



SCRUTINY BOARD (STRATEGY AND RESOURCES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 24th February, 2020 at 10.30 am

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

MEMBERSHIP

Councillors

G Almass	-	Beeston and Holbeck;
P Carlill	-	Calverley and Farsley;
D Chapman	-	Rothwell;
L Cunningham	-	Armley;
S Firth	-	Harewood;
M Harland (Chair)	-	Kippax and Methley;
H Hayden	-	Temple Newsam;
D Jenkins	-	Killingbeck and Seacroft;
J McKenna	-	Armley;
M Robinson	-	Harewood;
S Seary	-	Pudsey;

Please note: Certain or all items on this agenda may be recorded

Principal Scrutiny Adviser:
Angela Brogden
Tel: 37 88661

Produced on Recycled Paper

A G E N D A

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

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 20TH JANUARY 2020</p> <p>To confirm as a correct record, the minutes of the meeting held on Monday 20th January 2020.</p>	5 - 12
7			<p>REDUCING EMISSIONS FROM STAFF TRAVEL</p> <p>To receive a report from the Director of Resources and Housing summarising proposals aimed at reducing emissions from staff travel.</p>	13 - 24
8			<p>UPDATE ON LEEDS CITY COUNCIL'S PREPARATIONS FOR THE UK'S EXIT FROM THE EU</p> <p>To receive a report from the Chief Executive presenting an update on Leeds City Council's preparations for the UK's exit from the European Union.</p>	25 - 30

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>DEVOLUTION UPDATE</p> <p>To receive an update report from the Chief Executive on matters related to the progress of Devolution.</p>	31 - 40
10			<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board's work schedule for the 2019/20 municipal year.</p>	41 - 64
11			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 30th March 2020 at 10.30 am (Pre-meeting for all Board Members at 10.00 am)</p> <p>THIRD PARTY RECORDING</p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title. b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete. 	

SCRUTINY BOARD (STRATEGY AND RESOURCES)

MONDAY, 20TH JANUARY, 2020

PRESENT: Councillor M Harland in the Chair

Councillors G Almass, P Carlill,
D Chapman, L Cunningham, S Firth,
H Hayden, D Jenkins, J McKenna,
M Robinson and S Seary

54 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

55 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

56 Late Items

There were no late items.

57 Declaration of Disclosable Pecuniary Interests

No declarations of disclosable pecuniary interests were made.

58 Apologies for Absence and Notification of Substitutes

There were no apologies.

59 Minutes - 18th November 2019

RESOLVED - The minutes of the meeting held on 18th November 2019, were approved as a correct record.

60 Matters Arising

Minute No: 49. Embracing Digital Technology Solutions – Tracking of recommendations

It was noted and welcomed that the suggestion put forward by the Scrutiny Board for Elected Members to receive more training and guidance to help identify and deal with potential spam/malice emails had been raised as an issue for consideration by the Member Development and ICT Working Group at its meeting on 14th January 2020.

Minute No: 50. Revenue Budget Update for 2020/21 to 2024/25 including proposed saving proposal.

Draft minutes to be approved at the meeting
to be held on Monday, 24th February, 2020

The Chair confirmed that Board Members had received the comparative information requested in relation to planning charges of other core cities.

It was also acknowledged that on 2nd December 2019, a joint letter of the Chair and Executive Board Member Resources was sent to Government to relay the concerns expressed by the Board regarding the impact of the Public Work Loan rate increase. A copy of this letter had been circulated to Board Members for information. However, Board Members were advised that to date no reply had been received.

61 Social Value in Procurement - Social Value Guidance Update

The report of the Chief Officer Financial Services provided the Scrutiny Board (Strategy and Resources) with an update as to the progress towards finalising the Social Value Guidance document for commissioners being developed by Procurement and Commercial Services (PACS). The report also sought the views and support from the Scrutiny Board in terms of ensuring that the priorities listed in the guidance captures Members requirements with regard to Social Value and that the guidance is fit for purpose.

In attendance at the meeting were:

- Councillor James Lewis – Executive Member for Resources
- Neil Evans – Director of Resources and Housing
- Victoria Bradshaw – Chief Officer Financial Services

In consideration of the report and guidance document, the following key points were raised:

- *The intention to strengthen the existing wording of the guidance document* – the Board acknowledged and welcomed the intention to strengthen the wording in the guidance document surrounding the expectation on commissioners to consider what opportunities exist in any contracting opportunity to deliver added social value and to give an explanation where it is not deemed relevant to any contract activity.
- *Acknowledging the key priority areas in respect of delivering social value* – as reflected in the guidance document, the Board noted that, as a minimum, commissioners are required to think about the appropriateness of integrating the 3 main priority areas in respect of Employment and Skills; the Environment; and Education. In addition to this, they should also be asking suppliers to consider for themselves what else they can do to be not just entrepreneurs but to be ‘social value entrepreneurs’ in Leeds.
- *Providing support and advice to specific service areas* – the Board noted that while the document had been developed to provide general advice to commissioners, there were lead staff members within Procurement and Commercial Services working within specific service areas to offer more detailed advice and support where needed.

- *Impacts on smaller businesses* – while it was noted that smaller businesses would still be able to offer social value within their own contracts (i.e. being a local employer), the Board was assured that such businesses would not be disadvantaged as the guidance was principally aimed at contracts above £50k.
- *Determining social value thresholds* – the Board acknowledged that while the type of contracted activity will have an influence in determining appropriate social value thresholds, the guidance document suggests a minimum weighting of 10% for all contracts above £50k.
- *Contract monitoring and assuring the delivery of social value benefits* – the Board was informed that the Executive Board will receive quarterly procurement updates as part of the Financial Health Monitoring Report. In helping to ensure greater consistency across the piece, the Board was also informed of proposals to introduce a new system that will require sign up from contractors to enter relevant monitoring details into the system.
- *Social Value Board* – It was acknowledged that the new Social Value Board will include representation across all directorates.
- *Working collaboratively with partners* – the Board discussed the positive collaborative working involving anchor institutions to maximise joint procurement opportunities.

RESOLVED –

- a) To note the content of the report; and
- b) Support the adoption of the Social Value Guidance document.

62 Performance Reporting: Culture and An Efficient, Enterprising and Healthy Organisation

The report of the Director of Resources and Housing, Director of City Development and Director of Communities and Environment provided a summary of performance information relating to the Best City Priority: Culture and on Best Council Ambition: An Efficient, Enterprising and Healthy Organisation.

In attendance for this item were:

- Councillor James Lewis – Executive Member for Resources
- Neil Evans – Director of Resources and Housing
- Tim Rollett – Intelligence and Policy Manager
- Cluny Macpherson – Chief Officer Culture and Sport
- Lee Hemsworth – Chief Officer Customer Access and Welfare

Members acknowledged that the performance indicators were the same as those used in previous years.

Board Members discussions focussed on the following points:

- Staff sickness – it was suggested that the way in which this figure is calculated might be better if shown in calendar days lost rather than FTE;
- Age profile of Council employees, including reasons for the ageing workforce and how the Council was addressing this issue;
- Number of disabled people employed by the Council and work which is ongoing to increase the numbers. It was recognised that the Council is doing good work with disabled employees, it has an established network group and has gained an award in this area;
- Footfall at events hosted by the Council, including how figures are collated and monitored. Concerns were raised in relation to public safety at large public events such as Light Night. Members acknowledged that the event had been larger than usual and were advised that the Council was already on with planning for the event next Autumn. Members were advised that a safety management company were used to assist at such large events;
- Gender pay gap and how the Council are addressing this issue;
- GDPR targets especially with regard to Subject Access Requests. It was noted that demand for this service continues to increase and further staffing has been brought into this area to meet demand and targets;
- Digital Inclusion and the work ongoing to increase usage of the internet at libraries and community hubs;
- Members were advised that an Annual Report which highlights work on complaints, customer service and GDPR was due to go to Corporate Governance and Audit Committee on 27th January 2020;
- Board Members were pleased that the staff appraisals were almost at 100%. However, they were of the view that numbers were low on the staff survey and suggested that HR be invited to a meeting to discuss issues and work to increase numbers.

RESOLVED - To note the content of the report and appendix.

(Councillor Firth joined the meeting at 11:20 during this item).

63 Financial Health Monitoring 2019/20 - Month 7 (October)

Agenda Items 9 – Financial Health Monitoring 2019/20 Month 7 (October) and 10 – Initial Budget Proposals for 2020/2021 were considered together by the Scrutiny Board (Strategy and Resources)

The reports of the Head of Democratic Services provided Members of the Scrutiny Board (Strategy and Resources) with information regarding the projected 2019/20 financial health position in those services areas that fall within the Board's remit at Month 7 (October), and the Executive Board's initial budget proposals relating to service areas that fall within the remit of the Scrutiny Board.

In attendance at the meeting were:

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to be held on Monday, 24th February, 2020

- Councillor James Lewis – Executive Member for Resources
- Neil Evans – Director of Resources and Housing
- Victoria Bradshaw – Chief Officer – Financial Services

During the Board’s discussion, the following key points were raised:

- The Board noted that the budget proposals for 2020/21 are based on the assumption that the Council will deliver a balanced budget position against the approved 2019/20 budget;
- With regard to some of the projected variances reported in Month 7, the Board particularly noted the significant staffing underspend within City Development (£1.661m) primarily linked to recruitment difficulties within Asset Management and Regeneration and also Highways and Transportation, which the Council is working to address.
- Having now received confirmation from Government that the 75% Business Rate Retention Pilot will not be continuing, the Board noted the successful outcome of the Council’s application submitted on behalf of 13 of the members of the current North and West Yorkshire Pool to form a new pool operating under the national 50% scheme in 2020/21.

RESOLVED –

- (a) To note the content of the submitted reports and appended reports submitted to the Executive Board.
- (b) That the Board’s comments are reflected as part of the Scrutiny submission to Executive Board for its consideration.

64 Initial Budget Proposals for 2020/2021

This item was considered alongside agenda item 9 – Financial Health Monitoring 2019/20 – Month 7 (October). Minute No: 63 refers.

65 Best Council Plan Refresh 2020/21 to 2024/25

The report of the Head of Democratic Services provided the Members of Scrutiny Board (Strategy and Resources) with an opportunity to consider the proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25.

In attendance at the meeting were:

- Councillor James Lewis – Executive Member for Resources
- Tim Rollett – Intelligence and Policy Manager

During its discussion, the following key points were raised:

- The Board noted that the proposals to refresh the Best Council Plan retained the key priorities for the city, whilst including new focus on the Climate Emergency as one of the three pillars of the Plan and its objectives along with the Health and Wellbeing Strategy and the Inclusive Growth Strategy;

- The Board particularly acknowledged the role of the Corporate Risk Register in providing assurance that any risks associated with not meeting the objectives of the Best Council Plan were constantly being monitored.
- The Board also acknowledged that the regular presentation of the financial health report to the Executive Board and Scrutiny, as well as the six monthly performance reporting to Scrutiny, facilitated regular monitoring throughout the year.
- The Board felt it would be helpful to research and reflect how Leeds' approach in developing and performance monitoring its own Best Council Plan objectives compares with that of other core cities.
- Members were advised that comments would be provided to Executive Board for consideration in February prior to the submission of the proposals to full Council on 26th February 2020.

RESOLVED –

- a) That the contents of the report be noted
- b) That the Board's comments are reflected as part of the Scrutiny submission to Executive Board for its consideration.

66 Work Schedule

The report of the Head of Democratic Services was presented by the Principal Scrutiny Adviser to the Board and requested Members consideration of the Scrutiny Board's work schedule for the remainder of the current municipal year.

Board Members were advised of the following joint working groups:

- Joint Scrutiny Working Group with the Infrastructure, Investment and Inclusive Growth Scrutiny Board and the Environment, Housing and Communities Scrutiny Board on 27th January 2020 at 2pm to consider Disposal of green spaces in the context of the Council's declared climate emergency; and
- Joint Scrutiny Working Group with the Adults, Health and Active Lifestyles Scrutiny Board to consider issues in relation to Aireborough Leisure Centre. Once a date for the meeting has been confirmed it will be communicated to Board Members.

In consideration of the work schedule, the following suggestions were made by Members of the Board:

- To receive a further update report (ideally at the Board's next meeting) on local preparations surrounding Brexit, including references to international and domestic inward economic investment linked to the Board's remit.
- To schedule a performance update report in relation to Elections.

RESOLVED – To note the content of the report and agree to update the work schedule to reflect the Board's discussion.

Draft minutes to be approved at the meeting
to be held on Monday, 24th February, 2020

67 Date and Time of Next Meeting

The next meeting of Scrutiny Board (Strategy and Resources) will be on Monday 24th February 2020 at 10.30am. A pre-meet for all Members will be held at 10.00am.

The meeting concluded at 11:50am

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Report author: Alex Watson
Tel: 276514

Report of the Director of Resources & Housing

Report to the Scrutiny Board (Strategy & Resources)

Date: 24th February 2020

Subject: Reducing emissions from staff travel

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? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

The Scrutiny Board (Strategy & Resources) has asked for an update on the Council's position on staff travel. Specific reference is made to proposals that were reported to Executive Board on the Climate Emergency in January 2020. These are intended to ensure that "Grey Fleet" staff travel is zero emissions by 2030. To achieve this, a range of measures will be introduced and these are covered in this report. In particular they focus on:

- Adopting new approaches to using transport smartly and linking this to better journey planning and use of technology
- Employment policy – changing terms and conditions and offering new incentives to travel appropriately
- Changes in working practices and culture

Recommendations

It is recommended that the Scrutiny Board note the contents of this report and request further information on themes which they feel will be helpful in understanding and advising on how policy aims will be better delivered.

1.0 Purpose of this report

- 1.1 The Strategy and Resources Scrutiny Board, has considered a number of climate related themes recently. This includes issues on accommodation and buildings. It requested that work is extended to consider more sustainable transportation options for those members of staff that are expected to travel around the city as part of their specific job role.
- 1.2 The timing of this is helpful as the Executive Board received a report in January 2020 on the Climate Emergency, which included the impact of staff travel. Specifically the report referred to the “Grey Fleet” (i.e. the work mileage that staff undertake in their own vehicles). It is intended that changes are made so that this becomes zero emissions by 2030. Whilst this report concentrates on the Grey Fleet, it is noted that the Executive Board also covered related issues in terms of how the Council can reduce emissions for the fleet of vehicles which we internally operate and manage.
- 1.3 To achieve a zero emissions position for the Grey Fleet, a range of measures will be introduced and these are covered in this report. A series of appendices are also provided giving more detail information about staff travel.

2.0 Background information

- 2.1 Our Grey Fleet accounts for 4.2 million miles claimed annually by staff using their own cars for work purposes. As the Executive Board report identifies this amounts around 1,262 tonnes of CO₂e per annum. Although this is not a major contributor in the context of total carbon emissions for the City, it is nevertheless important that the Council leads by example and demonstrates beyond the organisation what can be achieved.
- 2.2 Local Authorities have longstanding arrangements for staff travel, which were based on former national agreements. Under a local agreement, which was revised in 2014, LCC staff are entitled to reimbursement for authorised travel in their own cars. There are two categories of user:
 - Essential users who must meet mileage and other ancillary criteria to qualify for a lump sum payment of £963 pa and a mileage rate of 40.9p – These are based on former national rates.
 - Casual users – who are paid at the HMRC set mileage rate of 45.0p
 - Both groups also are entitled to reimbursement of car parking costs if these are incurred
- 2.3 In 2018/19, lump sum, mileage and car parking claims relating to this grey mileage amounted to £3.25m. The following appendices give more details on the scale and costs of this grey mileage:
 - Appendix I – Local Agreement on Travel and Subsistence

- Appendix II – Summary analysis of claims
- Appendix III – A breakdown of use by Directorate

3.0 Main Issues

Smarter Travel arrangements

- 3.1 To achieve a zero emissions position by 2030, a number of measures were considered by the Executive Board. These include options that will reduce the need for and support more sustainable alternatives to staff travel in their own vehicles. This report outlines the various initiatives and policy measures currently in place and to be developed further.
- 3.2 A Travel Planning framework for work travel is currently being refreshed. This will follow LCC's existing corporate travel plans that were established by the Highways and Transportation Division in City Development in 2015. They set out a hierarchy of choices in order of sustainability under which staff should plan and make any work journeys (e.g. asking staff to consider alternatives to travelling and/or avoiding single occupancy car use by sharing vehicles or using public transport). The aim is to re-balance decisions between perceptions of cost efficient travel versus real environmental impact. This will obviously consider mobility issues affecting disabled staff and personal safety too, especially where public transport options are limited. Although it is also stressed public transport is a safer form of travel overall i.e. in terms of road accident risks.
- 3.3 In parallel to this work, a Smart Cities Innovation Lab has been led by DIS, exploring the potential to develop digital solutions to better inform travel planning. This is intended to allow staff to easily understand the above choices by providing a single, accessible online travel planning portal.
- 3.4 Alongside the idea of a travel hierarchy, measures will be put in place to support staff to understand and access travel alternatives. Pool vehicles, shared metro-cards, e-bikes and walking are being promoted. This will now include a new pilot scheme for low emission pooled vehicles, expected to be provided through the existing WYCA Car Club scheme 2020. Key to this will be establishing how pool vehicle use can be optimised, as well as identifying and delivering suitably located, dedicated parking spaces with charging infrastructure. To achieve this LCC will work with partners in the city to achieve economies of scale. The scope for using spare capacity within the LCC fleet of cars and small vans for staff travel will also be investigated.
- 3.5 Finally, increasing options to work flexibly will also enable positive changes in reducing staff travel. This includes, where possible, offering more choices to manage appointments, workloads and locations to reduce travel needs. This will

complement the Changing the Workplace programme – in terms of accommodation, technology, AV conferencing, customer access, use of other equipment and work planning, etc. Associated opportunities to improve wellbeing and work-life balance are also highly relevant here.

Travel Policy and Terms and Conditions

- 3.6 As well as changing travel arrangements and behaviours, the Executive Board determined that LCC will strive to undertake no Grey Fleet mileage in pure petrol or diesel cars by 2025. This target will be increased to no mileage in private cars unless in zero emission vehicles by 2030. Effectively this means staff who do not drive in an approved vehicle will not be reimbursed for any costs they incur.
- 3.7 The Council is working closely with the trade unions to find a way forward which meets this aim without impacting services or penalising staff as they make this transition. For example, staff on low incomes have been identified as a group that needs particular attention. However, as a growing market for low emission and electric vehicles develops, it is expected staff will be far more able to afford these vehicles. Given the reduced running costs of low emission vehicles, future options to vary the mileage rates and lump sum payments might also apply (e.g. if HMRC rates were to change).
- 3.8 Presently the Council can offer support in terms of a salary sacrifice car leasing scheme for what are termed ULEV (ultra-low emission vehicles - which applies to certain hybrid and all electric vehicles). From April 2020 taxation of these leased vehicles is going to be reduced, making leasing much more cost effective. Employees who are Leeds residents and drive electric vehicles would further benefit as LCC currently offers free parking for LCC operated parking spaces.
- 3.9 As part of the discussion with trade unions, FAQs will be prepared to share with staff that highlight the benefits of switching to hybrids and electric vehicles. This will draw on some of the experience of consulting with taxi and private hire drivers in terms of the cost/benefits of adopting new vehicles. Finally, we will begin a process of monitoring the vehicles staff use to claim mileage to see how we are annually progressing towards 2025 and 2030 targets.
- 3.10 As previously mentioned, this work will also be linked to other options to help staff make more sustainable journeys into work. This will be achieved, for example, by:
- Further increasing the amount of home/remote working staff can undertake.
 - Encouraging shifts to public transport – we are increasing the availability of discounted and season ticket loans and ensuring we stress these options especially for new starters.

- Promoting the cycle to work scheme. We have leased over 400 bikes since 2016 and expect to reach 600 plus by 2020 with a new offer in place for electric bikes.
- Piloting the Lift-Share car sharing app for commuting journeys.

Changing Working Practices and Culture

- 3.11 It is recognised however that these measures will not reduce all travel needs and some roles can currently only be performed effectively if staff use their own vehicles. Key roles are detailed in Appendix III and this reflects service delivery needs. For example, where travel around the city is needed to perform work and meet people. Having held a number of employee focus groups it is clear staff need to be mobile to visit people in their own homes, undertake site visits, meet with clients and carry bulky equipment etc. Some aspects of work are reactive and cannot be planned and for some reasons staff may be required to start and finish as a particular work location.
- 3.12 However, this does not mean all aspects of work cannot be done differently and jobs re-designed to be performed differently in the future. To understand this better some in depth analysis will be undertaken in high use services. Likewise HR can actively consider how new jobs are designed and check that managers are properly considering the climate emergency as a work related issue.
- 3.13 The same applies in terms of management culture and the levels of discretion and choice given to staff to plan their work. To understand this better we will consider new options to involve staff more.
- 3.14 As indicated a series of focus groups were held in 2019 to test staff views on transport issues. Likewise, staff have been in touch with LCC via the Big Climate Conversation; raising many ideas and concerns which apply to issues in the workplace. To build on this, and stimulate wider discussions, a Climate Emergency Staff Forum is being set up. An inaugural meeting took place in January 2020 and further work will be developed. With over 100 staff showing an interest, there is scope to widen dialogue and also ask these staff to model and test ideas in the workplace. Ideally, each directorate can have a small group that can pick up local issues. From the meeting, and follow up feedback, staff were clearly interested in improving the work transport issues covered in this report. Further meetings will be held over 2020 to progress this.
- 3.15 The Trade unions have also voiced support for this approach and have indicated that LCC could work more widely with the regional TUC if this helps both groups understand how climate emergency affects work.

- 3.16 Finally, as LCC develops an overall People Strategy, consideration will be given to ensure there is a focus on the Climate Emergency. This will apply not only in terms of travel, but ensuring staff, and especially managers, are trained and have relevant skills to adapt to new needs.

Co-ordinating this work

- 3.17 Since 2019, various officers have come together to address the themes in this report as a multi-disciplinary team. This is led by the Sustainable Energy and Air Quality and Influencing Travel Behaviour teams, but involves HR, Fleet Management, DIS and Asset Management. Specific targets and milestones will be set to ensure the themes in this report are progressed. Currently the following are planned to be delivered in 2020:

- Piloting of a new EV pool car scheme;
- Delivery of programme of staff engagement and awareness raising, including provision of information for staff on changing vehicles;
- Piloting of digital solutions to support, simplify and integrate travel planning;
- Consultation on and relaunch of the Corporate Travel Plan.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The engagement of staff and trade unions has been reflected within this report.

4.2 Equality and diversity / cohesion and integration

- 4.4.1 There are no specific equality and diversity implications associated with the content of this report.

4.3 Council policies and the Best Council Plan

- 4.3.1 This report addresses key issues regarding the Climate Emergency. There are additional aspects that also relate to the Best Council Plan in terms of LCC being an efficient and healthy organisation.

Climate Emergency

- 4.3.2 As mentioned above, this report addresses key issues regarding Climate Emergency.

4.4 Resources, procurement and value for money

- 4.4.1 It is not expected that additional costs will be incurred in addressing changes with the Grey Fleet. Subject to LCC's financial requirements, if savings are made

consideration will be given to how these might be re-invested to progress policy aims.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific legal implications associated with the content of this report.

4.6 Risk Management

4.6.1 There are no specific or immediately significant risks associated with the issues outlined in this report. Proposals put forward in this report will be subject to a formal project management approach and on-going risks managed accordingly.

5.0 Conclusions

5.1 Having a zero emissions Grey Fleet will mark a major contribution to LCC's overall Climate Emergency aims. This aim is challenging, but by working in collaboration with staff and trade unions this is seen as achievable.

6.0 Recommendations

6.1 It is recommended that the Scrutiny Board note the contents of this report and request further information on themes which they feel will be helpful in understanding and advising on how policy aims will be better delivered.

7.0 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.

Mileage Rates

Mileages rates for staff using their vehicles for work purposes have evolved from national terms and conditions, which in the past set rates for different categories of users and car engine size. Since 1997 councils were able to set their own rates, but LCC, like many others retained and index linked the former national rates.

However, in 2014, as part of a wider package to amend terms and conditions an agreement was made with the trade unions that revised and consolidated rates. This shown below and effectively all rates have been frozen for the last 5 years with no changes made to HMRC rates.

Essential users

The lump sum payment paid to essential car users will be £963 per annum. The mileage rate reimbursed will be 40.9p per mile for the first 8,500 miles and 14.4p thereafter. These rates will be frozen and no increase will apply.

Casual Users

Casual car users will be reimbursed at the HMRC mileage rate of 45p per mile for the first 10,000 miles and 25p per mile thereafter. The 45p and 25p per mile rates will increase or decrease in line with the approved HMRC mileage rates.

Various other conditions apply regarding the use of vehicles, including criteria for being designated an essential user and reviews of this. For staff who work in Adults and Children and Families there is a lower mileage threshold, reflecting a former fieldworker agreement.

The details of the scheme are attached.

MOTOR CAR ALLOWANCES

For the avoidance of doubt this Policy update replaces Section 6 of Local Conditions of Service, paragraph 63 – Motor Car Allowances as from 1st December 2014

The following local conditions and procedures apply:-

1 Designation Of Car User

For existing roles Chief Officers are authorised to designate an officer as either a casual or essential user. For new roles the decision as to whether or not the post be designated as essential or casual will be taken by the Chief Officer HR. When determining the allocation of an essential user allowance the following criteria should be used:-

- (a) The Officer must travel in excess of 2,500 miles per year on official Council business.
- (b) The vehicle must be used on an average of at least three days per week on official Council business.
- (c) The Officer, as part of their normal duties, is required to carry passengers or bulky equipment on a regular basis.
- (d) The Officer is required to be on emergency standby on a regular basis.
- (e) The officer is required to use their vehicle outside of public transport hours on a regular basis.

To be designated an essential user the officer will need to satisfy at least two of the first three criteria, however, in certain circumstances (d) and (e) can be taken into account.

When determining the allocation of an essential user car status to those individuals or groups who may be classed as 'special cases', the following criteria will be used:-

- (a) Effective use of Officers time
- (b) Vulnerability of the employee
- (c) Areas of recruitment difficulty

When an employee moves from an essential to a casual post or vice versa then with effect from the date of appointment the mileage for that particular year should revert to a nil balance.

The lump sum payment paid to essential car users will be £963 per annum. The mileage rate reimbursed will be 40.9p per mile for the first 8,500 miles and 14.4p thereafter. These rates will be frozen and no increase will apply.

The fieldworkers agreement, agreed in 1986 (social services) covering posts that now fall within Adult Social Care and Children's Services will continue to apply for the specifically

identified posts. The list of job titles covered by the terms of this agreement will be reviewed regularly to ensure that relevant and current job titles are detailed.

Essential car user status will be reviewed every 6 months, April and October, taking into account the previous 12 months mileage claim. Those employees who no longer meet the eligibility criteria will have the essential car user allowance removed. The first review will take place in April 2015

Casual car users will be reimbursed at the HMRC mileage rate of 45p per mile for the first 10,000 miles and 25p per mile thereafter. The 45p and 25p per mile rates will increase or decrease in line with the approved HMRC mileage rates.

This updated Section 6 paragraph 63 of the Travel and Subsistence policy supersedes any other documents referencing the essential car user scheme, its allowances and related mileage rates on Insite or otherwise with the exception of any additional variances agreed within the Fieldworker Agreement.

(Changes to Section 63 effective 1st December 2014- Agreed in the Collective Agreement –Changes to Terms & Conditions of Service 2014)

Summary of Claims 2018/19

Car Parking	
Claimants	2216

Casual Users	
Claimants	2080
Miles	1698765
Average Miles	817

Essential Users	
Lump sum claimants	1340
Miles	2,538,616
Average Miles	1894

Claims by Directorate

Directorate	Essential Miles
Adults & Health	669411
Children & Families	1189038
City Development	87077
Civic Enterprise Leeds	35189
Communities & Environment	92715
Resources & Housing	462269
Other	2917
Grand Total	2538616

In terms of job roles a variety of designations are used for different types of work – especially social care related fieldwork in Children and Families and Adults and Health. The following account for just over 50% of essential miles claimed:

Role	Mileage
Social Worker	405341
Adults & Health	101383
Children & Families	303958
SKILs Worker	273436
Adults & Health	273436
Senior Social Worker	231036
Adults & Health	84785
Children & Families	146251
Technical Officer	141819
Communities & Environment	2243
Resources & Housing	139576
Team Leader	90586
City Development	4331
Resources & Housing	86255
Social Work Assistant	85016
Adults & Health	15338
Children & Families	69678
Team Manager	82021
Adults & Health	5571
Children & Families	62756
Resources & Housing	13694



Report author: Benjamin Mallows
Tel: 0113 378 2814

Report of Chief Executive

Report to Scrutiny Board (Strategy and Resources)

Date: 24th February 2020

Subject: Update on Leeds City Council's preparations for the UK's exit from the European Union

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? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- Leeds City Council's preparations for the UK's exit from the European Union are ongoing. The UK has left the EU on 31st January 2020 and this report provides an overview to the Scrutiny Board of the council's activity in relation to this.

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

- The approach to dealing with Brexit is set within the context of the council and the city's ambitions for a strong economy and compassionate approach. The council's strategies, governance framework, key partnership meetings, and established arrangements for risk management and emergency planning are being used for this work.

3. Resource Implications

- Leeds City Council was awarded £315k from central government for Brexit preparations, in line with other unitary authorities for 2018/19 and 2019/20. Funding has been allocated to support specific Brexit related work and to cover staffing resource to co-ordinate Brexit preparedness activity, with a sum held for contingency.

Recommendations

- Scrutiny Board are asked to note the current national position and the overview of council's activity in relation to the UK's exit from the EU.
- To use the information provided in the paper to inform its future work programme if required.

Purpose of this report

- 1.1 This report provides Scrutiny Board with an update on the current national position and the council's activity in relation to the UK's exit from the EU.

2. Background information

- 2.1 Since July 2016, shortly after the EU referendum result, the council has been working to prepare for EU Exit in line with a five-point-plan approved by Executive Board, as follows:

- Maintaining momentum on major development and infrastructure schemes, and economic growth projects;
- Supporting business and key institutions;
- Creating a more tolerant and united city;
- Securing devolution; and
- Providing confident, outward-looking leadership and image of Leeds as an international city.

- 2.2 During 2019, Executive Board and Scrutiny Board received a series of reports about the strategic response plan covering the practical actions to be taken both in advance of and following EU exit against the backdrop of the ambition to have a strong economy and a compassionate city. This framework enabled a response to a range of EU exit scenarios, all informed by national planning assumptions and guidance.

- 2.3 The Chief Executive continues to be the regional Brexit lead for Yorkshire and the Humber, with a communication role between the 22 councils and Ministry of Housing, Communities and Local Government (MHCLG), Whitehall departments, and the Local Government Association.

3. Main issues

- 3.1 Following the European Union (Withdrawal Agreement) Bill 2019-20 being granted Royal Assent, the UK has left the European Union on 31st January 2020.

- 3.2 A core part of the Withdrawal Agreement however is that there shall be a "transition period" which begins when the UK leaves the EU and ends on 31st December 2020. During the transition period the UK will follow current EU law in broadly the same way as it did as a member state; for example trade barriers and immigration rules will not change.

- 3.3 The UK and the EU can jointly agree to an extension of up to two years; however this must be requested before 1st July 2020. Between the UK leaving the EU and the end of the transition period, the UK and the EU will be negotiating a future relationship building on the Political Declaration made by the UK and the EU on 17th October 2019. This will cover a wide range of areas including trade, transport, energy, visa

free travel and security. If there is not a new agreement in place by the end of the transition period, then the UK would leave the EU with “no-deal”.

- 3.4 Whilst there remains a possibility that the UK could leave the EU without a deal, it is less imminent and so the council will be concentrating in the next few months on the economic and social implications of the transition arrangements, including the EU Settlement Scheme, and new arrangements as they become clear e.g. trade and regulatory implications.
- 3.5 Existing regional and local reporting structures to central government remain in place on an exception basis during this next phase so that the implications can be monitored and reported.

Brexit Economic Impact

- 3.6 There are both risks and opportunities to the city’s economy from the UK leaving the EU. In addition to our existing relationships through Key Account Management (KAM) and the LEP, building on our previous economic impact work we are monitoring the economy and the council continues to work with businesses and business representative groups to ensure that we are best placed to take advantage of the regional, national and international opportunities and minimise the risks to the city.
- 3.7 Since the last Scrutiny Board report, there have been business roundtables involving a wide range of attendees from across the city, city region and Yorkshire and the Humber; including business representative groups, business intermediary organisations and representatives from LEPs and Local Authorities. Feedback from these sessions welcome that a “no deal” exit was avoided, but reinforces that a lack of clarity of the UK’s future relationship with the EU after the transition period is caused concern for businesses. This concern includes access to labour across the spectrum of the labour market, regulatory arrangements for key areas and customs arrangements. We will continue to engage through these business forums during this year as future arrangements become clearer.
- 3.8 In the roundtables there was particular concern for the agricultural, food and chemical sectors of the economy; both in labour shortages and particularly their vulnerability to the scenario of significant regulatory divergence. This reflects the findings of the Brexit Economic Impact Assessment presented to Scrutiny Board in September 2019. A key area of opportunity highlighted at the roundtable is the potential for the city and region is in the response to the climate change emergency; there is a belief that Leeds and the wider region can play a significant role in this area. Officers will explore this over the next year.
- 3.9 We continue to engage with the National Farmers’ Union (NFU) who attend the business roundtables in order to better understand the potential impact Brexit may have on agricultural businesses in Leeds and also the associated food industries. A link to the [Grow Yorkshire](#) website which contains information for farmers and food businesses to help prepare for Brexit has been added to the Leeds City Council Brexit landing page.
- 3.10 The West and North Yorkshire Chamber of Commerce conducts quarterly economic surveys to monitor economic trends and take the business temperature; the key headlines of the Q3 and Q4 2019 reports reinforce the evidence that the lack of clarity over Brexit has led to a fall in consumer and business confidence, with the manufacturing sector in particular affected. However there has been a recent slight increase in domestic sales and business confidence of late, although investment levels remains low by historic levels.

- 3.11 The LEP and Combined Authority have been reporting to the Department for Business, Energy and Industry (BEIS) on a regular basis any actual or potential economic impact from the UK's exit from the EU. Recent feedback from these mirror those highlighted in the Chamber of Commerce reports and intelligence from the business roundtables.
- 3.12 The information from the sources above, along with the findings of the Brexit Economic Impact assessment and our continued engagement with business, will continue to feed into our understanding of potential impacts on the delivery of our Inclusive Growth Strategy.

EU Settlement Scheme and Community Tensions

- 3.13 The council continues to progress the local implementation of the EU Settlement Scheme, providing support and a free ID checking service for EU citizens in five community hubs across the city. Local communications and promotional activity in relation to the scheme also continues to progress on a range of platforms including social media and through a number of local small grant funded voluntary sector organisations. The council continues to engage with the wider third sector locally and with colleagues regionally and nationally implementing the scheme.
- 3.14 The latest statistics have been released for the period up to 31st December 2019; up to this date nationally over 3 million people have applied to the scheme, and 28,830 people locally, have applied to the EU Settlement Scheme. Of the 28,830, 24,660 have had their application concluded:
- 13,810 have been granted settled status.
 - 10,720 have been granted pre-settled status.
 - 140 have other outcomes (e.g. invalid application, withdrawn etc.)
- 3.15 We are not detecting any specific community tension issues arising from Brexit at present, however with the UK looking to exit the EU and Brexit arrangements progressing, the council and partners are keen to manage any potential community tensions. Following existing work with partners not directly related to Brexit, a refreshed approach to tension monitoring has been developed and agreed. To facilitate this a partnership monitoring process has been established jointly with WY Police to understand and respond to community tensions through improved intelligence sharing capabilities, and training rolled out to staff to empower them to identify and report something that may contribute to community tensions.

4 Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The council will continue to use existing partnership arrangements to engage with key partners in the city, supplemented by specific arrangements where needed. The communication and engagement with partners so far has been very valuable.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The council will continue to monitor this using existing arrangements as the implications of EU exit become clearer, especially the impact on communities and vulnerable people. Where needed, an Equalities Impact Assessment will be undertaken as post-transition relationships become clearer.

4.3 Council policies and the Best Council Plan

- 4.3.1 Brexit continues to be a highly complex and dynamic policy agenda with a number of potential short, medium and long term implications for citizens, communities and businesses in Leeds. We will continue to use the ambitions and values to help deal with the uncertain context so that Leeds can be a compassionate city with a strong inclusive economy.

Climate Emergency

- 4.3.2 It is too early to know what the specific implications of EU exit will mean, but the Climate Change paper presented to January's executive board agenda describes the clear ambitions for the council and the city.

4.4 Resources, procurement and value for money

- 4.4.1 This will be considered on an ongoing basis as the implications of EU exit become clearer and will be subject to further specific decision-making processes when required. Leeds City Council was awarded £315k from central government for Brexit preparations, in line with other unitary authorities for 2018/19 and 2019/20. Funding has been allocated to support specific Brexit related work and to cover staffing resource to co-ordinate Brexit preparedness activity, with a sum held for contingency.

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

- 4.5.1 There are no specific legal implications arising from the recommendations in this report.

4.6 Risk management

- 4.6.1 The risks related to the UK's exit from the EU which are referenced throughout this report will continue to be monitored through the council's existing risk management processes as they have been to date.
- 4.6.2 Relevant risks on the council's corporate risk register include the UK exit from the EU as a possible source i.e. an event that may cause a risk to arise.
- 4.6.3 A corporate risk on the impact of Brexit on the council has been developed and is being currently being reviewed under the council's standard risk management framework. The corporate risk draws information from the areas affected by Brexit.

5 Conclusions

- 5.1 This report provides Scrutiny Board with an overview and update on the current national position and the council's activity in relation to the UK's exit from the EU. Work will continue with partners in the city to exploit opportunities offered by EU exit and minimise risks

6 Recommendations

- 6.1 Scrutiny Board is requested to note the current national position and an overview of the council's activity in relation to the UK's exit from the EU.

7 Background documents¹

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.



Report author: Wasim Feroze

Tel: 0113 37 88805

Report of: Chief Executive

Report to: Scrutiny Board (Strategy and Resources)

Date: 24 February 2020

Subject: Devolution update

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? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- This report is intended to update Scrutiny Board Members on matters related to Devolution.

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

- The Best Council Plan priorities refer to aspects of the WYCA work and devolution and are undertaken in that context.

3. Resource Implications

- There are no specific implications as a result of this report.

Recommendations

- Members are asked to consider the content of this paper and note the progress made regarding Devolution.

1. Purpose of this report

- 1.1 This report is intended to update Scrutiny Board Members on matters related to the progress of Devolution.

2. Background/ Main Issues

- 2.1 Members have previously been updated on developments regarding Devolution including at the most recent Full Council meeting on 15 January 2020.

- 2.2 Following constructive discussions between West Yorkshire Leaders, West Yorkshire Chief Executives, MHCLG and HMT officials with the then HMT Minister, Robert Jenrick MP, One Yorkshire Leaders wrote to the Prime Minister at the end of July 2019, outlining new devolution proposals. On 29th July 2019, the proposals were published. These included that a series of interim devolution deals would be agreed across Yorkshire to run in parallel with the existing SCR agreement. Negotiations would continue with Government to have a One Yorkshire devolution agreement completed by 2022, the end of the current SCR Mayor's term. At this point, any SCR authorities wishing to be part of the wider Yorkshire deal would be allowed to do so. The proposals outline how a One Yorkshire devolution deal could deliver economic benefits worth £30bn a year, or £5,400 per person.

- 2.3 The letter further states that proposals also outline how devolution in Yorkshire is critical to delivering shared objectives, which cross political divides and are about growth in a post-Brexit world. It aligns to the Government's priorities of more investment in much needed transport and full fibre digital infrastructure; increased inward investment and help for companies to export; the delivery of more houses to meet the acute national shortage; speed up of the progress being made in sustainable energy generation and carbon capture; better address the skills shortages in workforce; and help tackle deprivation within communities.

- 2.4 At his speech at the Convention of the North in Rotherham on 13 September 2019, the Prime Minister made the following statement: "And I know there is real enthusiasm for devolution in Yorkshire and I welcome the establishment of a Yorkshire Committee as a practical step for facilitating greater collaboration on a Yorkshire-wide basis...In the meantime, we are committed to getting the Sheffield City Region done – and I also want to open up negotiations with Leeds and West Yorkshire so we can make a mayor work there too, whatever the nature of any longer term arrangements in Yorkshire."

- 2.5 The Secretary of State, for Housing, Communities and Local Government, Robert Jenrick MP also committed to working with Leaders to bring forward plans for a devolution deal.

- 2.6 On 26 September 2019, West Yorkshire Leaders met with Government Ministers to discuss proposals for devolution.

2.7 On 19 December 2019, the Leaders of West Yorkshire and York councils and the Chair of the Leeds City Region Enterprise Partnership wrote to the Prime Minister highlighting the opportunities and challenges for the region across key areas with specific requests for Government support on devolution, skills, transport, tackling the climate emergency and development of mass transit proposals. (Letter attached at Appendix A).

2.8 The letter to the Prime Minister also identifies reaching a devolution settlement as an “urgent priority” and sets the goal of making significant progress, “with a view to agreeing a way forward” which can be announced in the Government’s first budget. The letter states,

“Our urgent priority is to secure the benefits of devolution for all our communities. This is a vital part of completing the devolution map across the country and will enable us to drive economic growth, tackle the climate emergency and regenerate, strengthen and level up our towns.

“We seek to build on the progress made following your speech in Rotherham supporting Yorkshire-wide collaboration and opening up negotiations on a possible Leeds City Region agreement, alongside making progress towards devolution for all parts of Yorkshire. We ask that these productive discussions continue, with a view to agreeing a way forward that can be announced in your Government’s first budget.”

2.9 West Yorkshire Leaders met with the Exchequer Secretary, Simon Clarke MP and Northern Powerhouse Minister, Jake Berry MP on 29 January 2020, where it was agreed that formal negotiations would begin to create a devolution deal for the Leeds City region.

2.10 Discussions continue to progress with Ministers and officials to explore a potential devolution deal.

3. Corporate considerations

3.1 Consultation and engagement

3.1.1 As this report is specifically providing an update on matters related to Devolution, there hasn’t been any specific consultation and engagement.

3.2 Equality and diversity / cohesion and integration

3.2.1 There are no specific implications as a result of this report

3.3 Council policies and the Best Council Plan

3.3.1 The Best Council Plan priorities refer to aspects of the WYCA work and devolution are undertaken in that context.

Climate Emergency

This paper refers to letter to the Prime Minister from the Leaders of West Yorkshire and York councils and the Chair of the Leeds City Region Enterprise Partnership on 19 December 2019 which highlights the opportunities and challenges for the region across key areas with specific requests for Government support on tackling the climate emergency.

Members have also previously been updated on the Combined Authority approach to tackle the climate emergency, in pursuit of the Leeds City Region becoming net zero-carbon.

3.4 Resources, procurement and value for money

3.4.1 There are no specific implications as a result of this report.

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

3.5.1 There are no specific legal implications arising from this report.

3.6 Risk management

3.6.1 There is currently a risk identified regarding Devolution on the Corporate Risk Register. This takes account of the need to secure a deal and the opportunities this presents, and ensures that any deal to be considered is in the best interests of the people of Leeds.

4. Recommendations

4.1 Members are asked to consider the content of this paper and note the progress made regard Devolution.

5. Background documents¹

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.

Rt Hon Boris Johnson
10 Downing Street
London
SW1A 2AA

19 December 2019

Dear Prime Minister,

Congratulations on your recent election - we look forward to working with you and your Government to take forward our shared ambitions. We write publicly to outline our key priorities, and to urge your newly-returned Government to support our ambition to create a region delivering clean growth which benefits all our communities. Following your recent commitment to the devolution agenda, we also ask that powers and funding are provided that allow us to make progress.

Our priority areas are **devolution, the climate emergency, skills, transport in the north, and mass transit in West Yorkshire**. We have attached high level notes on these topics to this letter.

Our urgent priority is to secure the benefits of **devolution** for all our communities. This is a vital part of completing the devolution map across the country and will enable us to drive economic growth, tackle the climate emergency and regenerate, strengthen and level up our towns. We seek to build on the progress made following your speech in Rotherham supporting Yorkshire-wide collaboration and opening up negotiations on a possible Leeds City Region agreement, alongside making progress towards devolution for all parts of Yorkshire. We ask that these productive discussions continue, with a view to agreeing a way forward that can be announced in your Government's first budget.

We have a City Region commitment to becoming a net **zero carbon region by 2038**, with significant progress made by the end of 2030. We are also strengthening our region's resilience in the face of our changing climate, and in particular the threat of flooding which had catastrophic consequences for our communities four years ago, as well as more recently for our neighbours in South Yorkshire. We seek your commitment to supporting our pipeline of flood defence and alleviation interventions to ensure the safety of our communities and our businesses.

We welcome your promise to make urban transport in regions such as ours as good as London. There is an opportunity to demonstrate this by responding quickly and positively to our Transforming Cities Fund submission, as well as providing vital development funding for our **mass transit** scheme, something we know you strongly supported during the election campaign.

We are clear in our approach that urban transport investment must be integrated with upgrading the North's **strategic transport network**. Your manifesto promise to build Northern Powerhouse Rail between Leeds and Manchester is welcome, but it must be via Bradford city centre and must sit alongside a funding commitment to support our broader investment pipeline. The prompt conclusion of the Oakervee Review must also be the moment when Government fully commits to the delivery of HS2 to Leeds and linking to the East Coast Mainline near York.

We also welcome your commitment to improving **skills**, including urgently needed reform of the Apprenticeship Levy, and ask that your Government adopts the recommendations of our Future Ready Skills Commission as you consider the implementation of the £3 billion National Skills Fund.

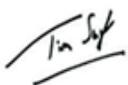
Above all, we ask your Government to recognise the role local government plays in supporting inclusive communities with a funding settlement which reflects the scale of the challenges and opportunities our district authorities face, particularly in terms of protecting children and adult social care.

We look forward to working with you to deliver transformational benefits across our towns, cities and communities, and would welcome meetings at the earliest opportunity in order to progress these ambitions at pace.

Yours sincerely,



Cllr Susan Hinchcliffe, Chair of the West Yorkshire Combined Authority and Leader of Bradford Council



Cllr Tim Swift MBE, Leader of Calderdale Council



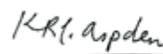
Cllr Shabir Pandor, Leader of Kirklees Council



Cllr Judith Blake CBE, Leader of Leeds City Council



Cllr Denise Jeffery, Leader of Wakefield Council



Cllr Keith Aspden, Leader of City of York Council



Roger Marsh OBE DL, Chair, Leeds City Region LEP, Chair, NP11

Our Ambition

Devolution is critical to deliver our economic objectives and growth in a post-Brexit world. It would allow us to secure more investment in desperately needed transport and digital infrastructure, increase inward investment, address the climate emergency, better address the skills shortages in our workforce, and, critically, help tackle disadvantage where it exists in our communities. It would also enable us to **strengthen and level up our towns**, to drive growth, open up new opportunities and improve living standards.

Sizeable parts of the City Region enjoy a great quality of life, good wages, and lower living and housing costs, and for many the region is a great place to live, work, visit and invest. Yet, despite that, **the level of investment falls well short of genuinely rebalancing the UK economy.**

Meaningful devolution would show **Government's commitment** to the City Region by **addressing the historical lack of investment.**

Our Actions

- Constructive negotiations have been taking place with Government to secure a devolution deal
- There is an ambition for wider devolution across Yorkshire more broadly, which remains a priority for the majority of local partners across the region
- A Leeds City Region devolution deal could be considered a stepping stone towards achieving this wider ambition, and would unlock powers and funding whilst the wider proposal is further developed

Our Challenges

The calling of a general election led to the pausing of negotiations around a Leeds City Region devolution deal which we are keen to quickly resume.

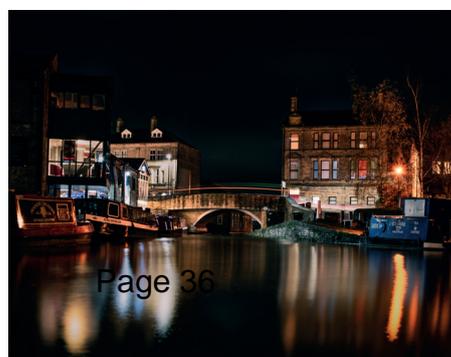
Our Ask

As the **largest City Region economy outside of London**, securing a Leeds City Region deal is a **vital part of completing the devolution map across the country.**

Our devolution priorities are to address transport and mass transit, skills, housing, business support, innovation and decarbonisation, in order to:

- Boost the region's economy and contribute more to national economy, which will be vital in a post-Brexit landscape
- Build a more inclusive economy by investing in communities and linking people to education and employment opportunities
- Strengthen and level up our towns to ensure no area is left behind
- Tackle the climate emergency

Given the **advanced progress in negotiations** prior to the election, we want to **urgently engage** with the Government to make **swift progress on securing a deal**, to have an immediate impact and unlock funding to deliver transformational benefits across the region.



Tackling the Climate Emergency

Our Ambition

We have set an ambitious target for the **Leeds City Region to become net zero carbon by 2038, with significant progress made by 2030** so we can make a full contribution to tackling the climate emergency.

Our Actions

Within the powers and funding at our disposal we are already taking action. We are:

- Delivering a wide range of measures to reduce harmful carbon emissions in the region, including supporting businesses to be resource efficient, measures to improve the energy efficiency of homes and combat fuel poverty, and the introduction of electric vehicle charging points and low emission buses
- Reappraising our transport schemes and enhancing our assessment of future schemes in order to understand their potential impact on the climate emergency

Our Challenge

To deliver on our ambition, the Leeds City Region's emission levels will have to be halved every five years - 14.5% year-on-year - and that more than 80% will need to be saved by early 2030, in order to play our role in limiting global temperature rise to between 1.5 and 2°C.

We know that even with all the projects we have identified and the actions we are already taking, **we need to go further and faster in the next 10 years**. We are looking to work with Government to achieve our ambition and will require devolution of powers and funding to be able to do so.

Our Ask

- Devolved dedicated funding will allow us to **create regional funds which directly address the climate emergency** including:
- Low Carbon Project Fund - to support and accelerate projects
- Energy Efficiency Fund - to create zero emission homes
- Decarbonisation Fund - to support the total decarbonisation of the large energy and carbon intensive industry and transport sector by mid-2030
- Nature Fund – to enable the natural environment to play a significant role in reducing emissions and increasing our region's resilience to climate related events, including flooding

We also believe the **Government should address regulatory and policy obstacles** by:

- Allowing us to set higher energy efficient and near-zero-carbon new-build standards pre-2025
- Clarifying policy on the decarbonisation of heat and creating incentives for renewable heat
- Clarifying policy on how aviation will be decarbonised
- Working with us to co-design green finance models and create resources
- Making changes to fuel and vehicle taxation regimes



Our Ambition

We want to create an **integrated, flexible and sustainable transport system**, which supports a productive economy and enables all our communities to benefit from the City Region's growth. A successful network is also **critical in achieving our target of a net zero carbon City Region** by 2038 and connecting our most deprived communities to employment and opportunities.

We are looking to work with Government to make these ambitions a reality, **building on your election commitments to deliver a transport revolution**, including the £350 billion Cycling Infrastructure Fund, parity with London for regional urban transport networks, support for better bus services, the development of metro and light rail schemes and the construction of Northern Powerhouse Rail.

Our Actions

- We are delivering the West Yorkshire-plus Transport Fund pipeline of projects
- We are looking to transform public transport in order to regenerate our towns, connect communities to essential services and reduce carbon emissions
- We have a clear plan for improving walking and cycling infrastructure, and are exploring the purchase of First in West Yorkshire to take control of our bus network – but **need long term funding** to make these **public transport ambitions a reality**
- We are **starting to develop a mass transit solution** for the Leeds City Region to increase transport capacity and meet current and future demands, as we know we need a system which is capable of transporting larger numbers of passengers – more than bus, bikes and cars can accommodate
- We welcome the commitments that have been given to **Transport in the North**, which we **are clear must now be followed with meaningful action** in order to deliver real improvements for our passengers

Our Challenges

- The North's rail network continues to demonstrate the consequences of decades of underinvestment with punctuality and reliability inconveniencing passengers, damaging our economy and undermining confidence in public transport
- The lack of capacity is a significant contributory factor which is why we remain committed to HS2, integrated with Northern Powerhouse Rail with a city centre stop in Bradford, an upgraded Trans-Pennine route and a transformed Leeds Station
- We need to decarbonise the transport network, which will be critical in order to achieve our net zero carbon ambition

Our Ask

Alongside a clear commitment to the major rail investments outlined above, we need:

- Greater control of the regional rail network in order to have increased local accountability to ensure franchise commitments and improvements for passengers are delivered
- Additional funding to invest in clean transport modes
- We will require devolution of powers and funding to be able to achieve our ambitions. A priority for a devolution deal would be a devolved and consolidated multi-year capital and revenue transport budget, allowing a long-term strategic approach to improve connectivity across the region
- The ability to manage local highway, public and active transport, as well as funding between years as a single transport pot, provides greater certainty and therefore more effectiveness and flexibility to meet local priorities



Our Ambition

With a population of over three million people, the Leeds City Region is the **largest metropolitan area in Europe without a mass transit system** and our economy is forecast to grow rapidly.

We want to deliver an innovative mass transit solution to support our clean growth and productivity ambitions by enabling our City Region to increase transport capacity, meet passenger need and create a multi-modal shift away from the private car, cutting congestion and improving air quality.

Our Actions

A significant amount of work is already being done towards our ambition, including:

- Considering the network, understanding where the need is the greatest and the communities we will need to connect
- Engaging with industry and other key partners to understand the latest mass transit technologies and key research and development, so we can plan for delivering a 21st century, mass transit system.

Our Challenges

To meet current and future demands the evidence demonstrates that we require a mass / urban transit system which is capable of transporting larger numbers of people – more than bus, bikes and cars can accommodate.

This is a key component of the emerging transport pipeline to deliver significant **improvements to local connectivity** and capacity, and help distribute the benefits of HS2 and Northern Powerhouse Rail across our communities.

Our existing programme of work provides a base for the technical work required, but what will be critical will be **ongoing central Government support** throughout the process, to ensure we are able to **once and for all deliver a mass transit solution** for our region.

Our Ask

During the general election campaign, you specifically committed to supporting the development of a new metro/light rail scheme for West Yorkshire. **We are ready to work with you to deliver this critical infrastructure.**

We want to develop a **joint approach with Government** to deliver a mass transit solution for the region, which in the first instance would be through the **commitment of £20 million in development funding** so that construction can start from 2023/24 on the first phase, and agreement to work with the Combined Authority to fund delivery of mass transit proposals.



Our Ambition

Giving **our people the right skills is vital to transforming our economy** by driving up productivity. Our vision is to design a skills system that meets the challenges of major structural shifts in the economy we will experience in the coming decades.

Our Actions

Leeds City Region has been proactive with the funding and powers we have been afforded to date. We are already delivering in the following areas:

- Working with over 180 of our most disadvantaged schools to improve the futures of their young people
- Implementing our unique delivery agreements with further education colleges, setting out how they will better respond to changing needs of the workplace
- Supporting 250,000 people this year through our all-age careers platform, FutureGoals, to become better informed about career opportunities and supporting people through our new adult retraining programme, [re]boot
- Helping businesses to transfer levy funds to SMEs in skills shortage areas, as well as supporting businesses to recruit young people to employment and apprenticeship opportunities through our Employment Hub
- Supporting a Future-Ready Skills Commission which brings together independent experts in the to create a blueprint for a devolved skills system and argues the need for system reform

Our Challenges

Low productivity and inequality still pervade. **The current skills system is centralised** and doesn't encourage responsiveness to the local context from education and training providers. National campaigns and initiatives often fail to resonate with employers, individuals and communities.

A skills system with powers and investment devolved to local areas would enable us to respond to these challenges. Our track record of delivering successful employment and skills programmes demonstrates the importance of local leadership and intervention.

Our Ask

We welcome your commitment to improving skills, including urgently needed **reform of the Apprenticeship Levy**, the new **National Skills Fund** and **investment in further education** to address under-funding in colleges.

We want to work with Government to devolve powers and funding in order to reshape and re-structure local skills provision so that it is more responsive to the needs of employers and enables people from all communities to access and progress in high quality employment opportunities. This would **include full devolution of AEB provision, Skills Capital and control over Apprenticeship Levy funding**.

Through formal influence over colleges and independent training providers we will ensure that provision is more reflective of current and future workforce needs and delivered flexibly to meet the needs of learners who are in work. Support will be offered to providers where there are barriers to this responsiveness (e.g. recruiting/retaining staff, investing in capital equipment). Support will also be given to employers to engage with the education system.

We also seek:

- Greater local accountability and powers over the National Careers Service, Careers and Enterprise Company and National Retraining Scheme in order to develop a strong all-age careers support that has local relevance, tailored advice and a direct line of sight to a job in order to deliver high quality careers support and inspire adults to retrain and upskill.
- Implementation of our landmark Delivery Agreements as a national pilot with an investment fund alongside to address key challenges
- Fully embedding skills in our wider business support offer, such as apprenticeship levy transfer and delivering a joined-up skills brokerage service
- Piloting of the recommendations from the Future Ready Skills Commission, which focus on simplifying the skills system to encourage behaviour change for training providers, employers and learners, with influence to reshape the national skills system



Report of Head of Democratic Services
Report to Scrutiny Board (Strategy and Resources)
Date: 24th February 2020
Subject: Work Schedule

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

1. Purpose of this report

1.1 The purpose of this report is to consider the Scrutiny Board’s work schedule for the remainder of the current municipal year.

2. Background information

2.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as something that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.

3. Main issues

3.1 The latest iteration of the Board’s work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

3.2 Executive Board minutes from the meeting held on 7th January 2020 are also attached as Appendix 2. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

Developing the work schedule

3.3 When considering any developments and/or modifications to the work schedule, effort should be undertaken to:

- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
- Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
- Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
- Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.

3.4 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

3.5 There are no significant developments to report since the last meeting.

4. Consultation and engagement

4.1.1 The Vision for Scrutiny states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director(s) and Executive Member(s) about available resources prior to agreeing items of work.

4.2 Equality and diversity / cohesion and integration

4.2.1 The Scrutiny Board Procedure Rules state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include ‘to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council’s Equality and Diversity Scheme’.

4.3 Council policies and the Best Council Plan

4.3.1 The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the best council objectives.

Climate Emergency

4.3.2 When determining potential areas of work this year, the Board was particularly mindful of the Council’s own role and responsibilities around influencing climate change and sustainability. Linked to this, the Board agreed to consider existing and future efforts towards the reduction of energy consumption in council buildings and to also explore methods and opportunities to promote sustainable travel options for staff. Both areas of work are reflected within the Board’s work schedule.

4.4 Resources, procurement and value for money

4.4.1 Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.

4.4.2 The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met. Consequently, when establishing their work programmes Scrutiny Boards should:

- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;
- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.

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 This report has no specific risk management implications.

5. Conclusions

5.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. The latest iteration of the Board's work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

6. Recommendations

6.1 Members are asked to consider the matters outlined in this report and agree (or amend) the overall work schedule (as presented at Appendix 1) as the basis for the Board's work for the remainder of 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.

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Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

June	July	August
Meeting Agenda for 10th June 2019	Meeting Agenda for 15th July 2019	No Scrutiny Board meeting scheduled.
Scrutiny Board Terms of Reference and Sources of Work (DB) Performance Update (PM)	Financial Performance – 2018/19 Outturn (PM) Treasury Management – 2018/19 Outturn (PM) Scrutiny Inquiry ‘Embracing Digital Technology Solutions’ – formal response (RT) Scrutiny review on the management and financial implications of council owned void properties – formal response (RT)	
Working Group Meetings		
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

September	October	November
Meeting Agenda for 9th September 2019	Meeting Agenda for 14th October 2019.	Meeting Agenda for 18th November 2019.
Medium Term Financial Strategy (PM) Annual Corporate Risk Management Report (PM) Scrutiny review of resilience and emergency planning – formal response (RT) Local Brexit Preparations – Update (PSR)	Inquiry into the reduction of energy consumption in Council buildings – terms of reference and first evidence gathering session (PSR)	Revenue Budget Update for 2020/21 to 2024/25 including proposed saving proposals. Scrutiny Inquiry ‘Embracing Digital Technology Solutions’ – recommendation tracking (RT) Inquiry into the reduction of energy consumption in Council buildings – agree final report
Working Group Meetings		
		Inquiry into the reduction of energy consumption in Council buildings – session 2 – 4 th November 2019 @ 10.30 am
Site Visits		

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Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

December	January	February
No Scrutiny Board meeting scheduled.	Meeting Agenda for 20th January 2020	Meeting Agenda for 24th February 2020
	Development of a Social Value Guidance for Commissioners (PDS) Performance report (PM) Financial Health Monitoring (PSR) 2020/21 Initial Budget Proposals (PDS) Best Council Plan Refresh – Initial Proposals (PDS)	Devolution Update (PSR) Promoting Sustainable Travel for Staff (PSR) Update on Leeds City Council's preparations for the UK's exit from the European Union (PSR)
Working Group Meetings		
	Joint Working Group of the S&R, EHC and IIIG Scrutiny Boards re: Disposal of green spaces 27/1/20 @ 2pm	
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

March	April	May
Meeting Agenda for 30th March 2020	No Scrutiny Board meeting scheduled.	No Scrutiny Board meeting scheduled.
Promoting Sustainable Travel for Staff – draft concluding Statement of the Board (PSR) Scrutiny review of resilience and emergency planning – recommendation tracking (RT) Scrutiny review on the management and financial implications of council owned void properties – recommendation tracking (RT) Inquiry into the reduction of energy consumption in Council buildings – Formal Response (RT) Elections Performance Update (PM)		
Working Group Meetings		
Site Visits		

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Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response

EXECUTIVE BOARD

TUESDAY, 7TH JANUARY, 2020

PRESENT: Councillor J Blake in the Chair

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

APOLOGIES: Councillor L Mulherin

116 **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 B to the report entitled, 'Capital Receipts Programme Update and Approval of Future Disposals', referred to in Minute No. 134 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 Appendix B contains information relating to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through the inviting of best and final offers for the property/land, then it is not in the public interest to disclose this information at this point in time as this could lead to random competing bids which would undermine this method of inviting bids and affect the integrity of disposing of property/land by this process. Also, it is considered that the release of such information would, or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

117 **Declaration of Disclosable Pecuniary Interests**

There were no Disclosable Pecuniary Interests declared at the meeting.

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th February, 2020

118 Minutes

RESOLVED – That the minutes of the previous meeting held on the 25th November 2019 be approved as a correct record.

HEALTH, WELLBEING AND ADULTS

119 Leeds Safeguarding Adults Board Annual Report 2018/19

The Director of Adults and Health submitted a report presenting the Leeds Safeguarding Adults Board's Annual Report for 2018/19, together with an 'easy read' version and also a copy of the associated Strategic Plan. In summary, these documents summarised the Board's achievements over the past 12 months and set out its ambitions for the coming year.

The Board welcomed Richard Jones CBE, Independent Chair of the Leeds Safeguarding Adults Board to the meeting, who was in attendance in order to introduce the key points of the annual report and to highlight key priorities.

Together with the Independent Chair, Members discussed the key role of carers and the actions being taken to ensure that the correct balance was achieved when engaging with service users by seeking the views of both the carer and the vulnerable individual, with it being acknowledged that each case needed a tailored approach.

In response to an enquiry, the Board received details of the approaches being taken to ensure that elderly and vulnerable individuals continued to have channels of communication that they felt comfortable using when engaging the Local Authority and others, in order to avoid this area becoming a source of isolation.

RESOLVED –

- (a) That the contents of the Leeds Safeguarding Adults Board Annual Report 2018/19, together with the Board's Strategic Plan, as appended to the submitted report, be noted;
- (b) That the strategic aims and ambitions of the Leeds Safeguarding Adults Board to make Leeds a safe place for everyone, be supported.

CHILDREN AND FAMILIES

120 Leeds Safeguarding Children Partnership Annual Report 2018/19: Evaluating the Effectiveness of Safeguarding Arrangements in Leeds

The Director of Children and Families submitted a report presenting the annual report of the Leeds Safeguarding Children Partnership (LSCP) for 2018/19 which highlighted the areas of strength and progress as well as areas for development across the safeguarding structures.

The Board welcomed Dr. Mark Peel, the outgoing Independent Chair of the LSCP and Jasvinder Sanghera CBE, current Independent Chair as of October 2019 to the meeting, who were in attendance in order to introduce the key points of the annual report and to highlight key priorities.

Members discussed the emerging national issue of unregulated and unregistered provision for looked after children and care leavers. Members were informed that in Leeds all placements were quality assured and that there were robust arrangements in place to monitor and support looked after children. Also, it was reported that it was intended to request that a report be submitted to the LSCP on this matter.

Further to this, and in response to a specific enquiry, it was confirmed that the LSCP had not recently considered the issue of unregistered educational provision in Leeds, however, Members received further information on the actions being taken in this area, with reference being made to the work of the Area Inclusion Partnerships, and it was requested that further to this discussion, this wide ranging matter be taken away by the directorate with further information being reported to the Executive, as appropriate and in due course.

Also, in response to a specific enquiry regarding the practice of marriage between first cousins and the associated increased health risks, the Board was provided with information on the actions which were being taken to raise the awareness of such health risks across the relevant communities.

RESOLVED –

- (a) That the contents of the Leeds Safeguarding Children Partnership's Annual Report for 2018/19, as appended to the submitted report, be noted and endorsed;
- (b) That the safeguarding priorities for the city, as identified in the Leeds Safeguarding Children Partnership Annual Report for 2018/19, be noted and endorsed.

121 Inspection of Youth Justice Services in Leeds

The Director of Children and Families submitted a report which detailed the outcome and response to the inspection of the Leeds Youth Justice Service by Her Majesty's Inspectorate of Probation (HMIP) and which sought endorsement to working with the Inspectorate in a forthcoming review of the methodology applied to Out of Court Disposals.

As part of the introduction to the submitted report, the Executive Member for Children and Families invited the Board to request that this matter be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

As part of a broad discussion on this matter, Members discussed:

- the inspection outcomes for Leeds;
- the new inspection framework;
- the approach being taken by Leeds in this area - with specific reference made to restorative work in discouraging young people from reoffending;

- how the Authority was responding to the judgement of the inspection – with reference being made to the action plan which had been established; and
- the involvement of Leeds in the national review which was being undertaken.

RESOLVED –

- (a) That the results of the Youth Justice Service inspection, as detailed within Appendix 1 to the submitted report, together with the work that is underway to address areas for further development, be noted;
- (b) That the intention for the Youth Justice Service in Leeds to work with Her Majesty’s Inspectorate of Probation to support the review of the methodology applied to inspecting Out-of-Court Disposal, be endorsed;
- (c) That the improvement and action plan, as detailed at Appendix 2 to the submitted report, be endorsed;
- (d) That the inspection report of Youth Justice Services in Leeds together with the outcomes arising from the inspection be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

LEARNING, SKILLS AND EMPLOYMENT

122 Outcome of statutory notice on the expansion of East SILC – John Jamieson onto two additional sites

Further to Minute No. 75, 18th September 2019, the Director of Children and Families submitted a report detailing a proposal brought forward to meet the Local Authority’s duty to ensure a sufficiency of learning places including provision for children and young people with Special Educational Needs and Disabilities (SEND). Specifically, the submitted report presented the outcome of a Statutory Notice regarding a proposal to expand generic specialist school provision at East Specialist Inclusive Learning Centre (SILC) – John Jamieson to 400 places by expanding onto two new additional sites, creating an additional 150 places: 50 primary places at the Oakwood building and 100 secondary places at the former Shakespeare site.

RESOLVED –

- (a) That the proposal to permanently expand specialist provision at East SILC – John Jamieson to 400 places, expanding onto two new additional sites: the former Shakespeare primary school and the Oakwood building, with effect from January 2020, be approved;
- (b) That it be noted that the implementation of the proposals is subject to funding being agreed based upon the outcome of further detailed design work, as indicated at section 4.4.1 of the submitted report;

- (c) That the recommendation to exempt the resolutions (a) – (d) from Call In for the reasons as set out at paragraph 4.5.2 of the submitted report, be approved;
- (d) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

(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 any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions above were exempted from the Call In process, as per resolution (c) above, and for the reasons as detailed within section 4.5.2 of the submitted report)

COMMUNITIES

123 Investing in our Neighbourhoods - A Review of the Investment in Holbeck

Further to Minute No. 108, 16th November 2016, the Director of Resources and Housing submitted a report providing an update on the investment approved in July and November 2016 for the LNA (Leeds Neighbourhood Approach) in Holbeck and the investment in group repair, specifically in the Recreations. The report also provided details of other activities which have complemented the investment as part of the Council's and partners' activity in this area to address issues of deprivation.

The progress which had been made as a result of this initiative was welcomed, and the importance of continuing the positive work in that part of the city to complement ongoing major developments, was highlighted.

Responding to a Member's enquiry, it was noted that the submitted report contained details of how the actions taken had made tangible differences for those living and working in the area. Also, further to this, it was acknowledged that the submitted report focussed upon the housing led investment undertaken in the Holbeck area, however, with regard to the ongoing work in priority neighbourhoods it was intended that further reports would be submitted to the Board regarding the impact of that work, which would include reference to the latest Indices of Multiple Deprivation statistics.

RESOLVED – That the contents of the submitted report, be noted.

124 Community Asset Transfer of St. Matthew's Community Centre to 'Holbeck Together' (Previously known as 'Holbeck Elderly Aid')

The Director of City Development and the Director of Communities and Environment submitted a joint report which sought approval for the Community Asset Transfer of St Matthew's Community Centre to 'Holbeck Together' by way of a 6 year lease alongside an agreement to lease for a longer term period, subject to the future submission and approval of a business plan.

RESOLVED –

- (a) That the principle of a Community Asset Transfer of St. Matthew's Community Centre in Holbeck to 'Holbeck Together', be agreed, subject to the conditions precedent, as outlined in paragraph 3.4 of the submitted report being satisfied;
- (b) That following the approval of resolution (a) above, a 6 year lease to 'Holbeck Together' as an interim proposal, be agreed;
- (c) That the necessary authority be delegated to the Director of City Development to enable the Director to finalise the terms of the lease arrangements to 'Holbeck Together' for both the 6 year and longer term lease, as well as the agreement to lease;
- (d) That it be noted that the Chief Officer, Asset Management and Regeneration will be responsible for ensuring that the resolutions arising from the submitted report are implemented;
- (e) That revenue funding to 'Holbeck Together' (formerly known as 'Holbeck Elderly Aid') of up to £143,747 over a five year period, to be implemented by the Director of Communities and Environment, be approved.

125 Promoting Affordable Warmth

The Director of Resources and Housing and the Director of Communities and Environment submitted a joint report providing an update on the Council's approach towards tackling fuel poverty in the city.

In considering the submitted report, a Member highlighted the importance of ensuring that as part of this initiative, service users, specifically the elderly and vulnerable, had channels of communication that they were comfortable using when engaging the Local Authority on this issue.

RESOLVED –

- (a) That agreement be given for the Director of Resources and Housing to invite the Leeds Poverty Truth Commission to become a member of the Affordable Warmth Partnership and act as consultee for Leeds Affordable Warmth Plan;
- (b) That the Board endorse the approach being taken to continue to listen to people's lived experience of cold and damp housing conditions, better understand the barriers which people are facing, and wherever possible take action locally through co-production, such as improve service provision, or use the Council's influencing powers to change national policy and regulation;
- (c) That the Board's endorsement be provided to ensuring that digital solutions to assess and alleviate fuel poverty do not lead to further marginalisation and exclusion of those most in need.

INCLUSIVE GROWTH AND CULTURE

126 Update on Leeds City Council's preparations for the UK's exit from the European Union

Further to Minute No. 103, 25th November 2019, the Chief Executive submitted a report providing a further update on the preparations that Leeds City Council has been making for the UK's exit from the European Union.

The Chief Executive provided an update regarding the dialogue which continued to be undertaken with representatives of different sectors and partners on the preparations being made in this area.

In considering this matter, the Board agreed to continue the cross-party Member working group, with a suggestion that a meeting be scheduled as appropriate, in order for the working group to further consider how best to progress such preparations.

RESOLVED –

- (a) That the current national position, together with the Council's next steps to prepare the Council and the city for the UK's exit from the EU, be noted;
- (b) That agreement be given for the cross-party Member working group to continue, with a suggestion that a meeting be scheduled as appropriate, in order for the working group to further consider how best to progress such preparations.

127 Northern School of Contemporary Dance

The Director of City Development submitted a report which set out the important role of the Northern School of Contemporary Dance as a cultural anchor institution in the city and detailed the collaborative work underway with the Council to secure its sustainability and growth as a key stakeholder based in Chapeltown.

Responding to a Member's enquiry, it was confirmed to the Board that the properties at 133-135 Chapeltown Road were in private ownership and that constructive talks with the owners of those properties and the Northern School of Contemporary Dance were ongoing.

RESOLVED –

- (a) That the Board's support for the Northern School of Contemporary Dance (NSCD) as a key anchor cultural institution in the city and in its plans for expansion, be confirmed;
- (b) That the Board's support in relation to assisting the NSCD to remain and meet its ambitions within the Chapeltown area, be confirmed, with the Board also recognising the NSCD's important role within the local community;

- (c) That agreement be given for the Council to continue to work collaboratively with the NSCD in securing a site for expansion, and if appropriate, for the Board to receive a further report at the earliest opportunity setting out whether there is a case for the Council to use its statutory powers in land assembly.

128 Initial Budget Proposals for 2020/21

The Chief Officer (Financial Services) submitted a report which presented the Council's initial budget proposals for 2020/21, and which sought agreement for them to be submitted to Scrutiny for consideration, and also used as a basis for wider consultation with stakeholders.

Responding to a Member's enquiry, the Board received further information regarding the 'New Towns Fund', an initiative which had been announced by the Government.

RESOLVED –

- (a) That the initial budget proposals for 2020/21, as detailed within the submitted report, be agreed, with the Board's agreement also being provided for them to be submitted to Scrutiny and also for the proposals to be used as a basis for wider consultation with stakeholders;
- (b) That the initial budget position for 2021/22 and 2022/23 be noted, with it also being noted that savings proposals to address the updated estimated budget gaps of £47.4m and £29.9m for 2021/22 and 2022/23 respectively will be reported to a future meeting of the Executive Board;
- (c) That it be noted that the proposal to approve the implementation of an additional Council Tax premium on any dwelling where the empty period is at least five years, from 100% to 200% premium, will be determined by Full Council in January 2020;
- (d) That the Board's agreement be given for Leeds City Council to become a member of the new North and West Yorkshire Business Rates Pool for 2020/21 and act as lead authority for it, with it being noted that the establishment of this new Pool will be dependent upon none of the other proposed member authorities choosing to withdraw within the statutory period after designation;
- (e) That with regard to the final year of Government funding to offer discretionary relief to businesses most impacted by the 2017 Business Rates Revaluation, the Board's agreement be provided for this to be distributed to childcare businesses in the city.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and S Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

(The resolutions referred to within Minute No. 128 (a), (b) and (c) (above) given that these were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Policy Framework Procedure Rules.

However, the resolutions referred to in Minute No. 128 (d) and (e) were eligible for Call In, given that these were decisions not being taken as part of the Budget and Policy Framework Procedure Rules)

ENVIRONMENT AND ACTIVE LIFESTYLES

129 Experimental Traffic Regulation Order to Facilitate the Unobstructed Passage of Waste Collection Vehicles

The Director of City Development and the Director of Communities and Environment submitted a joint report which set out key considerations for the principle of introducing an experimental citywide Traffic Regulation Order (TRO) to facilitate the safe passage of vehicles, primarily refuse wagons, at locations where access was currently a regular problem.

Responding to a Member's enquiry, the Board was assured that TRO restrictions would only be put in place on highways where Ward Members were supportive of such action, and due to the experimental nature of the TRO, it would allow the restrictions to be amended if appropriate, for example, in response to feedback received from Ward Members.

Members also received further information regarding the use and provision of experimental TROs.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the principle to introduce an Experimental Traffic Regulation Order to address obstructive and indiscriminate parking at numerous locations across the Leeds district, be approved, with a view to introducing various waiting restrictions to aid and facilitate the Council's safe and timely collection of household kerbside waste;
- (c) That the following be noted:-
 - (i) The design and implementation of the scheme is programmed to commence in January 2020, with completion by May 2020; and
 - (ii) That the Chief Officer of Highways and Transportation will be responsible for the implementation of such matters.

130 Proposal for Woodland Creation

The Director of Communities and Environment submitted a report which set out proposals on how the Council could lead an ambitious initiative to combat climate change with a programme of education and community engagement focussed around tree planting and woodland creation.

Responding to a Member's enquiry, the Board received further information on the potential and capacity to grow and plant more mature trees in future and the most effective ways to establish mature tree canopies. Members also discussed the use of the planning process in promoting this agenda and the cross-directorate partnership working required to progress this.

The Board received further information on the longer term work being undertaken in this area including the potential to use land other than that owned by the Council for woodland creation and developing the scale of the initiative to include the wider region. Members also considered the raising of community awareness regarding woodland management, the development of the 'woodland economy' and the promotion of skills in this area.

The intention to submit a report to the June 2020 Executive Board regarding the proposed White Rose Forest strategy was noted.

Also, the Board highlighted the links between woodland creation and ongoing work regarding flood alleviation scheme provision, with a suggestion being made that further information be submitted to the Board in due course around the potential use of appropriate land located on the flood plain for tree planting and woodland creation.

RESOLVED –

- (a) That the approach to education, conservation and tree planting, as detailed within the submitted report, be approved, and that support be provided for the initial allocation of a minimum of 25 hectares of Council land for woodland planting each year;
- (b) That approval be given to inject £0.35m per year annually into the Capital Programme over the next 5 years, with it being noted that this will include external funding of £50k in the first year, with a target to increase this by a further £50k in each subsequent year;
- (c) That the necessary authority be delegated to the Director of Communities and Environment, to enable the Director to agree the required 'authority to spend' approvals for the full scheme, subject to consultation with the Executive Member for Environment and Active Lifestyles;
- (d) That it be noted that the Chief Officer, Parks and Countryside will be responsible for the implementation of this project, with an anticipated review each year to 2024/25.

RESOURCES

131 Best Council Plan Refresh 2020/21 to 2024/25

The Director of Resources and Housing submitted a report setting out proposals to update the Best Council Plan for the period 2020/21 –

2024/25, and which sought approval to undertake engagement with Scrutiny Boards on the proposals in accordance with the Budget and Policy Framework Procedure Rules.

RESOLVED – That the following be approved:-

- (a) That engagement be undertaken with Scrutiny on the emerging Best Council Plan in accordance with the Budget and Policy Framework Procedure Rules;
- (b) The approach set out within the submitted report to refresh the Best Council Plan for the period 2020/21 to 2024/25;
- (c) That the Director of Resources and Housing will be responsible for developing the Best Council Plan for its consideration by this Board and Full Council in February 2020 alongside the supporting 2020/21 Budget proposals.

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions being made in accordance with the Budget and Policy Framework Procedure Rules)

132 Financial Health Monitoring 2019/20 – Month 7

The Chief Officer, Financial Services submitted a report which set out the Council's projected financial health position for 2019/20 as at Month 7 of the financial year.

Responding to a Member's enquiry, the Board received further information on the current position regarding Business Rates appeals and the impact of this upon the Collection Fund.

RESOLVED –

- (a) That the projected financial position of the Authority as at Month 7 of the financial year, as detailed within the submitted report, be noted;
- (b) That with regard to the risk that the budgeted level of capital receipts may not be receivable in 2019/20, the progress made to date and the work which is ongoing to identify budget savings proposals that will contribute towards the delivery of a balanced budget position in 2019/20, be noted.

133 Capital Receipts Programme Update and Approval of Future Disposals

The Director of City Development submitted a report providing an update in relation to the Capital Receipts Programme, which sought support for the continued disposal of surplus property assets, and which recommended the disposal of a number of key sites.

Following the consideration of Appendix B 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 meeting, it was

RESOLVED –

- (a) That the contents of the submitted report, which provides an update on the Capital Receipts Programme, be noted;
- (b) That the continued disposal of surplus property assets through the Capital Receipts Programme, be supported, and that the list of properties detailed in Appendix A to the submitted report which are currently scheduled for disposal in the next three years, be noted;
- (c) That the schedule of sites, as detailed in Appendix A to the submitted report, be approved as the Council's Capital Receipts Programme of surplus land and property for disposal;
- (d) That approval be given to the Director of City Development to enter into formal one-to-one discussions with the Taylor Wimpey and Redrow consortium on the sale of the Council's land in the Southern Quadrant of the East Leeds Extension, and that subject to the outcome of those negotiations, the Director of City Development be requested to bring back a report to Executive Board to either agree the terms of the sale negotiated, or alternatively agree proposals for the sale of the land on the open market;
- (e) That separately, but in parallel with resolution (d) above, approval be given for the Director of City Development to negotiate and enter into a collaboration agreement with the Taylor Wimpey and Redrow consortium on the development of a single planning application for the Southern Quadrant of the East Leeds Extension and associated land equalisation issues, in consultation with the Executive Member for Resources and the Executive Member for Climate Change, Transport and Sustainable Development.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and S Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

134 Climate Emergency Update

Further to Minute No. 202, 17th April 2019, the Director of Resources and Housing submitted a report presenting an update on the progress which had been made since the Climate Emergency declaration by the Council in March 2019. The report also detailed and sought approval of the proposed targets and related actions aimed at achieving the Council's and the city's ambitions in this area.

Members welcomed the submitted report and whilst the progress made in addressing the Climate Emergency by Leeds was acknowledged, the need to continue this ambitious programme of work was highlighted.

The scale of the public consultation undertaken to date, together with the ongoing engagement with a range of sectors and partners was also acknowledged, with emphasis being placed upon the need to continue such an inclusive approach. Members also highlighted the need to continue to make representations to Government about the establishment of further local powers and freedoms to help address this emergency.

Emphasis was also placed upon the importance of meeting the challenge of progressing the climate emergency agenda, whilst at the same time further promoting inclusive growth across the city, in order to continue to support the most vulnerable.

Members reiterated the need to ensure that in addition to working cohesively with partners and the various sectors across Leeds, the Council needed to ensure that the cross-directorate relationships within the Authority worked together to effectively progress this agenda.

In conclusion, it was highlighted that further detailed discussions would be undertaken on the Climate Emergency during the forthcoming 'State of the City' event.

RESOLVED –

- (a) That an £800,000 injection of Capital to retrofit 7 Council buildings, be approved;
- (b) That the target to move to 100% electricity provided by green sources immediately through entering into a power purchase agreement with the ambition to continually move to more locally produced renewables over the next ten years, be approved;
- (c) That the aim to remove payment for the use of staff petrol and diesel cars by 2025, be approved;
- (d) That the target to buy only low emission fleet vehicles by 2025, be approved;
- (e) That the vision, principles, targets and investment plan for the emerging 'Connecting Leeds' Transport Strategy, be endorsed;
- (f) That the 'asks' to national government to support the action required by the government, as summarised in Annex 1 to the submitted report, to achieve 'net zero', be endorsed;
- (g) That a report be submitted to the Board in June 2020 regarding the proposed White Rose Forest Strategy for Leeds.

135 Connecting Leeds: A58 Beckett Street Bus Priority Corridor

The Director of City Development submitted a report providing an update on the progress of significant schemes which have made up the 'Connecting Leeds' programme during 2019/20 and which provided details regarding the proposal to establish a bus priority corridor on the A58, Beckett Street.

It was noted that local Ward Councillors were supportive of the proposals detailed within the submitted report.

RESOLVED –

- (a) That the progress which has been made since April 2016 in developing proposals for the relevant projects benefiting from 'Connecting Leeds' funding, together with the subsequent public consultation responses, be noted;
- (b) That the injection of £14.3m Department for Transport (DfT) funding into the Bus Infrastructure programme transferred from the Rail and Bus packages delivered by the West Yorkshire Combined Authority, be approved, with the potential for future transfers of DfT funding from the Rail and Bus packages being noted, which would be subject to their deliverability within the timescales set by the DfT;
- (c) That the expenditure of £14.54m from the 'Connecting Leeds' Capital Programme to carry out detail design and construction of the A58 Beckett Street including York Street, be authorised;
- (d) That the injections of S106 Developer contributions of £431,375 for the A58 Beckett Street scheme including York Street, be approved;
- (e) That subject to ongoing consultation with the Executive Member as appropriate, it be noted that the Chief Officer, Highways and Transportation will approve the final version of the designs for construction.

136 Surface Access to Leeds Bradford Airport, the North West Leeds Employment Hub and Proposed Airport Parkway Station

The Director of City Development submitted a report, which following the conclusion of a comprehensive public consultation exercise and subsequent review, presented the associated conclusions and made recommendations on the preferred approach to progressing a connectivity and surface access package for Leeds Bradford Airport and the North West Leeds Employment Hub.

Members discussed various factors relating to the revised connectivity strategy, with comments relating to the following:

- The need for the proposals to be ambitious;
- Maximising the use of any potential funding which may become available;
- Prioritising the reduction of congestion and the promotion of the Climate Emergency agenda;

- The provision of parking;
- The aim of any proposals, including the provision of a Parkway Station, to facilitate as seamless access as possible to and from the airport and the North West Leeds Employment Hub;
- The need for public consultation to be undertaken on any such proposals.

Responding to an enquiry regarding current and future rail provision in that area of the city and any proposals relating to the potential development of a Parkway Station, the Board received an update regarding the ongoing dialogue which was taking place with the West Yorkshire Combined Authority, Northern and Network Rail.

In conclusion, in addition to public sector involvement in this process, Members highlighted the key role and contribution of the airport, and emphasised how continued dialogue with the airport, the Government and other partner organisations was key to progressing this matter without delay.

RESOLVED –

- (a) That the contents of the submitted report together with the headline consultation responses regarding surface access improvements as detailed at paragraph 3.7 onwards of the submitted report, be noted;
- (b) That a revised connectivity package for the airport and employment hub sites be adopted, which is developed to embrace the continued development of the proposed Parkway Station and associated highway linkages between these sites;
- (c) That highway connectivity Options A, B and C as previously consulted upon, and as referenced within the submitted report, be discontinued;
- (d) That agreement be given to a review of the local highway network being undertaken, including technical feasibility work, in order to understand future connectivity and traffic options and investments that may be required due to the new strategy, with such work to take into account any relevant findings from the connectivity studies undertaken to date;
- (e) That agreement be given to further work taking place with the West Yorkshire Combined Authority in order to develop a funding strategy for the revised connectivity proposals, including a business case and delivery mechanisms that ensure the continued forward progress of the parkway station proposals;
- (f) That agreement be given for further public engagement to take place during 2020 on the updated proposals, pending the outcome of the development of the feasibility work;
- (g) That agreement be given for the Director of City Development to work with the Airport and other significant employers in this part of the city to

create an exemplary travel plan which has enhanced sustainability, carbon reduction and improved public transport connections at its core;

- (h) That the Director of City Development be requested to report back on the progress being made on these matters in 2020 upon the completion of further technical due diligence, feasibility work and public engagement.

(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)

DATE OF PUBLICATION: THURSDAY, 9TH JANUARY 2020

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00PM, THURSDAY, 16TH JANUARY 2020