometres) as a % of the total km's repaired as part of the Annual Works Programme.

What is the timetable and who will be responsible for implementation?

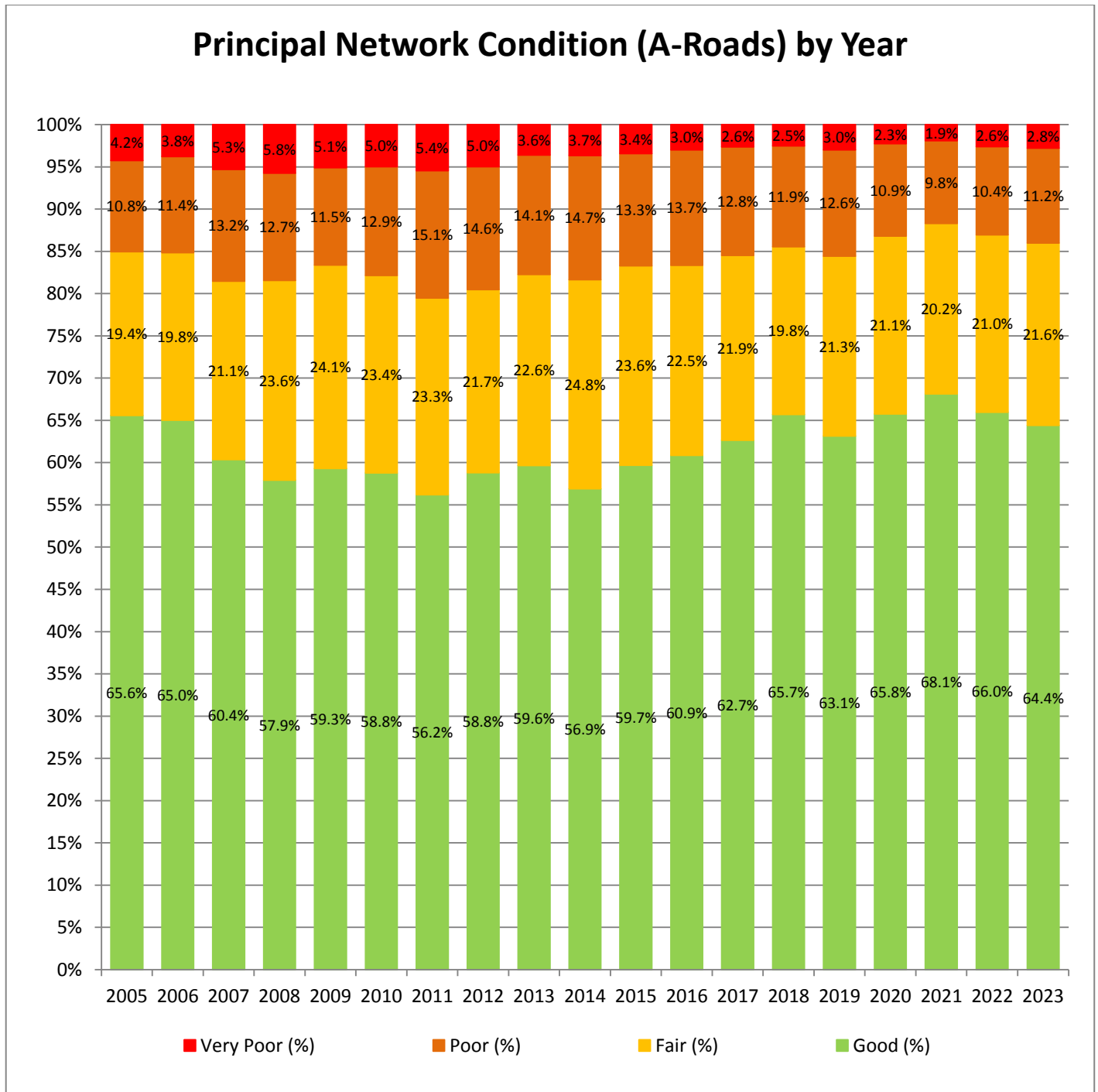
52 The implementation of the HIAMS is a continuous process. The next refresh of the Strategy is scheduled for 2027.

Appendices

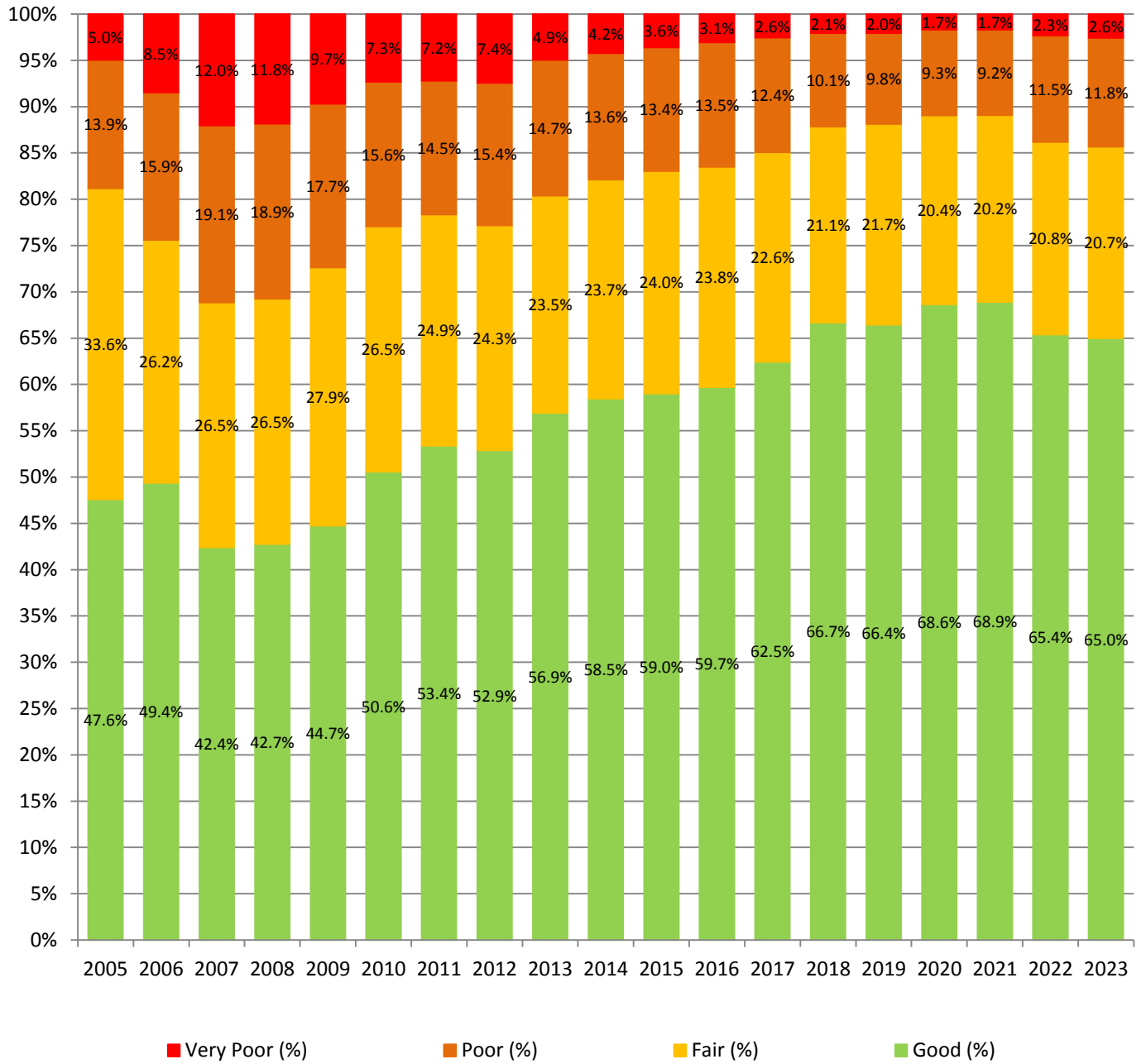
- Appendix A – Data Tables and Graphs A1 to A5

Background papers

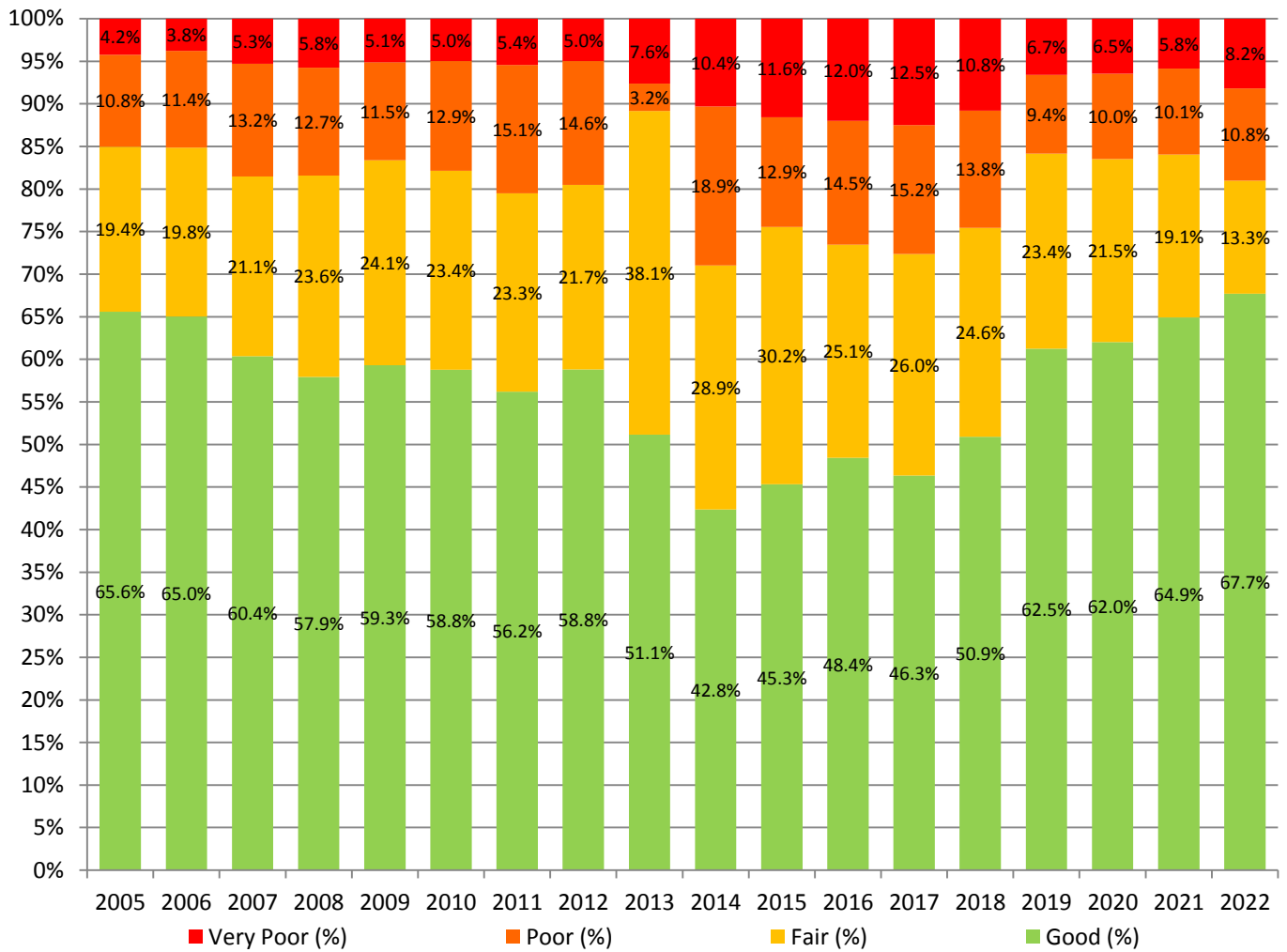
None



Distributor Network Condition (B&C Roads) by Year



Unclassified Road Network Condition by Year

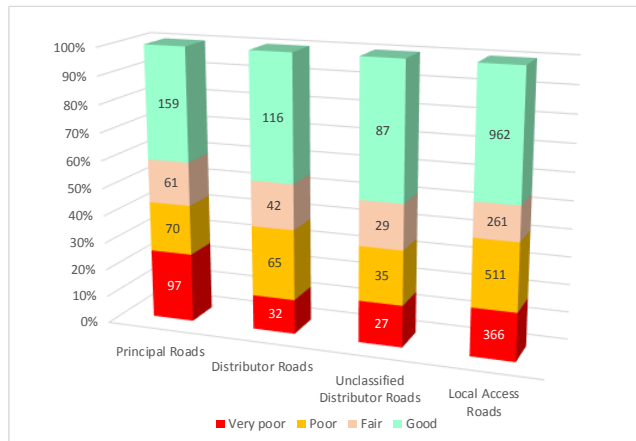


Appendix A2 – Current and Predicted Road Condition

Current Road Network Condition (2024) and Predicted Road Network Condition (2025) after proposed work undertaken

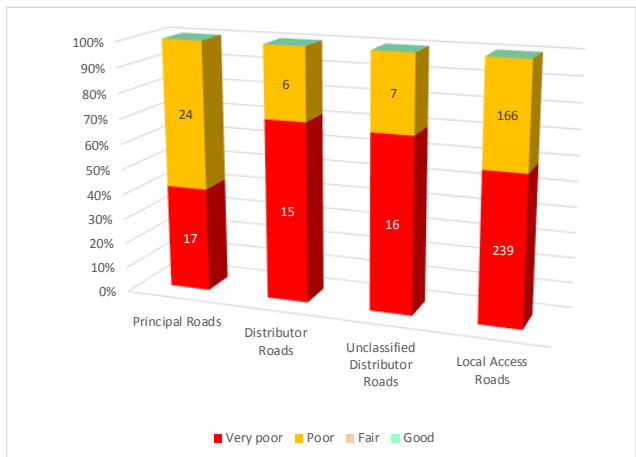
Current Network Condition (Carriageway) in Km by Road Type (08/01/2024)

Asset Group	Principal Roads	Distributor Roads	Unclassified Distributor Roads	Local Access Roads	Total km
Good	159	116	87	962	1324
Fair	61	42	29	261	393
Poor	70	65	35	511	681
Very poor	97	32	27	364	520
Total	387	255	178	2098	2918



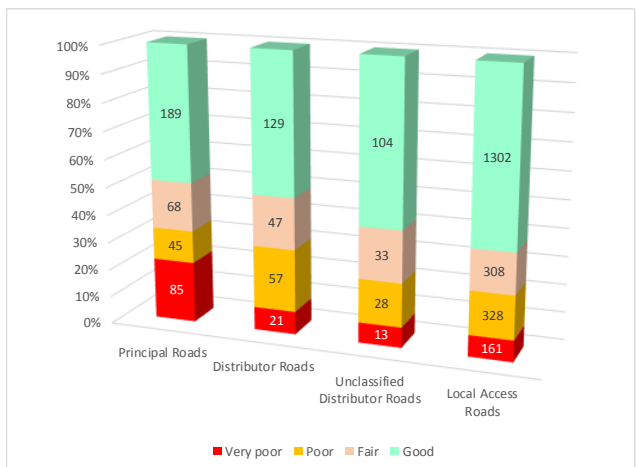
Proposed Infrastructure Maintenance Works in Km by Road Type

Asset Group	Principal Roads	Distributor Roads	Unclassified Distributor Roads	Local Access Roads	Total km
Good	0	0	0	0	0
Fair	0	0	0	0	0
Poor	15	5	5	24	49
Very poor	15	14	10	49	89
Total	31	19	15	73	138



Predicted Network Condition (Carriageway) in Km by Road Type (31/03/2025)

Asset Group	Principal Roads	Distributor Roads	Unclassified Distributor Roads	Local Access Roads	Total km
Good	179	127	96	970	1374
Fair	68	47	33	308	456
Poor	54	58	30	470	612
Very poor	86	23	19	349	477
Total	387	255	178	2098	2918



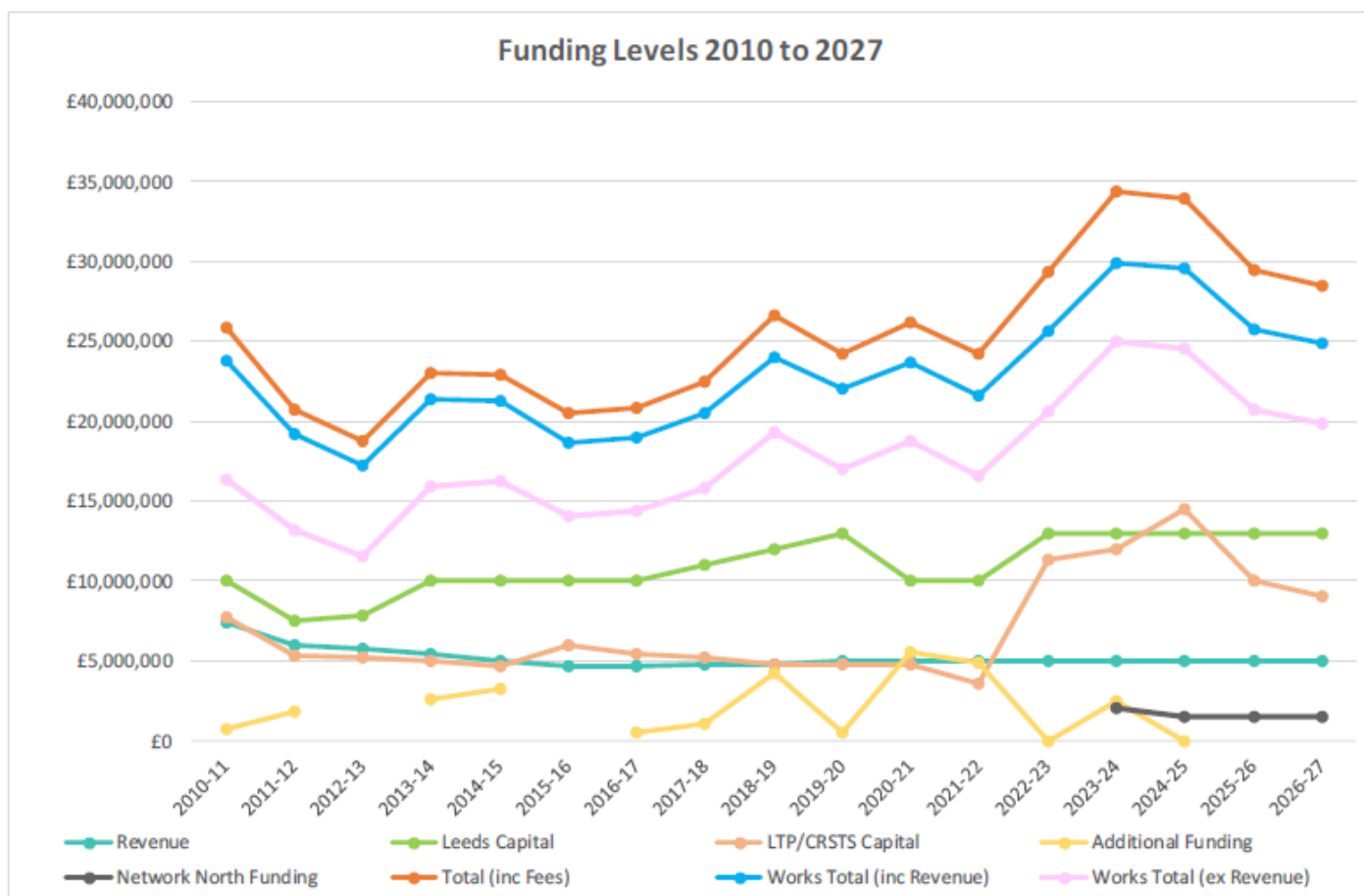
Summary

Works Spend Required to Maintain Steady State	£33,931,967
Actual Works Allocation	£28,961,043
Increase / Shortfall	-£4,970,924

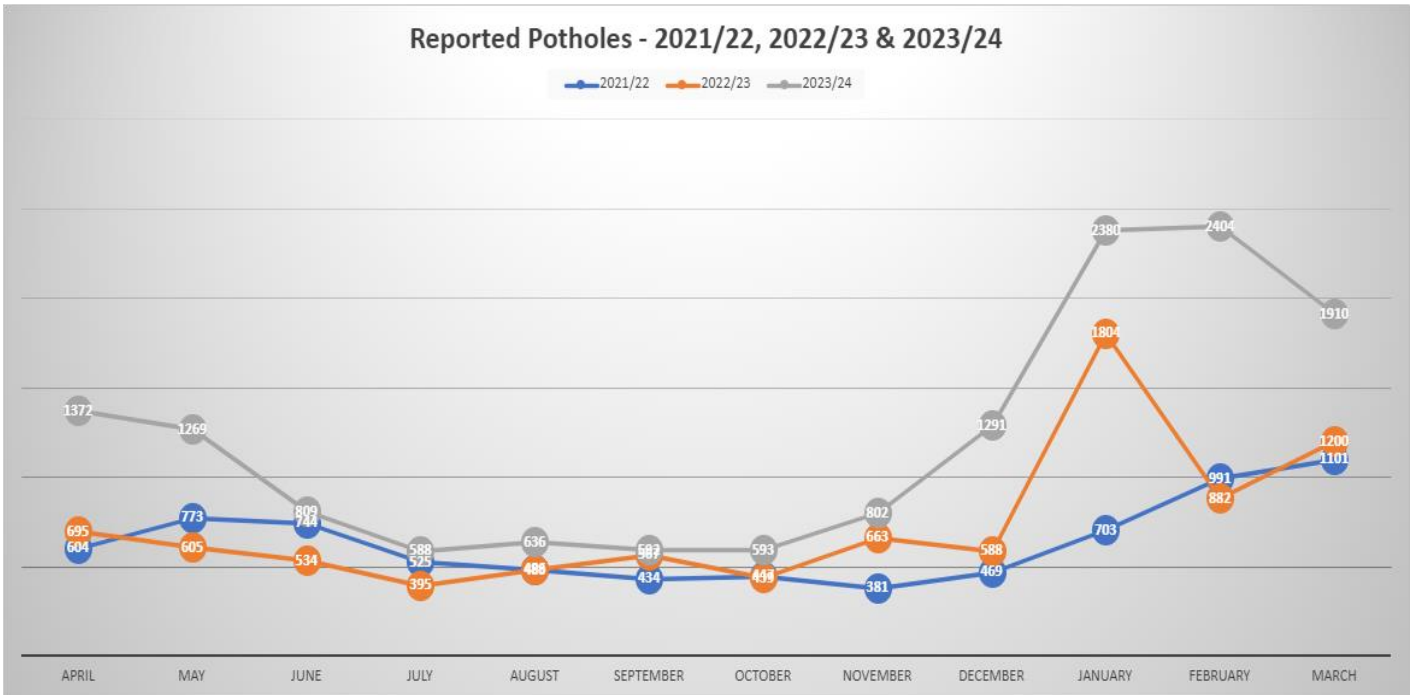
Predicted Deterioration	162	5.5%
Predicted Improvement	138	4.7%
Net Improvement / Deterioration	-24	-0.8%

Appendix A3 – Highways Maintenance Investment

Year	Revenue	Leeds Capital	LTP/CRSTS Capital	Additional Funding	Network North Funding	Total (inc Fees)	Works Total (inc Revenue)	Works Total (ex Revenue)
2010-11	£7,426,000	£10,000,000	£7,704,000	£774,000		£25,904,000	£23,827,702	£16,401,702
2011-12	£6,000,000	£7,500,000	£5,364,000	£1,841,000		£20,705,000	£19,201,776	£13,201,776
2012-13	£5,755,000	£7,800,000	£5,228,000			£18,783,000	£17,265,373	£11,510,373
2013-14	£5,455,000	£10,000,000	£5,005,700	£2,587,000		£23,047,700	£21,323,354	£15,868,354
2014-15	£4,971,110	£10,000,000	£4,643,000	£3,286,082		£22,900,192	£21,223,155	£16,252,045
2015-16	£4,611,110	£10,000,000	£5,916,000			£20,527,110	£18,684,029	£14,072,919
2016-17	£4,611,110	£10,000,000	£5,430,117	£475,000		£20,838,106	£19,016,417	£14,405,307
2017-18	£4,712,278	£11,000,000	£5,242,484	£1,026,000		£22,465,581	£20,463,791	£15,751,513
2018-19	£4,712,278	£12,000,000	£4,740,000	£4,192,000		£26,631,581	£24,052,045	£19,339,767
2019-20	£4,968,210	£13,000,000	£4,740,000	£541,847		£24,237,360	£22,026,788	£17,058,578
2020-21	£4,968,210	£10,000,000	£4,740,000	£5,542,873		£26,238,386	£23,696,935	£18,728,725
2021-22	£4,975,932	£10,000,000	£3,551,605	£4,828,381		£24,177,013	£21,575,854	£16,599,922
2022-23	£4,975,932	£13,000,000	£11,369,312	in CRSTS		£29,345,244	£25,627,891	£20,651,959
2023-24	£4,975,932	£13,000,000	£11,937,778	£2,450,982	£2,036,200	£34,400,892	£29,912,339	£24,936,407
2024-25	£4,991,000	£13,000,000	£14,506,243	Pothole fund now included in CRSTS funding	£1,454,800	£33,952,043	£29,534,257	£24,543,257
2025-26	£4,991,000	£13,000,000	£10,028,233		£1,454,800	£29,474,033	£25,739,333	£20,748,333
2026-27	£4,991,000	£13,000,000	£9,004,995		£1,454,800	£28,450,795	£24,872,182	£19,881,182
Total	£88,091,102	£186,300,000	£119,151,467	£27,545,165	£2,036,200	£425,677,436	£307,897,449	£234,779,347
Average	£5,181,830	£10,958,824	£7,008,910	£2,754,517	£509,050	£26,669,030	£21,992,675	£16,769,953



Appendix A4 – Monthly Reported Potholes by Year



Appendix A5 – Pothole Repair Performance

Percentage of potholes reported repaired within service standard.

Year	Cat-1		Cat-2		Cat-3		Cat-1&2		All Categories	
	Number	%	Number	%	Number	%	Number	%	Number	%
2021/22	1,697	87%	2,882	76%	3,079	81%	4,579	80%	7,658	80%
2022/23	911	81%	3,393	86%	4,551	85%	4,304	85%	8,855	85%
2023/24	1,421	90%	7,012	93%	6,213	78%	8,433	93%	14,646	87%

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Work Schedule

Date: 28 February 2024

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 7 February 2024 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 7 February 2024.

Background papers

- None.

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Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2024/25 Municipal Year

June	July	August
<u>Wednesday 26 June 2024 at 10.30am</u>	<u>Wednesday 17 July 2024 at 10.30am</u>	No Scrutiny Board meeting scheduled.
Performance report (PM) Annual reports: - Sources of Work (DB) - Terms of Reference (DB) - Co-opted members (DB)	Draft Highways Maintenance Strategy [PDS] Community Asset Transfer Policy [PDS] Biodiversity Net Gain – Watercourse [PSR] [presentation]	
Working Group Meetings		
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 2024/25 Municipal Year

September	November	November
<u>Wednesday 25 September 2024 at 10.30am</u>	<u>Wednesday 6 November 2024 at 10.30am</u>	<u>Wednesday 27 November 2024 at 10.30am</u>
<p>Update on the development of Mass Transit (WYCA)</p> <p>Vision Zero Annual Update [PSR]</p> <p>Connecting Leeds: understanding current practice & considering how to build on strengths to further improve future engagement / consultation.</p>	<p>Leeds 2023 Legacy</p> <p>Sustainable economic development – focus on impact of tourism and destination marketing.</p> <p>Inclusive Growth update (PSR) (to include info re: recovery of town and district centres)</p> <p>Local Plan Update 2040</p>	<p>Future of Bus Service Provision in Leeds (PSR)</p>
<p>Working group – housing delivery funding</p> <p>Working group – social progress index</p>	<p>Roundtable on affordable housing delivery</p>	
Site Visits		

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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 2024/25 Municipal Year

December	January	February
No Meetings	Wednesday 22 January 2025 at 10.30am	No meetings
	Performance Monitoring (PM) Initial Budget Proposals (PDS) Leeds Affordable Housing Growth Delivery Partnership Plan update (PSR)	
Working Group Meetings		
XX December XX: Budget consultation working group (remote)		

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 2024/25 Municipal Year

March	April	Notes
<u>Wednesday 5 March 2025 at 10.30am</u>	<u>Wednesday 9 April 2025 at 10.30am</u>	-
Leeds Transport Strategy Update (PSR) 100% Digital Leeds annual update Leeds Museums and Galleries – protected characteristics	Future Talent Plan update (including reference to Adult Skills) Flood Risk Management Annual update (PSR) & draft new LFRMS End of Year Summary Statement (DB)	
Working Group Meetings		
Site Visits		

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Scrutiny Work Items Key:

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

EXECUTIVE BOARD

WEDNESDAY, 19TH JUNE, 2024

PRESENT: Councillor J Lewis in the Chair

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

APOLOGIES: Councillor M Harland

1 Pre-Election Period of Heightened Sensitivity

The Chair reminded the Board that as a result of the General Election being called for the 4 July, the meeting was being held during the pre-election period of heightened sensitivity.

It was noted that whilst the purpose of the pre-election period was not to prevent the Council from carrying out its normal business, it was to prevent the business conducted by the Council being used, or being perceived as being used, to secure any electoral advantage.

Therefore, Members were asked to treat the meeting as a normal Board meeting, but being mindful not to enter into debate that amounts to, or could reasonably be perceived to amount to electioneering.

2 Exempt Information - Possible Exclusion of the Press and Public

There was no information contained within the agenda which was designated as being exempt from publication.

3 Late Items

There were no late items of business submitted to the Board for consideration.

4 Declaration of Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

5 Minutes

RESOLVED – That the minutes of the previous meeting held on 17th April 2024 be approved as a correct record.

CHILDREN AND FAMILIES

6 Special Educational Needs and Disabilities (SEND) - Education, Health and Care Plans (EHCPs) – Review Process – Update Report

Further to Minute No. 83, 13th December 2023, the Director of Children and Families submitted a report setting out proposals regarding the ‘delivery stage’ of the new arrangements regarding Education, Health and Care Plan (EHCP) assessment and provision in Leeds. The report also presented the

Draft minutes to be approved at the meeting
to be held on Wednesday, 24th July, 2024

Inquiry Report of the Children and Families Scrutiny Board into the provision of EHCP support for the Board's consideration.

The Executive Member introduced the report and in doing so, acknowledged that the Council currently was not delivering the level of service in this area that it wanted to. However, in response to this, it was highlighted that the steps outlined in the report, informed by the outcomes from the review, were being proposed to improve the timeliness by which EHCPs were delivered and improve the experience for children and their families. The significant increase in demand in this area was highlighted, which it was noted was a common experience for many other Authorities. The impact of such demand was emphasised, with staff being thanked for their continued efforts. It was noted that the proposed changes would help the Council achieve and maintain the improvements that were needed and that they would continue to be informed via the views of all relevant parties. As part of the proposals, external resource would be used to tackle the EHCP backlog. Thanks was also extended to the valued work of the Scrutiny Board in this area.

The Board welcomed Councillor Dan Cohen to the meeting, as Chair of the Scrutiny Board Children and Families, who was in attendance to introduce the related Scrutiny Board inquiry report and its recommendations, as included at Appendix 2 to the submitted report. In doing so, Councillor Cohen thanked all parties who had contributed to the Scrutiny Board inquiry and resultant report. Detail was provided on the aims of the inquiry, the areas which the inquiry had focussed upon and the range of stakeholders who had engaged in the process. The Board's attention was also drawn to several of the Scrutiny Board's recommendations. Councillor Cohen acknowledged that whilst some performance had improved, there was still huge room for improvement. It was noted that the Scrutiny Board intended to robustly monitor performance and looked forward to significant improvements being made.

Responding to a specific enquiry regarding the commissioning of the review work undertaken by PricewaterhouseCoopers (PwC), the Board was advised of the cost of the work undertaken. In addition, it was noted that PwC had been commissioned on the basis that a full review was required, which needed an objective view by an organisation with specialist experience. Given the detail and scope of the review, it was noted that the Council could not have conducted the same level of review internally. It was emphasised that the review had put the Council in a very good position to have a clear plan of implementation to realise its absolute commitment to achieve full compliance with statutory duties in this area and to ensure that the needs of children and families were met.

A Member sought assurance around the approach that would be taken to ensure that the current backlog was cleared whilst also delivering improvements at pace in order to enable statutory requirements to be met. In response, further detail was provided, which included the provision of additional resource, together with the cross-Council and multi-agency approach being taken to deliver improvements in key areas such as digitalisation and the reduction of bureaucracy.

A concern was raised on the specific proposal to change the operating model regarding the provision of 'Funding for Inclusion' (FFI). In response, further detail and context was provided on the reasons for the proposed change, its aims and how it was part of the Council's approach to ensuring that statutory requirements were met. In this case it was noted that this proposal was to ensure that children and young people had access to a statutory assessment in relation to SEND. It was highlighted that significant changes had been experienced in the sector since the introduction of FFI, which was another factor for the proposals. Detail was also provided on the continued consultation and engagement with relevant partners; on the number of children and young people currently in mainstream schools on FFI packages; and the innovative approaches being considered to ensure early intervention in relation to children's needs.

Whilst supportive of the other recommendations, a Member raised further concerns on the proposals regarding FFI and suggested that further detail was needed prior to a decision being made on this specific element. It was also requested that such matters be considered further with the involvement of Scrutiny. In response, it was undertaken that officers would provide a further briefing to the Member in question in relation to FFI, and it was also undertaken that the Executive Member together with officers were happy to work with Scrutiny going forward on this matter, and on the wider issue of EHCP provision.

In conclusion, it was highlighted that through these proposals, there was no suggestion that the Council would be putting less resource into supporting those with SEND, but that it would enable the Council to adapt its approach so that the significant increase in demand was met. It was also noted that where appropriate, representations would continue to be made seeking further resource.

RESOLVED –

- (a) That the proposed changes to be made to the way in which EHCP processes are delivered in Leeds, as detailed within the submitted report, be agreed;
- (b) That the need to ensure that the views and experiences of children, young people, parents and carers are captured during the delivery of changes and improvements, be endorsed;
- (c) That the need to work in partnership with a range of stakeholders, especially schools and other specialist settings, to deliver improvements to EHCP arrangements across Leeds, be endorsed;
- (d) That in accordance with the established arrangements for reporting and commenting upon Scrutiny Board Inquiry reports, the concurrent Children and Families Scrutiny Board Inquiry report, as presented at Appendix 2 to the submitted report, be noted, together with the comments made during the Board's consideration of this Inquiry report.

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

7 Little Owls Nurseries Review

The Director of Children and Families submitted a report which presented the findings from the review work undertaken into Little Owls nurseries provision to date, together with the associated consultation and engagement responses received. The report, in taking such findings into consideration, made a number of recommendations to the Board in relation to next steps.

In introducing the report, the Executive Member provided an overview of the proposals which were to close 3 of the Little Owls settings, undertake an exploration of other options for the future delivery of childcare in a further 12 settings, and for at least 9 Little Owls settings to remain in operation by the Council where most needed. The impact faced by those affected was acknowledged, however, the reasons for the proposals were highlighted, with reference being made to the significant financial challenges which continued to be faced. Details were also provided on the range of factors taken into consideration as part of the review.

As part of the proposals, it was highlighted that guaranteed places were available for those children currently attending the 3 settings proposed for closure at other local Little Owls nurseries. It was also noted that there were sufficient vacancies in settings within the service to accommodate affected staff.

Responding to a number of enquiries and concerns raised by a Member regarding the proposals, further information was provided on the following:

- The range of consultation and engagement which had been undertaken with parents and carers as part of the review;
- The information which was used to determine the cost per day for a place in a Little Owls setting;
- The actions which had been taken to reduce the overspend position during 2023/24;
- Further information was provided on the context within which the proposals were being made and the actions taken to date to reduce costs and to maximise efficiency;
- Responding to an enquiry regarding the alternative options which had been considered, the Board received further detail on the methodology used during the review that had led to the proposals as presented in the report;
- In responding to a question about the increase in fees that was needed to close the current overspend, it was highlighted that the Council looked to strike the correct balance to ensure that a sustainable service providing value was delivered, and which fulfilled the Council's statutory duties around sufficiency of places, whilst also operating within the agreed budgeted position;

- It was reiterated that guaranteed places were available for those children currently attending the 3 settings proposed for closure at other local Little Owls nurseries, with Members receiving an overview of the responses received to that offer.

RESOLVED –

- (a) That in general terms, the contents of the submitted report, be noted;
- (b) That it be noted that the Council will continue to directly deliver day care at the following Little Owls settings:
- Chapeltown
 - Harehills
 - Middleton Laurel Bank
 - New Bewerley
 - Swarcliffe
 - Two Willows
 - Little London
 - Seacroft
 - Armley Moor
- (c) That the consultation and engagement responses in relation to the proposal, as detailed within the submitted report and appendices, be noted; and having had regard to those, the withdrawal from and/or closure of Little Owls Gipton North, Little Owls Chapel Allerton and Little Owls Kentmere, be approved;
- (d) That following resolution (c) above, where possible and noting ancillary use, those buildings be declared surplus to operational requirements following the closedown of Little Owls functions;
- (e) That the initial consultation and engagement responses in relation to the proposal to explore the potential amalgamation of some Little Owls settings and to explore potential and viable interest from other providers, as detailed within the submitted report and appendices, be noted; and that agreement be given to the undertaking of a ‘market sounding exercise’ to deliver additional nursery places to replace specific Council run settings at the following locations:
- Shepherds Lane
 - City & Holbeck
 - Hunslet Rylestone
 - Meanwood
 - Parklands
 - Osmondthorpe
 - St Mary’s Hunslet
 - Quarry Mount
 - Rothwell
 - Hawksworth Wood
 - Bramley
 - Burley Park
- (f) That the subsequent ‘market sounding exercise’ in relation to the settings set out in resolution (e) above, be agreed, and that it be noted that those ‘market sounding exercises’ will commence immediately;
- (g) That it be noted that the Director of Children and Families may take further decisions in respect of the settings listed at resolution (e) above following the market sounding exercise for the twelve settings indicated, which would be as a direct consequence of this decision.

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

8 Children Looked After, Sufficiency Strategy

The Director of Children and Families submitted a report presenting a draft Children Looked After Sufficiency Strategy which aimed to set out the Council's approach towards meeting its Sufficiency Duty and the needs of children in its care. Further to this, the report noted that detailed three-year profiles and implementation plans would sit underneath the strategy and would be monitored monthly and updated annually.

In presenting the report, the Executive Member highlighted the importance of this service area and the key benefits arising from the delivery of an effective sufficiency strategy. It was noted that the voices of children and young people with lived experience were highlighted within the strategy. The Council's corporate parent role was also emphasised as a key consideration.

The need for the strategy to deliver the best outcomes for children and young people was highlighted, whilst emphasis was also placed upon the key role that this service area played in terms of the Council's management of its ongoing financial challenge.

A Member raised an enquiry which sought reassurance that through the strategy the Council would deliver the changes which were needed at the pace required. In response, the Board received an overview of the aims and ambitions of the strategy, and the actions being taken to deliver it. Key aspects included the cross-Council approach being undertaken and the additional resource from within the directorate being utilised.

RESOLVED –

- (a) That the proposed Children Looked After Sufficiency Strategy, as presented at Appendix 1 to the submitted report, be agreed, and that the comments raised by the Board during the consideration of this item, be noted;
- (b) That it be noted that this strategy document will be subject to regular review, and that any significant changes may mean that the Sufficiency Strategy is re-presented to Executive Board for endorsement.

9 Update report – Joint Targeted Area Inspection (JTAI) on serious youth violence in Leeds

The Director of Children and Families and the Director of Communities, Housing and Environment submitted a joint report providing an overview of the Joint Targeted Area Inspection (JTAI) undertaken into the response of Leeds' multi-agency partnership of the Local Authority, Police, violence reduction partnership and health services to children affected by serious youth violence. The report noted that the inspection was undertaken in March 2024, with the resulting inspection report published on 16th May 2024. The report presented the findings in the published inspection report and the proposals in terms of next steps and actions.

In presenting the report, the Executive Member provided an overview of the key elements of the inspection. The strengths of the service identified within

the inspection report were noted, with the improvements which had been made regarding multi-agency relationships being highlighted. However, it was emphasised that the Council was not complacent in this area and that an action plan was underway to look to further develop and improve the service.

Responding to enquiries, the Board received further detail on the actions being taken to address the 3 areas for improvement which had been identified.

Regarding the requirement for a plan to be compiled and submitted in response to the report's findings, the Board noted that this was being produced in collaboration with key partners. In response to a Member's enquiry regarding the democratic oversight of the plan, it was undertaken that the plan could be shared with the Scrutiny Chair when completed, and that the Leeds Safeguarding Children Partnership Executive would oversee the implementation of the plan, in line with expectations.

Thanks was extended to all those involved in the delivery of support for young people in this complex area, including services across the Council and also in terms of the key role played by partner organisations.

RESOLVED –

- (a) That the contents of the submitted update report, be noted;
- (b) That the findings in the published inspection report, as appended to the submitted cover report, be noted;
- (c) That it be noted that the Children and Families directorate accept the findings of the inspection and will address any areas for improvement for the Local Authority in partnership with Safer Leeds, as identified by the inspection team;
- (d) That it be noted that Leeds City Council is the principal authority and should prepare a written statement of proposed action responding to the findings outlined in the report, which should be a multi-agency response involving the individuals and agencies that the inspection report is addressed to. That it also be noted that the response should set out the actions for the partnership and, when appropriate, individual agencies, and that the local safeguarding partners should oversee the implementation of the action plan through their local multi-agency safeguarding arrangements.

10 Children's Transport Policy: Permission to Consult on Proposed Changes to Transport Assistance for Post-16 Learners with Special Educational Needs and Disabilities (SEND)

The Director of Children and Families submitted a report which sought approval for the Council to undertake a period of consultation on a range of proposals regarding the future provision of transport assistance for post-16 learners with Special Educational Needs and Disabilities (SEND).

In presenting the report, the Executive Member highlighted that should the proposal for consultation be agreed, the intention was to submit a further report to the Board in October 2024 presenting the consultation findings and any associated proposals. The context and factors which had led to the proposal to undertake consultation in relation to this service area were noted, and it was highlighted that any changes which were delivered would be phased in from September 2025 for new applications.

Concern was raised by a Member regarding the recommendation within the report that the decisions from it be exempted from Call In. In response, it was highlighted that the proposed consultation was required to be undertaken during school term time and that the subsequent report due to be submitted in October outlining any proposals to change the service would be eligible for Call In. It was also highlighted that due to the level of transformation across the directorate, the work which had been undertaken to date on this matter and due to the capacity available, it had meant that this was the earliest opportunity to submit this report to the Board.

A further concern was raised about the principles of the proposals, and the need to ensure that the requirements of young people needed to be prioritised ahead of the need to save money.

Members discussed the benefits of independent travel training and the scale at which it was being delivered.

RESOLVED –

- (a) That in general terms, the contents of the submitted report, be noted;
- (b) That the plan for consultation to take place over a four-week period starting 24th June 2024 and closing on 21st July 2024 on a range of proposals for post-16 SEND transport assistance, be approved;
- (c) That it be agreed that the findings from the consultation be used in the preparation of a new post-16 SEND transport offer, with it being noted that it is currently planned for this to be presented to Executive Board for approval in October 2024;
- (d) That the resolutions from this report ((a) – (e)) be exempted from the Call In process for the reasons as set out in paragraphs 32 – 34 of the submitted report;
- (e) That it be noted that the officer responsible for the implementation of such matters is the Director of Children and Families.

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

(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 (d) above, and for the reasons as set out within sections 32 - 34 of the submitted report and as discussed during the meeting)

LEADER'S PORTFOLIO

11 Celebrating and Commemorating the life of Rob Burrow CBE

The Chief Executive submitted a report which celebrated and commemorated the life of Rob Burrow CBE, who sadly died on 2nd June 2024 after suffering from Motor Neurone Disease (MND) since his diagnosis in late 2019. The report highlighted how much adoration and recognition had been shown for Rob and provided Executive Board with an opportunity to reflect upon his life and his achievements.

In presenting the report, the Leader highlighted how the report set out the Council's proposed approach to commemorating the life of Rob Burrow. It was noted that in January 2023 both Rob and Kevin Sinfield CBE had been made Honorary Freemen of the City of Leeds. This was in recognition of their contribution to Leeds in terms of their sporting achievements and also their charitable work with the MND Association and their support to the wider MND community.

It was undertaken that the Council will work with Rob's family, Leeds Rhinos and MND charities to ensure that a fitting memorial is established for Rob.

Members echoed the comments made, highlighting how Rob transcended the world of sport and had a huge impact upon the city of Leeds and beyond. Members supported the wish to continue his legacy and commemorate and honour Rob, taking into account the wishes of his family.

RESOLVED –

- (a) That continued support be given to the celebration and commemoration of the life of Rob Burrow CBE and to his contribution to rugby league, the ongoing fight against MND and to showing the world how to live courageously and illustrating the meaning of true friendship;
- (b) That the work being undertaken to mark Rob's life and legacy, be supported, via engagement with Leeds Rhinos and Rob Burrow CBE's family in the most appropriate way in order to support Rob's ambitions, which included work to build the Leeds MND Centre and finding a cure for MND.

RESOURCES

12 Financial Health Monitoring 2023/24 - Outturn Financial Year Ended 31st March 2024

The Chief Officer, Financial Services submitted a report which presented an update on the financial performance of the Authority against the 2023/24 Revenue and Capital budgets at the Outturn of the financial year. The report also recommended actions in relation to several areas including the flexible use of Capital Receipts, the creation of earmarked reserves and injections into the Capital Programme.

In presenting the report the Executive Member provided an overview of the key points in which a balanced position for 2023/24 was being reported through the use of the £17.7m refund from the West Yorkshire Combined Authority and also through use of part of the Merrion House reserve. It was also highlighted that directorates had delivered 77% of savings required, with all directorates being thanked for their contribution towards this.

A Member raised enquiries regarding the reasons for the use of £10.25m Adults and Health reserves in order for the directorate to achieve a balanced budget in 2023/24 and the impact of that upon reserve levels. In response, the Board received further information with it being noted that this was due to significant increase in demand for specific services, which had now stabilised in some areas. Whilst it was acknowledged that this was a challenging position, further detail was provided on the actions that continued to be taken by the directorate in this area.

In terms of the lessons which had been learned from the experience in Adults and Health directorate and whether this could be shared with Children and Families directorate, the Board received information regarding the cross-directorate work which was being undertaken. Further detail was provided on the approach being taken in this area across the Council generally and within Children and Families directorate specifically.

Responding to an enquiry, the Board received an update on the impact regarding the removal of the Maximum Assessed Charge (MAC) cap in relation to non-residential Adult Social Care, with Members noting the actions which were taken in the preparation and delivery of the policy in order to achieve a smooth transition.

In response to an enquiry about the delivery of the strategy in place to manage and deliver the Children and Families directorate budget moving forward, assurance was provided that robust and appropriate plans were in place, together with the cross-Council approach to address the ongoing challenges. It was noted that this was however within the context of the significant issues being experienced nationally including major challenges regarding demand and demography.

RESOLVED –

- (a) That it be noted that at Outturn, the Authority's General Fund revenue budget is reporting a balanced position after the application of reserves and one off measures;
- (b) That it be noted that during the year where an overspend was projected, directorates, including the Housing Revenue Account, were required to present action plans to mitigate their reported pressures, in line with the amended Revenue Principles agreed by Executive Board in February 2024, with it also being noted that savings actions identified are included within the submitted report;
- (c) That it be noted that known inflationary increases, including demand and demographic pressures in Social Care, known impacts of the rising cost of living, and the agreed 2023/24 pay award, have been incorporated into this reported financial position;
- (d) That it be noted that that at Outturn the Authority's Housing Revenue Account is reporting a balanced position after a contribution of £0.9m to reserves;
- (e) That the updated planned use of flexible use of Capital Receipts, be approved as follows, following Full Council's approval of the Strategy for the flexible use of Capital Receipts at the February 2023 Budget, as set out at paragraph 3.1 in Appendix 1 of the submitted report:
- £1.52m Voluntary Leaver Scheme costs and flexible retirements;
 - £0.35m Strategy & Resources' staff supporting transformational projects/ work;
 - £0.35m Communities' staff supporting transformational projects/ work in climate change and Community Hubs;
- (f) That in accordance with the Council's Budget and Policy Framework, the creation of earmarked reserves, as detailed at Appendix 5 to the submitted report, be approved, and that their release be delegated to the Chief Officer, Financial Services;
- (g) That in accordance with the Council's Budget and Policy Framework, approval be given for the following injections into the Capital Programme, as detailed at Appendix 6A(iii) to the submitted report:
- £8,029.4k of 24/25 High Needs Provision Capital Allocation (HNPCA) Grant;
 - £7,758.6k of additional funding injections to HRA Schemes;
 - £1,313.5k of external contributions for works on Highways schemes;
 - £1,000.0k of additional Highways Grant for the TCF City Centre Cycle Network scheme;
 - £110.5k of additional departmental borrowing for the Waste Depot scheme; and
 - £2,416.1k of other external contributions;

- (h) That the additional Capital Receipts Incentive Scheme (CRIS) allocations to Wards and Community Committees for the period October 2023 to March 2024 of £0.2m, be noted;
- (i) That it be noted that the Chief Officer, Financial Services is responsible for the implementation of such matters following the conclusion of the Call In period.

13 Treasury Management Outturn 2023/24

The Chief Officer, Financial Services submitted a report which presented the Council's Treasury Management position as at the Outturn for the 2023/24 financial year.

The Executive Member introduced the report, and paid tribute to the officers involved in the area of Treasury Management for the outcomes which had been achieved. The lower than forecasted borrowing levels were highlighted.

An enquiry was raised which sought further information and context regarding the less than forecasted borrowing levels, which were a result of the Council being underspent on the Capital Programme. In response, the Board was provided with further information in relation to the underspend and noted that it was not an intentional strategy but that schemes had slipped into the next year, which would be for a range of reasons.

RESOLVED – That the Treasury Management outturn position for 2023/24, as presented within the submitted report, be noted; with it also being noted that treasury activity has remained within the Treasury Management Strategy and Policy framework.

ECONOMY, TRANSPORT AND SUSTAINABLE DEVELOPMENT

14 Leeds Business Improvement District Ballot (2025 - 2030)

The Director of City Development submitted a report which presented proposals regarding the Council's role in operating the Leeds Business Improvement District (LeedsBID) ballot for a third term for the period 2025-2030.

The Executive Member introduced the report providing an overview of the key points and highlighting LeedsBID's intention to increase the geographical area of the BID by extending it south of the river into the South Bank. It was noted that this would increase the number of businesses in the BID by 100. Also, an update on footfall figures for the city centre was provided.

Clarification was provided that a further report would be submitted to the Board in September 2024 regarding LeedsBID's Business Plan for 2025-2030 and also in relation to the Council's vote in the upcoming ballot.

Responding to a Member's enquiry, the Board was provided with further detail on LeedsBID's consultation with stakeholders regarding the proposed geographical expansion of the BID area.

Also, further detail was provided on the work which had been undertaken in the city centre by the BID to date, and the positive impact that had been noted both in terms of footfall in the city centre and also from an economic perspective.

RESOLVED –

- (a) That the arrangements for the Council to operate a ballot, as presented in the submitted report, and in accordance with the statutory role of the Local Authority as set out in the BID regulations 2004, be approved;
- (b) That the draft Statement of Services, as presented in Appendix 2 to the submitted report, be approved, and in doing so, the Board provides a commitment to continue to maintain provision of services within the LeedsBID area;
- (c) That the proposed Operating Agreement, as presented at Appendix 3 to the submitted report, be approved;
- (d) That the stages and timescales, as outlined within the submitted report, which are required to implement the Board's resolutions, be noted, with it also being noted that the Head of City Centre Management is responsible for the implementation of such matters;
- (e) That it be noted that a further report will be submitted to Executive Board in September 2024 containing LeedsBID's Business Plan for 2025-2030 and that will provide a recommendation for the Council's vote in the upcoming ballot. That it also be noted that additional financial information will be provided at this time;
- (f) That LeedsBID's intention to extend their geographical area into the South Bank of the city centre, be noted, with it also being noted that in line with BID regulations, this change requires a new ballot to be held rather than a renewal ballot.

DATE OF PUBLICATION: FRIDAY, 21ST JUNE 2024

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00PM, FRIDAY, 28TH JUNE 2024

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