

## SCRUTINY BOARD (STRATEGY AND RESOURCES)

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Meeting to be held in Civic Hall, Leeds, LS1 1UR on  
Monday, 20th September, 2021 at 10.30 am

*(A pre-meeting will take place for ALL Members of the Board at 10.00 a.m.)*

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### MEMBERSHIP

#### Councillors

S Burke	-	Middleton Park;
P Carlill	-	Calverley and Farsley;
D Chapman	-	Rothwell;
S Firth	-	Harewood;
S Hamilton	-	Moortown;
J Heselwood	-	Bramley and Stanningley;
A Hutchison	-	Morley North;
J McKenna	-	Armley;
M Robinson	-	Harewood;
A Scopes (Chair)	-	Beeston and Holbeck;
S Seary	-	Pudsey;

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

Members of the public are now able to attend the meeting in person but please be mindful that Coronavirus is still circulating in Leeds. Therefore, even if you have had the vaccine, if you have Coronavirus symptoms: a high temperature; a new, continuous cough; or a loss or change to your sense of smell or taste, you should NOT attend the meeting and stay at home and get a PCR test. For those who are attending the meeting, please bring a face covering unless you are exempt.

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**Principal Scrutiny Adviser:**  
**Rob Clayton**  
**Tel: 37 88790**

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# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p><b>No exempt items have been identified.</b></p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To disclose or draw attention to any interests in accordance with Leeds City Council's 'Councillor Code of Conduct'.</p>	
5			<p><b>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</b></p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p><b>MEETING NOTES - 19 JULY 2021</b></p> <p>To confirm as a correct record, the notes of the meeting held on 19 July 2021.</p>	7 - 12
7			<p><b>IMPROVING THE EXPERIENCE AND OUTCOMES OF BLACK, ASIAN AND MINORITY ETHNIC COLLEAGUES AT LEEDS CITY COUNCIL</b></p> <p>To consider a report from the Director of Resources providing the Board with an update on the Council's plans for improving the experience and outcomes of Black, Asian and Minority Ethnic colleagues at Leeds City Council. This follows an initial report to Scrutiny Board Strategy and Resources in February 2021.</p>	13 - 26

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8			<p><b>ELECTORAL SERVICES UPDATE - VOTING BEHAVIOUR, POSTAL VOTING AND TURNOUT</b></p> <p>To consider a report from the Head of Electoral Services providing an update to the Board on changes in voting behaviour, turnout and postal voting at elections in Leeds and an update to Board members on the the Elections Bill.</p>	27 - 32
9			<p><b>IDS - VISION, PROJECT AND PROGRAMME MANAGEMENT - THIRD REPORT</b></p> <p>To consider a third report from the Chief Digital Information Officer on the Council's Digital Information Services. Focussing on issues raised at previous scrutiny board consultative meetings in June and July specifically on digital skills both amongst the Council workforce and Leeds residents.</p>	33 - 42
10			<p><b>FUTURE WORKING ARRANGEMENTS, AGILE WORKING AND ESTATE REALISATION</b></p> <p>To consider a report from the Head of Democratic Services setting out a statement from Scrutiny Board Strategy and Resources in respect of the ongoing work on future working arrangements at Leeds City Council. Whilst recognising the agenda is still developing the Board is taking this opportunity to provide some initial feedback to decision makers on the work to date and in the spirit of pre-decision scrutiny and adding value.</p>	43 - 52
11			<p><b>WORK PROGRAMME 2021/22</b></p> <p>To consider the Scrutiny Board's work schedule for the 2021/22 municipal year.</p>	53 - 74
12			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>The next meeting of the Board is on Monday, 18 October 2021 at 10.30am (Pre-meeting for all Board Members at 10.00 am)</p>	

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			<p><b>THIRD PARTY RECORDING</b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>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.</li> <li>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.</li> </ul>	