



A meeting of the Council will be held remotely on Wednesday, 16th September, 2020 at 1.00 pm

Members of the Council are invited to attend and transact the following business:

- 1 Minutes of the last Meetings** 5 - 24

To approve the minutes of the Council Meetings held on 15th July and 1st September 2020.
- 2 Declarations of Interest**

To receive any declarations of interest from Members
- 3 Communications**

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate.
- 4 Report on Appointments** 25 - 28

To consider the report of the City Solicitor on appointments.
- 5 Report on the Amendments to Executive Arrangements** 29 - 54

To note the report of the Chief Officer Financial Services setting out amendments to the Leader's executive arrangements for the 2020/21 Municipal Year.
- 6 Report on Scrutiny Annual Report** 55 - 72

To consider the report of the City Solicitor presenting to Council the Scrutiny Annual Report for 2019/20. It also provides opportunity to further update members on the role of scrutiny during the initial period of response to, and subsequent recovery from, the Covid-19 pandemic.
- 7 Executive Questions**

To deal with executive questions in accordance with Council Procedure Rule 11.

8	Minutes of the Health and Wellbeing Board and the Executive Board	73 - 96
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To receive the minutes in accordance with Council Procedure Rule 2.2(i).

9	White Paper Motion (in the name of Councillor Robinson) - Business	97 - 98
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This Council welcomes the £7.8 million provided by Government to Leeds for the COVID-19 Discretionary Grant Fund but notes that as of 31st August £4 million was unspent.

Council notes that Local Authorities had significant discretion when it came to setting the eligibility criteria for their discretionary grants. Although the Government encouraged Local Authorities to focus on small businesses which faced high fixed property-related costs and which had missed out on the main business grant schemes due to the way they interacted with the business rates system, Local Authorities were able to pay grants to other kinds of businesses, according to their assessment of local economic need. Council is disappointed that no support has been offered by Leeds City Council to small businesses which operate from the owner's home, despite neighbouring Councils amending their schemes to do so.

Council also regrets that the administration has decided to reintroduce parking charges across the city, at a time when local businesses could have benefited from visitors being able to park for free.

Council calls on the ruling administration to do more to help businesses recover from the pandemic, including by:

- 1) Implementing a one-off discretionary payment scheme for businesses as a matter of urgency;
- 2) Reintroducing free parking in council car parks in the run up to Christmas to boost local trade;
- 3) Considering how it can develop a local version of the "National Time Out" proposals, so that hospitality, leisure and retail businesses are given a nine-month rent free holiday in order to stabilise their finances.

10	White Paper Motion (in the name of Councillor Bentley) - Recovery Universal Basic Income	99 - 100
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This Council welcomes the Government measures such as the Job Retention Scheme and the Self-Employment Income Support Scheme brought in to provide financial help for individuals and businesses suffering as a result of the economic crisis caused by the Coronavirus pandemic.

The Council recognises that as the Government's income protection schemes are wound down, individuals who do not return to their previous employment will suffer significant financial loss. Meanwhile, the millions not covered by the

Government's measures will have endured months of hardship. Additionally, the economy will need a demand boost to avoid a prolonged recession and to give businesses the confidence to reopen and begin hiring people again.

Council recognises that the Covid 19 crisis is taking place at a time of climate emergency, and that there needs to be a Green recovery if Leeds City Council is to meet its target of Leeds becoming zero carbon by 2030. Payment of a Universal Basic Income could be an important factor in providing the stimulus needed within that green recovery, for entrepreneurship and green jobs.

The Council believes that the current benefits system is not capable of dealing with the potential large volume of claims that could arise. It is already failing residents in Leeds, with Universal Credit causing hardship to many communities through the combination of low payment levels, payment delays, sanctions and complex bureaucracy.

Therefore, in order to provide financial security for households during the critical post-Covid period, as well as delivering a vital stimulus to the economy, the Council instructs the Chief Executive to write to the Chancellor of the Exchequer and the Secretary of State for Work and Pensions proposing the implementation of a Recovery Universal Basic Income which would be universal, individual and unconditional.

Additionally, this Council supports in principle a permanent Universal Basic Income, recognising the need for a radical overhaul of the welfare system and the positive impact this would have on poverty alleviation, inequality, well-being, mental health and the effects on the workforce of increasing use of technology and artificial intelligence.

Council offers to work with government, local authorities, universities, the UBI Lab Network and other institutions to investigate the feasibility of such scheme. With a strong economy, an ambitious Council and a diverse population, Leeds would be an ideal City to choose for the first UBI pilot in the UK.

11 **White Paper Motion (in the name of Councillor Mulherin) - 'Planning for the Future'** 101 - 102

This Council considers the proposals in the government White Paper "Planning for the Future" to be an assault on local democracy, creating a licence for ill-considered development without local community input.

The government proposals would undermine local policies including those to tackle the Climate Emergency and fail to tackle the housing delivery issue the government says they are intended to address.

We call on the government to scrap their ill-thought-out plans and work with local Councils and the LGA to tackle the real issues with delivering the homes our communities need.



Tom Riordan CBE
Chief Executive

Civic Hall
Leeds
LS1 1UR

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

<http://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=111&MId=10100>

Please note: this meeting may be filmed for live or subsequent broadcast via the City Council's website on the internet - at the start of the meeting the Lord Mayor will confirm if all or part of the meeting is to be filmed. The images and sound recording may be used for training purposes by the Council. Generally the public gallery is not filmed. However, by entering the Council Chamber and using the public seating area you are consenting to being filmed and to the possible use of those images and sound recordings for webcasting and/or training purposes. If you have any queries regarding this, please contact the City Solicitor.

Third Party Recording

Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the clerk.

Use of Recordings by Third Parties– code of practice

- a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.
- b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.

Proceedings of the Meeting of the Leeds City Council held
remotely on Wednesday, 15th July, 2020

PRESENT: The Lord Mayor Councillor Eileen Taylor in the Chair.

WARD

ADEL & WHARFEDALE

Billy Flynn
Barry John Anderson
Caroline Anderson

ALWOODLEY

Peter Mervyn Harrand
Dan Cohen
Neil Alan Buckley

ARDSLEY & ROBIN HOOD

Lisa Mulherin
Karen Renshaw
Ben Garner

ARMLEY

Lou Cunningham
Alice Smart
James McKenna

BEESTON & HOLBECK

Andrew Scopes
Angela Gabriel
Gohar Almas

BRAMLEY & STANNINGLEY

Julie Heselwood
Kevin Ritchie
Caroline Gruen

BURMANTOFTS & RICHMOND HILL

Denise Ragan
Ron Grahame
Asghar Khan

WARD

CALVERLEY & FARSLEY

Peter Carlill
Andrew Carter
Amanda Carter

CHAPEL ALLERTON

Jane Dowson
Eileen Taylor
Mohammed Rafique

CROSS GATES & WHINMOOR

Jessica Lennox
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

Ann Forsaith
Ann Blackburn
David Blackburn

GARFORTH & SWILLINGTON

Suzanne McCormack
Mark Dobson
Sarah Field

GIPTON & HAREHILLS

Kamila Maqsood
Salma Arif
Arif Hussain

GUISELEY & RAWDON

Paul John Spencer Wadsworth
Graham Latty
Pat Latty

HAREWOOD

Ryan Stephenson
Matthew James Robinson
Sam Firth

HEADINGLEY & HYDE PARK

Neil Walshaw
Jonathon Pryor
Alison Garthwaite

HORSFORTH

Jackie Shemilt
Dawn Collins
Jonathon Taylor

HUNSLET & RIVERSIDE

Paul Wray
Elizabeth Nash
Mohammed Iqbal

KILLINGBECK & SEACROFT

Katie Dye
Paul Drinkwater
David Jenkins

KIPPAX & METHLEY

Mirelle Midgley
Mary Elizabeth Harland
James Lewis

KIRKSTALL

John Anthony Illingworth
Hannah Bithell
Fiona Elizabeth Venner

LITTLE LONDON & WOODHOUSE

Abigail Marshall Katung
Kayleigh Brooks
Javaid Akhtar

MIDDLETON PARK

Paul Anthony Truswell
Kim Groves
Judith Blake

MOORTOWN

Mohammed Shahzad
Rebecca Charwood
Sharon Hamilton

MORLEY NORTH

Robert Finnigan
Robert Gettings MBE JP
Andy Hutchison

MORLEY SOUTH

Wyn Kidger
Judith Elliott
Neil Dawson

OTLEY & YEADON

Ryk Downes
Colin Campbell
Sandy Edward Charles Lay

PUDSEY

Trish Smith
Simon Seary
Mark Harrison

ROTHWELL

Diane Chapman
Barry Stewart Golton

ROUNDHAY

Jacob Goddard

Angela Wenham

TEMPLE NEWSAM

Nicole Sharp
Debra Coupar
Helen Hayden

WEETWOOD

Chris Howley
Jonathan Bentley
Christine Knight

WETHERBY

Linda Richards
Norma Harrington
Alan James Lamb

1 **Announcements**

- (a) The Lord Mayor welcome members to this remote meeting of Full Council and also any members of the public who were joining the meeting.
- (b) The Lord Mayor reported the recent death of Councillor Carmel Hall who had recently passed away after a short illness. Councillor Hall had represented the Rothwell ward since 2018.
- (c) The Lord Mayor also reported a number of deaths of former Councillors and Honorary Aldermen who had passed away since the last ordinary meeting of Council in February 2020.
- Keith Fenwick
 - Honorary Alderman Gerard Francis
 - Honorary Alderman Dougie Gabb OBE
 - Honorary Alderman Frank Robinson
 - Honorary Alderman John Sully
 - Honorary Alderman Don Wilson
- (d) The Lord Mayor also reported that the former Lord-Lieutenant of West Yorkshire, Dame Ingrid Roscoe passed away suddenly last month.
- (e) The Lord Mayor reported the sad loss of three Leeds United legends from the Don Revie era:
- Jack Charlton
 - Trevor Cherry
 - Norman Hunter
- (e) The Lord Mayor also reported the recent death of two officers well known to many members Simon Jordan and Franklyn Riley.
- (f) The Lord Mayor paid tribute to those from our City who had tragically lost their lives after contracting Covid-19 and all members joined the Lord Mayor in expressing their sympathy and support.

The Lord Mayor invited everyone to join her in observing a two minutes silence.

2 **Minutes of the last Meeting**

It was moved by Councillor Dowson, seconded by Councillor J Taylor and

RESOLVED – That the minutes of the meetings held on 26th February and 30th April 2020 be approved.

3 **Declarations of Interest**

There were no declarations of interests.

4 Communications

There were no communications.

5 Report on Council Meeting Dates 2020/21

It was moved by Councillor Dowson seconded by Councillor Andrew Carter and

RESOLVED – That the report of the City Solicitor setting out dates of the meetings of the Council for the Municipal Year 2020/21 be approved.

- 16th September 2020 1.00pm
- 11th November 2020 1.00pm
- 13th January 2021 1.00pm
- 24th February (Budget meeting) 2021 1.00pm
- 24th March 2021 1.00pm
- Thursday 20th May 2021 - Annual Council Meeting – 6pm

6 Report on Appointments

It was moved by Councillor Dowson, seconded by Councillor Scopes and

RESOLVED - That the report of the City Solicitor on appointments and the additional recommendation on the order paper be approved, namely that Councillor Bithell replace Councillor Heselwood on the Member Management Committee and Councillor Carlill to replace Councillor Groves on the Climate Emergency Advisory Committee.

7 Report on Executive Arrangements

It was moved by Councillor Dowson seconded by Councillor Scopes and

RESOLVED – That the report of the City Solicitor presenting the Leaders arrangements for the discharge of Executive Functions, be noted.

8 Procedural Motions

It was moved by Councillor Dowson, seconded by Councillor Andrew Carter and

RESOLVED –

- a) That Council Procedure Rules 2.2 (e),(g) & (i), 3, 11.1(c) & 14.1(b) (c), (d), (e) & (f), be suspended and agree that there will be;
 - A report on Covid-19 for 1 hour with each speaker having a maximum of 3 minutes (5 for summing up) with each group having the opportunity to speak if required
 - A discussion on Executive Board minutes for upto 60 minutes (inc summing up)
 - White Papers – for a maximum of 30 minutes per White Paper - speakers to have up to 3 minutes with each group having the opportunity to speak if required
 - A fourth not for debate White paper in the name of Councillor Andrew Carter immediately after the item on the update on Coronavirus pandemic.

9 Report Update on Coronavirus (COVID-19) pandemic - Response and Recovery Plan

The report of the Chief Executive providing an overview of the Council's approach to responding to, and recovering from, the coronavirus (COVID-19) pandemic over the

past three months was moved by Councillor Blake seconded by Councillor Charlwood and

RESOLVED -

- a) That condolences be offered to all of those who had lost loved ones through this pandemic.
- b) To show appreciation to those who had worked and volunteered through this crisis, and to the public for the part they have played.
- c) That the reports that had been provided to Executive Board reporting progress and issues throughout the phases of this pandemic be noted.
- d) To write on behalf of council to all partners to express appreciation for their efforts and ongoing support.

During consideration of this item the meeting was adjourned due to technical difficulties.

10 White Paper Motion Not for Debate (in the name of Councillor Andrew Carter) - Vote of Thanks

It was moved by Councillor Andrew Carter, seconded by Councillor Campbell and supported by Councillor Blake, Councillor Hutchison, Councillor Field and Councillor A Blackburn and

RESOLVED – That this Council wishes to place on record its thanks and appreciation to all the NHS staff, key workers, teachers, and volunteers who have worked tirelessly to help, protect, and support the people of Leeds during the Covid 19 pandemic.

11 Executive Questions

Q1 Councillor Andrew Carter to the Executive Member (Learning, Skills and Employment):-

Can the Executive Member for Learning, Skills and Employment confirm if the Council has received a response from the Department for Education to an application in 2018 requesting 'Powers of Innovation' to run unregistered provision, and seeking clarity on whether the Council's provision was legal, and, if so, did the Department for Education agree with the Council's request?

The Executive Member (Learning, Skills and Employment) replied.

Q2 Councillor Golton to the Executive Member (Communities):-

On the third anniversary of the residents of Sugar Hill estate receiving a standing ovation after telling us of their plight of facing eviction and demolition of their homes to make way for a new housing estate, can the Executive Member for Communities tell us whether she still stands by her refusal to approach the landowner to purchase the current properties to convert to new Council houses?

The Executive Member (Communities) replied.

Q3 Councillor Wray to the Executive Member (Learning, Skills and Employment):-

Would the Executive Member for Learning, Skills and Employment like to join me in thanking all school staff for the amazing effort they have put into ensuring education for the City's children during the Covid-19 crisis?

The Executive Member (Learning, Skills and Employment) replied.

Q4 Councillor Gettings to the Executive Member (Communities):-

In regards to the dramatic rise in people begging in the city centre and the increase in the number of people who are homeless, can council be updated on how our city is dealing with this current crisis?

The Executive Member (Communities) replied.

Q5 Councillor Ragan to the Executive Member (Environment and Active Lifestyles):-

Can the Executive Member detail the contributions made by the Council's key workers during the pandemic to keep Leeds environmentally safe and clean?

The Executive Member (Environment and Active Lifestyles) replied.

Q6 Councillor Andrew Carter to the Leader of Council:-

Given that the necessary technology is now available, will the Leader of Council guarantee that hybrid meetings of the Executive Board (with some members attending in person and other members joining virtually) will be put in place for the September cycle, and that Licensing Sub Committees, Plans Panels and Scrutiny Boards will begin hybrid meetings immediately?

In accordance with Council Procedure Rule 11.3 (b) the Executive Member (Resources) replied.

At the conclusion of question time, the following questions remained unanswered and it was noted that, under the provisions of Council Procedure Rule 11.6, written answers would be sent to each Member of Council:-

Q7 Councillor J Bentley to the Leader of Council:

Q8 Councillor Arif to the Executive Member (Children and Families)

Q9 Councillor Field to the Leader of Council

Q10 Councillor Smart to the Executive Member (Communities)

Q11 Councillor Buckley to the Executive Member (Climate Change, Transport and Sustainable Development).

Q12 Councillor Bentley to the Executive Member (Learning, Skills and Employment).

Q13 Councillor Carlill to the Executive Member (Climate Change, Transport and Sustainable Development).

Q14 Councillor Brooks to the Executive Member (Health, Wellbeing and Adults).

- Q15 Councillor B Anderson to the Executive Member (Learning, Skills and Employment).
- Q16 Councillor Jenkins to the Executive Member (Resources).
- Q17 Councillor Stephenson to the Executive Member (Learning, Skills and Employment).
- Q18 Councillor Robinson to the Executive Member (Resources).
- Q19 Councillor Flynn to the Executive Member (Children and Families).
- Q20 Councillor B Anderson to the Executive Member (Environment and Active Lifestyles).
- Q21 Councillor Buckley to the Executive Member (Climate Change, Transport and Sustainable Development).
- Q22 Councillor Flynn to the Executive Member (Learning, Skills and Employment).
- Q23 Councillor B Anderson to the Executive Member (Communities).
- Q24 Councillor Flynn to the Executive Member (Communities).
- Q25 Councillor Flynn to the Executive Member (Children and Families).
- Q26 Councillor Flynn to the Executive Member (Learning, Skills and Employment).
- Q27 Councillor Stephenson to the Leader of Council.
- Q28 Councillor Robinson to the Leader of Council.
- Q29 Councillor Robinson to the Executive Member (Communities).
- Q30 Councillor Robinson to the Executive Member (Communities).
- Q31 Councillor Stephenson to the Executive Member (Children and Families).
- Q32 Councillor J Taylor to the Executive Member (Climate Change, Transport and Sustainable Development).

12 Minutes of the Executive Board

It was moved by Councillor Blake, seconded by Councillor Dowson that the minutes be received in accordance with Council Procedure Rule 2.2.

RESOLVED – That the minutes be received in accordance with Council Procedure Rule 2.2.

Council Procedure Rule 4, providing for the winding up of business, was applied prior to all notified comments on the minutes having been debated.

At the conclusion of this item Council adjourned from 17.25 to 17.55.

13 White Paper Motion (in the name of Councillor Stephenson) - Schools

It was moved by Councillor Stephenson, seconded by Councillor Firth that this Council recognises the challenging times that parents, teachers and pupils have been through in recent months as a result of the Covid-19 pandemic.

Even in these unprecedented times this Council believes that providing children and young people in Leeds with the best possible education should be a key priority for the city and therefore believes that all children and young people should be back at school in September 2020 at the latest.

This Council welcomes additional financial support for schools provided by Government, including a £1 billion Covid Catch-Up Plan and a further £1.7 billion for school rebuilding, repairs and upgrades.

Council notes that Wetherby Ward Members have devised a plan to secure half the money required to rebuild Wetherby High School but notes that no such plan exists for Royds High School in Rothwell. Council therefore calls on the ruling administration to progress formal funding bids, as appropriate, for both schools.

An amendment was moved by Councillor Forsaith, seconded by Councillor D Blackburn

Delete all after paragraph 1 and insert:

“Providing children and young people in Leeds with the best possible education should always be a key priority for the City, and this is even more important in these unprecedented times to ensure that our children and young people are not casualties of the COVID-19 pandemic.

Council recognises the huge challenges that planning for all pupils to return to full time school in September brings. In addressing the many practical and logistical issues that have been raised by teachers and Headteachers across the country, Council calls upon the Government to develop a coordinated national plan to deliver the full and safe reopening of all schools in September, recognising that substantial additional resources will be required to fulfil that plan safely.

Council notes how important interagency and flexible working has been throughout the response of Leeds to the COVID-19 pandemic and commits to considering ways to build on this approach to provide safe opportunities for learning outside of schools, using the capacity of other facilities and human resources within local communities.

Council recognises that providing home learning opportunities will be vital for children and young people who are self-isolating, and in the event of local outbreaks or further lockdowns, and that this will require additional resources.”

A second amendment was moved by Councillor Pryor, seconded by Councillor Golton

Delete all after ‘This Council recognises the challenging times that parents, teachers and pupils have been through in recent months as a result of the Covid-19 pandemic.’ And add:

Council places on record its sincere thanks to all schools and academies in Leeds for their handling of this unprecedented crisis and the vital support they have provided to families across the city and pledges to continue to work in partnership with them to ensure pupils are able to safely return to school.

Council recognises Government’s recent announcement of £1bn to fund the rebuilding of 50 schools but notes no schools have yet been identified and further notes that the funding is to be spread over the next ten years. Council further acknowledges the £560m announced for repairs and upgrades but notes that the

National Audit Office issued a report in 2017 stating that £6.76bn was needed to bring schools in England up to a satisfactory standard. Given Leeds has a backlog of repairs totalling around £100m for which the Local Authority receive just £6.1m, in addition to two secondary schools in need of a complete rebuild, Council believes the Government need to go further with their funding commitments.

The provision and maintenance of school buildings are key to providing a good education and so Council recognises that the Executive Member has once again written to Government to ask them to provide the funding that is needed to rebuild both Wetherby and Royds High Schools in addition to committing to providing sufficient funding for repairs across the schools estate and to do so as a matter of urgency.

Full motion would then read:

Council recognises the challenging times that parents, teachers and pupils have been through in recent months as a result of the Covid-19 pandemic.

Council places on record its sincere thanks to all schools and academies in Leeds for their handling of this unprecedented crisis and the vital support they have provided to families across the city and pledges to continue to work in partnership with them to ensure pupils are able to safely return to school.

Council recognises Government's recent announcement of £1bn to fund the rebuilding of 50 schools but notes no schools have yet been identified and further notes that the funding is to be spread over the next ten years. Council further acknowledges the £560m announced for repairs and upgrades but notes that the National Audit Office issued a report in 2017 stating that £6.76bn was needed to bring schools in England up to a satisfactory standard. Given Leeds has a backlog of repairs totalling around £100m for which the Local Authority receive just £6.1m, in addition to two secondary schools in need of a complete rebuild, Council believes the Government need to go further with their funding commitments.

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The amendment in the name of Councillor Forsaith was declared lost the second amendment in the name of Councillor Pryor was carried and upon being put to the vote it was

RESOLVED – That Council recognises the challenging times that parents, teachers and pupils have been through in recent months as a result of the Covid-19 pandemic.

Council places on record its sincere thanks to all schools and academies in Leeds for their handling of this unprecedented crisis and the vital support they have provided to families across the city and pledges to continue to work in partnership with them to ensure pupils are able to safely return to school.

Council recognises Government's recent announcement of £1bn to fund the rebuilding of 50 schools but notes no schools have yet been identified and further notes that the funding is to be spread over the next ten years. Council further acknowledges the £560m announced for repairs and upgrades but notes that the National Audit Office issued a report in 2017 stating that £6.76bn was needed to

bring schools in England up to a satisfactory standard. Given Leeds has a backlog of repairs totalling around £100m for which the Local Authority receive just £6.1m, in addition to two secondary schools in need of a complete rebuild, Council believes the Government need to go further with their funding commitments.

The provision and maintenance of school buildings are key to providing a good education and so Council recognises that the Executive Member has once again written to Government to ask them to provide the funding that is needed to rebuild both Wetherby and Royds High Schools in addition to committing to providing sufficient funding for repairs across the schools estate and to do so as a matter of urgency.

14 White Paper Motion (in the name of Councillor Bentley) - Unpaid Carers

It was moved by Councillor Bentley, seconded by Councillor Downes that this Council recognises, with gratitude, the tremendous work being done by all key workers during the Covid-19 pandemic.

Particular thanks go to the thousands of unpaid carers who have done so much to look after and protect vulnerable members of the community.

The Council calls on the Government to give more recognition and support to unpaid carers by:

- Introducing free travel on public transport for young carers
- Protecting carers against discrimination at work similar to those facing racism, sexism and homophobia
- Increasing the Carers Allowance
- Raising the threshold at which payments are halted

Additionally the Council asks that the Government supports and allocates Parliamentary time to the recently introduced Private Members Bill which would require employers to make “reasonable adjustments” for carers as they would for disabled staff, allowing people to combine caring and paid employment.

An amendment was moved by Councillor C Anderson, seconded by Councillor Wadsworth

Delete all after “vulnerable members of the community” and replace with:

“This Council notes that the government has increased the rate of carer’s allowance and provided funding to extend the Carers UK’s helpline opening times and information and advice services, so that unpaid carers are able to access trusted information and advice. New guidance is also expected to be published aimed at helping young carers.

“However, Council recognises that more can and should be done to help these vital members of our community, including those who face barriers to employment, and calls on the Government to bring forward new measures focused on supporting unpaid carers.”

Amended motion would read:

“This Council recognises, with gratitude, the tremendous work being done by all key workers during the Covid-19 pandemic.

“Particular thanks go to the thousands of unpaid carers who have done so much to look after and protect vulnerable members of the community. haha

“This Council notes that the government has increased the rate of carer’s allowance and provided funding to extend the Carers UK’s helpline opening times and information and advice services, so that unpaid carers are able to access trusted information and advice. New guidance is also expected to be published aimed at helping young carers.

“However, Council recognises that more can and should be done to help these vital members of our community, including those who face barriers to employment, and calls on the Government to bring forward new measures focused on supporting unpaid carers.”

A second amendment was moved by Councillor Charlwood, seconded by Councillor Smart

After “Increasing the Carers Allowance” add “and the Carer Element within Universal Credit.”

Full Amended Motion to read:

‘This Council recognises, with gratitude, the tremendous work being done by all key workers during the Covid-19 pandemic.

Particular thanks go to the thousands of unpaid carers who have done so much to look after and protect vulnerable members of the community.

The Council calls on the Government to give more recognition and support to unpaid carers by:

- Introducing free travel on public transport for young carers
- Protecting carers against discrimination at work similar to those facing racism, sexism and homophobia
- Increasing the Carers Allowance and the Carer Element within Universal Credit.
- Raising the threshold at which payments are halted

Additionally the Council asks that the Government supports and allocates Parliamentary time to the recently introduced Private Members Bill which would require employers to make “reasonable adjustments” for carers as they would for disabled staff, allowing people to combine caring and paid employment.’

The amendment in the name of Councillor C Anderson was declared lost the second amendment in the name of Councillor Charlwood was carried and upon being put to the vote it was

RESOLVED – That this Council recognises, with gratitude, the tremendous work being done by all key workers during the Covid-19 pandemic.

Particular thanks go to the thousands of unpaid carers who have done so much to look after and protect vulnerable members of the community.

The Council calls on the Government to give more recognition and support to unpaid carers by:

- Introducing free travel on public transport for young carers
- Protecting carers against discrimination at work similar to those facing racism, sexism and homophobia

- Increasing the Carers Allowance and the Carer Element within Universal Credit.
- Raising the threshold at which payments are halted

Additionally the Council asks that the Government supports and allocates Parliamentary time to the recently introduced Private Members Bill which would require employers to make “reasonable adjustments” for carers as they would for disabled staff, allowing people to combine caring and paid employment.’

15 White Paper Motion (in the name of Councillor Lewis) - Coronavirus Financial challenges

It was moved by Councillor Lewis, seconded by Councillor Hayden that this Council remembers all who lost their lives due to Coronavirus and expresses its deepest sympathies to all who have lost loved ones.

Council is eternally grateful to the health and social care workers, other key workers and volunteers in Leeds who continue to do such an incredible job. Council is proud of the response of the people of Leeds to the pandemic and believes their grit and determination will help drive the city’s economic recovery.

Council recognises the unprecedented impact on the council’s finances from additional expenditure and lost income related to Coronavirus. Council notes the promise from Government to do “whatever is necessary” to support councils in doing everything possible to respond to the virus. Council welcomes the commitments made so far by Government but recognises these fall far short of covering the additional costs and loss of income associated with our Coronavirus response.

Council supports the short term immediate measures to deliver savings that were reported to Executive Board in June, but notes this comes after a decade of austerity being imposed on the council and is deeply concerned further measures will be required which could involve huge cuts to services vital to the city’s social wellbeing and economic recovery, as well as possible job losses affecting the very workers who led the fight against coronavirus. Council notes all other local authorities are facing a financial challenge.

This Council, along with councils all over the country, is ready to step up to help the UK recover from this unprecedented global crisis. Council believes further financial support from government is needed to do this, plus the removal of red tape and giving more freedoms in the way councils operate financially. This would allow the council to do what we have already proved we can do in delivering improved public services and prosperity for the people of Leeds.

“Council resolves to continue working with organisations including Core Cities and the Local Government Association to make the case that all councils are desperately in need of extra funding and to lobby the Government for the resources we need.

An amendment was moved by Councillor Robinson, seconded by Councillor Harrington

In paragraph 3 delete after ‘by Government’ and replace with:

‘and resolves to continue to lobby for additional resources and financial flexibility needed to deal with the Covid-19 pandemic in Leeds.’

In paragraph 4 delete after ‘but notes’ and replace with:

'that net external borrowing by Leeds City Council increased from £1.40bn in 2014/15 to £2.24bn in 2019/20 an increase of over £800m in a 5 year period. The impact of this and the changes to MRP policy means that Leeds City Council faces significant revenue budget pressures linked to debt management and borrowing policies in addition to those brought about by the Covid-19 pandemic.'

Insert a new paragraph 5 as follows:

'Council acknowledges in these difficult times the need to put politics to one side and calls for

- A cross party budget working group to be formed and meet within 30 days of this meeting
- A local cross party business and economic support task force to be formed and meet within 30 days of this meeting
- A local cross party working group on cutting red tape & regulation to encourage growth and prosperity in Leeds to be formed and meet within 30 days of this meeting'

In Paragraph 6 delete after 'red tape' and replace with:

'to free up the council and to unleash the ingenuity and innovation of businesses, charities, individuals and the entrepreneurs of Leeds to allow them to succeed.'

Delete the last paragraph and replace with:

'Council requests that the Chief Executive develops a renewed economic strategy and debt recovery plan to be shared with all elected members as soon as possible.'

Motion will read:

"This Council remembers all who lost their lives due to Coronavirus and expresses its deepest sympathies to all who have lost loved ones.

Council is eternally grateful to the health and social care workers, other key workers and volunteers in Leeds who continue to do such an incredible job. Council is proud of the response of the people of Leeds to the pandemic and believes their grit and determination will help drive the city's economic recovery.

Council recognises the unprecedented impact on the council's finances from additional expenditure and lost income related to Coronavirus. Council notes the promise from Government to do "whatever is necessary" to support councils in doing everything possible to respond to the virus. Council welcomes the commitments made so far by Government and resolves to continue to lobby for additional resources and financial flexibility needed to deal with the Covid-19 pandemic in Leeds.

Council supports the short term immediate measures to deliver savings that were reported to Executive Board in June, but notes that net external borrowing by Leeds City Council increased from £1.40bn in 2014/15 to £2.24bn in 2019/20 an increase of over £800m in a 5 year period. The impact of this and the changes to MRP policy means that Leeds City Council faces significant revenue budget pressures linked to debt management and borrowing policies in addition to those brought about by the Covid-19 pandemic.

Council acknowledges in these difficult times the need to put politics to one side and calls for:

- A cross party budget working group to be formed and meet within 30 days of this meeting
- A local cross party business and economic support task force to be formed and meet within 30 days of this meeting
- A local cross party working group on cutting red tape & regulation to encourage growth and prosperity in Leeds to be formed and meet within 30 days of this meeting

This Council, along with councils all over the country, is ready to step up to help the UK recover from this unprecedented global crisis. Council believes further financial support from government is needed to do this, plus the removal of red tape to free up the council and to unleash the ingenuity and innovation of businesses, charities, individuals and the entrepreneurs of Leeds to allow them to succeed.

Council requests that the Chief Executive develops a renewed economic strategy and debt recovery plan to be shared with all elected members as soon as possible.

The amendment in the name of Councillor Robinson was declared lost and upon being put to the vote it was

RESOLVED – That this Council remembers all who lost their lives due to Coronavirus and expresses its deepest sympathies to all who have lost loved ones.

Council is eternally grateful to the health and social care workers, other key workers and volunteers in Leeds who continue to do such an incredible job. Council is proud of the response of the people of Leeds to the pandemic and believes their grit and determination will help drive the city's economic recovery.

Council recognises the unprecedented impact on the council's finances from additional expenditure and lost income related to Coronavirus. Council notes the promise from Government to do "whatever is necessary" to support councils in doing everything possible to respond to the virus. Council welcomes the commitments made so far by Government but recognises these fall far short of covering the additional costs and loss of income associated with our Coronavirus response.

Council supports the short term immediate measures to deliver savings that were reported to Executive Board in June, but notes this comes after a decade of austerity being imposed on the council and is deeply concerned further measures will be required which could involve huge cuts to services vital to the city's social wellbeing and economic recovery, as well as possible job losses affecting the very workers who led the fight against coronavirus. Council notes all other local authorities are facing a financial challenge.

This Council, along with councils all over the country, is ready to step up to help the UK recover from this unprecedented global crisis. Council believes further financial support from government is needed to do this, plus the removal of red tape and giving more freedoms in the way councils operate financially. This would allow the council to do what we have already proved we can do in delivering improved public services and prosperity for the people of Leeds.

"Council resolves to continue working with organisations including Core Cities and the Local Government Association to make the case that all councils are desperately in need of extra funding and to lobby the Government for the resources we need.

Council rose at 7.30 pm

Proceedings of the Meeting of the Leeds City Council held
remotely on Tuesday, 1st September, 2020

PRESENT: The Lord Mayor Councillor Eileen Taylor in the Chair.

WARD

ADEL & WHARFEDALE

Billy Flynn
Barry John Anderson
Caroline Anderson

ALWOODLEY

Peter Mervyn Harrand
Dan Cohen
Neil Alan Buckley

ARDSLEY & ROBIN HOOD

Lisa Mulherin
Karen Renshaw
Ben Garner

ARMLEY

Lou Cunningham
Alice Smart
James McKenna

BEESTON & HOLBECK

Andrew Scopes
Angela Gabriel
Gohar Almas

BRAMLEY & STANNINGLEY

Julie Heselwood
Kevin Ritchie
Caroline Gruen

BURMANTOFTS & RICHMOND HILL

Denise Ragan
Ron Grahame
Asghar Khan

WARD

CALVERLEY & FARSLEY

Peter Carlill
Andrew Carter
Amanda Carter

CHAPEL ALLERTON

Jane Dowson
Eileen Taylor
Mohammed Rafique

CROSS GATES & WHINMOOR

Jessica Lennox
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

Ann Forsaith
Ann Blackburn
David Blackburn

GARFORTH & SWILLINGTON

Suzanne McCormack
Mark Dobson

GIPTON & HAREHILLS

Salma Arif
Arif Hussain

GUISELEY & RAWDON

Paul John Spencer Wadsworth
Graham Latty
Pat Latty

HAREWOOD

Ryan Stephenson
Matthew James Robinson
Sam Firth

HEADINGLEY & HYDE PARK

Neil Walshaw
Jonathon Pryor
Alison Garthwaite

HORSFORTH

Jackie Shemilt
Dawn Collins
Jonathon Taylor

HUNSLET & RIVERSIDE

Paul Wray
Elizabeth Nash
Mohammed Iqbal

KILLINGBECK & SEACROFT

Katie Dye

David Jenkins

KIPPAX & METHLEY

Mirelle Midgley
Mary Elizabeth Harland
James Lewis

KIRKSTALL

John Anthony Illingworth
Hannah Bithell
Fiona Elizabeth Venner
LITTLE LONDON & WOODHOUSE

Abigail Marshall Katung
Kayleigh Brooks
Javaid Akhtar

MIDDLETON PARK

Paul Anthony Truswell
Kim Groves
Judith Blake

MOORTOWN

Mohammed Shahzad
Rebecca Charlwood
Sharon Hamilton

MORLEY NORTH

Robert Finnigan

MORLEY SOUTH

Wyn Kidger

Neil Dawson

OTLEY & YEADON

Ryk Downes
Colin Campbell
Sandy Edward Charles Lay

PUDSEY

Trish Smith
Simon Seary

ROTHWELL

Diane Chapman
Barry Stewart Golton

ROUNDHAY

Jacob Goddard

Angela Wenham

TEMPLE NEWSAM

Nicole Sharp
Debra Coupar
Helen Hayden
WEETWOOD

Chris Howley

Christine Knight
WETHERBY

Linda Richards
Norma Harrington
Alan James Lamb

16 Communication

The Chief Executive provided Council with an update on the current position in the City with regard to Covid-19 and infection rates.

17 Devolution Deal for West Yorkshire - Consultation Outcomes

A report of the Chief Executive in respect of devolution was moved by Councillor Blake, seconded by Councillor Lewis asking Council

- a) To consider and comment on the content of the report, along with the Summary of Consultation Responses attached as Appendix 1.
- b) To consider the joint statement from Leeds scrutiny board chairs attached as Appendix 3, and the summary of Leeds-led engagement in 3.29 and 3.45.
- c) To consider, offer comment to Executive Board, and endorse the steps necessary to achieve an effective West Yorkshire Devolution Deal.

An amendment was moved by Councillor Andrew Carter, seconded by Councillor Collins,

Insert the following wording at the end of Item 1, Recommendation c):

“[...], but to also make additional representations on strategic planning powers to the Secretary of State for Housing, Communities and Local Government and reach an agreement that provides firmer guarantees that each of the constituent authorities would have a veto over being part of any Mayoral spatial strategy.”

The amendment in the name of Councillor Andrew Carter was declared carried and upon being put to the vote it was

RESOLVED -

- a) That the content of the submitted report, along with the Summary of Consultation Responses, as attached at Appendix 1, be noted;
- b) That the joint statement from Leeds Scrutiny Board Chairs, as detailed at Appendix 3 to the submitted report, together with the summary of Leeds-led engagement in sections 3.29 and 3.45 of the submitted report, be noted
- c) That the report be noted and Council recommended to the Executive Board that the steps necessary to achieve an effective West Yorkshire Devolution Deal be endorsed, but to also make additional representations on strategic planning powers to the Secretary of State for Housing, Communities and Local Government and reach an agreement that provides firmer guarantees that each of the constituent authorities would have a veto over being part of any Mayoral spatial strategy.

Council rose at 12.10 pm

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Report of City Solicitor

Report to Council

Date: 16th September 2020

Subject: Appointments

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- 1 There has been a change to an appointment on the Health and Wellbeing Board for Council to note, Dr Jason Broch is appointed as the representative of NHS Leeds Clinical Commissioning Group on the Health and Wellbeing Board.
- 2 A vacancy has arisen for the position of Inner East Community Committee Chair and Members of the Inner East Community Committee are asked to make an appointment to that position.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

Fully operational and quorate Committee, Board and Panel meetings are in line with the Council's Policies and City Priorities.

3. Resource Implications

There are no specific implications regarding resources and value for money arising from this report.

Recommendations

- 1 That Council note the appointment referred to in paragraph 2 of the report.
 - 1.1 That Members of the Inner East Community Committee consider the appointment of Councillor Ragan to the position of Inner East Community Committee Chair.

1. Purpose of this report

- 1.2 To make appointments to various Joint Committees, Committees, Boards and Panels.

1 Background information

- 1.1 Appointments to Boards and Panels and to Joint Authorities are reserved to Council. The relevant group whip has requested that a membership change be considered as set out in paragraph 2.

2 Main issues

- 2.1 That the following appointment be noted;

- Dr Jason Broch is appointed as the representative of NHS Leeds Clinical Commissioning Group on the Health & Wellbeing Board.

- 2.2 There is currently a vacancy for the position of Inner East Community Committee Chair and in accordance with Community Committee Procedure Rule (CCPR) 2.2 the relevant group whip has put forward a nomination (Councillor Denise Ragan) from amongst Members on the Community Committee to Chair the Inner East Community Committee.

- 2.3 In accordance with CCPR 2.4 as the nomination for the chair of the Community Committee is unopposed, the Member presiding at the meeting (the Lord Mayor) will invite those Members of the Community Committee eligible to do so and present at the Council meeting to elect that nominee.

3 Corporate considerations

3.1 Consultation and engagement

- 3.1.1 The relevant group whips have been consulted on this report.

3.2 Equality and diversity / cohesion and integration

- 3.2.1 There are no specific implications regarding equality, diversity, cohesion and integration arising from this report.

3.3 Council policies and the Best Council Plan

- 3.3.1 Fully operational and quorate Committee, Board and Panel meetings are in line with the Council's Policies and City Priorities.

Climate Emergency

- 3.3.2 There are no specific implications in respect of the Climate Emergency.

3.4 Resources, procurement and value for money

3.4.1 There are no specific implications regarding resources, procurement and value for money arising from this report.

3.5 Legal implications, access to information, and call-in

3.5.1 This report is not subject to Call In, as it is a Council Function.

3.6 Risk management

No specific implications in respect of risk management.

4 Recommendations

4.1 That Council note the appointment referred to in paragraph 2 of the report.

4.1.1 That Members of the Inner East Community Committee consider the appointment of Councillor Ragan to the position of Inner East Community Committee Chair.

5 Background documents¹

5.1 None

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

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Report of Chief Officer Financial Services

Report to Council

Date: 16th September 2020

Subject: Amendments to Executive Arrangements

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- On 27th May 2020 the Leader confirmed her Executive Arrangements for the 2020/21 Municipal Year.
- The Leader has made amendments to those arrangements and is therefore now required to present details of the altered arrangements to Council.

2. Best Council Plan Implications (see the [latest version of the Best Council Plan](#))

- Publication of the Executive Arrangements within the Constitution is in line with the Council’s Corporate Governance Code and Framework in addition to furthering the Council’s value of being “open, honest and trusted.”

3. Resource Implications

- There are no implications for this report.

Recommendations

Council is asked to note that the Leader has

- a) made an amendment to Part 3, Section 3E Officer Delegation Scheme (Executive Functions), with consequential amendments to Part 3 Section 3B(b) the Executive Member Oversight of Officer Executive Delegations with effect from 23rd July 2020 and that arrangements are now as shown at Appendix A to F attached;

- b) made an amendment to Part 3, Section 3B(c) Deputy Support to Executive Members with effect from 16th September 2020, as shown at Appendix G attached.

1. Purpose of this report

- 1.1 This report sets out amendments to the Leader's executive arrangements for the 2020/21 Municipal Year.

2. Background information

- 2.1 There is no relevant background information.

3. Main issues

- 3.1 Amendments are made to the Officer Delegation Scheme (Executive Functions) for:
 - a. Director of Resources and Housing
 - b. Chief Officer Financial Services
 - c. City Solicitor
 - d. Director of Communities and Environment
 - e. Director of City Development
- 3.2 The amendments are necessary to reflect minor changes in structure within Directorates, and to clearly reflect statutory roles and responsibilities. The amendments will maintain the transparency of decision making arrangements in place.
- 3.3 Consequential amendments to the Executive Member Oversight of Officer Executive Delegations are set out at Appendix F.
- 3.4 Amendments are made to the Deputy Support to Executive Members at the Leader's discretion.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 All relevant Directors were consulted in relation to the amendments to their delegated authority.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 There are no implications for this report.

4.3 Council policies and the Best Council Plan

- 4.3.1 Publication of the Executive Arrangements within the Constitution is in line with the Council's Corporate Governance Code and Framework in addition to furthering the Council's value of being "open, honest and trusted."

Climate Emergency

- 4.3.2 There are no implications for this report.

4.4 Resources, procurement and value for money

4.4.1 There are no implications for this report.

4.5 Legal implications, access to information, and call-in

4.5.1 This report satisfies the constitutional requirement that the Leader present amendments to her executive arrangements to the next ordinary meeting of Council.

4.6 Risk management

4.6.1 There are no implications for this report.

5. Conclusions

5.1 The Leader has amended the Officer Delegation Scheme (Executive Functions) as shown attached.

6. Recommendations

6.1 Council is asked to note that the Leader has

- a) made an amendment to Part 3, Section 3E Officer Delegation Scheme (Executive Functions), with consequential amendments to Part 3 Section 3B(b) the Executive member Oversight of Officer Executive Delegations with effect from 23rd July 2020 and that arrangements are now as shown at Appendix A to F attached;
- b) made an amendment to Part 3, Section 3B(c) Deputy Support to Executive Members with effect from 16th September 2020, as shown at Appendix G attached

7. Background documents¹

7.1 None

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

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The Director of Resources and Housing is authorised¹ to discharge the following functions²

1) Setting, supporting and monitoring the council's policies and procedures for:-

- a) human resources (including health and safety);
- b) digital, information and communication technology management;
- c) information management, governance and cyber security;
- d) access to information;
- e) procurement and purchasing;
- f) projects and programmes;
- g) Joint Strategic Needs Analysis;
- h) performance and service improvement; and
- i) risk and business continuity.

2) Corporate communications services, including:-

- a) the council's communications and marketing strategy and policy;
- b) internal and external communications and engagement; and
- c) press and media relations.

3) The council's corporate planning and policy development services, including coordination of the Best Council Plan

4) The council's city-wide resilience and emergency planning functions

5) Shared Services including:-

- a) Business Support Service (BSC) including:-
 - i) External and traded service; and
- b) Business administration

6) Civic Enterprise Leeds services including:-

- a) catering, cleaning, passenger transport, fleet, facilities management, and similar services for the council and its civic and community buildings and office accommodation; and
- b) trading these services to schools and other external partners (including the approval of business cases as and when required for the exercise of trading powers)³.

7) Community Infrastructure Levy, including

- a) spending relating to Strategic Fund; and
- b) preparation of the Council's Annual Infrastructure Funding Statement.

¹ Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

² Together with similar and ancillary functions which have not been delegated to another Director.

³ Subject to consultation with the appropriate Members.

8) Climate Change including:-

- a) Establishment, implementation, monitoring and review arrangements to minimise and mitigate the impact of climate change;
- b) Promotion of local co-operation arrangements to reduce the impact of climate change and
- c) Engagement with communities in relation to climate change.

9) Sustainable Energy and Carbon Reduction including:-

- a) Formulation and implementation of sustainable energy and carbon reduction policies for the city; and
- b) Formulation and implementation of clean air policies for the city;

10) Clean Air including:-

- a) Implementation and monitoring of the Clean Air Zone
- b) Management of clean air fund and implementation fund.

11) Landlord Functions (funded by the Housing Revenue Account):-

- a) Council Housing Management, including:-
 - i) Tenant involvement;
 - ii) Lettings & rent collection;
 - iii) Repairs & maintenance;
 - iv) Housing Revenue Account investment (to maintain existing and provide new council housing); and
 - v) Housing PFI projects

12) Housing Functions (funded by the General Fund)

- a) Condition and Occupation of Housing, including:-
 - i) Private and voluntary sector rental housing (including enforcement and licensing);
 - ii) Empty property strategy; and
 - iii) Partnerships with Housing Associations and other key stakeholders.

- b) Other Housing Services, including:-
 - i) Housing advice;
 - ii) Homelessness;
 - iii) Gypsies & travellers;
 - iv) Emergency & temporary accommodation;
 - v) Energy efficiency & fuel poverty; and
 - vi) Adaptations.

The Chief Officer (Financial Services) is the Council's Chief Finance Officer¹, and is authorised² to discharge the following functions³

- 1) Setting, supporting and monitoring the Council's financial strategy;**
- 2) Ensuring effective financial management and controls, including:-**
 - a) Reporting on the robustness of the Council's financial plans;
 - b) managing the Council's borrowing and investment requirements;
 - c) managing and monitoring the Council's revenue budget and capital programme;
 - d) preparation and closure of the Council's financial accounts;
 - e) managing the Council's tax affairs; and
 - f) internal audit.
- 3) Setting, supporting and monitoring the council's policies and procedures for budgets**
- 4) Administering effective financial management and controls, including:-**
 - a) collecting council tax and business rates, and collecting other money that is owed to the council;
 - b) administration of payroll and pensions; and
 - c) insurance for the council.
- 5) Corporate Governance, including**
 - a) development, support and monitoring of the Council's systems of internal control; and
 - b) preparation of the Annual Governance Statement.

¹ Appointed in accordance with Section 151 Local Government Act 1972 (See Article 12) and as set out in the Chief Finance Officer Protocol at Part 5(k) of the Constitution

² Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

³ Together with similar and ancillary functions which have not been delegated to another Director.

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The City Solicitor is the Council's Monitoring Officer¹, and is authorised² to discharge the following functions in relation to ³

1) Legal Services including:

- a) Provision of legal advice and related support services;
- b) Functions relating to the role of Solicitor to the Council including:-
 - i) taking any action intended to give effect to a decision of the Executive (taken under the Leader's executive arrangements);
 - ii) the commencement, defence, withdrawal or settlement of proceedings;
 - iii) the authorisation of Council officers to conduct legal matters in court⁴;
- c) The issue of appropriate indemnities to Directors in relation to Public Private Partnership / Private Finance Initiative and other major property and infrastructure related projects where a Director:-
 - i) Signs a certificate under the Local Government (Contracts) Act 1997; or
 - ii) Acts as a director to the LEP or LIFTco; and
- d) Upkeep of the constitution

2) Democratic Services including support to elected members in their responsibilities, including:

- a) The Lord Mayor;
- b) The Leader of Council;
- c) The Leader of the Opposition;
- d) All Councillors including:
 - i) training and development;
 - ii) case work support; and
 - iii) management and oversight of the Members' Allowances Scheme;
- e) The full Council meeting and Committees appointed by full Council;
- f) Executive Board; and
- g) Scrutiny.

3) Standards and Conduct, including:

- a) The requirements of the Members' Code of Conduct;

¹ Designated under Section 5 Local Government and Housing Act 1989 (See Article 12) and as set out in the Monitoring Officer Protocol at Part 5(e) of the Constitution

² Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

³ Together with similar and ancillary functions which have not been delegated to another Director.

⁴ "Court" to be construed widely including but not limited to tribunals, inquiries and other quasi-judicial hearings.

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The Director of Communities and Environment is authorised¹ to discharge the following functions²

1) Integrated locality working and its associated citywide support and delivery functions including:-

- a) Community Committees;
- b) Neighbourhood Improvement Boards;
- c) Parish and Town Councils;
- d) Locally devolved functions;
- e) Multiagency working in neighbourhoods;
- f) Cohesion and integration;
- g) Community centres;
- h) Administration of the well-being and youth activity fund budgets³;
- i) Migration;
- j) Volunteering;
- k) Consultation and engagement;
- l) Relationships with the Third Sector;
- m) Commissioning of Third Sector infrastructure;
- n) The promotion and improvement of economic, social and environmental wellbeing⁴ and
- o) Community Infrastructure Levy spending relating to the Neighbourhood Fund⁵.

2) Equalities.

3) The council's corporate customer services functions including:-

- a) The telephone contact centre;
- b) Digital access including the council's website and e-services;
- c) Community hubs covering provision of the Councils:-
 - i) One Stop Centre Services;
 - ii) Community based housing management and advice services;
 - iii) Front line community library services and mobile library services; and
 - iv) Local job-shop provision; and
- d) Interpretation and translation services.

¹ Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

² Together with similar and ancillary functions which have not been delegated to another Director.

³ This function to be used in the respect of delegations to community committees (as set out in the Community Committee Executive Delegation Scheme) to allow urgent decisions relating to the use of the annual capital and revenue allocation to any such committee, and subject to any conditions stipulated by the Executive or the relevant Community Committee.

⁴ This function to be used in the respect of delegations to community committees (as set out in the Community Committee Executive Delegation Scheme) to allow urgent decisions relating to the use of the annual capital and revenue allocation to any such committee, and subject to any conditions stipulated by the Executive or the relevant Community Committee.

⁵ This function to be used in the respect of delegations to community committees (as set out in the Community Committee Executive Delegation Scheme) to allow urgent decisions relating to the use of the CIL Neighbourhood Fund allocated to any such committee, and subject to any conditions stipulated by the Executive or the relevant Community Committee.

4) Library and Information Service including:-

- a) Development of the library service across the city;
- b) Management of central library including front line staff; and
- c) Library volunteers and 'At Home'.

5) Community Safety including:-

- a) CCTV;
- b) Reduction of crime and disorder;
- c) Drugs and alcohol treatment, and offender management;
- d) Tackling anti-social behaviour; and
- e) Tackling domestic violence.

6) Public Health Protection and Control of Statutory Nuisance including:-

- a) rubbish accumulations and fly-tipping;
- b) domestic, commercial and industrial noise, fumes and odours;
- c) air quality management; and
- d) other forms of pollution harmful to public health.

7) Environmental Health and Consumer Protection including:-

- a) food hygiene and safety;
- b) health and safety at work⁶;
- c) monitoring and control of infectious diseases;
- d) private water supply monitoring; and
- e) animal health and welfare⁷.

8) Environmental Management including:-

- a) street cleaning;
- b) litter bin provision and maintenance;
- c) provision and cleaning of public conveniences;
- d) graffiti removal; and
- e) dog control and dog warden service.

9) Car Parking including:-

- a) Operation and maintenance of on and off street car parking provision;
- b) Decriminalised parking functions including:-
 - i) issuing of parking contravention notices; and
 - ii) camera operated bus lanes;
- c) Provision of commercial and residential parking permits; and
- d) monitoring and enforcement of disabled 'blue badge' parking use.

10)Waste including:-

- a) Development and implementation of Leeds' waste strategy and policies;
- b) refuse and recycling collection; and
- c) waste treatment and disposal.

⁶ other than in relation to Leeds City Council staff or activities

⁷ including livestock markets and animal breeding and boarding establishments

11) Cemeteries, crematoria, burial grounds and mortuaries including:-

- a) The authority's role as burial authority;
- b) Provision, management and maintenance of public burial grounds and crematoria;
- c) Provision of burial and cremation services for the public; and
- d) contribution to the regional mortuary service serving West Yorkshire.

12) Parks and countryside including:-

- a) Creation, management and enhancement of green spaces⁸;
- b) Creation, management and enhancement of related visitor attractions and facilities;
- c) Public rights of way;
- d) Woodland and tree management;
- e) Provision of educational events and programmes; and
- f) Grass cutting and grounds maintenance.

13) Countryside management including:-

- a) provision and maintenance of footpaths and bridleways;
- b) management of the public rights of way network including legal recording, enforcement and maintenance activities;
- c) provision and maintenance of landscaping schemes; and
- d) management of designated conservation sites.

14) Ecological Sustainability including:-

- a) The use of parks and green spaces to promote resilience and mitigate the impact of climate change, flooding and extreme weather events; and
- b) Engagement with communities to enhance natural resilience of environment.

15) Registrars functions including:-

- a) Registration of births, deaths, marriages and civil partnerships; and
- b) Provision of civic weddings, civil partnerships and citizenship ceremonies.

16) Licensing functions including:-

- a) Taxi and Private hire licensing functions and related enforcement activities;
- b) The administration and enforcement of licences for entertainment, gambling and the sale of alcohol; and
- c) Miscellaneous licences.

17) Land and Property Search functions including:-

- a) Maintenance of the Local Land Charges Register;
- b) Responsibility for processing local authority searches;
- c) Maintenance of the register of adopted highways;
- d) provision of information in relation to highways schemes.

⁸ Including parks & city centre beds, nature reserves & woodlands, playgrounds, allotments

18)Welfare and benefits services including:-

- a) Welfare rights;
- b) Housing benefit, including recoverability of overpayments, and education benefit services;
- c) Local Council Tax Support and recoverability of excess Council Tax Support payments;
- d) Local hardship schemes;
- e) Financial and social inclusion initiatives; and
- f) Commissioning of credit union and Leeds advice consortium services.

19)Council tax processing and billing arrangements including:-

- a) Annual billing;
- b) Discount schemes including single person discounts;
- c) Administration of s13 decisions; and
- d) Empty property charges.

The Director of City Development is authorised¹ to discharge the following functions²

1) Asset Management including:-

- a) strategic management and development of the Council's land and property portfolio;
- b) disposals and acquisitions both freehold and leasehold³;
- c) compulsory purchase of land and interests in land;
- d) valuations and appropriations;
- e) architectural and design services; and
- f) any other dealings with land or any interest in land.

2) Functions relating to the Council's register of Assets of Community Value.

3) Inclusive Growth including;

- a) Implement, monitor and review arrangements to deliver the Council's inclusive growth strategy; and
- b) Promote local co-operation arrangements to maximise inclusive growth.

4) Sustainable Development including:-

- a) development of regeneration frameworks; and
- b) implementation of plans to promote the regeneration of specific areas.

5) Sustainable Housing Growth including:-

- a) Private housing development; and
- b) Affordable housing.

6) Sustainable Economic Development including:-

- a) City centre management;
- b) The Council's markets service;
- c) The Business Improvement District;
- d) Business support; and
- e) Productivity

7) Employment and skills including:-

- a) **Provide leadership and coordination of the post 16 skills and learning system, working with people, schools, colleges, universities, employers, providers of information and guidance** with the aims of:
 - getting more people into jobs
 - increasing labour market productivity
 - meeting employer needs, tackling skills shortages and supporting the growth of priority sectors

¹ Save where the Leader or the relevant Portfolio Holder has directed or the Director considers that the matter should be referred to Executive Board for consideration.

² Together with similar and ancillary functions which have not been delegated to another Director.

³ To deliver the Council's Capital receipts Programme and support housing growth.

- supporting people to progress within their careers, particularly from low paid roles to better jobs
 - developing, attracting and retaining skilled, creative and entrepreneurial people to help develop a successful economy
 - improving transition from education to work, and to support lifelong learning for people to develop and fully participate in civic life and progress their careers and respond to economic change.
- b) **Provision of information, advice and guidance services in community and school settings**
- c) **Apprenticeships** including:-
- working with learning and training providers to develop and deliver provision to meet changing labour market needs
 - supporting the implementation of the corporate apprenticeship provision
- d) **Vocational training and allied services for persons over compulsory school age including:-**
- putting employers at the heart of the system, influencing learning and training providers to ensure provision meets employers' needs; and
 - working with learning and training providers to develop and deliver provision to meet emerging labour market needs
 - the commissioning and delivery of adult (19 plus) learning programme in communities; and
 - working with employers to strengthen their workforce training
- e) **Provide leadership and coordination of the city's employment support offer including:-**
- promotion of partnership working and aligned provision to assist residents to obtain employment
 - working with employers to meet their workforce needs
 - commission and deliver services to support citizens in disadvantaged communities to enter and stay in employment, and
 - working with employers and careers advice and learning providers to support the progression of low paid workers into better jobs, and coordinating work to removing other barriers to progression.
- 8) **International and domestic inward economic investment including:-**
- a) tourism and the visitor economy; and
 - b) International relations.

- 9) Highways and Transportation (incorporating the authority's role as highways authority⁴, street authority and traffic authority), including:-**
- a) managing the use of the highway ;
 - b) maintenance of highway assets of roads, bridges, retaining walls, street lighting and associated infrastructure;
 - c) design and delivery of major and minor highway schemes;
 - d) development of the Council's transport policy⁵ (including parking policy⁶); and
 - e) the making of agreements under the Highways Act 1980.
- 10) Flood and water management (incorporating the authority's role as local lead flood authority), including:-**
- a) Land drainage activities;
 - b) The delivery and maintenance of flood alleviation schemes; and
 - c) Flood response.
- 11) Culture including:-**
- a) museums and galleries;
 - b) arts and
 - c) sporting events.
- 12) Sport and Active Leeds including:-**
- a) leisure centres and community sports facilities⁷; and
 - b) active lifestyles and development programmes
- 13) Active Travel⁸:-**
- a) **The promotion and championing of active travel in the city**
- 14) Planning Services including:-**
- a) management of the planning service⁹;
 - b) building control;
 - c) safety at sports grounds;
 - d) street naming and numbering;
 - e) building conservation and urban design;
 - f) contaminated land; and
 - g) obtaining of information as to interests in land.

⁴ With the exception of functions relating to the register of adopted highways (Highways Act 1980 S36) which are delegated to the Director of Communities and Environment

⁵ Which shall include the highways and transportation contribution to the city's clean air zone

⁶ The Director of City Development's delegations do not cover parking enforcement which falls within the delegations of the Director of Communities and Environment.

⁷ The Director of City Development's delegations do not cover golf courses and outdoor pitches in parks which falls within the delegations of the Director of Communities and Environment.

⁸ Responsibilities for infrastructure relating to active travel remain within the highways and transportation and planning functions.

⁹ Excluding specific decisions on planning applications, the development of planning policy including the Council's Core Strategy which are delegated to the Chief Planning Officer.

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SECTION 3B (b): EXECUTIVE MEMBERS
Oversight of Officer Executive Delegations

This document should be read in conjunction with the Officer Delegation Scheme (Executive Functions) which provides greater detail as to the scope of the functions of each Director.

PORTFOLIO	DECISION MAKING OVERSIGHT
Leader of Council and Executive Member for Inclusive Growth and Culture Cllr Judith Blake	Chief Executive 3) Devolution and local freedoms; and 4) City Region functions.
	Chief Officer Financial Services 1) Setting, supporting and monitoring the council's financial strategy
	Director of City Development 3) Inclusive growth 8) International and Domestic inward economic investment; and 11) Culture
Deputy Leader and Executive Member for Communities Cllr Debra Coupar	Director of Resources and Housing 11) Landlord Functions (funded by the Housing Revenue Account); and 12) Housing Functions (funded by the General Fund).
	Director of Communities and Environment 1) Integrated locality working and its associated citywide support and delivery functions; 3) The council's corporate customer services functions; 4) Library and information service. 5) Community Safety including:- a) CCTV; b) Reduction of crime and disorder; d) tackling anti-social behaviour; and e) tackling domestic violence; and 18) Welfare and benefits services.
	Director of City Development 2) Functions relating to the Council's register of Assets of Community Value; 5) Sustainable Housing Growth

PORTFOLIO	DECISION MAKING OVERSIGHT
Deputy Leader and Executive Member for Resources	Chief Executive 1) Functions in relation to elections; and 2) Civic and ceremonial functions of the Council.
Cllr James Lewis	Director of Resources and Housing 1) Setting, supporting and monitoring the council's policies and procedures 2) Corporate communications services; 3) The council's corporate planning and policy development services, including coordination of the Best Council Plan. 4) The council's city-wide resilience and emergency planning functions. 5) Shared Services 6) Civic Enterprise Leeds services; 7) Community Infrastructure Levy; 10) Clean Air Director of Communities and Environment 15) Registrars functions; 16) Licensing functions; 17) Land and Property Search functions; and 19) Council tax processing and billing arrangements. Director of City Development 1) Asset Management Chief Officer (Financial Services) 2) Ensuring effective financial management and controls ¹ ; 3) Setting, supporting and monitoring the council's policies and procedures for budgets; 4) Administering effective financial management and controls; and 5) Corporate Governance City Solicitor 1) Legal Services; 2) Democratic Services including support to elected members in their responsibilities; and 3) Standards and Conduct.

¹ The Chief Officer (Financial Services) has responsibility for these arrangements as Section 151 Officer

PORTFOLIO	DECISION MAKING OVERSIGHT
<p>Executive Member for Environment and Active Lifestyles</p> <p>Cllr Mohammed Rafique</p>	<p>Director of Communities and Environment</p> <p>6) Public Health Protection and Control of Statutory Nuisance; 7) Environmental Health and Consumer Protection; 8) Environmental Management; 9) Car Parking 10)Waste; 11)Cemeteries, crematoria, burial grounds and mortuaries; 12)Parks and countryside; 13)Countryside management; and 14)Ecological Sustainability.</p> <p>Director of City Development</p> <p>10)Flood and water management 12)Sport and Active Leeds including:- a) Leisure centres and community sports facilities; and b) Active lifestyles and development programmes.</p>
<p>Executive Member for Climate Change, Transport and Sustainable Development</p> <p>Cllr Lisa Mulherin</p>	<p>Director of Resources and Housing</p> <p>8) Climate Change 9) Sustainable Energy and Carbon Reduction</p> <p>Director of City Development</p> <p>4) Sustainable development; 9) Highways and Transportation; 14)Planning Services.</p> <p>Chief Planning Officer</p> <p>1) Development Plan functions; 2) Planning Policy and Guidance functions; 3) Neighbourhood Planning functions; and 4) Conservation Area functions.</p>

PORTFOLIO	DECISION MAKING OVERSIGHT
<p>Executive Member for Children and Families²</p> <p>Cllr Fiona Venner</p>	<p>Director of Children and Families</p> <ol style="list-style-type: none"> 1) Children’s Social Work including:- <ol style="list-style-type: none"> a) Preventative Services; b) Safeguarding and Child Protection; c) Assessment and Care Management; d) Residential and Respite Care; e) Support For Carers; and f) Youth Offending Services. 2) Learning including:- <ol style="list-style-type: none"> a) Early Years Provision; and f) Development of active citizens. 3) Child Friendly City including:- <ol style="list-style-type: none"> a) Child Poverty; and b) Voice and Influence; and c) Influencing climate change and sustainability <p>Programme Director Strengthening Families, Protecting Children</p> <ol style="list-style-type: none"> 1) Act as an ambassador for Leeds City Council; 2) Strengthening Families, Protecting Children Programme (SFPC); and 3) Partners in Practice including Leeds Relational Practice Centre (LRPC)
<p>Executive Member for Learning, Skills and Employment</p> <p>Cllr Jonathan Pryor</p>	<p>Director of Children and Families</p> <ol style="list-style-type: none"> 2) Learning, including:- <ol style="list-style-type: none"> b) Sustainable access to education; c) Special Educational Needs and Disabilities; d) Promotion of attendance, attainment and achievement; and e) 14-16 Skills Development. <p>Director of Communities and Environment</p> <ol style="list-style-type: none"> 2) Equalities. <p>Director of City Development</p> <ol style="list-style-type: none"> 6) Sustainable economic development; 7) Employment and skills

² The Executive Member for Children’s Services is the Lead Member for Children’s Services appointed in accordance with the Section 19 of the Children Act 2004 and must therefore have responsibility for the functions conferred on or exercisable by the authority specified in S18(1)(a) and (b) of the Children Act 2004 and such other functions as the authority consider appropriate.

PORTFOLIO	DECISION MAKING OVERSIGHT
<p>Executive Member Health, Wellbeing and Adults</p> <p>Cllr Rebecca Charlwood</p>	<p>Director of Adults and Health</p> <ol style="list-style-type: none"> 1) Promotion of well-being; 2) Information, advice and advocacy; 3) Prevention and Recovery; 4) Safeguarding; 5) Assessment and eligibility; 6) Diverse and High Quality Services; 7) Charging and financial assessments; and 8) Public Health. <hr/> <p>Director of Public Health</p> <ol style="list-style-type: none"> 1) Health improvement functions; 2) Health protection functions; 3) Functions relating to the commissioning of public health services; 4) Provision of statutory and mandated functions; 5) Functions of Responsible Authority; and 6) Publication of the annual report on the health of the local population. <hr/> <p>Director of Communities and Environment</p> <ol style="list-style-type: none"> 5) Community Safety including:- <ol style="list-style-type: none"> c) Drugs and alcohol treatment, and offender management
	<p>Director of City Development</p> <ol style="list-style-type: none"> 13) Active travel

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SECTION 3B(c): SUPPORT TO EXECUTIVE MEMBERS

The following Members are appointed to assist the Executive Members in their roles and responsibilities

DEPUTY EXECUTIVE MEMBERS

- Councillor Sharon Hamilton
- Councillor Asghar Khan
- Councillor Al Garthwaite
- Councillor Salma Arif
- Councillor Alice Smart
- Councillor Julie Heselwood

SUPPORT EXECUTIVE MEMBERS

- Councillor Kayleigh Brooks

- Councillor Abigail Marshall Katung
- Councillor Kamila Maqsood
- Councillor Jessica Lennox
- Councillor John Illingworth
- Councillor Elizabeth Nash

Climate Change

Chair of Leeds Climate Change Action Group – Councillor Neil Walshaw

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Report of City Solicitor

Report to Council

Date: 16 September 2020

Subject: Scrutiny at Leeds City Council – Annual Report 2019 to 2020

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- Article 6 of the Council’s Constitution requires that the Council’s Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions. The 2019/2020 Annual Report is appended.
- The 2019/20 report also sets out the role of scrutiny in supporting Leeds City Council’s initial Covid-19 pandemic response and recovery period.

2. Best Council Plan Implications

- The Annual Report illustrates those areas of work undertaken by Scrutiny which directly contribute to the delivery of the Council’s Best Council Plan; as detailed within the schedule included within this report.

3. Resource Implications

- This report has no specific resource implications.

Recommendations

- a) Council is asked to receive and note the Annual Report 2019/20.

1. Purpose of this report

- 1.1 The purpose of this report is to present to Council the Scrutiny Annual Report for 2019/20. It also provides opportunity to further update members on the role of scrutiny during the initial period of response to, and subsequent recovery from, the Covid-19 pandemic.

2. Background information

- 2.1 Article 6 of the Council's Constitution requires that the Council's Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions.

3. Main issues

- 3.1 The attached Annual Report for 2019/20 highlights the work originated by Scrutiny during the last Municipal Year and also reflects on the monitoring of past scrutiny activity to ensure agreed recommendations stay on track.
- 3.2 The 2019/20 Annual Report is being considered later in the municipal year than comparable reports in previous years given the unprecedented circumstances of recent months. With public meetings halted during the initial period of response to the Covid-19 pandemic it was not possible for the Scrutiny Annual Report to be considered by full Council in the typical cyclical manner.
- 3.3 Given that context for the timing of this report to Council, the 2019/20 report also outlines the role of scrutiny during the initial pandemic response period and on-going activity during the first three months of the new municipal year.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The Scrutiny Annual Report for 2019/20 was produced by the Head of Democratic Services (designated as the proper officer for Scrutiny) in consultation with Scrutiny Chairs and the Executive Board Member for Resources.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 All terms of reference for work undertaken by the five Scrutiny Boards require inquiries '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'.

4.3 Council policies and the Best Council Plan

- 4.3.1 The annual report illustrates those areas of work undertaken by Scrutiny which directly contribute to the delivery of the Council's Best Council Plan.

Climate Emergency

- 4.3.2 As this is a factual report providing an overview of the work of the Council's scrutiny function for 2019/20 there are no specific climate emergency implications. However this year, it should be noted that there has been increased participation from Scrutiny Board members in paper-free agenda distribution.
- 4.3.3 Climate change has been a significant consideration with regards to the majority of items within the Boards' work programmes. The Chair of the Climate Emergency Advisory Committee has also engaged with a number of Boards in relation to specific items of work programming.

4.4 Resources, procurement and value for money

- 4.4.1 This report has no specific resource or procurement implications.

4.5 Legal implications, access to information, and call-in

- 4.5.1 This report has no specific legal implications.

4.6 Risk management

- 4.6.1 There are no risk management implications relevant to this report.

5. Conclusions

- 5.1 Article 6 of the Council's Constitution requires that the Council's Scrutiny Officer reports to Council annually about how the authority has carried out its overview and scrutiny functions. The Annual Report for 2019/20 is therefore appended for information.

6. Recommendations

- 6.1 Council is asked to receive and note the Annual Report 2019/20.

7. Background documents¹

- 7.1 None

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



Leeds
CITY COUNCIL

scrutiny

Annual Report 2019 - 2020



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Introduction

This Annual Report provides a general summary of the work undertaken by the scrutiny function in Leeds during the 2019/20 Municipal Year as well as setting out the key highlights and achievements of the council's individual Scrutiny Boards.

In 2018 the Leeds Scrutiny function was reconfigured, reducing the number of Boards to five. Since then, the council's Scrutiny Boards have continued to target their resources on priority areas aimed at driving forward the council's ambitions and making a real difference to the people of Leeds. Across the five Boards 124 work items were considered.

The Best Council Plan is the council's strategic plan, setting out the authority's ambitions and priorities for both the city (working in partnership) and the organisation. A refresh of the [Best Council Plan](#) for 2019/20 to 2020/21 was approved by Council in February 2019.

As well as having a key role in influencing the content of the Best Council Plan, Scrutiny plays a fundamental part in promoting efficient and effective partnership working between the Council and stakeholders to meet the Best Council Plan outcomes. This Annual Report therefore illustrates how the work of Scrutiny has particularly contributed towards achieving the key outcomes set out within the Council's Best Council Plan for 2019/20.

This Annual Report also reflects the impact of the Covid-19 pandemic emergency, which led to the cancellation of May local elections and the Annual Council Meeting, with executive and scrutiny arrangements 'rolling on' into the 2020/21 Municipal Year. As Scrutiny Chairs remained actively engaged in the review and clearance of key decisions necessarily taken under the Council's Urgency provisions during this time, this report also presents a brief overview of the key areas addressed by each Scrutiny Board during June and July 2020 linked to the Council's initial response to this unprecedented pandemic.

A self-assessment review of the Council's Scrutiny function was also undertaken this year in line with the Council's wider culture of benchmarking linked to its Medium Term Financial Strategy and also the Best Council ambition to become a more efficient and enterprising organisation. Leeds has remained committed to providing dedicated officer support to the scrutiny function and while the Council's 'Vision for Scrutiny' agreement acknowledges that resources to support the Scrutiny function are, like all other Council functions, under considerable pressure, there has been continued effort to maximise available resources and prioritise areas of work that will add value towards the delivery of the Best Council Plan and other strategic policy drivers. The timeliness of the self-assessment review also followed the publication of the Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities by the Ministry of Housing, Communities & Local Government in May 2019 and therefore provided assurance that the Leeds scrutiny function is compliant with the government guidance as well as demonstrating value for money when compared with other comparable authorities.



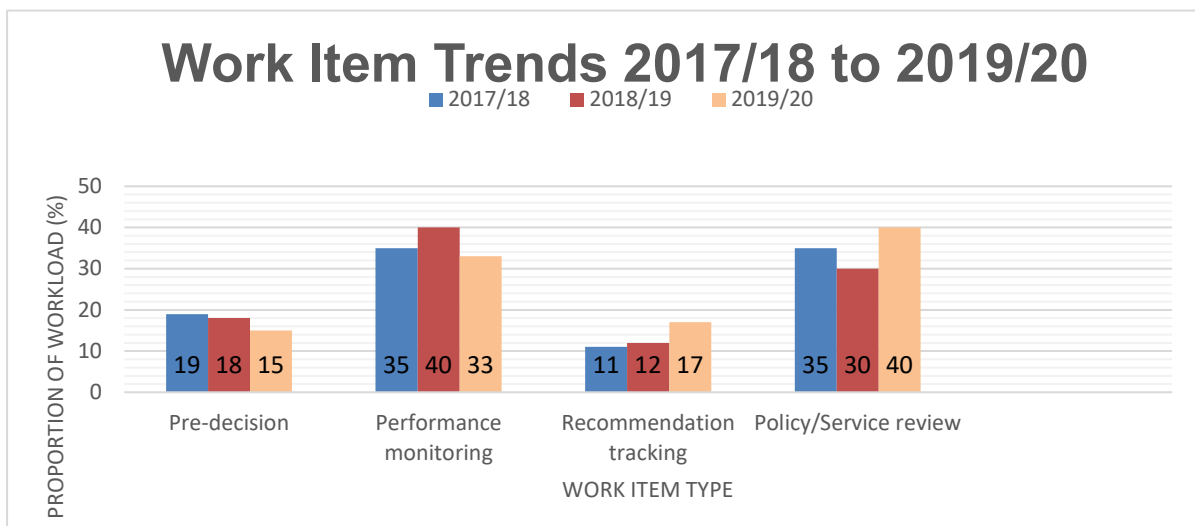
Summary of work 2019/20

This section summarises the type of work undertaken by the Scrutiny Boards¹ during the 2019/20 municipal year (June 2019 – May 2020), as well as looking at trends over the last 3 years.

On 16 March 2020, in light of the Covid-19 pandemic, Leeds City Council took the necessary step to cancel a number of planned meetings of various Committees, Boards and Panels. This included all Scrutiny Board meetings and any joint scrutiny arrangements where the Council acts as the lead authority. However, Scrutiny Chairs remained actively engaged in the review and clearance of key decisions necessarily taken under the Council's Urgency provisions during this time. This included 8 decisions during the period of 20th March 2020 to 29th May 2020 on issues such as the emergency procurement of Personal Protective Equipment for staff; implementing the Government's Covid-19 Business Support Grant Funding and its Business Rates Retail Discount scheme in helping to support businesses affected by Covid-19; and securing additional beds to enable people to be discharged from hospital in a safe and timely way during the current COVID-19 crisis. Chairs and Scrutiny Board Members also received fortnightly briefings from Directors and Executive Members on the Covid-19 response.



PROVIDING SUPPORT AND CHALLENGE FOR THE FOLLOWING OUTPUTS



¹ This does not include the work of the Tenant Scrutiny Board as the responsibility for this function does not fall within Democratic Services.

Collaborative working across the Scrutiny Boards

All Scrutiny Boards are consulted annually on the Council's initial budget proposals and any proposed changes to the Best Council Plan prior to formal approval. Observations and recommendations are reported back to the Council's Executive Board as one composite report.

This year there has already been additional early engagement about the way in which Scrutiny can maximise the value of its contribution to the development of the Council's budget proposals during what is an unprecedented period of challenge for the organisation. Initial consultation on early budget proposals will now begin in the autumn with Boards providing a collated summary of their feedback for consideration by Executive Board in December.

Scrutiny Boards have also taken a collective approach to increasing their scrutiny of business risk, including business continuity plans, which played such an important part of the organisation's initial response to the Covid-19 pandemic.

The Boards have also proactively sought to influence the development of proposals for West Yorkshire devolution, which look set to become a reality in the coming year. Scrutiny Boards publicly engaged with the formal consultation on the proposals, advocating that devolved arrangements be underpinned by a robust scrutiny function to ensure transparency and democratic accountability.

The Scrutiny Boards have continued to work collaboratively on a number of other cross-cutting issues – this maximises resource and avoids duplication of work. Some further examples of this approach are listed below.

- Exploring the Council's approach to the disposal of green spaces, with particular emphasis on the context of the declared Climate Emergency - Scrutiny Board (Strategy and Resources); Scrutiny Board (Environment, Housing and Communities) and Scrutiny Board (Infrastructure, Investment and Inclusive Growth).
- Considering the Council's approach to car parking policy and management – Scrutiny Board (Environment, Housing and Communities) and Scrutiny Board (Infrastructure, Investment and Inclusive Growth).
- Continued joint working with North Yorkshire County Council and City of York Council on changes proposed to in-patient mental health services for adults and older people in Harrogate, likely to affect the population around Wetherby.
- Working collaboratively with the Children and Families Directorate and the Leeds Youth Council to directly engage with young people as part of an Inquiry into Exclusions, Elective Home Education and Off-Rolling.

Regional Scrutiny

The Council continued to take a lead role to support and deliver regional joint health scrutiny arrangements – improving collaboration between and across local authority health scrutiny functions across West Yorkshire and Harrogate.

The [West Yorkshire Joint Health Overview and Scrutiny Committee](#) maintains oversight arrangements for the developing West Yorkshire and Harrogate Health and Care Partnership across a range of programme areas and other matters, including:

- Specialised Stroke Care
- Mental Health
- Urgent and Emergency Care
- Development of proposed changes to vascular care
- Access to Dentistry
- Acute Care Collaboration (Hospitals working together)
- Workforce Challenges

Moving forward, the Authority will continue to participate in the function of the Joint Committee while also assisting to ensure it remains fit for purpose; reflects the geography of the West Yorkshire and Harrogate Health and Care Partnership and forms an important and integral part of the governance arrangements for the West Yorkshire and Harrogate Health and Care Partnership.

Highlights and Achievements



Focusing on services for adults and public health services to monitor progress towards improving health, lifestyles and quality of care across the city; and providing oversight of service integration and partnership working within and between health bodies. The Board also oversees the sport and active lifestyle related functions and activity across the city.

Topic Area	Added Value/Impact	Associated BCP Outcome(s)
1. Mental Health Services	<ul style="list-style-type: none"> ➤ Focusing on a number of areas including the development of Leeds' Mental Health Strategy; mental health services for adults and older people in Wetherby (in conjunction with North Yorkshire County Council and City of York Council) and mobilisation arrangements for enhanced Improving Access to Psychological Therapies (IAPT) services. 	<ul style="list-style-type: none"> ➤ Enjoy happy, healthy, active lives ➤ Live with dignity and stay independent for as long as possible
2. Leeds Health and Care System	<ul style="list-style-type: none"> ➤ Maintaining oversight of progress against the Leeds Health and Wellbeing Strategy and the Leeds Plan, including the development of Local Care Partnerships across the City, the Board highlighted the need for a comprehensive strategy to encourage the recruitment and retention of staff; and considered the proposed prevention work programme, receiving assurance on the inclusion of oral health. In addition the Board noted that in order to address consideration of health infrastructure for new housing developments, health partners were now receiving housing applications in early stages of development and were able to provide input to address population changes. 	<ul style="list-style-type: none"> ➤ Enjoy happy, healthy, active lives ➤ Live with dignity and stay independent for as long as possible
3. NHS proposed service changes and consultations	<ul style="list-style-type: none"> ➤ Maintained oversight of proposed local NHS service changes, including some specific proposals around: <ul style="list-style-type: none"> • Maternity and Neonatal Services • Urgent Treatment Centres • Urgent Dental Treatment • Community Dental Services 	<ul style="list-style-type: none"> ➤ Enjoy happy, healthy, active lives ➤ Live with dignity and stay independent for as long as possible
4. Bereavement arrangements	<ul style="list-style-type: none"> ➤ Building on the work of the previous Board and the review of bereavement arrangements at Leeds Teaching Hospitals NHS Trust (LTHT), the Board considered and welcomed developments to the service following a review of practices and discussed the advice and support available for bereaved families and clarity around the development of new operational plans. 	<ul style="list-style-type: none"> ➤ Enjoy happy, healthy, active lives ➤ Live with dignity and stay independent for as long as possible ➤ Making better use of resources and ensuring Leeds is an efficient Council.

Highlights and Achievements



Focusing on services affecting the lives of children and families across the city to monitor progress towards becoming a child friendly city; putting children first and developing active citizens.

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Topic Area	Added Value/Impact	Associated BCP Outcome(s)
1. Is Leeds a Child Friendly City? – Scrutiny Inquiry	<ul style="list-style-type: none"> ➤ In asking the question ‘Is Leeds a child friendly city?’ the Board undertook an in-depth inquiry last year which took stock of the overall progress made since the launch of the Child Friendly Leeds initiative in 2012. The Board agreed its final report in July 2019 and subsequently began tracking progress towards implementing the 13 recommendations stemming from this Inquiry. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life. ➤ Enjoy greater access to green spaces, leisure and the arts. ➤ Enjoy happy, healthy, active lives
2. Exclusions, Elective Home Education and Off-Rolling - Scrutiny Inquiry	<ul style="list-style-type: none"> ➤ The Board commenced an inquiry into exclusions, elective home education and off-rolling. In light of the Council’s commitment towards addressing such matters as one of the eight priority areas within its new 3As Strategy, the Board set out to assist in the effective delivery of this Strategy, as well as exploring whether Leeds as a city will be in a position to respond effectively to future reforms and expectations stemming from associated national reviews by Timpson and the School Commissioner. During its inquiry, the Board welcomed the input of the Leeds Youth Council from a meeting held 15th February 2020. While the Board had to pause its Inquiry as a result of the Covid-19 pandemic, it had already anticipated the need to conclude this work in the new municipal year. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life. ➤ Be safe and feel safe. ➤ Enjoy happy, healthy, active lives.
3. School Organisation Proposals and Objections Procedure	<ul style="list-style-type: none"> ➤ Following the dissolution of the School Organisation Advisory Board, the Board considered the beneficial role of early scrutiny involvement when decisions regarding prescribed alterations to community and voluntarily controlled schools were being made by the Authority. Support for scrutiny during the informal consultation period informed the approach adopted in July 2019 for the Executive Member to discuss with the Chair of Scrutiny any objections received to identify situations that would benefit from greater scrutiny ahead of a final decision being made. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life. ➤ Making better use of resources and ensuring Leeds is an efficient Council.
4. Post 16 Education including the Meadows Park Partnership	<ul style="list-style-type: none"> ➤ The Board undertook scrutiny to better understand the circumstances and rationale associated with the decision to cease the Post 16 Meadows Park Partnership arrangement within the broader context of reviewing the city’s Post 16 education offer, which would include a focus on vulnerable learners and young people with SEND. Recognising the importance of ensuring Leeds has the best possible provision with a range of pathways for Post-16 learners and particularly vulnerable learners; the Board agreed to feed into the Council’s strategic review of Post-16 education. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life. ➤ Enjoy happy, healthy, active lives. ➤ Making better use of resources and ensuring Leeds is an efficient Council.

Highlights and Achievements



**Environment,
Housing and
Communities**

Focusing on services and issues affecting the lives of citizens living and working in the council's neighbourhoods to monitor progress as a citizen focused city, prioritising environmental sustainability.

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Topic Area	Added Value/Impact	Associated BCP Outcome(s)
1. Leeds Draft Waste Strategy	<ul style="list-style-type: none"> ➤ Following the Board's earlier Inquiry into refuse and waste management arrangements in the city, the Board participated in the development of an improved local waste management strategy. 	<ul style="list-style-type: none"> ➤ Live in good quality, affordable homes within clean and well cared for places.
2. Standards in Private Rented Sector Housing	<ul style="list-style-type: none"> ➤ The Board discussed general interventions by the Council in the Private Rented Sector (PRS); specifically the progress made by Housing Leeds on implementing selective licensing in Beeston and Harehills and related issues including targeted interventions in Holbeck; the 'Leeds' Letting Scheme' and resources associated with Legal notices. Later in the year the Board focussed on measures to alleviate fuel poverty and promote affordable warmth, the energy efficiency activity undertaken with council housing stock, and the Council's approach in supporting carbon reduction in the private rented sector. 	<ul style="list-style-type: none"> ➤ Live in good quality, affordable homes within clean and well cared for places. ➤ Be safe, feel safe ➤ Enjoy happy, healthy, active lives. ➤ Live in good quality, affordable homes within clean and well cared for places.
3. Revised Leeds Anti-Social Behaviour Service Strategy	<ul style="list-style-type: none"> ➤ Following consultation in autumn 2018, the Board received the refreshed Leeds Anti-Social Behaviour Strategy in July 2019. The Board emphasised the role of Member involvement to support the Strategy in terms of Community MARACs and triage of referrals, and noted the inclusion of graffiti & vandalism within the Strategy. 	<ul style="list-style-type: none"> ➤ Ensuring Leeds is a safe city with resilient communities. ➤ Be safe, feel safe
4. Reducing Poverty and Improving Financial inclusion, including specific focus on the Impact of Universal Credit	<ul style="list-style-type: none"> ➤ The Board retained focus on the impact of the introduction of full service Universal Credit in Leeds; with the referral of the long term strategic partnership with Leeds Credit Union (LCU) from Executive Board providing the opportunity to review the sustainability of LCU; measures to improve access by individuals and organisations and the complexity of the deferred share scheme. The Board also heard that issues remain outstanding with the UC and discussed a number of matters including out of Hours queries provision, pre-existing debt and food poverty. A future working group will provide further focus on the issues claimants are experiencing with UC. 	<ul style="list-style-type: none"> ➤ Ensuring Leeds is a safe city with resilient communities. ➤ Be safe, feel safe ➤ Enjoy happy, healthy, active lives

Highlights and Achievements



Focusing on development and infrastructure functions and services to monitor progress in relation to transport and planning, regeneration and housing growth. The Board also oversees economic growth functions and services to monitor progress towards being a strong and compassionate city, promoting opportunities for access to learning, skills and employment for all.

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Topic Area	Added Value/Impact	Associated BCP Outcome(s)
1. Inclusive Growth Strategy & Sustainable Development	<ul style="list-style-type: none"> ➤ The Board maintained a focus on the implementation of its Inclusive Growth Strategy and Sustainable Development Inquiries via reviews of departmental responses to the recommendations contained in those Inquiry reports. The Board welcomed the Council's declaration of a Climate Emergency in advancing the concept of sustainable development. It also discussed recommendation in the Centre for Local Economic Studies (CLES) report – Progressing Procurement Processes and Practices in Leeds and the contributions made by anchor organisations towards Inclusive Growth. The Board received a further update on activity undertaken to support disabled people including those with learning disabilities into employment. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life ➤ Strengthening 'Smart City' infrastructure and increasing digital inclusion.
2. Road Safety, Leeds Transport Strategy and Advancing Bus Service Provision	<ul style="list-style-type: none"> ➤ The Board continued its focus on transport and road safety issues. This included examining the challenges arising from the number of people Killed and Seriously Injured (KSI) on Leeds roads; how the Leeds Public Transport Investment Programme supports the Leeds Inclusive Growth Strategy priorities; and progress on recommendations made in its inquiry 'Advancing Bus Service Provision'. Topics included the Transforming Cites funding, notice of construction/highways works, train station refurbishment, West Yorkshire Bus Alliance Commitments and developing a Sustainable Bus Network. 	<ul style="list-style-type: none"> ➤ Move around a well-planned city easily ➤ Enjoy greater access to green spaces, leisure and the arts
3. Digital Inclusion	<ul style="list-style-type: none"> ➤ The Board continued to monitor progress against recommendations arising from the Inquiry 'Powering up the Leeds Economy through Digital Inclusion' relating to the improvement of broadband infrastructures, and digital literacy through education, learning and the provision of equipment. The Board was pleased that Scrutiny focus had given Digital Inclusion greater prominence in the Councils corporate priorities, including the Inclusive Growth Strategy, and sought reassurance this work is sustained. 	<ul style="list-style-type: none"> ➤ Do well at all levels of learning and have the skills they need for life.
4. Housing Mix	<ul style="list-style-type: none"> ➤ The monitoring of recommendations that ensure the timely delivery of the right property type and tenure within criteria of affordability as defined in the Core Strategy, alongside a focus on Neighbourhood Plans and the Climate Emergency. The Board will continue its work in this area during 2020/21. 	<ul style="list-style-type: none"> ➤ Live in good quality, affordable homes in clean and well cared for places. ➤ Be safe and feel safe

Highlights and Achievements



Strategy and Resources

Focusing on the council's central strategic and regulatory functions, including financial services, human resources, digital and information services, elections, registrars, licensing, local land charges and council tax processing. The Board also oversees cultural related activities to deliver the city's cultural ambitions.

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Topic Area	Added Value/Impact	Associated BCP Outcome(s)
1. The reduction of energy consumption in Council buildings – Scrutiny Inquiry	<ul style="list-style-type: none"> ➤ The Board undertook an inquiry to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact. The timeliness of this inquiry provided an opportunity for Scrutiny to consider the principles and proposals linked to Phase 2 of the Council's 'Changing the Workplace' Programme as it rolled out across localities. The Board also considered the potential implications and challenges associated with the Programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and aiming to reduce car usage and facilitate clean transport choices. 	<ul style="list-style-type: none"> ➤ Making better use of resources and ensuring Leeds is an efficient Council. ➤ Move around a well-planned city easily
2. Promoting Sustainable Travel for Staff	<ul style="list-style-type: none"> • Having reviewed how the Council could reduce energy consumption levels within its own corporate buildings, the Board turned its attention to how the Council was working towards promoting sustainable travel for staff. In February 2020, the Board considered and welcomed a range of proposed measures around adopting new approaches to using transport smartly and linking this to better journey planning and use of technology. Measures also included potential changes to terms and conditions; offering new incentives to travel appropriately; and changes in working practices and culture. 	<ul style="list-style-type: none"> ➤ Making better use of resources and ensuring Leeds is an efficient Council. ➤ Move around a well-planned city easily
3. Devolution	<ul style="list-style-type: none"> ➤ In accordance with its remit, the Council's Strategy and Resources Scrutiny Board maintained a watching brief of the Devolution agenda and in late February 2020, received an update from the Council's Leader and the West Yorkshire Combined Authority on developments prior to the West Yorkshire "minded-to" Devolution Deal being announced by government as part of the Budget on 11 March 2020. This focus continued into municipal year 2020/21 with the Board responding to the regional devolution consultation and playing a lead role in the West Yorkshire Region in advocating for a robust scrutiny function to underpin the devolved authority. 	<ul style="list-style-type: none"> ➤ Making better use of resources and ensuring Leeds is an efficient Council. ➤ Live in good quality, affordable homes in clean and well cared for places
4. Leeds City Council's preparations for the UK's exit from the European Union	<ul style="list-style-type: none"> ➤ In view of the UK's exit from the European Union, the Board received updates on Leeds City Council's preparations, focussing on: <ul style="list-style-type: none"> • Infrastructure and Supplies; including future supply chains and the labour market and issues identified in the agriculture, food and chemical sectors; • Business and economic impact and partnership working; • Resettlement work and community tensions; • Organisational impact; and • Transition period and clarity of the UK's future relationship with the EU. 	<ul style="list-style-type: none"> ➤ Making better use of resources and ensuring Leeds is an efficient Council. ➤ Do well at all levels of learning and have the skills they need for life ➤ Be safe, feel safe

Responding to the Covid-19 pandemic

The COVID-19 emergency in Spring 2020 saw the cancellation of May local elections and the Annual Council Meeting, with executive and scrutiny arrangements 'rolling on' into the 2020/21 Municipal Year. Since April 2020, the Council's Executive Board has received regular update reports from the Chief Executive surrounding the Council's Covid-19 Response and Recovery Plan. As public meetings of Scrutiny Boards began to recommence in June, albeit remotely, each Board also focused its attention on the ongoing progress made by the council working with partners and communities in response to the unprecedented COVID-19 pandemic. Set out below is a summary of the relevant key areas addressed by each Board during June and July 2020.

The ongoing pandemic response and the city's initial recovery plan remain the primary focus for the Council as decisions taken during this period will have a substantial, long-term impact on communities, partnership arrangements and public services in Leeds. Moving forward, the Scrutiny Boards will also continue to determine how best to use their collective remit and resources to add maximum value to the organisation during this unprecedented period of change and challenge, with a view to supporting a robust and resilient recovery.



Adults, Health and Active Lifestyles

Having engaged with a wide range of representatives from the Council, third sector and local NHS bodies, the Board welcomed their collaborative approach in supporting the broad range of patients and stakeholders across the health and care system during such an unprecedented period. Particular areas of discussion included support services for shielded groups; mental health services; the impact on care homes; associated health inequalities; managing local outbreaks and planning for future peaks in infection rates. The Board also noted the learning points, practices and positive impacts of new ways of working arising from health and care organisations' responses to Covid-19.



Children and Families

Due to the fast paced nature of developments linked to the pandemic, the lead Executive Board Members and the Director of Children and Families led on briefing the Board on the latest position surrounding Schools; Children's Homes; Children's Social Care; and Early Years/Childcare Provision. Particular areas of discussion included the work in schools for vulnerable children and key worker's children; the phased wider reopening of schools, including plans for September; the continuing support to children with care plans; and risk assessments for children with social care and mental health needs. The Board praised the efforts of everyone during this very difficult period.



Environment, Housing and Communities

Given the context of the Council's necessary prioritisation of the emergency response to Covid-19, the Board discussed the impact of the pandemic on the city's waste services, cemeteries and crematoria, non-emergency housing repairs and the return to use of void properties. Members were updated on support provided to rough sleepers and victims of domestic violence, and explored how services adapted to safely support vulnerable citizens during the initial stages of the pandemic. Members came together with voluntary partners to provide initial reflections on the lessons learned from the voluntary response to Covid-19 and discussed how those conclusions might influence long-term resilience in the sector.



Infrastructure, Investment and Inclusive Growth

The Board identified the economic impact of Covid-19 on the city as a priority and welcomed updates from the Director of City Development on the support provided to businesses and third sector organisations throughout the initial phase of the pandemic. The speed at which grants to businesses were administered on behalf of Government was acknowledged as a particular achievement and Board Members extended their thanks to all those involved. The Board discussed the action taken to enable social distancing in city and district centres, along with the progress of major infrastructure schemes, support for active travel, increasing levels of universal credit claims and support for people looking to move into employment.



Strategy & Resources

Covid-19 has had a major impact on the Council's budget in terms of reduced income and increased expenditure. Scrutiny Board Strategy and Resources has recognised this and focussed on the unprecedented challenge the Council now faces in terms of its financial resources both now and over the longer term. The Board has received updates from the Director of Resources and Housing and the Chief Officer Financial Services on how the Council plans to manage this challenge and throughout 2020/21 this is expected to be a key issue for the Board to focus on. The Board has also recognised that the Covid-19 pandemic does not only have an impact on the Council's budget it will also affect the workforce and the buildings they use. Key issues considered include; home working and how that impacts staff well-being and morale, the Council's office accommodation, the Council's wider asset base and Council Tax and Business Rates collection.

HEALTH AND WELLBEING BOARD

THURSDAY, 20TH FEBRUARY, 2020

PRESENT: Councillor R Charlwood in the Chair

Councillors S Arif, J Barwick, Dr John Beal,
Cameron, S Golton, Kealy, G Latty, Lowe,
Munro, Roff, Ryley, Sinclair and Stein

Representatives of Clinical Commissioning Group

Dr Gordon Sinclair – Chair of NHS Leeds Clinical Commissioning Group
Tim Ryley – Chief Executive of NHS Leeds Clinical Commissioning Group

Directors of Leeds City Council

Dr Ian Cameron – Director of Public Health
Cath Roff – Director of Adults and Health
Sal Tariq – Director of Children and Families

Third Sector Representative

Alison Lowe – Director, Touchstone
Lucy Graham – Operations Manager

Representative of Local Health Watch Organisation

Dr John Beal - Healthwatch Leeds
Hannah Davies – Healthwatch Leeds

Representatives of NHS providers

Sara Munro - Leeds and York Partnership NHS Foundation Trust
James Goodyear - Leeds Teaching Hospitals NHS Trust
Thea Stein - Leeds Community Healthcare NHS Trust

Safer Leeds Joint Representative

Simon Hodgson – Head of Community Safety

Representative of Leeds GP Confederation

Jim Barwick – Chief Executive of Leeds GP Confederation

45 Welcome and introductions

The Chair welcomed all present and brief introductions were made.

The Chair welcomed Sal Tariq as a new member of the Board (to be approved by Full Council) in his role as Interim Director of Children and Families.

Members of the Board joined the Chair in thanking and applauding Dr Ian Cameron, for his contributions to the Board and to Leeds as a city, as it was his last meeting as the Director of Public Health.

46 Appeals against refusal of inspection of documents

There were no appeals.

47 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

48 Late Items

There were no formal late items. However there was some supplementary information distributed to Members following agenda publication in relation to the following:

- Item 10. Revised Draft Leeds Mental Health Strategy Delivery Plan 2020-2025 (Minute 54 refers)
- Item 11. Leeds Health and Wellbeing Board: Reviewing the Year 2019 (Minute 56 refers)

49 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

50 Apologies for Absence

Apologies for absence were received from Councillor F Venner, Julian Hartley, Paul Money, Jackie Marsh, Anthony Kealy and Alistair Walling.

Councillor S Arif, James Goodyear and Simon Hodgson were in attendance as substitutes.

51 Open Forum

No matters were raised on this occasion.

52 Minutes

RESOLVED – That the minutes of the meeting held 11 December 2019 be approved as an accurate record.

53 People's Voices Group Update

The Leeds People's Voices Group submitted a report that provided an update on the work of the group, overview of key initiatives and some of our longer -

Draft minutes to be approved at the meeting
to be held on Wednesday, 29th April, 2020

term ambitions about how we collectively and individually want to put people's voices at the centre of health and care decision making.

The following was appended to the report:

- The Big Leeds Chat - Emerging Findings
- 'How does it feel for me?' Joyce / November 2019

The following were in attendance:

- Hannah Davies, Chief Executive of Healthwatch Leeds
- Adrian Winterburn, Health Partnerships Team
- Iona Lyons, Voluntary Action Leeds

The Chief Executive of Healthwatch Leeds introduced the report, noting the ambition for the People's Voices Group (PVG) to put 'People at the centre of health and care decision making'. Members were also provided with an update on the emerging findings of the Big Leeds Chat, which took place in November 2019, an update on the work of the 'How does it feel for me?' Group and establishment of an Inclusion for All Group. Members were also shown a video of the Big Leeds Chat 2019, along with a 'how does it feel for me?' video with Kari from Belle Isle.

Members discussed a number of matters, including:

- *Transport and connectivity.* In recognising the key priority of transport, as identified within the Big Leeds Chat emerging findings, Dr John Beal advised Members that a recent Healthwatch consultation into the NHS Long Term Plan found that reliable, affordable and well routed transport was the top issue identified by respondents. Tony Cooke, Chief Officer for Health Partnerships noted the Board's role in improving skills and social mobility to enable people to be well connected to their communities.
- *Evidence of outcomes.* Members noted the importance of being in a position to present clear and practical changes that have been made as a result of the conversations at the Big Leeds Chat, before the next annual series of events are held. Members also highlighted the importance of analysing the specifics of what people have said and a mechanism to feed this back to the appropriate organisations to address.
- *Beginning meeting's with a patient experience story.* Members noted that the 'how does it feel for me?' video played at the beginning of the item was a powerful way of providing context to health and care service decision making.
- *Involvement and engagement principles.* The Chair suggested that involvement and engagement principles be developed for all Members to sign up to. The Director of Adults and Health agreed to develop a set of principles with the Chief Executive for Healthwatch Leeds for the health and care system. This would use learning from organisations including Children & Families around co-production and how we

support people to engage recognising the additional pressure it places on them..

RESOLVED –

- a) To note the progress of and continue to support the work of the People's Voices Group.
- b) To note the Board's comments in relation to how the People's Voices Group can further evolve strengthening its connection with the HWB;
- c) To note the findings of the Big Leeds Chat 2019 and agree actions to respond to what people have told us;
- d) To continue to support the work of the 'How does it feel for me?' Group and discuss the opportunities;
- e) To support the establishment of the Inclusion for All Action Group.

Alison Lowe arrived at the meeting at 14:45 p.m. during discussion of this item.

54 Priority 10 - Promote mental and physical health equally: The Leeds Mental Health Strategy

The Leeds Mental Health Partnership Board submitted a report that presented the new all-age Leeds Mental Health Strategy (Appendix 1) which sets out what we intend to do as a city to improve the mental health of people in Leeds, better support those with mental ill health, and reduce mental health inequalities across Leeds. It sets out the priorities which identify where we, as a city, particularly need and want to focus on achieving a step change in mental health outcomes.

The following was appended to the report:

- The Leeds Mental Health Strategy 2020 – 2025 (Draft)
- The Leeds Mental Health Strategy 2020 – 2025 Delivery Plan (Draft)

The following were in attendance:

- Caroline Baria, Deputy Director for Integrated Commissioning, Adults and Health, Leeds City Council
- Helen Lewis, Interim Director of Commissioning, Acute, Mental Health and Learning Disability Services, NHS Leeds CCG

The Deputy Director for Integrated Commissioning introduced the report, noting the revised version of the delivery plan that had been distributed to Members in advance of the meeting. Members were advised that a clear governance structure was in the process of development, including identified leads for each priority.

Members noted the need for the delivery plan to clearly show how it will strengthen whole system integration approach for all ages emphasising when this is being delivered by other strategies and plans where appropriate and

reflects the depth and range areas that need investment to make Leeds a mentally health city for everyone.

RESOLVED –

- a) To approve the Mental Health Strategy and the three passions and eight priorities contained within it;
- b) To note the Board's support the vision of a collective and unified system-wide approach to mental health and its fit with the Leeds Health and Wellbeing Strategy and Leeds Health and Care Plan;
- c) To note and support the work that will be undertaken to deliver the eight priorities contained within the strategy through the implementation of the Delivery Plan.

55 Leeds Health and Wellbeing Board: Reviewing the Year 2019 and next steps

The Chief Officer (Health Partnerships), the Director of Adults and Health (Leeds City Council) and the Chief Analyst (Leeds City Council and NHS Leeds CCG) submitted a report that introduced the attached draft Leeds Health and Wellbeing Board: Reviewing the Year 2019 document, which serves as a review of the strategic direction provided by the Health and Wellbeing Board (HWB) and provides an understanding of progress made towards delivering the Leeds Health and Wellbeing Strategy 2016-2021 (LHWS) and indicators.

The following were in attendance:

- Tony Cooke, Chief Officer for Health Partnerships
- Peter Storrie, Head of Performance Management and Improvement, Leeds City Council
- Frank Wood, Chief Analyst, Leeds City Council

The Chief Officer for Health Partnerships introduced the report, highlighting some of the achievements of the last 12 months. Members were then provided with a presentation detailing the data analysis of two indicators, intended to be utilised in future reviews – smoking and infant mortality.

Members made a number of comments, including:

- *Data analysis at local level.* Members welcomed the proposed approach to presenting data that forecasts trends and includes areas experiencing higher levels of deprivation so we can better understand progress in improving the health of the poorest the fastest. Members suggested that priority data could also be mapped over Local Care Partnership (LCP) areas and the importance of bringing in the voices of people.
- *Selective Licensing.* Members were advised of opportunities for linking with selective licensing teams in the coming year, following the introduction of selective licensing in Beeston and Harehills.

The Chair noted her thanks to Board Members, staff from all health and care organisations and the people of Leeds for their work throughout 2019.

RESOLVED –

- a) To note the Board’s discussion and endorsement of the content of the Leeds Health and Wellbeing Board: Reviewing the Year 2019 document;
- b) To continue to use the Leeds Health and Wellbeing Strategy as the guiding strategic framework for decision making, commissioning and agreeing actions/initiatives.
- c) To approve the process to update and extend the Leeds Health and Wellbeing Strategy to 2023.
- d) To note the work to review intelligence in the city with an update to be provided at a future HWB on how we are to better analyse and measure progress of our ambitions to be the Best City for Health and Wellbeing, following the extension of the Leeds Health and Wellbeing Strategy.

56 For information: Developing the NHS Leeds CCG Annual Report 2019-20: 'Delivering the Leeds Health and Wellbeing Strategy 2016-2021'

The Board received, for information, the report of the Communications Manager (NHS Leeds Clinical Commissioning Group) that sets out the process of developing the NHS Leeds CCG Annual Report 2019-20 section on 'Delivering the Leeds Health and Wellbeing Strategy 2016-2021' as national timescales do not align with the Leeds Health and Wellbeing Board meetings.

RESOLVED – To note the contents of the report.

57 For information: Connecting the wider partnership work of the Leeds Health and Wellbeing Board

The Board received, for information, the report of the Chief Officer (Health Partnerships) that provides a public account of recent activity from workshops and wider system meetings, convened by the Leeds Health and Wellbeing Board (HWB). It contains an overview of key pieces of work directed by the HWB and led by partners across the Leeds health and care system.

RESOLVED – To note the contents of the report.

58 Any Other Business

No matters were raised on this occasion.

59 Date and Time of Next Meeting

The next meeting will take place on Wednesday, 29th April 2020 at 1:30 p.m.

Draft minutes to be approved at the meeting
to be held on Wednesday, 29th April, 2020

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REMOTE MEETING OF EXECUTIVE BOARD

MONDAY, 20TH JULY, 2020

PRESENT: Councillor J Blake in the Chair
(REMOTELY)
Councillors A Carter, D Coupar, S Golton,
J Lewis, L Mulherin, J Pryor, M Rafique and
F Venner

APOLOGIES: Councillor R Charlwood

15 Chair's Opening Remarks

The Chair welcomed everyone to the remote meeting of the Executive Board, which was being held as a result of the ongoing social distancing measures established in response to the Coronavirus pandemic.

On behalf of the Board, the Chair congratulated Leeds United Football Club for their recently confirmed promotion to the Premier League, as champions of the Championship, which she highlighted was a great achievement for both the club and also for the city, with Members emphasising the boost that the promotion would bring for Leeds as a whole.

16 Exempt Information - Possible Exclusion of the Press and Public

RESOLVED – That, in accordance with Regulation 4 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of the following parts of the agenda designated as exempt from publication on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the public were present there would be disclosure to them of exempt information so designated as follows:-

- (a) That Appendix 1 to the report entitled, 'District Heating Phase 3E: Extension to the Southbank', referred to in Minute No. 24 be designated as being exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). The appendix contains detailed pricing information underpinning the Council's heat sales business case which if disclosed, could damage the commercial interests of the Council. Disclosure of this information would seriously harm the Council's negotiating position when discussing heat sales with potential customers. Therefore it is considered that the public interest in maintaining the content of the appendix 1 as exempt from publication outweighs the public interest in disclosing the information.

17 **Late Items**

Agenda Item 7 (Update on Coronavirus (COVID-19) Pandemic – Response and Recovery Plan)

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Update on Coronavirus (COVID-19) Pandemic – Response and Recovery Plan'.

Given the scale and significance of this issue, it was deemed appropriate that a further update report be submitted to this remote meeting of the Board. However, due to the fast paced nature of developments on this issue, and in order to ensure that Board Members received the most up to date information as possible the report was not included within the agenda as originally published on 10th July 2020. (Minute No. 21 refers)

18 **Declaration of Disclosable Pecuniary Interests**

There were no Disclosable Pecuniary Interests declared at the meeting.

19 **Minutes**

RESOLVED – That the minutes of the previous meeting held on 24th June 2020 be approved as a correct record.

COMMUNITIES

20 **The Managed Approach Independent Review**

The Director of Communities and Environment submitted a report providing the findings and recommendations from the Independent Review (IR) of the Managed Approach to on-street sex working in Leeds, which had been undertaken by the University of Huddersfield following an associated procurement exercise. The Independent Review document was appended to the submitted report for Members' consideration.

The Chief Officer, Safer Leeds provided Members with an overview of the Managed Approach together with details of the procurement exercise from which the University of Huddersfield was identified as the organisation to undertake the IR.

Following this, Professor Jason Roach of the University of Huddersfield presented to the Board the key findings and recommendations arising from the IR for the Council and other partner agencies to consider, and also provided details of the methodology used to conduct the review, including the methods used to engage a range of stakeholders and to source relevant information and data.

Responding to Members' comments and questions, the Board received further information regarding:-

- The 'Listening Well' community events, with it being noted that the IR team had attended a number of those events and these had therefore contributed to the IR, however, it was noted that the overall outcomes from those sessions were still awaited;

- Members received further detail regarding the approach used to manage on-street sex working together with related issues in other areas/cities;
- The communications strategy in relation to the Managed Approach and also with regard to the wider promotion of Holbeck as an area and its communities;
- The size and spread of the cohort engaged as part of the Independent Review, the actions which had been taken to try and widen involvement from that cohort and the challenges which had been encountered;
- The role of the Safer Leeds Executive partnership in considering any changes to the Managed Approach, with it being noted that any actions would require involvement by a number of partners/agencies. Also, it was noted that Executive Board would be kept informed and consulted on any key changes proposed in responding to the recommendations of the IR;
- The extensive work being undertaken to address the issues associated with on-street sex working, to support those involved in it and also to liaise and work with members of the local community on such matters.

With regard to a specific enquiry regarding the communication process with the local community, the Board was advised that there was nothing to suggest that local residents had been advised that certain services, with specific reference to litter patrols and additional policing, would be withdrawn, should the Managed Approach be stopped.

In conclusion, the Chair thanked Professor Roach for his attendance at the meeting, and also for the comprehensive work that he and his team at the University of Huddersfield had undertaken when carrying out the Independent Review.

RESOLVED –

- (a) That the Managed Approach Independent Review, as appended to the submitted report, be received, and that its key findings and recommendations, be noted;
- (b) That it be noted that the Director of Communities and Environment, and where appropriate partner representatives, will be responsible for considering the recommendations and implementing any changes proposed, reporting such matters to the Safer Leeds Executive Partnership;
- (c) That Members of the Executive Board be kept informed and updated on any key changes proposed arising from the independent review.

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

INCLUSIVE GROWTH AND CULTURE

21 Update on Coronavirus (COVID-19) Pandemic - Response and Recovery Plan

Further to Minute No. 14, 24th June 2020, the Chief Executive submitted a report which provided an update on the continued Coronavirus (COVID-19) work being undertaken across the city including the emerging recovery approach, outbreak management, together with information regarding the management of current issues and risks. The report also highlighted how the city's multi-agency command and control arrangements continued to be used alongside the Response and Recovery plan which aimed to mitigate the effects of the outbreak for those in the city, especially the most vulnerable, and to help prepare for the longer term planning of stages of recovery, including local outbreak planning.

With the agreement of the Chair, the submitted report had been circulated to Board Members as a late item of business prior to the meeting for the reasons as set out in section 9.1 of the submitted report, and as detailed in Minute No. 17.

By way of introduction to the report, the Chair highlighted the comprehensive discussion which had taken place at the recent full Council meeting, emphasised the need for all to remain vigilant, noted the recent launch of the COVID-19 Outbreak Control Plan, highlighted key aspects of the next stage of the recovery process and emphasised the key importance of clear messaging which reminded communities to stay safe and abide by measures that remained in place. In addition, the Chair paid tribute to the work that the Chief Executive had undertaken in this area, specifically, the role which he had played at a national level, including championing the role of Local Government during the pandemic.

The Chief Executive then provided an update which covered a number of areas including:-

- the significance of the new plans established with local partners to reduce the transmission of COVID-19 and prevent and manage outbreaks;
- the progress made in respect of the sharing and receipt of relevant data, and the progress being made regarding the test and trace system;
- the importance of the national system having a very strong local and regional foundation in order for it to maximise its effectiveness;
- key factors for consideration in terms of the next phase of the recovery process;
- the need for the financial position of the Council and the sector as a whole to be stabilised in order to enable the Local Authority to continue to play its key role both in the recovery from the pandemic and in serving the community generally.

The Director for Public Health reiterated the importance of remaining vigilant and working with neighbouring authorities to continue to undertake

Draft minutes to be approved at the meeting
to be held on Thursday, 24th September, 2020

preventative work and to manage infection rates. An update regarding the latest statistics in terms of Leeds' 7 day infection rates was also provided to the Board.

In response, Members then discussed the detail within the submitted report, which included the following:-

- Members highlighted the speed at which outbreaks or suspected outbreaks had been managed in Leeds, and emphasised the need for such an approach to continue;
- The continued importance of ensuring that the cross-party approach towards lobbying the Government for the resource it required was emphasised;
- The key importance of maintaining a consistent and clear communications strategy aimed at the promotion of communities abiding by the regulations which remained in place;
- The recent introduction of the increased powers at a local level to help prevent the transmission of the virus, the delivery of that role by the Local Authority and partner organisations and how that fed into the national programme.

In conclusion, the Chair highlighted the crucial need of ensuring that the Local Authority and partners were sufficiently resourced in order to be able to deliver the services which they were required to, highlighting the risks raised by the current financial position faced throughout the sector.

RESOLVED –

- (a) That the updated context, progress made and issues, as the Council and partner organisations move through phases of dealing with the COVID-19 pandemic, as detailed within the submitted report, be noted;
- (b) That the launch of the Leeds COVID-19 Local Outbreak Control Plan, aimed at ensuring effective local arrangements for outbreak management and which is linked to the national testing and tracing approach, be noted;
- (c) That the emerging issues for consideration during the next phase of recovery, be noted;
- (d) That the need for vigilance across the city as we move into the next phase, with an emphasis upon 'stay safe' messaging, be recognised;
- (e) That in respect to the financial implications for the Council arising from the Coronavirus pandemic, the contents of the submitted report be used as context when the Board considers the more detailed financial health monitoring report, as detailed at Minute No. 22.

RESOURCES

22 Financial Health Monitoring 2020/21 – Month 2

The Chief Officer (Financial Services) submitted a report providing the projected financial health position of the Authority for 2020/21, as at month 2 of the financial year.

In presenting the report the Executive Member for Resources highlighted the need for the Local Authority's financial position to be stabilised in order to enable the Council to continue to effectively respond to the focus being placed upon the more localised control and management of COVID-19 outbreaks, to enable public services to be restored as appropriate, whilst also enabling the Council to play its role in helping the local economy and infrastructure to recover from the effects of the pandemic.

In addition, the Board received an update and was advised that the revised funding gap for 2020/21 now currently stood at £63.9m, with it being noted that the submitted report detailed the actions being taken by the Council to manage this position as much as it could.

The Chief Executive then provided the Board with an update regarding the discussions which continued with Government on such matters, which would enable the Council to be in a position to formally approach the Government to request further supportive measures after the summer, should a funding gap still remain.

Responding to the introductory comments made, Members reiterated the need for the cross-party approach towards such matters to continue, and in response to a Member's request, it was undertaken that Group Leaders would continue to be kept informed of the financial position, as appropriate.

In conclusion, it was noted that partner organisations across Leeds had shown their support for the Council and the need for it to be appropriately resourced to ensure it continued to play its key role in serving communities and the city, whilst the Board also noted that the figures within the report remained subject to fluctuation from month to month, given the nature of the current position.

RESOLVED –

- (a) That the projected financial position of the Authority, as at month 2 of the financial year, as detailed within the submitted report, be noted, with the projected impact of COVID-19 on that position also being noted;
- (b) That it be noted that a further package of financial support for Local Government has been announced, with it also being noted that funding allocations are yet to be confirmed;

- (c) That it be noted that although this additional funding is welcome, the remaining gap will still require significant savings and further support from Central Government.

23 Capital Programme 2020/21 - 2024/25: Quarter 1 Update

The Chief Officer (Financial Services) submitted a report providing an update on the Council's Capital Programme for 2020/21 as at Quarter 1 and which included an update of Capital resources and progress on spend. In addition, the report also outlined the review of the Capital Programme being undertaken as a result of the need to address the financial impact of Covid-19.

Responding to a Member's enquiry, the Board was provided with an update on the recent announcement regarding the further provision of £22.3m of funding for the for the next phase of the Leeds Flood Alleviation Scheme on the River Aire (including £1.3m for the Natural Flood Management element of the scheme), which, it was highlighted, was subject to final business case approval.

Members provided their support for the approach being taken to restrict further capital spending whilst the programme was reviewed, which was subject to the exceptions as outlined by the Executive Member for Resources and as detailed within the report.

Responding to an enquiry regarding the actions being taken to progress the delivery of capital receipts and the disposal of surplus assets, it was undertaken that the Member in question would be provided with a briefing on such matters.

RESOLVED –

- (a) That the following injections into the Capital Programme be approved:-
- £65,166.3k of 2021/22 Basic Need Grant allocation within the Learning Places Programme as set out in Appendix B of the submitted report;
 - £3,822.0k of Presumption Free School Grant for East Leeds Free School as set out in Appendix B of the submitted report;
 - £1,672.2k for Kirkstall Road Corridor as set out in Appendix B of the submitted report, funded by European Social Fund (ESIF) grant part of Leeds Flood Alleviation Stage 2;
 - £1,534.2k for Adaptations Programme as set out in Appendix B of the submitted report, funded by Disabled facilities grant;
 - £1,321.7k of other injections, primarily relating to grants for Flood Alleviation, WYCA (West Yorkshire Combined Authority) grants, various prudential borrowing schemes and some section 106, as set out in Appendix B of the submitted report;
- (b) That it be noted that the above resolutions to inject funding of £73,516.4k will be implemented by the Chief Officer (Financial Services);

- (c) That the latest position on the General Fund and Housing Revenue Account Capital Programme, as at quarter 1 2020/21, be noted;
- (d) That the review of the Capital Programme for 2020/21 and future years which is being undertaken due to the current financial position of the Council, be noted.

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

24 District Heating Phase 3E Extension to the Southbank

Further to Minute No. 201, 17th April 2019, the Director of Resources and Housing submitted a report which provided an update on the progress of the District Heating project and which sought approval to construct Phase 3E of the network, subject to securing funding from the Heat Networks Investment Project (HNIP) and also subject to other conditions, as detailed within the report being met.

Responding to a Member's enquiries, assurances were provided that a final decision to invest in the network would only be taken once a suitable commercial agreement with Vastint had been reached, with an undertaking to first liaise with the Executive Member and Opposition Executive Members to ensure that sufficient guarantees were in place before formally progressing.

Members were also advised that the report had been submitted to this meeting to enable the Board's agreement on the proposal to be sought, subject to the conditions detailed within the submitted report, so that the HNIP funding could be drawn down, which added to the commercial viability of the scheme.

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

RESOLVED –

- (a) That the contents of the submitted report and its appendices, be noted;
- (b) That subject to HNIP funding being secured together with commercial agreement with Vastint, approval be given for the additional injection of £6.215m in order to deliver Phase 3E of the District Heating Network;
- (c) That authority to spend for the construction of Phase 3E of the District Heating Network extension of £6.215m, funded through £2.438m HNIP grant and supported by £3.777m of prudential borrowing, be approved; and as this is subject to the approval of the HNIP grant from the Department for Business, Energy and Industrial Strategy (BEIS), the necessary authority be delegated to the Director of Resources and Housing to enable the Director to negotiate an alternative package;

- (d) That the necessary authority be delegated to the Director of Resources and Housing to enable the Director to take the final decision to invest in the network, once a suitable commercial agreement with Vastint has been reached;
- (e) That agreement be given to award contracts to Vital Energi Utilities Limited and Ove Arup and Partners Ltd., as set out in sections 4.4.10 - 4.4.13 of the submitted report;
- (f) That agreement be given to: passport the full grant award to the Leeds District Heating PipeCo Limited SPV once received, with no mark up or deductions, loan the SPV £3.692m at the minimum state aid compliant rate and require the SPV to meet the terms of the HNIP grant agreement;
- (g) That support be given to the connection of the Discovery Centre to the District Heating Network at a cost of £85k.

25 Transport Hub Improvements and Public Transport Access Schemes

The Director of City Development submitted a report which sought approval for the design and delivery of a package of seven schemes to provide new or upgrade existing facilities, to improve the waiting environment and travel information as well as improving walking and cycling links between public transport hubs and local communities. The report noted how the schemes were part of the Transport Hubs and Connecting Communities package within the Connecting Leeds public transport programme work stream, which was being developed by the West Yorkshire Combined Authority in collaboration with the Council.

Responding to a Member's enquiry, it was confirmed that with regard to the proposal affecting the Pudsey Ward, moving forward, Ward Councillors would be kept fully briefed on such matters.

Also in response to a Member's enquiry regarding the evaluation of the cost levels for those schemes affecting public transport post-COVID-19, it was noted that such matters continued to be subject to change, but that they were being monitored and that liaison with the Combined Authority and contractors would continue, as appropriate.

With regard to the proposed scheme for Rothwell Ward, Members discussed and received further detail on the consultation which had taken place with the local community and Ward Members on such matters, and the benefits that the proposal would bring to existing facilities.

RESOLVED –

- (a) That the package of seven schemes, as outlined in Section 3 of the submitted report and shown in appended Drawing Nos. TM/00/321/01 to 05, 06 to 06b and 07 to 07d, which would provide new or upgrade existing public transport facilities, to improve the waiting environment

and travel information as well as improving walking and cycling links between public transport hubs and local communities, be approved;

- (b) That authority to incur expenditure of £7.36 million, comprising of £5.81 million works costs, £1.21 million staff fees and £340,000 statutory undertakers diversionary costs, be approved, to design and construct the proposed seven projects, as outlined in Section 3 of the submitted report, all to be fully funded from Department for Transport grant administered by the West Yorkshire Combined Authority as part of the Connecting Leeds public transport programme;
- (c) That it be noted that the Chief Officer (Highways and Transportation) is to receive reports concerning all Traffic Regulation Orders as required, necessary for and related to the purposes of the schemes and to ensure progression of the same;
- (d) That it be noted that the construction of the scheme is programmed to commence in the Summer of 2020 for completion by Summer 2021;
- (e) That it be noted that the Chief Officer (Highways and Transportation) will be responsible for the implementation of such matters.

LEARNING, SKILLS AND EMPLOYMENT

26 Local Government and Social Care Ombudsman report on the provision of suitable education for a child absent from school due to anxiety

Further to Minute No. 71, 18th September 2019, the Director of Children and Families submitted a report providing an update and also providing assurance that the Council had taken effective action in response to the Ombudsman recommendations of the case detailed within the submitted report, and that both the Scrutiny Board (Children and Families) and the Ombudsman were satisfied with the actions which had been taken.

Responding to a Member's enquiry, it was undertaken that the Scrutiny Board (Children and Families) would be provided with progress reports in respect of the associated action plan, as appropriate.

RESOLVED –

- (a) That the Ombudsman's letter, as presented in appendix 2 to the submitted report, which states that the Ombudsman welcomes the actions taken by the Council following the report and to formally confirm that they are satisfied with the Council's response in accordance with section 31(2) of the Local Government Act 1974, be noted;
- (b) That it be noted that the Scrutiny Board (Children and Families) welcome the actions which have been taken in response to the Ombudsman's report;

- (c) That the importance of the ongoing governance review work, aimed at achieving greater consistency amongst Clusters, be acknowledged;
- (d) That it be noted that the responsible officer for such matters is the Head of Learning Inclusion.

27 The Annual Standards Report 2018-19

The Director of Children and Families submitted a report which presented the outcomes in respect of the annual educational attainment standards for the 2018/19 academic year and which provided details on the progress made in comparison with the outcomes from the equivalent 2017-18 annual report. In addition, the report outlined where Leeds was in relation to the ambition to support children, including those living in poverty and with disadvantage, as set out within the Council's 3As Strategy.

Members welcomed the recent Government guidance published which related to addressing the issue of 'off-rolling'.

Responding to a Member's enquiry, in addition to officers undertaking to provide further detail in writing to the Member in question, the Board received an update on the actions being taken to increase the comparatively low uptake rates in Leeds for those who were eligible for 2 year old provision.

With regard to a Member's enquiries on the Council's performance in relation to Early Years services, the issues being faced by Early Years providers in both the public and the private sector including the impact of the Coronavirus pandemic and the financial position across the sector, the Board received information on the actions being taken by the Council on such matters.

RESOLVED –

- (a) That the submitted report, which presents details of the outcomes of children and young people in Leeds in the 2018-19 academic year, be noted;
- (b) That it be noted that this report will be used to measure the progress of outcomes against previous years and to set future targets in line with the obsessions and priorities, as identified within the Council's 3As Strategy;
- (c) That it be noted that the Deputy Director for Children and Families (Learning) is the officer responsible for the delivery of the Annual Standards Report;
- (d) That it be noted that due to the current Covid-19 pandemic situation, data in this format will not be available for all Key Stages in the 2019-20 academic year.

DATE OF PUBLICATION:

WEDNESDAY, 22ND JULY 2020

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:**

5.00 P.M. ON WEDNESDAY, 29TH JULY
2020

EXECUTIVE BOARD

TUESDAY, 1ST SEPTEMBER, 2020

PRESENT: Councillor J Blake in the Chair

Councillors R Charlwood, D Coupar,
S Golton, J Lewis, L Mulherin, J Pryor,
M Rafique and F Venner

SUBSTITUTE MEMBER: Councillor A Lamb

APOLOGIES: Councillor A Carter

28 Exempt Information - Possible Exclusion of the Press and Public
There was no information designated as being exempt from publication considered at the meeting.

29 Late Items
There were no late items of business considered at the meeting.

30 Declaration of Disclosable Pecuniary Interests
There were no Disclosable Pecuniary Interests declared at the meeting.

INCLUSIVE GROWTH AND CULTURE

31 Devolution Deal for West Yorkshire - Consultation Outcomes
Further to Minute No. 169, 19th May 2020, the Chief Executive submitted a report which provided an update on the latest stage of the process to implement the West Yorkshire Devolution Deal as agreed between the region and Government in March 2020. The report also detailed the outcome of the public consultation exercise which had been held between June and July 2020 and outlined the next steps in the implementation process. Finally, the report also invited the Board to consider the outcome of the consultation process and approve progression to the next phase, including the submission of a summary of consultation responses to the Secretary of State.

Following the comprehensive discussion of this matter at a meeting of full Council held earlier in the day, which included agreement of the recommendations put before Council and the incorporation of an amendment in the name of Councillor A Carter, in considering the submitted report, the Board briefly discussed several issues, including the need to ensure that the tangible benefits arising from devolution for communities across West Yorkshire were maximised and that public awareness of it was increased. It was also acknowledged that West Yorkshire's devolution journey was in its infancy and that there was a lot more work to be done in order to establish and embed devolved arrangements in the region. Members also briefly discussed the Mayoral Combined Authority model.

Draft minutes to be approved at the meeting
to be held on Thursday, 24th September, 2020

RESOLVED –

- (a) That the content of the submitted report, along with the Summary of Consultation Responses, as attached at Appendix 1, be noted;
- (b) That in considering the submitted report, the resolutions and representations made by full Council at its meeting prior to Executive Board, which included Council's agreement to the incorporation of an amendment, as submitted in the name of Councillor A Carter, be noted;
- (c) That the joint statement from Leeds Scrutiny Board Chairs, as detailed at Appendix 3 to the submitted report, together with the summary of Leeds-led engagement in sections 3.29 and 3.45 of the submitted report, be noted;
- (d) That agreement be given to submit the Summary of Consultation Responses, as set out in Appendix 1 to the submitted report, to the Secretary of State by 11th September 2020, and that approval also be provided to jointly delegate authority to the Managing Director of the Combined Authority, in consultation with the Leader and Chief Executive of each constituent Council and the Chair of the Combined Authority, to finalise and submit documents, subject to any technical issues which may arise;
- (e) That the updated timetable, as set out in Appendix 2 to the submitted report, together with the next steps, be noted, which are subject to consent being given by constituent Councils and the Combined Authority to the draft Order in November 2020, so that a Mayoral Combined Authority model and associated changes may be adopted and implemented by May 2020, as set out in the Deal;
- (f) That in response to the resolutions and formal amendment as agreed by full Council earlier in the day, agreement be given to also make additional representations on strategic planning powers to the Secretary of State for Housing, Communities and Local Government and reach an agreement that provides firmer guarantees that each of the constituent authorities would have a veto over being part of any Mayoral spatial strategy;
- (g) That the Corporate Governance and Audit Committee be invited to consider the proposed governance arrangements, as set out at paragraph 3.55 of the submitted report, regarding the Council's reporting arrangements on devolution;
- (h) That approval be given for all decisions taken by Executive Board from this report, and as resolved above, be exempted from the Call In process on the grounds of urgency, for the reasons as set out in paragraph 4.5.3 of the submitted report.

(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 (h) above, and for the reasons as detailed within sections 4.5.3 of the submitted report)

DATE OF PUBLICATION: THURSDAY, 3RD SEPTEMBER 2020

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** NOT APPLICABLE

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COUNCIL MEETING – 16TH SEPTEMBER 2020

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP1	7/9/20	8/9/20

Submitted by: Councillor Matthew Robinson
 Relevant Board/Regulatory Panel: Executive Board
 Executive Member/Chair: Executive Member (Inclusive Growth and Culture)
 Relevant Director: Director of City Development

This Council welcomes the £7.8 million provided by Government to Leeds for the COVID-19 Discretionary Grant Fund but notes that as of 31st August £4 million was unspent.

Council notes that Local Authorities had significant discretion when it came to setting the eligibility criteria for their discretionary grants. Although the Government encouraged Local Authorities to focus on small businesses which faced high fixed property-related costs and which had missed out on the main business grant schemes due to the way they interacted with the business rates system, Local Authorities were able to pay grants to other kinds of businesses, according to their assessment of local economic need. Council is disappointed that no support has been offered by Leeds City Council to small businesses which operate from the owner's home, despite neighbouring Councils amending their schemes to do so.

Council also regrets that the administration has decided to reintroduce parking charges across the city, at a time when local businesses could have benefited from visitors being able to park for free.

Council calls on the ruling administration to do more to help businesses recover from the pandemic, including by:

- 1) Implementing a one-off discretionary payment scheme for businesses as a matter of urgency;
- 2) Reintroducing free parking in council car parks in the run up to Christmas to boost local trade;
- 3) Considering how it can develop a local version of the "National Time Out" proposals, so that hospitality, leisure and retail businesses are given a nine-month rent free holiday in order to stabilise their finances.

Councillor Matthew Robinson

Deadlines for submission

White Papers - 10.00 am on ~~Page 07~~ before the issue of the Summons

- Questions - 10.00 am on Monday before the meeting
- Amendments - 10.00 am on the day before the meeting
(including references back)

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)



COUNCIL MEETING – 16TH SEPTEMBER 2020

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP2	7/9/20	8/9/20

Submitted by:	Councillor J Bentley
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Leader of Council
Relevant Director	Chief Executive

This Council welcomes the Government measures such as the Job Retention Scheme and the Self-Employment Income Support Scheme brought in to provide financial help for individuals and businesses suffering as a result of the economic crisis caused by the Coronavirus pandemic.

The Council recognises that as the Government's income protection schemes are wound down, individuals who do not return to their previous employment will suffer significant financial loss. Meanwhile, the millions not covered by the Government's measures will have endured months of hardship. Additionally, the economy will need a demand boost to avoid a prolonged recession and to give businesses the confidence to reopen and begin hiring people again.

Council recognises that the Covid 19 crisis is taking place at a time of climate emergency, and that there needs to be a Green recovery if Leeds City Council is to meet its target of Leeds becoming zero carbon by 2030. Payment of a Universal Basic Income could be an important factor in providing the stimulus needed within that green recovery, for entrepreneurship and green jobs.

The Council believes that the current benefits system is not capable of dealing with the potential large volume of claims that could arise. It is already failing residents in Leeds, with Universal Credit causing hardship to many communities through the combination of low payment levels, payment delays, sanctions and complex bureaucracy.

Therefore, in order to provide financial security for households during the critical post-Covid period, as well as delivering a vital stimulus to the economy, the Council instructs the Chief Executive to write to the Chancellor of the Exchequer and the Secretary of State for Work and Pensions proposing the implementation of a Recovery Universal Basic Income which would be universal, individual and unconditional.

Additionally, this Council supports in principle a permanent Universal Basic Income, recognising the need for a radical overhaul of the welfare system and the positive impact this would have on poverty alleviation, inequality, well-being, mental health and the effects on the workforce of increasing use of technology and artificial intelligence.

Council offers to work with government, local authorities, universities, the UBI Lab Network and other institutions to investigate the feasibility of such scheme. With a strong economy, an ambitious Council and a diverse population, Leeds would be an ideal City to choose for the first UBI pilot in the UK.

Deadlines for submission

- White Papers - 10.00 am on the day before the issue of the Summons
Questions - 10.00 am on Monday before the meeting
Amendments - 10.00 am on the day before the meeting
(including references back)

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)



COUNCIL MEETING – 16TH SEPTEMBER 2020

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP3	7/9/20	8/9/20

Submitted by:	Councillor Lisa Mulherin
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Climate Change, Transport and Sustainable Development)
Relevant Director	Director of City Development

This Council considers the proposals in the government White Paper “Planning for the Future” to be an assault on local democracy, creating a licence for ill-considered development without local community input.

The government proposals would undermine local policies including those to tackle the Climate Emergency and fail to tackle the housing delivery issue the government says they are intended to address.

We call on the government to scrap their ill-thought-out plans and work with local Councils and the LGA to tackle the real issues with delivering the homes our communities need.

Deadlines for submission

- White Papers - 10.00 am on the day before the issue of the Summons
 - Questions - 10.00 am on Monday before the meeting
 - Amendments - 10.00 am on the day before the meeting
- (including references back)

(All submissions should be made to Governance Services for receipt to be recorded and distribution made)

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