



A meeting of the Council will be held in the Civic Hall, Leeds on Wednesday, 11th September, 2019 at 1.00 pm

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

1 Minutes of the last Meeting 7 - 24

To approve the minutes of the Council Meeting held on 10th July 2019.

2 Declarations of Interest

To receive any declarations of interest from Members

3 Communications

To receive such communications as the Lord Mayor, the Leader, Members of the Executive Board or the Chief Executive consider appropriate.

4 Deputations

To receive deputations in accordance with Council Procedure Rule 10.

5 Recommendations of the Executive Board - Adoption of the Core Strategy Selective Review

To consider the report of the Director of City Development setting out recommendations from the Executive Board on 4th September 2019 to Full Council in respect of the Leeds Core Strategy Selective Review.

(Report to follow)

6 Recommendations of the General Purposes Committee - Establishing a North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) 25 - 34

To consider the report of the City Solicitor setting out recommendations from the General Purposes Committee on 30th August 2019 to Full Council to

- a) appoint a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) together with the authorities set out in paragraph 3.3 of the attached report.
- b) approve the terms of reference for the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) set out at Appendix 1.
- c) delegate relevant functions, as set out in Appendix 1, which shall be exercisable by the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services), subject to the terms and conditions specified.
- d) to appoint the following members from the Council's Scrutiny Board (Adults, Health and Active Lifestyles) as the Council representatives to serve on the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services):

Councillor Helen Hayden and Councillor Graham Latty.

7	Report on Appointments	35 - 38
	To consider the report of the City Solicitor on appointments.	
8	Report on attendance at meetings	39 - 42
	To consider the report of the City Solicitor on attendance at meetings.	
9	Report on the Leeds Award	43 - 46
	To consider the report of the City Solicitor in respect of the outcome of a meeting of the Leeds Award Panel.	
10	Report on Leeds Community Committees Annual Report 2018 to 2019	47 - 74
	To consider the report of the Director of Communities and Environment bringing the Community Committees' Annual Report to the attention of council.	
	It looks at progress made over the last twelve months, outlines the changes which have taken place during 2018 to 2019 and gives examples of some of the work the community committees have carried out within their communities to improve the lives of local people and to engage locally with young people.	
11	Executive Questions	
	To deal with executive questions in accordance with Council Procedure Rule 11.	

- 12 **Minutes of the Health and Wellbeing Board and the Executive Board** 75 - 94

To receive the minutes in accordance with Council Procedure Rule 2.2(i).

- 13 **Report on Devolution** 95 - 104

To consider a report of the Chief Executive updating Members on matters relating to the progress of Devolution and matters regarding the Leeds City Region LEP and the West Yorkshire Combined Authority.

- 14 **White Paper Motion (in the name of Councillor Wadsworth) - Waste Strategy** 105 - 106

This Council believes that the people of Leeds deserve a truly ambitious waste strategy that delivers against their increased desire to recycle and fully contributes to tackling the recently declared Climate Emergency.

Council notes with disappointment the July Executive Board report 'A Waste Strategy for the City of Leeds' that entirely fails to deliver against these objectives or set out a strategy that will improve the services available to Leeds residents. Council is also concerned by the breakdown of the refuse collection service over the summer months, inconveniencing residents in a number of areas across the city.

This Council therefore calls for an urgent report to Executive Board that responds to the problems with refuse collection experienced over the summer, and calls on the administration to bring forward a Waste Strategy for Leeds that takes a lead on this agenda, delivering the enhanced collection services that residents want and deserve.

- 15 **White Paper Motion (in the name of Councillor Golton) - Tree Planting** 107 - 108

This Council notes that it declared a Climate Change Emergency this year with a commitment to make the City of Leeds carbon neutral by 2030.

This Council also notes the recent report from the Committee on Climate Change which calls for doubling the current number of trees planted annually in the UK in order to achieve the Government's target to be carbon neutral by 2050.

The desire for carbon offsetting will also see further demand for tree planting and maintenance.

This Council therefore regrets the current under-resourced state of the Council's tree management section, which is unable to respond to current demand, let alone deliver a future Leeds Treecover Revolution.

Council therefore calls upon the Executive Member(s) responsible for Climate Change and the Environment to commission a report to be published by

December this year to identify the land, resources and training needed to respond to deliver our City's target for achieving sufficient Treecover to deliver a carbon neutral city by 2030.

16

**White Paper Motion (in the name of Councillor Charlwood) -
Active Travel**

109 - 110

This Council is honoured that double Olympic Gold medal winner Alistair Brownlee MBE has become Leeds' first Active Travel Ambassador.

Council recognises the huge benefits Active Travel can bring to Leeds in terms of tackling climate change and improving public health, particularly for young people at risk of obesity. Council commends the recent exemplary work by teams in Children's Services and Public Health to help Leeds become the first UK city to successfully reduce rates of childhood obesity.

Council welcomes recent local and national investment in infrastructure to support Active Travel measures in Leeds, including investment towards the ambition to expand the city's cycle network from 107 miles to over 500 miles. Council also welcomes the support given to this by a range of outside organisation, including volunteers. Council calls for this approach to continue and urges the Government to provide further funding to help more people in Leeds incorporate walking and cycling as part of their day-to-day journeys.



Tom Riordan
Chief Executive

Civic Hall
Leeds
LS1 1UR

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

Third Party Recording

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

Use of Recordings by Third Parties– code of practice

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

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Proceedings of the Meeting of the Leeds City Council held
Civic Hall, Leeds on Wednesday, 10th July, 2019

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

WARD

ADEL & WHARFEDALE

Barry John Anderson
Caroline Anderson

ALWOODLEY

Dan Cohen
Neil Alan Buckley

ARDSLEY & ROBIN HOOD

Lisa Mulherin
Karen Renshaw
Ben Garner

ARMLEY

Lou Cunningham
Alice Smart
James McKenna

BEESTON & HOLBECK

Andrew Scopes
Angela Gabriel
Gohar Almas

BRAMLEY & STANNINGLEY

Julie Heselwood
Kevin Ritchie
Caroline Gruen

BURMANTOFTS & RICHMOND HILL

Denise Ragan
Ron Grahame
Asghar Khan

WARD

CALVERLEY & FARSLEY

Amanda Carter
Peter Carlill

CHAPEL ALLERTON

Jane Dowson
Eileen Taylor
Mohammed Rafique

CROSS GATES & WHINMOOR

Jessica Lennox
Pauleen Grahame
Peter John Gruen

FARNLEY & WORTLEY

Ann Forsaith
Ann Blackburn
David Blackburn

GARFORTH & SWILLINGTON

Suzanne McCormack
Mark Dobson

GIPTON & HAREHILLS

Kamila Maqsood
Salma Arif
Arif Hussain

GUISELEY & RAWDON

Paul John Spencer Wadsworth
Graham Latty
Pat Latty

HAREWOOD

Ryan Stephenson
Matthew James Robinson
Sam Firth

HEADINGLEY & HYDE PARK

Neil Walshaw
Jonathon Pryor
Alison Garthwaite

HORSFORTH

Jackie Shemilt
Dawn Collins
Jonathon Taylor

HUNSLET & RIVERSIDE

Paul Wray
Elizabeth Nash
Mohammed Iqbal

KILLINGBECK & SEACROFT

Katie Dye
Paul Drinkwater
David Jenkins

KIPPAX & METHLEY

Mirelle Midgley
Mary Elizabeth Harland
James Lewis

KIRKSTALL

John Anthony Illingworth
Hannah Bithell
Fiona Elizabeth Venner

LITTLE LONDON & WOODHOUSE

Abigail Marshall Katung
Kayleigh Brooks
Javaid Akhtar

MIDDLETON PARK

Paul Anthony Truswell
Kim Groves
Judith Blake

MOORTOWN

Mohammed Shahzad
Rebecca Charwood
Sharon Hamilton

MORLEY NORTH

Robert Finnigan
Robert Gettings MBE JP
Andy Hutchison

MORLEY SOUTH

Wyn Kidger
Judith Elliott
Neil Dawson

OTLEY & YEADON

Ryk Downes
Colin Campbell
Sandy Edward Charles Lay

PUDSEY

Trish Smith
Simon Seary
Mark Harrison

ROTHWELL

Diane Chapman
Barry Stewart Golton
Carmel Hall

ROUNDHAY

Jacob Goddard
Eleanor Tunnicliffe
Angela Wenham

TEMPLE NEWSAM

Nicole Sharp
Debra Coupar
Helen Hayden

WEETWOOD

Jonathan Bentley
Christine Knight

WETHERBY

Norma Harrington
Alan James Lamb

17 Announcements

- a) The Lord Mayor reminded those present that the meeting was to be webcast.
- b) The Lord Mayor informed Council that Councillor Field was absent due to illness and wished her well.
- c) The Lord Mayor congratulated the following who were honoured in the Queen's Birthday Honours List:-

Dr Adrian Mark Crellin CBE
Mrs Deidre Ann Ford CBE
Mrs Lorraine Alison Jackson CBE
Ms Rosie Louise Tressler OBE
Dr Celia Knight MBE
Ms Christine Audrey Outram (Christine Potts) MBE
Mr Andrew Dalton BEM
Miss Kathryn Jayne Fielding BEM
Dr Lorraine Whewell BEM
John Robins, Temporary Chief Constable of West Yorkshire, Queen's Police Medal for Distinguished Service

18 Minutes of the last Meeting

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

RESOLVED – That the minutes of the meeting held on 22nd May 2019 be approved.

19 Declarations of Interest

There were no declarations of interests.

20 Communications

The Chief Executive informed Council that a response to a Council resolution had been received from Nusrat Ghani MP , Parliamentary Under Secretary of State at the Department for Transport in respect of the White Paper on HS2 considered by Council in March.

The response had previously been circulated to all Members of Council.

21 Deputations

Three deputations were admitted to the meeting and addressed Council, as follows:-

- 1) 4th Infantry Brigade.
- 2) Leeds Fairtrade Group
- 3) A group of young people regarding Road Safety

RESOLVED – That the subject matter in respect of deputation 1 be referred to the Director of Children and Families for consideration in consultation with the relevant Executive Member, that the subject matter in respect of deputation 2 be referred to the Director of Resources and Housing for consideration in consultation with the relevant Executive Member and that the subject matter in respect of deputation 3 be referred to the Director of City Development for consideration in consultation with the relevant Executive Member.

22 **Recommendations of the Executive Board - Leeds Local Plan - Adoption of the Site Allocations Plan**

The report of the Director of City Development submitted a report seeking Council approval to adopt the Leeds Site Allocations Plan (SAP), having noted the independent Inspectors' final Report, accepted the Inspectors Main Modifications to the Plan and noted the deletion of saved Unitary Development Plan policies which will be superseded by the Plan was moved by Councillor Mulherin and seconded by Councillor Walshaw.

In accordance with Council Procedure Rule 12.4 an amendment was moved by Councillor B Anderson, seconded by Councillor Lamb;

To insert the following wording as Recommendation (d) on item 5 to read as follows:

“Council calls for the SAP Review to be completed as soon as possible with a stated aim of avoiding development on Greenbelt and Greenfield land post 2023 and to be in keeping with the ambitions set out in the declaration of a Climate Emergency in Leeds.

The SAP Review should also consider the re-introduction of phasing with a particular focus on moving undelivered HG2 sites into the last phase of the plan, to include: Haigh Wood (HG2-168, HG2-169) in Ardsley and Robin Hood Ward, Harper Gate Farm Tyersal Lane (HG2-73) in Pudsey Ward, Wills Gill (HG2-2) in Guiseley and Rawdon Ward, Calverley Cutting/Leeds Liverpool Canal (HG2-53) and Owlcotes Farm/Owlcotes Gardens Pudsey (HG2-67) in Calverley & Farsley Ward, Alwoodley Lane (HG2-36) in Alwoodley Ward, Broadway and Calverley Lane, Horsforth (HG2-42) in Horsforth Ward and Land to the East of Wetherby (HG2-226) in Wetherby Ward, amongst many others.”

Upon being put to the vote the amendment was declared lost and it was

RESOLVED -

a) To note the Inspectors' final Report of the Leeds Site Allocations Plan and accept the Main Modifications of the Inspectors', as detailed in their Report (June 2019) presented at Appendix 1 to the submitted report;

b) To adopt the draft Site Allocations Plan (version for Adoption), as detailed at Appendix 2 to the submitted report, with effect from 10th July 2019, pursuant to Section 23 of the Planning and Compulsory Purchase Act 2004 (as amended);

c) To note the deletion of saved Unitary Development Plan policies that will be superseded by the Plan (as set out in Appendix 3 of the Plan detailed at Appendix 2 to the submitted report).

On the requisition of Councillors Lamb and Cohen the voting on the amendment moved by Councillor B Anderson and the motion in the name of Councillor Mulherin were recorded as follows:

Amendment moved by Councillor B Anderson

YES – 34

B Anderson, C Anderson, Bentley, A Blackburn, D Blackburn, Buckley, Campbell, Amanda Carter, Cohen, Collins, Dobson, Downes, Elliott, Finnigan, Firth, Forsaith,

Golton, Hall, Harrington, M Harrison, Hutchison, Kidger, Lamb, G Latty, P Latty, Lay, McCormack, Robinson, Seary, Shemilt, Smith, Stephenson, Taylor, and Wadsworth.

NO - 56

Akhtar, Almas, Arif, Bithell, Blake, Brooks, Carlill, Charlwood, Coupar, Cunningham, Dawson, Dowson, Drinkwater, Dye, Gabriel, Garner, Garthwaite, Goddard, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hamilton, Harland, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lennox, J Lewis, Maqsood, Marshall Katung, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Shahzad, Sharpe, Smart, Truswell, Tunnicliffe, Venner, Walshaw, Wenham and Wray.

ABSTAIN - 0

Motion in the name of Councillor Mulherin;

YES - 58

Akhtar, Almas, Arif, Bithell, Blake, Brooks, Carlill, Charlwood, Coupar, Cunningham, Dawson, Dobson, Dowson, Drinkwater, Dye, Gabriel, Garner, Garthwaite, Goddard, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hamilton, Harland, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lennox, J Lewis, Maqsood, Marshall Katung, McCormack, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Shahzad, Sharpe, Smart, Truswell, Tunnicliffe, Venner, Walshaw, Wenham and Wray.

NO – 4

Elliott, Finnigan, Hutchison and Kidger.

ABSTAIN - 22

B Anderson, C Anderson, A Blackburn, D Blackburn, Buckley, Amanda Carter, Cohen, Collins, Firth, Forsaith, Harrington, M Harrison, Lamb, G Latty, P Latty, Robinson, Seary, Shemilt, Smith, Stephenson, Taylor, and Wadsworth.

23 Recommendations from General Purposes Committee - Report of the Independent Remuneration Panel

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

RESOLVED – That the report of the City Solicitor presenting the report of the Independent Remuneration Panel be received and the recommendations set out agreed, namely;

- I. Basic, special responsibility and dependent carers' allowances be increased each October in line with the headline pay increase negotiated through the National Joint Council for Local Government Employees and that this indexation continue until June 2023.
- II. The rate of Special Responsibility Allowance for the Independent Co-opted Member of the Corporate Governance and Audit Committee should equate to 2% of the Leader of Council's SRA.
- III. The Special Responsibility Allowance for the Chair of the Climate Change Advisory Committee should equate to 40% of the Leaders SRA but that this be reviewed by the Panel again in 12 months' time.

IV. The Special Responsibility Allowance for the Shadow Chair of the Climate Change Advisory Committee should equate to 20% of the Leaders SRA but that this be reviewed by the Panel again in 12 months' time.

24 Report on Appointments

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

RESOLVED –

- a) To note the appointments to Committees, Boards and Panels referred to in 2.1 of the report and as set out below;
- Councillor Howley to replace 'whips nominee' on Scrutiny Board (Children and Families)
 - Councillor Chapman to replace 'whips nominee' on Scrutiny Board (Strategy & Resources)
 - Councillor Bentley to replace 'whips nominee' on the Climate Change Advisory Committee
 - Councillor Seary to replace 'whips nominee' on Scrutiny Board (Strategy and Resources)
 - Councillor Flynn to replace 'whips nominee' on Scrutiny Board (Children and Families)
 - Councillor Buckley to replace 'whips nominee' on the Climate Change Advisory Committee
 - Councillor B Anderson to replace 'whips nominee' on the Climate Change Advisory Committee
 - Councillor Wadsworth to replace 'whips nominee' on the Climate Change Advisory Committee
 - Councillor Hayden to replace Councillor Ragan on Scrutiny Board (Strategy & Resources)
- b) That Council approve the appointment for a four year period of Councillor Jenkins on the West Yorkshire Pension Fund Board.

25 Report on Scrutiny at Leeds City Council - Annual Report 2018/19

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

RESOLVED – That the report of the City Solicitor presenting the Scrutiny Boards Annual Report to Council be received and noted.

26 Executive Questions

Q1 Councillor Buckley to the Executive Member (Climate Change, Transport and Sustainable Development):-

Following the impending sale of First Bus and Arriva from their respective current owners, will the Executive Member for Climate Change, Transport and Sustainable Development share with Council their plan to guarantee continued investment in Clean Air and also to guarantee that bus passengers in Leeds will receive the level of service that has so often been missed in the City?

The Executive Member (Climate Change, Transport and Sustainable Development) replied.

- Q2 Councillor Bentley to the Executive Member (Climate Change, Transport and Sustainable Development):-
- Would the Executive Member for Climate Change, Transport and Sustainable Development inform Council of the costs incurred to date on the Lawnswood junction phase of the Leeds Public Transport Investment Plan for the A660, detailing the costs of consultants, officer time, contractors and other costs?
- The Executive Member (Climate Change, Transport and Sustainable Development) replied.
- Q3 Councillor Wenham to the Executive Member (Learning, Skills and Employment):-
- Does the Executive Member have any comment to make on the impact in Leeds of Government decisions on education funding?
- The Executive Member (Learning, Skills and Employment) replied.
- Q4 Councillor Forsaith to the Executive Member (Climate Change, Transport and Sustainable Development):-
- Now that the Knostrop Sewage Treatment works is licensed to receive and treat waste flowback fluid from hydraulic fracturing, can the Executive member tell me what information is provided to Leeds City Council by FCC Environment and/or Yorkshire Water when any potentially hazardous waste material is transported to and from Knostrop?
- The Executive Member (Climate Change, Transport and Sustainable Development) replied.
- Q5 Councillor Iqbal to the Executive Member (Climate Change, Transport and Sustainable Development):-
- How is the Council taking forward its climate emergency declaration?
- The Executive Member (Climate Change, Transport and Sustainable Development) replied.
- Q6 Councillor B Anderson to the Executive Member (Climate Change, Transport and Sustainable Development):-
- In relation to sites each of the major volume housebuilders have approved planning permission - would the Executive Member responsible for Planning please advise me how many sites have approval and are under construction, what the current build out rates and completion dates are for those sites and whether any will not be completed within the plan period.
- The Executive Member (Climate Change, Transport and Sustainable Development) replied.
- Q7 Councillor Bentley to the Executive Member (Children and Families):-
- Would the Executive Member for Children and Families inform Council how many young people have benefitted from the Council's scheme to alleviate period poverty and at what cost to the Council?

In accordance with Council Procedure Rule 11.3(b) the Executive Member (Learning, Skills & Employment) replied.

Q8 Councillor Hayden to the Executive Member (Health, Wellbeing and Adults):-

Would the Executive Member like to comment on the news that Leeds is the first UK city to report a decline in child obesity?

The Executive Member (Health, Wellbeing and Adults) replied.

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

Q9 Councillor Finnigan to the Executive Member (Climate Change, Transport and Sustainable Development):-

Q10 Councillor Smart to the Executive Member (Communities):-

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

Q12 Councillor Campbell to the Chair of the WYCA Transport Committee

Q13 Councillor Arif to the Executive Member (Children and Families).

Q14 Councillor A Blackburn to the Executive Member (Environment and Active Lifestyles).

Q15 Councillor McKenna to the Executive Member (Environment and Active Lifestyles).

Q16 Councillor Stephenson to the Executive Member (Resources).

Q17 Councillor Hall to the Executive Member (Environment and Active Lifestyles).

Q18 Councillor Knight to the Executive Member (Resources).

Q19 Councillor Stephenson to the Executive Member (Learning, Skills and Employment).

Q20 Councillor Hall to the Executive Member (Climate Change, Transport and Sustainable Development).

Q21 Councillor C Anderson to the Executive Member (Climate Change, Transport and Sustainable Development).

Q22 Councillor Robinson to the Executive Member (Climate Change, Transport and Sustainable Development).

Q23 Councillor C Anderson to the Executive Member (Climate Change, Transport and Sustainable Development).

Q24 Councillor Robinson to the Executive Member (Climate Change, Transport and Sustainable Development).

Q25 Councillor C Anderson to the Executive Member (Climate Change, Transport and Sustainable Development).

Q26 Councillor Robinson to the Leader of Council.

Q27 Councillor Wadsworth to the Executive Member (Environment and Active Lifestyles).

27 Minutes of the Health and Wellbeing Board and the Executive Board

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

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

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

At the conclusion of this item Council adjourned from 16.30 to 17.00

28 Report on Devolution

It was moved by Councillor Blake, seconded by Councillor J Lewis and

RESOLVED – That the report of the Chief Executive updating Members on matters in respect of devolution be received.

29 White Paper Motion (in the name of Councillor B Anderson) - Bulky Inert Waste

It was moved by Councillor B Anderson, seconded by Councillor D Blackburn that this Council resolves to reverse charging on bulky and inert waste with immediate effect.

An amendment was moved by Councillor Rafique, seconded by Councillor Lewis.

Delete all after “This Council” and replace with:

“believes in the importance of prioritising frontline services, including children and adult social care, environmental services, and measures to tackle the climate emergency, in the face of ideologically-driven, unnecessary and reckless cuts to our funding from the current Conservative government.

Council therefore calls on the next Conservative Prime Minister to carry out an urgent spending review that includes the reversal of cuts to local government funding.

Council requests a future Executive Board paper to consider evidence of effective measures to reduce waste crime.”

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

RESOLVED – That this Council believes in the importance of prioritising frontline services, including children and adult social care, environmental services, and measures to tackle the climate emergency, in the face of

ideologically-driven, unnecessary and reckless cuts to our funding from the current Conservative government.

Council therefore calls on the next Conservative Prime Minister to carry out an urgent spending review that includes the reversal of cuts to local government funding.

Council requests a future Executive Board paper to consider evidence of effective measures to reduce waste crime.

30 White Paper Motion (in the name of Councillor Charlwood) - TV Licenses

It was moved by Councillor Charlwood, seconded by Councillor Coupar that this Council believes free TV licences are an invaluable lifeline to thousands of older people in Leeds at risk of social isolation.

Council therefore opposes the proposal to scrap this vital pensioner benefit and calls on the Government to honour the promise made in the Conservative 2017 manifesto and fully fund the TV licence for all over 75s.

An amendment was moved by Councillor Finnigan, seconded by Councillor Elliott

Delete all after "This Council" and replace with "believes free TV licenses are invaluable to many people in Leeds at risk of social isolation. This Council agrees to campaign for the scrapping of the TV License fee."

The White Paper would then read:

"This Council believes free TV licenses are invaluable to many people in Leeds at risk of social isolation. This Council agrees to campaign for the scrapping of the TV License fee."

A second amendment was moved by Councillor Bentley, seconded by Councillor Campbell

Delete all after "This Council believes" and replace with:

"..that all pensioners should receive a sustainable, living pension enabling them to live with dignity, without fear of poverty or having to depend on arbitrary handouts at the whim of politicians. The triple lock introduced by the Coalition Government in 2010 gives pensioners guaranteed real terms annual increases and enables them to share in the prosperity of the nation.

Council therefore:

- Deplores the cynical ploy of the government to offload its obligations to the BBC
- Calls on the government to consolidate annual payments for winter fuel allowance, Christmas bonus and TV licences for those over 75 into a guaranteed minimum pension.
- Calls on the government and leaders of the main opposition parties to commit to retaining the triple lock arrangements in future Parliaments."

The White Paper will then read:

This Council believes that all pensioners should receive a sustainable, living pension enabling them to live with dignity, without fear of poverty or having to depend on arbitrary handouts at the whim of politicians. The triple lock introduced by the Coalition Government in 2010 gives pensioners guaranteed real terms annual increases and enables them to share in the prosperity of the nation.

Council therefore:

- Deplores the cynical ploy of the government to offload its obligations to the BBC
- Calls on the government to consolidate annual payments for winter fuel allowance, Christmas bonus and TV licences for those over 75 into a guaranteed minimum pension.
- Calls on the government and leaders of the main opposition parties to commit to retaining the triple lock arrangements in future Parliaments

A third amendment was moved by Councillor C Anderson, seconded by Councillor Stephenson

Delete all after 'This Council believes' and replace with:

'in the protection of benefits, such as the TV licence, for vulnerable pensioners in the City.

This Council further believes that TV licences are not the only factor that impacts on the budgets of older people in Leeds. Taxpayers should have confidence that the system of setting and collecting taxes, both official, and those "taxes" imposed on residents like the "replacement bin tax" in Leeds, are both fair and balanced for all. This Council therefore rejects Labour's 'Land for the Many' policy paper, which includes proposals to replace council tax with a regressive land and garden tax that disproportionately targets elderly pensioners in Leeds.

This Council acknowledges that the decision relating to TV licences is the responsibility of the BBC, not this Council, and that the BBC should have used some of the other options available to meet their budget issues.

Finally this Council acknowledges that tackling social isolation is about more than just TV licences and calls on the Executive Member to bring a paper to Executive Board setting out what she and her administration will be doing to support residents who feel isolated.

The amendments in the name of Councillors Finnigan, Bentley and C Anderson were declared lost and upon being put to the vote it was

RESOLVED – That this Council believes free TV licences are an invaluable lifeline to thousands of older people in Leeds at risk of social isolation.

Council therefore opposes the proposal to scrap this vital pensioner benefit and calls on the Government to honour the promise made in the Conservative 2017 manifesto and fully fund the TV licence for all over 75s.

On the requisition of Councillors Dowson and Lewis the voting on the three amendments and the motion were recorded as follows:

Amendment in the name of Councillor Finnigan

YES – 4

Elliott, Finnigan, Hutchison & Kidger

NO – 79

B Anderson, C Anderson, Akhtar, Almas, Arif, Bentley, Bithell, Blake, Brooks, Buckley, Campbell, Carlill, Chapman, Charlwood, Cohen, Coupar, Cunningham, Dawson, Downes, Dowson, Drinkwater, Dye, Firth, Gabriel, Garner, Garthwaite, Goddard, Golton, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hall, Hamilton, Harland, Harrington, M Harrison, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lamb, G Latty, P Latty, Lay, Lennox, J Lewis, Maqsood, Marshall Katung, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Seary, Shahzad, Sharpe, Shemilt, Smart, Smith, Stephenson, Taylor, Truswell, Tunncliffe, Venner, Wadsworth, Walshaw, Wenham and Wray.

ABSTAIN – 5

A Blackburn, D Blackburn, Dobson, Forsaith and McCormack.

Amendment in the name of Councillor Bentley

YES – 7

Bentley, Campbell, Chapman, Downes Golton, Hall and Lay.

NO – 73

B Anderson, C Anderson, Akhtar, Almas, Arif, Bithell, Blake, Brooks, Buckley, Carlill, Charlwood, Cohen, Collins, Coupar, Cunningham, Dawson, Dowson, Drinkwater, Dye, Firth, Gabriel, Garner, Garthwaite, Goddard, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hamilton, Harland, Harrington, M Harrison, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lamb, G Latty, P Latty, Lennox, J Lewis, Maqsood, Marshall Katung, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Seary, Shahzad, Sharpe, Shemilt, Smart, Smith, Stephenson, Taylor, Truswell, Tunncliffe, Venner, Wadsworth, Walshaw, Wenham and Wray.

ABSTAIN – 9

A Blackburn, D Blackburn, Dobson, Elliott, Finnigan, Forsaith, Hutchison, Kidger & McCormack.

Amendment in the name of Councillor C Anderson

YES – 17

B Anderson, C Anderson, Buckley, Cohen, Collins, Firth, Harrington, M Harrison, Lamb, G Latty, P Latty, Seary, Shemilt, Smith, Stephenson, Taylor & Wadsworth.

NO – 66

Akhtar, Almas, Arif, Bentley, Bithell, A Blackburn, D Blackburn, Blake, Brooks, Campbell, Carlill, Chapman, Charlwood, Coupar, Cunningham, Dawson, Downes, Dowson, Drinkwater, Dye, Forsaith, Gabriel, Garner, Garthwaite, Goddard, Golton, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hall, Hamilton, Harland, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lay, Lennox, J Lewis, Maqsood, Marshall Katung, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Shahzad, Sharpe, Smart, Truswell, Tunncliffe, Venner, Walshaw, Wenham and Wray.

ABSTAIN – 6

Dobson, Elliott, Finnigan, Hutchison, Kidger & McCormack.

Motion in the name of Councillor Charlwood

YES – 68

Akhtar, Almas, Arif, Bentley, Bithell, A Blackburn, D Blackburn, Blake, Brooks, Campbell, Carlill, Chapman, Charlwood, Coupar, Cunningham, Dawson, Dobson, Downes, Dowson, Drinkwater, Dye, Forsaith, Gabriel, Garner, Garthwaite, Goddard, Golton, P Grahame, R Grahame, Groves, C Gruen, P Gruen, Hall, Hamilton, Harland, Hayden, Heselwood, Hussain, Illingworth, Iqbal, Jenkins, Khan, Knight, Lay, Lennox, J Lewis, Maqsood, Marshall Katung, McCormack, McKenna, Midgley, Mulherin, Nash, Pryor, Rafique, Ragan, Renshaw, Ritchie, Scopes, Shahzad, Sharpe, Smart, Truswell, Tunncliffe, Venner, Walshaw, Wenham and Wray.

NO – 17

B Anderson, C Anderson, Buckley, Cohen, Collins, Firth, Harrington, M Harrison, Lamb, G Latty, P Latty, Seary, Shemilt, Smith, Stephenson, Taylor & Wadsworth.

ABSTAIN – 4

Elliott, Finnigan, Hutchison & Kidger

31 Procedural Motions

It was moved by Councillor Lay, seconded by Councillor Campbell that under the provisions of Council Procedure Rule 14.10 leave of Council be given to withdraw the motion in his name on supporting residents with a learning disability into employment.

RESOLVED – That leave of Council be given to withdraw the motion.

It was moved by Councillor Pryor, seconded by Councillor Khan that under the provisions of Council Procedure Rule 14.10 leave of Council be given to withdraw the amendment in his name on supporting residents with a learning disability into employment.

RESOLVED – That leave of Council be given to withdraw the amendment.

It was moved by Councillor Cohen, seconded by Councillor Shemilt that under the provisions of Council Procedure Rule 14.10 leave of Council be given to withdraw the amendment in his name on supporting residents with a learning disability into employment.

RESOLVED – That leave of Council be given to withdraw the amendment.

It was moved by Councillor Dowson, seconded by Councillor Campbell that under the provisions of Council Procedure Rule (CPR) 22.1 (Suspension of CPRs), that CPR 12 (Motions on Notice) (White Paper Motions) be suspended to allow the introduction of a White Paper on supporting residents with a learning disability into employment in the name of Councillor Lay and any associated amendment(s).

RESOLVED – That leave of Council be given to allow the introduction of a White Paper on supporting residents with a learning disability into employment in the name of Councillor Lay and any associated amendment(s).

32 White Paper Motion (in the name of Councillor Lay) - Supporting Residents with a Learning Disability into Employment

It was moved by Councillor Lay, seconded by Councillor Pryor that Leeds has an ambition to be the best city for all its citizens and this includes those residents with a learning disability. This council also has a focus and commitment to support individuals with a learning disability to live independent, active and fulfilling lives.

Leeds has demonstrated this commitment through:

- the development of the 'Being Me' strategy that works to co-ordinate the different organisations that support people in Leeds with learning disabilities and their families.
- The establishment of an Employment Task Group, bringing together the Council and Third Sector to identify employment barriers and opportunities for those with learning disabilities.
- Reviewing relevant aspects of the recruitment policy with the Disability At Work Network (DAWN)

This Council therefore re-commits to further enhance the lives of those with a learning disability by:

- providing a strong focus in assisting all those with a learning disability the opportunity of work through the on-going establishment of the Learning Disability Hub and a targeted Jobs Fayre.
- welcoming a deputation of residents with a learning disability to address Council on what they would like to see the Council do to assist them further.
- asking the appropriate Scrutiny Board(s) to evaluate the work we are doing to create meaningful jobs across the city for those that want one:
 - by creating a greater number of meaningful employment/jobs within the Council.
 - by exploring how we can further work alongside DAWN and others to ensure those jobs have the support mechanisms needed to help individuals with a learning disability to 'get into' and 'stay in' employment.
 - by increasing the employment figures for people with learning disabilities.
 - by using its influence to encourage its partners in the public, private and the third sectors to do the same.
 - by supporting the Yorkshire Evening Post campaign 'Let's work together'.

And asks the Chief Officer for Employment and Skills to bring a report to the October 2019 Executive Board updating on progress against the 'Being Me' strategy along with recommendations of how the Council's ambition can be achieved.

An amendment was moved by Councillor Cohen, seconded by Councillor Shemilt

Delete all after ‘fulfilling lives’ and replace with:

This Council therefore commits to further enhance the lives of those with a learning disability by:

- committing to provide a stronger focus in assisting all those with a learning disability the opportunity of work.
- welcoming a deputation of residents with a learning disability to address Council on what more we can do to help them into employment.
- asking the appropriate Scrutiny Board(s) to explore how we can create meaningful jobs across the city for those that want one:
 - by creating meaningful employment/jobs within the Council.
 - by ensuring those jobs have the support mechanisms needed to help individuals with a learning disability to ‘get into’ and ‘stay in’ employment.
 - by setting a target figure for employment and work towards it.
 - by using its influence to encourage its partners in the public, private and the third sectors to do the same.
 - by supporting the Yorkshire Evening Post campaign ‘Let’s work together’.

And asks the Chief Officer for Employment and Skills to bring a report to the September 2019 Executive Board with recommendations of how the Council’s ambition can be achieved.

Council also wishes to acknowledge the efforts of central government in helping to create record numbers of jobs. Figures released in November 2018 showed 973,000 more disabled people in work since 2013.

Council welcomes the recent government announcements aimed at breaking down barriers faced by disabled people in employment, including the launching of a new cross-government disability team, a consultation on new measures to help employers better support disabled people in work, and exploring how to improve support for those on disability benefits.”

Motion will read:

“Leeds has an ambition to be the best city for all its citizens and this includes those residents with a learning disability. This council also has a focus and commitment to support individuals with a learning disability to live independent, active and fulfilling lives.

“This Council therefore commits to further enhance the lives of those with a learning disability by:

- committing to provide a stronger focus in assisting all those with a learning disability the opportunity of work.
- welcoming a deputation of residents with a learning disability to address Council on what more we can do to help them into employment.
- asking the appropriate Scrutiny Board(s) to explore how we can create meaningful jobs across the city for those that want one:
 - by creating meaningful employment/jobs within the Council.

- by ensuring those jobs have the support mechanisms needed to help individuals with a learning disability to 'get into' and 'stay in' employment.
- by setting a target figure for employment and work towards it.
- by using its influence to encourage its partners in the public, private and the third sectors to do the same.
- by supporting the Yorkshire Evening Post campaign 'Let's work together'.

And asks the Chief Officer for Employment and Skills to bring a report to the September 2019 Executive Board with recommendations of how the Council's ambition can be achieved.

Council also wishes to acknowledge the efforts of central government in helping to create record numbers of jobs. Figures released in November 2018 showed 973,000 more disabled people in work since 2013.

Council welcomes the recent government announcements aimed at breaking down barriers faced by disabled people in employment, including the launching of a new cross-government disability team, a consultation on new measures to help employers better support disabled people in work, and exploring how to improve support for those on disability benefits."

Following the discussion on the motion and amendment and prior to summing up on the motion by Councillor Lay, Councillor Cohen seconded by Councillor Shemilt sought leave of Council under the provisions of Council Procedure Rule 14.10 to withdraw his replacement amendment to which Council agreed.

Following summing up on the motion it was;

RESOLVED – That Leeds has an ambition to be the best city for all its citizens and this includes those residents with a learning disability. This council also has a focus and commitment to support individuals with a learning disability to live independent, active and fulfilling lives.

Leeds has demonstrated this commitment through:

- the development of the 'Being Me' strategy that works to co-ordinate the different organisations that support people in Leeds with learning disabilities and their families.
- The establishment of an Employment Task Group, bringing together the Council and Third Sector to identify employment barriers and opportunities for those with learning disabilities.
- Reviewing relevant aspects of the recruitment policy with the Disability At Work Network (DAWN)

This Council therefore re-commits to further enhance the lives of those with a learning disability by:

- providing a strong focus in assisting all those with a learning disability the opportunity of work through the on-going establishment of the Learning Disability Hub and a targeted Jobs Fayre.
- welcoming a deputation of residents with a learning disability to address Council on what they would like to see the Council do to assist them further.
- asking the appropriate Scrutiny Board(s) to evaluate the work we are doing to create meaningful jobs across the city for those that want one:

- by creating a greater number of meaningful employment/jobs within the Council.
- by exploring how we can further work alongside DAWN and others to ensure those jobs have the support mechanisms needed to help individuals with a learning disability to 'get into' and 'stay in' employment.
- by increasing the employment figures for people with learning disabilities.
- by using its influence to encourage its partners in the public, private and the third sectors to do the same.
- by supporting the Yorkshire Evening Post campaign 'Let's work together'.

And asks the Chief Officer for Employment and Skills to bring a report to the October 2019 Executive Board updating on progress against the 'Being Me' strategy along with recommendations of how the Council's ambition can be achieved.

Council rose at 7.30 pm

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Report author: Steven Courtney
Tel: 0113 37 88666

Report of City Solicitor

Report to Full Council

Date: 11 September 2019

Subject: Establishing a North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services)

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
Is the decision eligible 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

1. At its meeting on 30th August 2019 General Purposes Committee considered a report of the City Solicitor regarding the appointment of a North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services), and resolved to recommend the following:-

Recommendations

2. That full Council:
 - Resolve to appoint a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) together with the authorities set out at paragraph 3.3 of this report;
 - Approve the terms of reference for the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) set out at Appendix 1
 - Delegate relevant functions, as set out in Appendix 1, which shall be exercisable by the mandatory North Yorkshire and West Yorkshire Joint Health Overview and

Scrutiny Committee (Vascular Services), subject to the terms and conditions specified.

- Agree to appoint the following members from the Council's Scrutiny Board (Adults, Health and Active Lifestyles) as the Council's representatives to serve on the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services):
 - Councillor Helen Hayden; and
 - Councillor Graham Latty.

1. Purpose of this report

- 1.1 This report sets out recommendations to Full Council to:
- (a) Appoint a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee Joint Health Overview and Scrutiny Committee (Vascular Services);
 - (b) Delegate relevant functions (in accordance with the Committee's terms of reference), as set out in Appendix 1 of this report; and,
 - (c) Appoint members to the new committee from the Council's Scrutiny Board (Adults, Health and Active Lifestyles).

2. Background information

- 2.1 The Local Authority (Public health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013 (the Regulations) provide for NHS bodies to consult with the appropriate local authorities where there are any proposed substantial developments or variations in the provisions of health services in the area(s) of a local authority under consideration.
- 2.2 In consulting with the appropriate local authorities, NHS bodies must provide the:
- (a) Proposed date by which a decision as to whether or not to proceed with the proposal is intended to be taken; and,
 - (b) Date by which the appropriate local authority must provide any comments on the proposed development or variation in the provision of health services.
- 2.3 In addition, NHS bodies must:
- (a) Inform the local authority of any changes to the proposed dates (set out in paragraph 2.2 (above)); and,
 - (b) Publish the proposed dates and any subsequent changes to those dates.

Joint overview and scrutiny committees

- 2.4 The Regulations also make provision for two or more local authorities to appoint a (discretionary) joint committee to discharge relevant health scrutiny functions from those local authorities, subject to any terms and conditions considered appropriate.
- 2.5 Where NHS bodies consult more than one local authority in relation to a specific proposed substantial development or variation in the provision of health services, those local authorities must appoint a (mandatory) joint overview and scrutiny committee for the purposes of the consultation.
- 2.6 In those circumstances, it is only the established joint overview and scrutiny committee that may:
- (a) Make comments on the proposal under consideration.
 - (b) Require the provision of information about the proposal under consideration; or
 - (c) Require a member or employee of the relevant NHS body to attend before it to answer questions in connection with the consultation and the proposal under consideration.

3. Main issues

- 3.1 NHS England (Specialised Commissioning) has advised the Chair of the Scrutiny Board (Adults, Health and Active Lifestyles) that it has under consideration proposed changes to regional vascular services; and is likely to propose a service change that will see the development of a single regional service for specialised vascular care across West Yorkshire based on a model of two dedicated specialised vascular centres.
- 3.2 Due to existing patient flows, the proposals are likely to involve some movement of patient activity across West Yorkshire and have some implications for patients across some areas of North Yorkshire.
- 3.3 NHS England (Specialised Commissioning) has identified these proposed changes are likely to be substantial; therefore **the affected local authorities are required to appoint a (mandatory) joint overview and scrutiny committee for the purposes of this consultation.** The affected local authorities being:
- Bradford Council
 - Calderdale Council
 - Kirklees Council
 - Leeds City Council
 - North Yorkshire County Council
 - Wakefield Council
- 3.4 NHS England (Specialised Commissioning) has advised Chairs of other Health Overview and Scrutiny Committees across West Yorkshire and North Yorkshire authorities of the details set out above in paragraphs 3.1.to 3.3. and has recently confirmed that:-
- the public consultation opened on 28 August and will close on 30 November 2019;
 - comments from the JHOSC are required by 30 November 2019; and
 - NHSE expects to make a decision as to whether or not to proceed with the proposal by 31 December 2019.

Terms of Reference

- 3.5 Proposed terms of reference for a North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) have been developed in conjunction with each of the relevant authorities. **General Purposes Committee recommends that Council approves the terms of reference as presented at Appendix 1.**
- 3.6 The proposed terms of reference do not cover matters of procedure. However, for transparency, it is possible that one of the first items for the mandatory JHOSC to consider could be the procedure rules to be adopted. These would likely be those of the authority taking the lead in terms of chairing and supporting the JHOSC.
- 3.7 The lead authority will be identified by agreement between the participating authorities and is likely to be the authority most affected by the proposals – in terms of the physical location of services and/or where local populations are most likely to be impacted by the proposals.

Membership

- 3.8 It is proposed that each participating authority appoints two members to the JHOSC.
- 3.9 In terms of Leeds City Council representatives, **General Purposes Committee recommend the appointment of two members from the Scrutiny Board (Adults, Health and Active Lifestyles) – one being the Chair of the Scrutiny Board and the other being a representative of the main opposition group.** This provides political balance to the Council's appointment.

Power of Referral

- 3.10 In certain circumstances, local authorities may refer proposals for substantial developments or variations to the Secretary of State. Such circumstances are where a health scrutiny body considers:
- It is not satisfied with the adequacy of content of the consultation.
 - It is not satisfied that sufficient time has been allowed for consultation.
 - It considers that the proposal would not be in the interests of the health service in its area.
 - It has not been consulted, and it is not satisfied that the reasons given for not carrying out consultation are adequate.
- 3.11 Where joint health overview and scrutiny committee arrangements are being established; the delegation of the power of referral is a discretionary element to be determined by each participating local authority. The terms or scope of that delegation is also determined by each participating local authority.
- 3.12 Once delegated to a joint committee, the power of referral (within the agreed terms or scope) cannot then be exercised by any of the individual local authorities that has delegated that function.
- 3.13 **General Purposes Committee recommend that the council delegate the power of referral to the North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services), in line with the proposed terms of reference presented at Appendix 1.**

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 The following members have been consulted and are content with the proposed arrangements and terms of reference for the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee:
- The Leader of Council
 - The Deputy Leader of Council / Executive Member for Resources
 - The Executive Member for Health, Wellbeing and Adults.
 - The Chair of Scrutiny Board (Adults, Health and Active Lifestyles)
 - Group Leaders

4.2 Equality and diversity / cohesion and integration

- 4.2.1 There are no implications arising from this report and the proposed establishment of a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee. Any specific implications associated with the proposed service changes will be considered by the joint committee – once established.

4.3 Council policies and best council plan

- 4.3.1 There are no implications arising from this report and the proposed establishment of a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee. Any specific implications associated with the proposed service changes will be considered by the joint committee – once established.

Climate emergency

- 4.3.2 Establishing a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee for the purposes set out at Appendix 1, will reduce the need to attend meetings across each of the participating local authorities (also set out at Appendix 1) – thus reducing the potential number of meetings and associated use of natural resources.
- 4.3.3 Any specific climate emergency implications associated with the proposed service changes will be considered by the joint committee – once established

4.4 Resources and value for money

- 4.4.1 Resources to support the work of the mandatory JHOSC will be provided from within the existing establishment and support arrangements across the participating local authorities – set out at Appendix 1.

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

- 4.5.1 The legal framework and regulations are set out elsewhere in this report.
- 4.5.2 There are no specific access to information implications arising from the report. As a council function the decision is not eligible for Call In.

4.6 Risk management

- 4.6.1 Delegating the power to refer matters to the Secretary of State to the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee, prevents this function being exercised by Council or its committees in relation to those specific matters set out at Appendix 1. General Purposes Committee considered that this risk did not warrant reserving the power of referral in this case.

5. Recommendations

General Purposes Committee recommend that Full Council:

- Resolve to appoint a mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) together with the authorities set out at paragraph 3.3 of this report;
- Approve the terms of reference for the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services) set out at Appendix 1
- Delegate relevant functions, as set out in Appendix 1, which shall be exercisable by the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services), subject to the terms and conditions specified.
- Agree to appoint the following members from the Council's Scrutiny Board (Adults, Health and Active Lifestyles) as the Council's representatives to serve on the mandatory North Yorkshire and West Yorkshire Joint Health Overview and Scrutiny Committee (Vascular Services):
 - Councillor Helen Hayden; and
 - Councillor Graham Latty.

6. Background documents¹

6.1 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.

North Yorkshire and West Yorkshire
Mandatory Joint Health Overview and Scrutiny Committee
(Vascular Services)
Terms of Reference

The North Yorkshire and West Yorkshire Mandatory Joint Health Overview and Scrutiny Committee (the JHOSC) is a joint committee appointed under Regulation 30 of the Local Authority (Public Health, Health and Wellbeing Boards and Health Scrutiny) Regulations 2013/218.

The participating authorities are:

- Bradford Council
- Calderdale Council
- Kirklees Council
- Leeds City Council
- North Yorkshire County Council
- Wakefield Council

The participating authorities authorise the JHOSC to discharge the following overview and scrutiny functions in relation to the planning, provision, operation and delivery of vascular services across the footprint of the joint committee:

- Receive and consider the relevant NHS body consultation² proposals related to the substantial development / variation in the provision of vascular services; and in particular review and scrutinise:
 - Any matter relating to the planning, provision, operation and delivery of vascular services and specifically (but not exclusively) consider and take account of the:
 - Impact of the proposals on patients, patients families and the public;
 - Views of local people, service users and/or their representatives;
 - Impact on the local health economies and the local economies in general, including any financial implications.
 - The arrangements made by relevant NHS bodies to secure patient access to appropriate hospital and community services, associated with vascular services, including the quality and safety of such services.
 - How the proposed changes to vascular services support the delivery of local Health and Wellbeing Strategies across the footprint of the joint committee and improving both the health of the local populations and the provision of health care services to that population.
 - The arrangements made by relevant NHS bodies for consulting and involving patients and the public regarding the proposed changes to vascular services.

² Any informal question raised by an NHS body or health service provider as to whether a proposed development or variation is in the opinion of an authority substantial; or whether a proposed development or variation will have an impact on the health service in the area of an authority will be a matter for individual participating authorities to respond to.

- Require the provision of all relevant information associated with vascular services, as identified by the Joint Committee.
- Require a member or employee of a relevant NHS body to attend before the Joint Committee to answer questions in connection with the planning, provision, operation and delivery of vascular services, including consultation on the proposed changes.
- Prepare and make comments / recommendations on the proposed changes to vascular services consulted on.
- Make recommendations on the proposed changes to vascular services to:
 - Any of the participating local authorities represented on the Joint Committee;
 - Relevant NHS bodies (including relevant health service providers); and,
 - Any other relevant bodies identified by the Joint Committee.
- Receive notice of any disagreement from relevant NHS bodies and to take reasonable steps to resolve such disagreement.
- Prepare and present a report and recommendations to the Secretary of State on the proposed changes to vascular services across the footprint of the joint committee (subject to agreement of all participating local authorities).

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Report of City Solicitor

Report to Council

Date: 11th September 2019

Subject: Appointments

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

Summary

1. Main issues

- 1 Appointments to Boards and Panels and to Joint Authorities are reserved to Council.

- 2 The relevant Group Whips have requested a membership change to a Panel/Board or Committee as detailed in paragraph 4 of the report.

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

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

3. Resource Implications

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

Recommendations

- 1 That Council approve the appointments referred to in paragraph 2 of the report.

1. Purpose of this report

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

1 Background information

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

2 Main issues

That the following appointment be approved;

- Councillor B Anderson to replace Councillor Seary on North and East Plans Panel.

3 Corporate considerations

3.1 Consultation and engagement

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

3.2 Equality and diversity / cohesion and integration

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

3.3 Council policies and the Best Council Plan

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

Climate Emergency

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

3.4 Resources, procurement and value for money

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

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

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

3.6 Risk management

No specific implications in respect of risk management.

4 Recommendations

That Council approve the appointments referred to in paragraph 2 of the report.

5 Background documents¹

5.1 None

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

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Report author: Kevin Tomkinson
Tel: 88659

Report of City Solicitor

Report to Council

Date: 11th September 2019

Subject: Attendance at meetings

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

To seek authorisation of the Council to the absence of Councillor Tunnicliffe and Councillor Field from meetings of the authority for up to six consecutive months from the date of this meeting.

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

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

3. Resource Implications

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

Recommendations

Council is asked to approve the absence of Councillor Tunnicliffe and Councillor Field from meetings of the authority for a period of six months from the date of this meeting.

1. Purpose of this report

To seek authorisation of the Council to the absence of Councillor Tunnicliffe and Councillor Field from meetings of the authority for up to six consecutive months from the date of this meeting.

1 Background information

Section 85 (1) of the Local Government Act 1972 makes provision in relation to member attendance at meetings. It provides that if a member fails to attend qualifying meetings for a period of 6 consecutive months from the date of their last attendance, they shall cease to be a member of the authority unless, before the expiry of that period the authority has approved such non-attendance.

Councillor Tunnicliffe is due to give birth in September 2019. At the time of writing this report her last attendance at a meeting of the authority was Scrutiny Board (Strategy & Resources) on 15th July 2019.

Councillor Field has been diagnosed with a serious illness and is undergoing ongoing treatment for this and has not been able to attend meetings due to a spell in hospital and is currently not well enough to attend meetings of the Council. At the time of writing this report her last attendance at a meeting of the authority was Outer East Community Committee on 18th June 2019.

2 Main issues

The group whip for Councillor Tunnicliffe has requested that Council approve her absence from meetings of the authority for a period of 6 months from the date of this meeting for maternity reasons.

In addition to Full Council Councillor Tunnicliffe's committee memberships are Scrutiny Board (Strategy & Resources), Standards and Conduct Committee and the Inner North East Community Committee.

The group leader for Councillor Field has requested that Council approve her absence from meetings of the authority for a period of 6 months from the date of this meeting for health reasons.

In addition to Full Council Councillor Field's committee memberships are the Outer East Community Committee.

3 Corporate considerations

3.1 Consultation and engagement

3.1.1 The relevant group whip and group Leader hves been consulted on this report.

3.2 Equality and diversity / cohesion and integration

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

3.3 Council policies and the Best Council Plan

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

Climate Emergency

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

3.4 Resources, procurement and value for money

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

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

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

3.6 Risk management

No specific implications in respect of risk management.

4 Recommendations

Council is asked to approve the absence of Councillor Tunnicliffe and Councillor Field from meetings of the authority for a period of six months from the date of this meeting.

5 Background documents¹

5.1 None

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

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Report of the City Solicitor

Report to Council

Date: 11th September 2019

Subject: The Leeds Award

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

Summary

1. Main issues

The Leeds Award Panel have agreed that two nominations be put forward for consideration by full Council to receive the Leeds Award. This report outlines the proposals of the Panel.

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

There are no specific implications arising from this report relating to the Best Council plan.

3. Resource Implications

There are no significant financial implications arising from the proposals set out in this report – any associated costs from the Award are contained from within existing budgets.

Recommendations

- a) That Council approve the recommendations of the Leeds Award Panel that Jamie Jones-Buchanan and Barbara Taylor Bradford be granted the Leeds Award.

1. Purpose of this report

- 1.1 For Council to consider the outcome of the Leeds Award Panel who have unanimously agreed to make the recommendation that Barbara Taylor Bradford and Jamie Jones-Buchanan receive the Leeds Award.

2. Background information

- 2.1 On 17th October 2007, the Executive Board agreed to the creation of the 'Leeds Award'.
- 2.2 The Leeds Award is a prestigious honour that recognises that there are many people, groups, organisations and teams that bring great credit to the City through their exceptional hard work and dedication. It is viewed as a lasting tribute to those contributions that make a real difference to the City.
- 2.3 Following the initial process, Group Leaders appointed representatives to act on their behalf at all future Leeds Award Panel meetings.

3. Main issues

- 3.1 Following a meeting of the cross party Leeds Award Panel nominations were considered for the granting of the Leeds Award the Panel. Following that meeting the Leeds Award Panel recommends to Full Council that:
- 3.1.1 **Jamie Jones-Buchanan** receive the Leeds Award in recognition of his dedication to Leeds, both in terms of his distinguished playing career for Leeds Rhinos and the support and encouragement he gives to local communities and charities.
- 3.1.2 **Barbara Taylor Bradford** receive the Leeds Award in acknowledgement of her dedication to her hometown of Leeds, (which features so prominently in many of her novels) and her promotion of Leeds internationally.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Consultation has taken place with the Leader of Council and Members of the Leeds Award Panel. All Members are supportive of the nominations made.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 There are no equality and diversity / cohesion and integration implications arising from the report.

4.3 Council policies and the Best Council Plan

4.3.1 There are no specific implications arising from this report relating to Council policies or the Best Council plan.

Climate Emergency

4.3.2 There are no implications relating to the Climate Emergency declaration arising from this report.

4.4 Resources, procurement and value for money

4.4.1 There are no significant financial implications arising from the proposals set out in this report – any associated costs from the Award are contained from within existing budgets.

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

4.5.1 There are no legal or access to information implications arising from this report. As the decision is a Council function the decision is not open for call-in.

4.6 Risk management

4.6.1 There are no issues relating to risk management arising from the report.

5. Recommendations

5.1 That Council approve the recommendations of the Leeds Award Panel that Jamie Jones-Buchanan and Barbara Taylor Bradford be granted the Leeds Award.

6. Background documents¹

6.1 None

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

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Report of: **Director of Communities and Environment**

Report to: **Council**

Date: **11th September 2019**

Subject: **Community Committee Annual Report**

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

Summary

1. Main issues

Community Committees were set up in June 2014 to improve the way the council works locally. They form part of our commitment to involving our residents more closely with the priorities for their local area and decision-making on funding and services. Over the last twelve months they have continued to transform the way the council involves local people through innovative ideas and workshops.

The social media activity ensures we reach a large number of residents every month through local stories and conversations. Local councillors have been at the centre of these developments, leading and shaping our local response.

The Community Committees' Annual Report looks at the progress made over the last twelve months. It outlines the changes which have taken place during 2018 to 2019 and gives examples of some of the work the Community Committees have carried out within their communities to improve the lives of local people and to engage locally with young people.

The report also looks at wellbeing and youth activities funding and the impact it makes, as well as the role the Community Committees undertake in bringing communities together.

Finally the report looks ahead to the opportunities and the next steps to be taken for the Community Committees in 2019 to 2020, including:

- continuing to engage local people on the issues which concern them and which the council and its partners can work on together to improve the lives of local people;
- deploying the leadership contributions of our Community Committees in supporting the council's aim to deliver breakthroughs in key areas such as domestic violence, health and wellbeing and in the Climate Emergency conversations in Leeds; and
- focusing more closely on the areas in most need, ensuring services and partners work more closely together locally to deliver better outcomes for Leeds' most deprived neighbourhoods and developing stronger more resilient communities in Leeds.

2. Recommendations

Members of council are asked to:

- receive the annual report; and
- note the work now being progressed to further improve the effectiveness, community engagement role and improvement work of the Community Committees.

1. Corporate considerations

1.1 Consultation and engagement

The Community Committee has previously been consulted on the projects detailed within the Annual Report.

1.2 Equality and diversity / cohesion and integration

All funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Communities Team ensures that the funding process complies with all relevant policies and legislation.

1.3 Council policies and the Best Council Plan

Projects submitted to the Community Committee for funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

1. Vision for Leeds 2011 – 30
2. Best City Plan
3. Health and Wellbeing City Priorities Plan
4. Children and Young People's Plan
5. Safer and Stronger Communities Plan
6. Leeds Inclusive Growth Strategy
7. Climate Emergency

1.4 Resources, procurement and value for money

Aligning the distribution of Community Committee funding to local priorities will help to ensure that the maximum benefit can be provided.

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

There are no legal implications or access to information issues. This report is not subject to call in.

1.6 Risk management

Risk implications and mitigation are considered on all funding applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

2. Conclusions

The Annual Report provides up to date information on the work of the Community Committees.

3. Recommendations

Members of council are asked to:

- receive the annual report; and
- note the work now being progressed to further improve the effectiveness, community engagement role and improvement work of the Community Committees.

4. Background documents¹

There are no background documents associated with this paper.

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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Leeds Community Committees Annual Report 2018 to 2019





Leeds Community Committees Annual Report 2018 to 2019

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Welcome

Our 10 Community Committees continue to work for the residents of Leeds, by providing a forum for local people to have their say on the issues that matter to them most. They provide a mechanism for involving communities in local decision making on key issues such as environmental improvements, community safety, health and wellbeing and employment.

They continue to ensure that our citywide priorities are discussed in local neighbourhoods through presentations and workshops and support the funding of projects and activities that address local needs.

We want our communities to feel empowered and to be at the heart of providing local solutions to local problems across a wide range of issues. Through our conversations with local communities, we have developed a better understanding of how our local neighbourhoods are changing. The Community Committees have worked closely with residents and partners to identify what works best, which has been used to influence and shape their work programme.

Our commitment to locality based working has been demonstrated over the course of the last 12 months in the broad range of projects that the Community Committees have funded, spending over £2 million in 2018/19!

Young people continue to play an important role in our communities. Their population is growing and they represent our city's future, so it's important that their voices are heard. For this reason each committee has engaged with young people, either through Youth Summits or other engagement activity, where we have learned about what matters to them most. This information has influenced the development of a large number of projects, which you can read more about on pages 16 to 17.

The Community Committees are committed to equality and diversity, as we want every resident, regardless of their background, ethnicity, faith or sexuality, to be proud and feel fully engaged in the life of our city.

The Community Committees continue to act as the council's local champion to ensure that our communities continue to be strong and to create a fair and compassionate city.

The ongoing challenge for the council is how we better engage with our communities and ensure that all their voices are being heard. We want local people to be able to access opportunities which make a positive difference to their lives and those of others across our great city.



Councillor Debra Coupar
Deputy Leader and Executive Member for Communities



Introduction

Leeds City Council is the second largest metropolitan district in the country, covering 217 square miles with over three quarters of a million residents. Leeds is a rich and varied place, including a vibrant city centre, with built-up areas surrounding it, some rural areas and several towns and villages. It is also a diverse city with many different cultures, languages, races and faiths.

This report covers the sixth full year of operation for the Community Committees, which use a common framework of principles that include holding meetings in the communities and neighbourhoods they represent.

The report looks at progress over the last 12 months and demonstrates how, by involving our residents in workshops based on local and city-wide priorities, it is really starting to improve the way the council works locally. There are many excellent examples of how our Community Committees and their support teams have worked to improve neighbourhoods and local services.

Each year all 10 Community Committees set out their local priorities, identifying the key areas they want to address over the next twelve months. These are chosen using local data, which gives information on a range of issues, including population, crime, unemployment and health, combined with consultation with local councillors and residents.

The following pages give just a few examples of the work being carried out by the Community Committees on behalf of local communities.



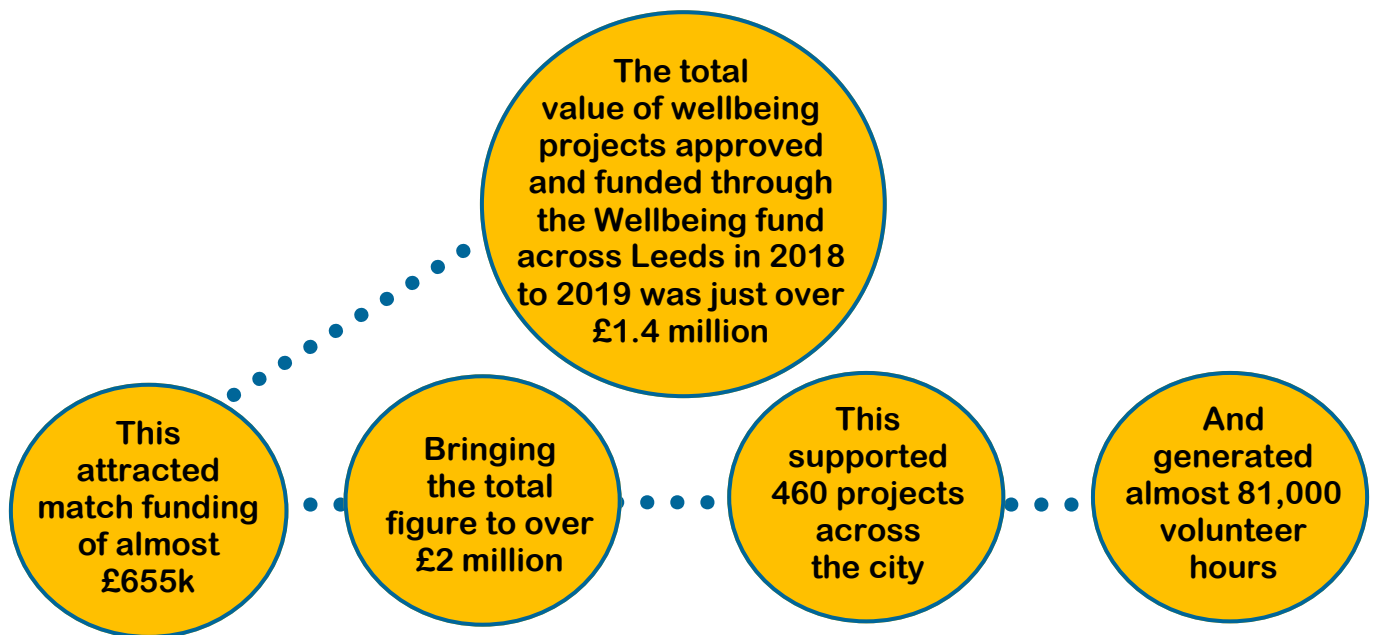
Spending money locally

Community Committees play an important role in understanding and addressing issues of concern to local people. One of the many ways they do this is by funding projects that address local priorities.

At the start of each year, every committee is allocated a dedicated sum known as the Wellbeing and Youth Activities Fund. This money is provided for local projects and activities and can be increased through matched funding from other sources.

Money allocated to Community Committees supports the following benefits:

- developing community capacity and pride, generating a sense of belonging, which encourages local residents to volunteer and become involved;
- funding projects where the work would not otherwise happen;
- encouraging local people to bid for funding from other sources to make the council's money go even further; and
- delivering local events and activities which support local priorities.



The Youth Activities Fund is made available for Community Committees to provide local activities for children and young people aged 8 to 17 years across the city.

In 2018 to 2019, almost £500,000 of youth activities funding was approved, which attracted a further £310,000 in match funding and over 10,000 volunteer hours.



Outer West Community Committee

In Bloom

The Outer West Community Committee awarded over £10,000 of their Wellbeing Fund to local 'In Bloom' projects, including Pudsey, Farsley, Calverley & New Farnley.

'In Bloom' groups encourage residents and businesses to work in partnership to make their neighbourhoods look more attractive and greener. Volunteers take pride in where they live, enhance the area with flower displays, create and maintain flower beds and also undertake litter picking.

The floral features were successfully provided and maintained throughout the summer by the Parks and Countryside Service in partnership with Pudsey, Calverley, Farsley & New Farnley 'In Bloom' groups.

The Outer West is fortunate to have an array of residents, community groups and businesses, who are dedicated to ensuring their local areas are made attractive.

The vibrant floral features enhance communities, improving the local surroundings and making them a more attractive place to live, work and visit.



Inner West Community Committee

Get Fit, Get Fed, Get Active Bramley

This was a six week programme of Healthy Holiday activities at two public green spaces in Bramley: Bramley Fall Park and Bramley Park.

The aim of these sessions was to provide fun and engaging activities for young people, along with some healthy lunch time food.

Various activities were delivered over a 6 week period including: tree spirits & bug hunting, teaching participants about the various different trees and bugs that are around them, in a fun and interactive activity session; nature walks & natural crafts, showing participants how interesting and enjoyable it can be to go on a nature walk; we're going on a bear hunt and create your own story book, a real life 'bear hunt' where participants had to sing the words from the book and re-create the different terrains that are mentioned in the book, such as 'long, wavy grass' and 'thick, gooey mud'; and sports, land art and den building.

There were also activities such as rounders, cricket, football and hula hoops, as well as making a large piece of artwork using twigs, leaves, branches and string.

At the end of the project there was a 'Go Wild 2018' celebration and also an end of summer holiday party. During October half term a Halloween special was held with pumpkin carving, autumn crafts and games.

A total of 112 families took part in the sessions, which were designed to be suitable for all ages and abilities.



Outer North West Community Committee

Yoga, Mind and Body

The Outer North West Community Committee funded a programme of weekly sessions of yoga during term time, in various school venues across the Aireborough and Horsforth Clusters.

Due to the size differences between the two Clusters, two sessions a week ran in Horsforth and four sessions a week in Aireborough.

It was known from research and from local intelligence that there is a need for easily accessible positive activities that address mental health in young people.

Yoga, which is becoming increasingly popular for young people is about balance, strength and harmony, whilst also promoting relaxation and an overall sense of well-being, so perfectly addresses this need.

Participating in groups such as yoga has a positive effect on mental health, which in turn affects attendance at school and ultimately achievement.

Young people who attended the sessions commented that “the relaxation was useful at home leading up to exams, as well as during yoga”.



In addition to the positive effect on mental wellbeing, the year 6 classes allowed pupils from different primary schools to visit the school they will transition to, on a weekly basis and mix with pupils from those other primary schools.

Some verbal feedback from the students included:

"Is it sleepy time yet?"; "I really enjoyed the Harry Potter yoga" and "The Christmas yoga poses were fun".



Inner North West Community Committee

Leave Leeds Tidy

Leave Leeds Tidy is a response to the challenges experienced in those residential areas with high numbers of students residing in them and the refuse created when many change house or leave for the summer.

During this 'student changeover' period, the Leave Leeds Tidy campaign expanded into Headingley, with 12 collection days over 4 collection points located at St Michael's Church, Co-Op Food, Leeds University Campus and Hyde Park Picture House.

The items from all collection points were sorted and weighed, with items going towards the free shop at All Hallows Church. The donations going to charity were collected by St Vincent's, SLATE and EMMAUS.

The campaigners set out promoting the campaign with leafleting around Hyde Park, Woodhouse and Headingley. In total they delivered over 4,200 leaflets to students and residents.

A Facebook video was used from the previous year and was shown before 121 screenings at Hyde Park Picture House.

Leave Leeds Tidy has had a hugely successful year, diverting 13.3 tonnes of household waste from landfill.

Almost 1,400 students were engaged with the project as well as many residents who commented that the streets of Hyde Park looked significantly cleaner.



Outer East Community Committee

Garforth Neighbourhood Elders Team

The large geographical size of the Outer East area and public transport issues have contributed to social isolation, particularly among elder people. This particular project has helped to address some of these issues.

Outer East Community Committee funding was used to help promote luncheon clubs in the area, with a number of new clubs being opened. These are all well attended and run by volunteers and co-ordinated by the Neighbourhood Elders Team.

Lunch clubs have brought older people in the community together to enjoy a hot nutritious meal and to socialise with friends. They have also been a constant support to the existing clubs.

Many groups have taken up the training programme opportunities, such as food hygiene, safeguarding and dementia awareness.

46 volunteers were recruited from the villages and they are overseen by the Lunch Club Co-ordinator. They assist at their nominated club and also are utilised as a contingency back-up to cover holidays and sickness.

Public Health have also been involved, providing knowledge and education through themed events covering topics including hydration awareness, nutrition and International Day of Older People.



There have been a series of themed events at Easter, Valentines, Halloween, as well as a number of outings. One client now attends regularly having not been out for a number of years.

Garforth Neighbourhood Elders Team also arranged a 'windmill' community disabled transport for a trip to Thompson Fish and Chip Restaurant in York, which was very popular and well received.

Inner South Community Committee

'We're Watching You' glow in the dark anti-dog fouling signs

Dog fouling continues to be a major problem in the Inner South area, particularly around parks and greenspaces, worsening throughout the darker winter months when irresponsible dog owners are more likely to not clean up after their pet.

Following discussions at both the Inner South Community Committee and Environmental Sub Group meetings, members asked for a hard hitting campaign to tackle the issue of dog fouling.

Officers had discussions with colleagues in the Cleaner Neighbourhood Team and they suggested the use of a 'We're Watching You' warning sign and campaign. This design had previously been used as a trial elsewhere and seemed to be effective.

Keep Britain Tidy glow in the dark signs were chosen as they are proven to reduce dog fouling by up to 75% in areas where they have been installed. The glow in the dark technology can be seen after dark and the eyes' design seems to watch you, so having a deterrent effect.

Members and the Cleaner Neighbourhood Team were asked to identify dog fouling hotspots, to enable signage to be placed at the locations which could also be followed up by delivering responsible dog ownership letters to residents in the affected area.



Wellbeing funding was used to purchase 80 signs, 40 for Hunslet & Riverside and 20 each for Beeston & Holbeck and Middleton Park wards, enabling maximum impact around areas such as pocket parks.

The success of the campaign continues to be monitored through the Inner South Environmental and Community Safety Sub Group.



Outer South Community Committee

Breeze Bake Off

The Outer South Community Committee funded a Breeze Bake Off, run by the Out of School Activities Team for children and young people from Ardsley, Robin Hood and Rothwell.

Transport was provided for the young people to travel from their local neighbourhood to a bespoke Junior Kitchen in Morley for a 7 week Bake Off Programme every Tuesday, from 6th November until 18th December 2018.

21 young people took part in total and each week the young people made and created different bakes and took on different challenges.

They learnt new skills, followed recipes and competed against each other for 'star baker'. The young people used their own initiative, worked together and supported each other.

Each week they made their own tea and had a light meal whilst their bakes were in the oven. Social and life skills were developed and the young people enjoyed the experience and had lots of fun.

The group was broadly reflective of the community and came from a range of social and ethnic backgrounds. The course really boosted the self-esteem and confidence of the young people that took part and they went away having developed new friendships.



At the end of the course a bake off final was held that was judged by local ward councillors from Ardsley, Robin Hood and Rothwell.



Outer North East Community Committee

Mountain Bike Park in Wetherby

Last year saw the official opening of a mountain bike park in Wetherby, built entirely by volunteers.

The Devil's Toenail Bike Park, made with over 500 tonnes of stone, transforms a triangle of wasteland, where two railway lines once split. Now, after almost a year of building, thousands of hours of people's free time and Leeds City Council support, over one kilometer of trails, a jump line and pump track are now ready for riding.

Volunteers from Wetherby Bike Trails have worked alongside Yorkshire volunteer trail builders and SingletrActon to make a facility for the community and in particular young people.

The bike park offers challenges for all abilities, with a blue section for basic riding, red for proficient mountain bikers and black for experts.

The trail is a loop around most of the site, including a rock garden made from recycled stone. The jump line is an opportunity to get some air and the pump track is a continuous loop of features to help maintain mountain bike riding skills.

Key sections reflect the area's history, such as 'Flying Ginger' for the jump line named after Wetherby's WW2 fighter ace Ginger Lacey and the central trail, 'The Mainline' recalls the days of steam. Watsons Meadow is named after the Watson family who owned much of the site and sold it to Wetherby Town Council for a nominal fee of one pound, so the project could happen.

The park was made possible with £32,000 from the Sport England Community Asset Fund and £5,000 from the Leeds Outer North East Community Committee, as well as key support from Wetherby Town Council.



Inner East Community Committee

Lark in the Park

The annual Lark in the Park event took place on 21st July 2018. The event in East End Park, which was celebrating its 10th year, had between 2,500 and 3,000 people in attendance throughout the day.

The event has grown from strength to strength over the years, thanks to a strong planning committee consisting of local third sector organisations, council services and volunteers.

The partnership approach included Zest, Richmond Hill Elderly Action, Housing Advisory Panel, Leeds Mencap, Leeds Let's Get Active, St Vincent's, Freedom Church, Richmond Hill Children's Centre, Project Hope, Youth Services and the local ward members. All of these organisations played a role in planning the event as well as bringing along stalls and volunteers on the day.

As well as the delivery of the event, a partnership approach is also evident in the funding of it, with the Inner East Community Committee, Inner East Housing Advisory Panel and Veolia all contributing towards the costs, as well as hours of volunteer time on the day.



All activities at the event were free of charge and the cost of food and snacks were kept to an affordable amount.

Satisfaction surveys carried out from the event had an average score of 9.3 out of a possible 10, showing that the event was very well received by those who attended.

The 10th anniversary of Lark in the Park marked the end of Community Unity's stewardship of the event, however not the end of the event itself. They left behind a strong legacy for a new partnership to continue to deliver the event in the future.



Inner North East Community Committee

Chapelton Citizens Advice and North Leeds Debt Forum Financial Education Project

The Inner North East Community Committee contributed £5,000 towards the delivery of financial education classes to children and young people at Carr Manor and Allerton Grange schools.

This project was delivered by Chapelton Citizens Advice and North Leeds Debt Forum Financial Education Project. This is the first time a project of this type has taken place in the city.

1,120 pupils received financial education on the cost of living, value for money and budgeting. The pupils were aged between 12 and 14, with a focus on years 7 & 8.



The nature of the schools model of operating a whole school mentoring system enabled delivery to the 11-16 age range and content was modified to make it relevant to the older groups.

Following the success of the lessons and the positive feedback gained from staff and pupils, it was agreed that there would be benefit in reaching out directly to parents to see if money saving could also be achieved for them.

A financial inclusion fair was held inviting all members from the North Leeds Debt Forum to attend. Carr Manor school agreed to host this during their parents evening/day during which 600 people attended.

Exhibitors at the event included Money Buddies, Credit Union, Uswitch, Foodbank, Citizens Advice Bureau, the Community Hub, Unity Housing and the Advanced Income Team.

Following delivery of the event, monitoring showed that parents attending saved in excess of £9,000 by offering switching advice. There was also 6 new credit union savings accounts opened with many other attendees taking away leaflets and advice.

The project has developed links with Allerton High School, with Carr Manor School requesting more specific work with years 10 and 11.

Last year's work finished off with a survey. 63 responses were completed, with 41% agreeing or strongly agreeing that they felt much more confident with money and had started to consider their finances.

The same percentage said that they had learned something new in terms of finance. 60% strongly agreed that savings were a good idea.

After the value for money session, 67% said they now look to save money on trainers by shopping around and 55% have gone on line to find discounts and vouchers.

Community Voice and Influence

Children and Young People

Leeds Community Youth Ambassadors

A group of young people age 8 to 17 years are members of the Leeds Community Youth Ambassadors Group supported by the Voice and Influence officers in the Communities Team. The group meet on a regular basis to support the voice of children and young people locally.

During the summer of 2018, 18 young people from the group took part planning and carrying out peer inspections. The peer inspections involved young people attending Youth Activity Fund, Well Being and Play Enabling Grant funded projects across the city, often with elected members. The inspectors spoke to the organisers and interviewed them in relation to the project.



Mystery shopping and consultation exercises were carried out with the young people taking part in the activities, asking if they were having fun and rating the activity. 44 projects were inspected throughout the summer and the findings were reported back to the organisations and elected members. The young people gained a Leeds Youth Award for their hard work and involvement, presented at an awards evening by the Lord Mayor of Leeds.

The Leeds Youth Ambassadors were nominated and shortlisted for the national Children Young People Now Awards for their contribution towards The Youth Volunteering and Social Action Award on behalf of their peer inspection work. The ambassadors were also nominated for Child Friendly Leeds Youth Group of the Year for their hard work and dedication for the city.



The Ambassadors have also worked with Leeds City Council Planning Department to establish the needs of children in the development of child friendly communities. The ambassadors presented to developers the needs of children, in the development of estates and communities representing the children and young people of Leeds.

Community Voice and Influence

Children and Young People

Youth Summits

From October 2018 the Communities Team delivered 8 community youth summits across the city, for 8 Community Committees, with 600 children and young people taking part from 73 Leeds schools.

The Youth Service, school clusters and many organisations and partners worked with the Communities Team in supporting the youth summits. These focused on giving children and young people a voice in their community, alongside consultation on the spend of the Youth Activity Fund.



Consultation also took place within communities, including 16 schools, with 1,082 children and young people making recommendations for how they would like their Community Committee to spend money on youth activities.

In total 1,669 children and young people have had a say and made recommendations for the spend of the Youth Activity Fund in their area. This work was also supported by the Youth Service and their Youth Matters Group, who consulted young people at fun days and youth groups.

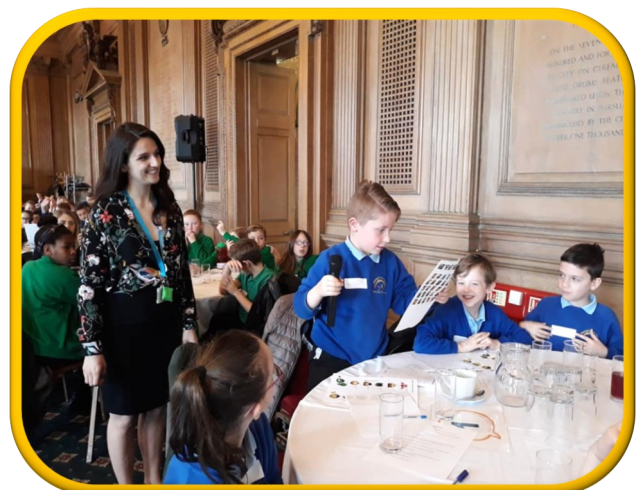


All of the consultation taking place fed into an online survey, with 3,800 responses providing a citywide picture for activities.

The top 5 activities that children would like to see funded are: cooking; fun days; arts & crafts; dance; and sport.

Children and young people would like these during the school holidays, held in the community, both inside and outside.

Parks and green space is highly valued and children and young people's key concerns are anti-social behaviour, knife crime and litter.



International Women's Day Celebration Events

All 10 Community Committees played an active role in promoting and funding the celebration events for the 2019 International Women's Day on Thursday 8th March.

International Women's Day is a global day celebrating the social, economic, cultural and political achievements of women, whilst also marking a call to action for accelerating gender balance.

The theme of this year's International Women's Day was #BalanceforBetter and was the sixth consecutive year that we have held celebrations in Leeds.

Alongside the city centre event the 10 Community Committees funded, promoted and jointly organised a number community events in their own wards including, performances of poetry and dance, coffee mornings, craft activities, shared lunches that celebrate different cultures and promote diversity, exercise sessions, colour therapy sessions and an event that promoted inter-generational work.

The event in the Inner East was a particular success with local residents taking part in a wide range of empowering activities that included interactive displays, a secret cinema club screening of 'Moana' and a live performance from young girls from local community organisation, Getaway Girls.

Many local people took part in the activities that aimed to empower women and raise awareness of this year's theme. The event was run by staff from the Compton Centre, the Communities Team and local community organisations and volunteers.



Challenges and next steps

The council will continue its commitment to locality working. The increases in the local budgets in 2018/19 in both the Wellbeing Fund and the Youth Activity Fund demonstrated the commitment to local decision making through the local Community Committees. Allocated funds are worked out on the basis of a formula that takes in to consideration a mixture of population density and deprivation, which means every community benefits, however we have concentrated funding in the areas where tackling poverty and inequality is the biggest challenge. This funding commitment will continue in 2019/20.

Each Community Committee will continue to develop its own approach to engaging local people, often taking the important discussions on the key decisions for the Council, NHS and Police out to local areas, involving residents in ways which suit them. We will build on the good work described in this report.

Services now see Community Committees as a key way to communicate with residents, for example on big changes to the NHS, or on practical issues such as recycling and transport. We will continue to use the committees to connect effectively with residents.

Local solutions are needed in all parts of the city and through the Community Committees, we will help the council and its partners deliver stronger communities.



Leeds City Council's Community Committees

How do Community Committees work?

There are 10 Community Committees in Leeds made up of local councillors that are elected to represent an area, from each of the 33 wards in the city. They hold 4 meetings a year in public and are an important part of the council's decision-making process.

The meetings provide an opportunity for local people to discuss key issues of concern with elected members and help influence decisions on matters of local interest, such as environmental improvements, community safety, health and wellbeing and employment.

How can you get involved?

- Attend a meeting
- Contact your local Councillor
- Ask a question or take part in a discussion through our social media pages

Meetings are held at different locations across the city, generally starting in the early evening and lasting a couple of hours. All meetings are open to the public and are usually themed around a particular topic.

Meetings are published on our website and can also be found on our social media pages (along with other local information and activities).

Need more information?

Please contact the Community Committee Support Team for a chat on 0113 3785808 or email at communitycommitteefunding@leeds.gov.uk



Leeds City Council's Community Committees

Inner East Community Committee

Burmantofts and Richmond Hill
Gipton and Harehills
Killingbeck and Seacroft

Councillor Arif Hussain
arif.hussain@leeds.gov.uk



Inner West Community Committee

Armley
Bramley and Stanningley
Kirkstall

Councillor Hannah Bithell
hannah.bithell@leeds.gov.uk



Outer South Community Committee

Ardsley and Robin Hood
Morley North
Morley South
Rothwell

Councillor Neil Dawson
neil.dawson@leeds.gov.uk



Outer North East Community Committee

Alwoodley
Harewood
Wetherby

Councillor Norma Harrington
norma.harrington@leeds.gov.uk



Leeds City Council's Community Committees

Inner South Community Committee

Beeston and Holbeck
Hunslet and Riverside
Middleton Park

Councillor Angela Gabriel
angela.gabriel@leeds.gov.uk



Outer East Community Committee

Cross Gates and Whinmoor
Garforth and Swillington
Kippax and Methley
Temple Newsam

Councillor Pauline Grahame
pauline.grahame@leeds.gov.uk



Inner North West Community Committee

Headingley and Hyde Park
Little London and Woodhouse
Weetwood

Councillor Javaid Akhtar
javaid.akhtar@leeds.gov.uk



Leeds City Council's Community Committees

Outer North West Community Committee

Adel and Wharfedale
Guiseley and Rawdon
Horsforth
Otley and Yeadon



Councillor Paul Wadsworth
paul.wadsworth@leeds.gov.uk

Outer West Community Committee

Calverley and Farsley
Farnley and Wortley
Pudsey



Councillor Amanda Carter
amanda.carter@leeds.gov.uk

Inner North East Community Committee

Chapel Allerton
Moortown
Roundhay



Councillor Mohammed Shahzad
mohammed.shahzad@leeds.gov.uk



For further information:

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Carl Hinchliffe, Senior Localities Officer

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**[www.leeds.gov.uk/
community committee](http://www.leeds.gov.uk/community-committee)**

**InnerEast
OuterEast
InnerNorthEast**

**InnerWest
OuterWest
InnerNorthWest
OuterNorthWest**

**InnerSouth
OuterSouth
OuterNorthEast**

HEALTH AND WELLBEING BOARD

**PLEASE NOTE THE NEXT
SCHEDULED MEETING OF THE
HEALTH AND WELLBEING BOARD
IS 16TH SEPTEMBER 2019 AND
THEREFORE THERE ARE NO
MINUTES FOR CONSIDERATION.**

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EXECUTIVE BOARD

WEDNESDAY, 24TH JULY, 2019

PRESENT: Councillor J Blake in the Chair

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

SUBSTITUTE: Councillor A Lamb

29 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 Appendices 2, 3 and 4 to the report entitled, 'Design and Cost Report: Development of a New Film / TV Studio', referred to in Minute No. 43 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 the information within the appendices contains details regarding the financial or business affairs of a particular person (including the Council). It is considered that the public interest in maintaining the content of those appendices as being exempt from publication outweighs the public interest in disclosing the information, as disclosing it at this stage would prejudice the Council's commercial position and that of third parties;
- (b) That Appendix 2 to the report entitled, 'Creative and Digital Workspace Fund', referred to in Minute No. 44 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 the information within the appendix provides the identity and investment plans of the Hope House social investors, and its release may prejudice their commercial interests. Withholding that information is considered to outweigh the public interest benefit of its release, as there is a risk that if the details of the social investors are made public, they may withdraw their support from the project.

30 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

31 Minutes
RESOLVED – That the minutes of the previous meeting held on 26th June 2019 be approved as a correct record.

32 Substitute Member
During the Board's consideration of agenda item 13 (Council Housing Growth Property Acquisitions Programme) Councillor A Carter left the meeting. At this point, under the provisions of Executive and Decision Making Procedure Rule 3.1.6, Councillor A Lamb was invited to attend the remainder of the meeting on behalf of Councillor A Carter. (Minute No. 40 refers).

RESOURCES

33 Financial Health Monitoring 2019/20 - Quarter 1
The Chief Officer (Financial Services) submitted a report which presented the projected financial health position of the Authority following the first quarter of the financial year.

Members welcomed the report's recommendation to submit proposals to the September Executive Board meeting to address the projected overspend within the Children and Families directorate.

Responding to a Member's enquiry, the Board received further information regarding the budget pressure within the Children and Families directorate which related to Children's Centre fee income, with Members receiving detail on the important role played by the centres and the actions being taken in Leeds regarding the early years offer provided. Further to this, it was requested that information be submitted to a future Board which presented Leeds' position regarding the provision and take up of key Children's Services during the current challenging financial climate, when compared with other Local Authorities.

The Board also received further information regarding the currently projected overspend in the waste management service, which it was noted in part related to the ongoing refuse review being undertaken, with the key role of Scrutiny in that review process being highlighted. It was further highlighted that despite the current projected overspend in waste, overall the directorate was projecting a balanced budget.

Members also discussed the nature of the monthly financial health monitoring report to the Board, the strategic level of data it presented to Members, which it was noted could be supplemented with Member briefings where appropriate, and the key role the report played in helping the Executive regularly monitor the financial position of the Authority. In relation to this, emphasis was also placed upon the work which continued to be undertaken behind such budgetary data by officers who looked to ensure that the Council's services were provided as effectively as possible.

RESOLVED –

- (a) That the projected financial position of the Authority as at Quarter 1 of the financial year, be noted;
- (b) That the Director of Children and Families be requested to identify proposals to address the projected overspend in that directorate, with such proposals being incorporated into the next Financial Health Monitoring report to be submitted to Executive Board in September 2019;
- (c) That information be submitted to a future Board which presented Leeds' position regarding the provision and take up of key Children's Services during the current challenging financial climate, when compared with other Local Authorities.

34 Medium Term Financial Strategy 2020/21 to 2024/25

The Chief Officer (Financial Services) submitted a report presenting the Council's updated Medium Term Financial Strategy which had been extended to cover the five year period 2020/21 – 2024/25 for the Board's approval.

Responding to a Member's enquiry, the Board noted that the capital programme was an area that would continue to be monitored and robustly reviewed. Members welcomed the clear presentation in the report of the current position regarding the Minimum Revenue Provision (MRP). Also, it was noted that the approach being taken in regard to the MRP had been previously agreed at full Council, and in response to a Member, it was highlighted that the effective management of the Council's assets was a key consideration, including any assets deemed to be surplus.

Members also highlighted the importance of the Leeds' Housing Infrastructure Fund (HIF) bid, and the significant impact that a successful bid would have upon the city.

Responding to a Member's comments, the Board was advised that the Council would continue to liaise with, and make representations to Government on key issues, such as looking to gain the latest information on funding opportunities and policy, whilst further detail on the Local Government Funding Settlement was awaited.

RESOLVED –

- (a) That the 2020/21 – 2024/25 Medium Term Financial Strategy for both General Fund services and the Housing Revenue Account, as detailed within the submitted report, be approved;
- (b) That it be noted that the budget saving proposals to address the estimated budget gaps will be brought to Executive Board in advance of the Initial Budget Proposals to be received by Executive Board in December 2019;

- (c) That it be noted that the Chief Officer (Financial Services) will be responsible for the implementation of the resolutions arising from the submitted report;
- (d) That the adoption of the revenue and capital principles, as set out in Annex 1 to the submitted report, which must be complied with in respect of the arrangements for the financial management of both the Revenue budget and the Capital Programme, be approved.

35 Capital Programme 2019/20 - 2022/23 Quarter 1 Update

The Chief Officer (Financial Services) submitted a report providing an update on the Council's Capital Programme 2019/20 – 2022/23, as at Quarter 1 of the current financial year.

RESOLVED –

- (a) That an injection of £373.8k in relation to Capital Receipts, which will be utilised by Ward Councillors under the Capital Receipts Incentive Scheme (CRIS) as detailed at Appendix C to the submitted report, be approved;
- (b) That the latest position on the General Fund and HRA Capital Programmes, as detailed within the submitted report, be noted;
- (c) That it be noted that resolution (a) above, regarding the injection of £378.3k of funding will be implemented by the Chief Officer (Financial Services).

36 Health, Safety and Wellbeing Performance and Assurance Report

Further to Minute No. 179, 18th April 2018, the Director of Resources and Housing submitted a report which reviewed the Council's performance in respect of health, safety and wellbeing matters over the period 1st April 2018 to 31st March 2019. The report provided related assurances where appropriate, highlighted the improvements which had been made in this area and identified the challenges ahead.

In presenting the report, the Executive Member for Resources highlighted that he had requested that further work be undertaken on the increase in verbal / physical assaults upon Council staff, as detailed within the annual report.

RESOLVED – That the contents of the submitted report be noted, with it being recognised that a robust, yet proportionate approach to risk management within the Council continues to be applied.

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

37 HS2 Phase 2b Design Refinement Consultation - Proposed Response

The Director of City Development submitted a report presenting an update on HS2 Ltd.'s proposed route refinement to the Phase 2b route in Leeds, and which sought approval for the principles of the proposed City Council response to the design refinement consultation exercise being undertaken.

Responding to a Member's comments, the Board was advised that the specific consultation exercise, as detailed within the submitted report, was being driven by the issue of cost efficiency and build ability when considering the line of route for the southern approach into Leeds station.

Also in response to a Member's comments, it was highlighted that should any residents affected by the HS2 proposals not be able to access related information, then that should be brought to the attention of HS2 or the Council, who could raise it with HS2 on their behalf.

Responding to a Member's concerns and comments, which included the need for the provision of high quality mitigation in affected communities, further information was provided to the Board. This included clarification on what the specific consultation exercise, as detailed within the report covered, how the Supplementary Planning Document (SPD) for the South Bank presented the Council's ambition for that part of the city and how the SPD process could help to embed the Council's vision for the line of route into the station. Following this, officers offered to provide the Member in question with a briefing on related matters.

Also, Members were advised of the active role that the Council continued to play in terms of the level of feedback and challenge it provided to HS2, where appropriate.

The Board also discussed the benefits of HS2 for the city and the region, whilst the importance of the Council continuing to monitor the national position in respect of HS2 was highlighted.

RESOLVED –

- (a) That the principles of the proposed City Council response to the consultation exercise, as outlined within sections 3.9 to 3.21 of the submitted report, be approved;
- (b) That the necessary authority be delegated to the Director of City Development in consultation with the Executive Member for Climate Change, Transport and Sustainable Development to enable the Director to finalise and submit the Council's formal consultation response to the HS2 Ltd. Phase 2b design refinement consultation by the consultation deadline.

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

38 Leeds Public Transport Investment Programme: Alwoodley Park and Ride & Temple Green Park and Ride

The Director of City Development submitted a report which provided an update on the progress of delivering significant schemes during 2019/20 under the Leeds Public Transport Investment Programme (LPTIP) programme

of funding. Also, the report specifically detailed proposals regarding a new Alwoodley Park and Ride site and the expansion of the Temple Green Park and Ride site.

Responding to Members' enquiries, the Board received further information and assurance regarding the future provision of bus services in Leeds by First Bus, which would accompany the ongoing development of related infrastructure.

Also, the Board received further detail on the demand forecasting which was undertaken ahead of any Park and Ride proposals being made, with reassurance being provided that there was a robust case for the Alwoodley proposal. With regard to the proposed bus service for that site, the Board received an update, with it being noted that a separate procurement exercise would be undertaken by West Yorkshire Combined Authority.

Members welcomed the comprehensive Climate Emergency information contained within the submitted report.

It was requested that information be submitted to Board Members in the future which presented the initial findings following the introduction of cleaner buses on selected routes.

RESOLVED –

- (a) That the progress made since April 2016 in developing proposals for the relevant projects benefiting from LPTIP funding, together with the subsequent public consultation responses received, be noted;
- (b) That the submission of a planning application for the new Alwoodley Park and Ride site be approved, and that subject to the granting of planning permission and the funding approval of the West Yorkshire Combined Authority, approval also be given for the expenditure of up to £14.03m from the LPTIP Capital Programme which will carry out detail design and construction of the site;
- (c) That the submission of a planning application for the expansion of the Temple Green Park and Ride site be approved, and subject to the granting of planning permission and the funding approval of the West Yorkshire Combined Authority, approval also be given for the expenditure of £5.966m (the cost of the Business Case minus the purchase of the land which has previously been approved) from the LPTIP Capital Programme which will carry out detail design and construction of the site. In addition, the Board's approval also be given for an injection of £431,978.55 from S106 Developer Contributions;
- (d) That subject to ongoing consultation with the relevant Executive Member, as appropriate, it be noted that the Chief Officer for Highways and Transportation will be responsible for the implementation of the resolutions as outlined above.

(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)

COMMUNITIES

39 Annual Report on the Strategic Approach to Migration in Leeds

Further to Minute No. 38, 25th July 2018, the Director of Communities and Environment submitted a report which provided an annual update on migration activity being delivered both on a citywide level and also with supported migrant populations in Leeds. The report also provided an update on key migration population trends in the past year and on national policy changes, specifically on the approach in place to support EU citizens living in Leeds obtain settled status.

RESOLVED –

- (a) That the annual update on migration activity taking place in Leeds, as detailed within the submitted report, be received and endorsed;
- (b) That it be noted that the Director of Communities and Environment and the Executive Member for Communities are responsible for leading this work through the Council's 'Stronger Communities' Programme, with it also being noted that the Chief Officer (Communities) is responsible for leading on the work of the Leeds Strategic Migration Board;
- (c) That a further update on the progress being made in this area be submitted to the Board in July 2020.

40 Council Housing Growth - Property Acquisitions Programme

Further to Minute No. 22, 26th June 2019, the Director of Resources and Housing submitted a report which sought the necessary 'authority to spend' to support a new 2-3 year programme of up to 180 property acquisitions (and refurbishments), which followed the earlier injection into the Capital Programme at the Council meeting in February 2019. In addition, the report also sought the Board's approval of the updated Property Purchase Policy.

Members discussed the approach and criteria being proposed. During the discussion, emphasis was placed upon the need to ensure that the buying back of a property provided value for money and was a viable investment, whilst on the other hand, a concern was also raised about ensuring that the approach was not too restrictive.

Responding to Members' comments, emphasis was placed upon the need for any purchases to deliver value for money and enable the property to be brought up to the desired standard within the proposed 'per property' budget cap. It was clarified that the approach being taken was to focus on repurchasing former Council properties which had been bought under 'Right to Buy' provisions and that the 'Right of First Refusal' protocol had been identified as the main means to achieve this.

Reference was also made to the establishment of a Local Housing Company and the benefits that that would bring when looking to address housing need in the city.

RESOLVED –

- (a) That the progress made to date in terms of the property acquisitions, as set out in the submitted report, be noted, with the establishment of the project, the supporting processes, resources and the governance arrangements also being noted;
- (b) That 'Authority to Spend' of £22.5m to the Council Housing Growth Programme which will support a new 2-3 year programme of c.150-200 property acquisitions (and refurbishments), following the injection of the Capital required at February 2019 Full Council, be granted, and that the Board's support also be provided for any funding bids which are required to optimise the funding mix for these acquisitions;
- (c) That it be noted that the acquisitions (and refurbishments) will be funded via a combination of Housing Revenue Account (HRA) funding, blended with either retained 'Right to Buy' receipts or Homes England Grant; and that the necessary authority to approve the final funding mix for the acquisition (and refurbishment costs) be delegated to the Director of Resources and Housing;
- (d) That the current budget cap of £145,000 per property, as detailed within the submitted report, be noted, and that the necessary authority to amend this in line with future fluctuations in housing prices be delegated to the Director of Resources and Housing;
- (e) That the updated Property Purchase Policy, as presented at Appendix A to the submitted report, be approved, and that the implementation of the Policy be delegated to the Director of Resources and Housing.

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

(During the Board's consideration of this item Councillor A Carter left the meeting. At this point, under the provisions of Executive and Decision Making Procedure Rule 3.1.6, Councillor A Lamb was invited to attend the remainder of the meeting on behalf of Councillor A Carter)

41 To consider the future of the two Highways high rise housing blocks in the Killingbeck area of east Leeds

The Director of Resources and Housing submitted a report on proposals regarding the future of the two Highways housing high rise blocks in Killingbeck, Leeds. The report outlined how the blocks had exceeded their original design life and required significant investment to bring them up to the standards that the Council wished for its residents.

The submitted report and the appended options appraisal document set out several potential options for progressing this matter, as follows, with Option 3 being recommended to the Board:-

Option 1: Clearance and demolition over the next ten years;

Option 2: Clearance and demolition of the site;

Option 3: Clearance and demolition and redevelopment of the site with new build Council homes;

Option 4: Refurbishment of the blocks.

Responding to a Member's enquiry, the Board received further information on how the proposal to demolish the site and replace with new build properties was more financially and environmentally sustainable over a 60 year period than the proposal to refurbish the existing buildings. It was also highlighted that the building of new properties enabled the standard of accommodation to be improved in line with the Council's ambitions.

Confirmation was provided that consultation had been undertaken with the local Ward Councillors and the tenants who were supportive of the proposals.

Members' comments regarding the Climate Emergency text within the submitted report and the need for more comprehensive information to be added in future was acknowledged. It was highlighted that such comments would be taken into consideration when drafting future Board reports, however, it was emphasised that Leeds was one of the first Council's to routinely incorporate such information into its Executive reports. Also, it was noted that some subject areas were currently easier to provide a forecast or measure potential impact than others, a situation which would evolve as research in this field developed.

RESOLVED –

- (a) That the contents of the submitted report and the appended options appraisal document be noted;
- (b) That the properties of 62-121 Highways, Killingbeck, Leeds, West Yorkshire, LS14 6AS and 1-61 Highways, Killingbeck, Leeds, West Yorkshire, LS14 6AT be declared as being surplus to requirements;
- (c) That the Board's agreement be given to take out of charge the properties of 62-121 Highways, Killingbeck, Leeds, West Yorkshire, LS14 6AS and 1-61 Highways, Killingbeck, Leeds, West Yorkshire, LS14 6AT;
- (d) That the Board's agreement be given for the buildings on the site to be safely demolished, thus creating a clear site for future use;
- (e) That the serving of an initial demolition notice, in line with Housing Act processes, in respect of tenants wishing to exercise their 'Right to Buy', be approved;

- (f) That the Board's agreement be given for the site being developed as part of the Housing Growth programme, enabling new Council housing to be built on that site in the future;
- (g) That it be noted that a separate report will follow from the Council Housing Growth Programme, which will detail and request approval for the proposed replacement housing scheme.

INCLUSIVE GROWTH AND CULTURE

42 Leeds Inclusive Growth Strategy 2018-2023 - One Year On

Further to Minute No. 134, 19th December 2018, the Director of City Development submitted a report presenting the appended 'Leeds Inclusive Growth Strategy: One Year On' report, which set out the progress which had been made on the Inclusive Growth agenda over the past 12 months.

Members highlighted the importance of the business sector in the continued development of the Strategy, with a Member emphasising the Government's national role in the stimulation of growth.

Emphasis was placed upon the need for the strategy to promote environmentally sustainable growth, in addition to it promoting inclusive growth, with the example of strong local economies being given as a way of encouraging such sustainable growth.

Members acknowledged the importance of the work being undertaken on creating bespoke performance indicators for Leeds, to ensure effective measurement of progress in this area.

RESOLVED –

- (a) That the contents of the submitted report, together with the 'Leeds Inclusive Growth Strategy - One Year On' report, as presented at Appendix A, be noted, its findings be welcomed, and that the Board's congratulations be extended to all the people involved in delivering the projects that benefit Inclusive Growth across the city;
- (b) That agreement be given to support the new 12 'Big Idea Ambassadors' initiative and also the Inclusive Growth Delivery Partnership;
- (c) That it be noted that the Director of City Development is the lead officer for the implementation of the Leeds Inclusive Growth Strategy.

43 Design and Cost Report: Development of New Film / TV Studio

The Director of City Development submitted a report which outlined plans to develop a new large scale Film and TV studio in the city, located on Whitehall Road to the west of the city centre, which would look to deliver a significant increase in capacity to film high end TV and feature films in the city.

The submitted report set out several options regarding the Council's potential involvement in progressing this matter, with the report proposing that actions be taken in line with Option 3, as follows:-

- Option 1: The Council designing and constructing a new facility at a new site;
- Option 2: The Council taking a head lease of the Polestar site and financing the fit out works for an operator;
- Option 3: The Council facilitating the delivery of a studio through a property transaction and a loan;
- Option 4: No Council involvement.

Following consideration of Appendices 2, 3 and 4 to the submitted report designated as being exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the positive response from the Film / TV sector following the Channel 4 announcement be welcomed, and that the progress being made to maximise the economic benefits associated with Channel 4 locating to the city, be noted;
- (b) That agreement be given for the Council to take steps to facilitate the delivery of a new TV and Film studio at the former Polestar Petty Factory at Whitehall Road, with the economic and regeneration benefits of the Council doing so, being noted;
- (c) That agreement be given for the Director of City Development, in consultation with the Chief Officer (Financial Services), the Executive Member for Resources and the Leader of the Council:-
 - (i) To develop and enter into a head lease with NIB Pension Fund, as per the principles and Heads of Terms, as contained within exempt appendices 2 and 4 of the submitted report; and
 - (ii) To develop and enter into a lease and other legal agreements with Versa (Whitehall Road) Limited, as per the principles and Heads of Terms, as contained within exempt appendices 2 and 3 of the submitted report;
- (d) That agreement be given to inject £1.6m into Capital Scheme Number 33054/TVF/000 in order to finance a loan to Versa (Whitehall Road) Limited for external acoustic works; and that the necessary authority be delegated to the Director of City Development and the Chief Officer (Financial Services) to enable the Director and Chief Officer to provide 'authority to spend' up to that amount in order to provide the loan, subject to the completion of legal agreements with Versa (Whitehall Road) Limited.

44 Creative and Digital Workspace Fund

The Director of City Development submitted a report regarding the results of independent market research which had been undertaken into the provision of

workspace for the creative and digital sector in the city centre/city fringe. The report sought approval for a number of investments which would look to sustain and enhance the provision of creative workspace in locations where this provision was considered to be at risk.

Responding to a Member's enquiry, the Board received further information on the ways in which those creative businesses identified in the report would encourage Inclusive Growth within the communities where they were located in line with the Council's Inclusive Growth Strategy.

Following consideration of Appendix 2 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 findings of the Council's research together with the feedback received from the recent 'call for evidence', which had been undertaken, be noted;
- (b) That approval be given for the decision to use the Creative and Digital Workspace Fund to support projects which enable the not-for-profit sector to refurbish and secure the long term future of affordable workspace for creative industries in city centre / city fringe locations;
- (c) That subject to the information contained within exempt Appendix 2 to the submitted report, approval in principle be given for the Council's support for the first three projects: namely, Leeds Media Centre; the Leeds Arts Hostel and Hope House, as follows:-
 - (i) **Leeds Media Centre:** To provide a grant of £800,000 to the Council's operator, Unity Property Services Limited, (with £300,000 allocated from the Creative and Digital Workspace Fund and £500,000 funded directly by the Council), which will be offset by an increase to the rent paid to the Council by the Unity Property Services Limited. Unity Property Services Limited will then use this £800,000 capital contribution as match funding to deliver a £1.6m refurbishment and reconfiguration of the premises;
 - (ii) **Leeds Arts Hostel:** To provide up to £150,000 grant to East Street Arts to support the strategic relocation of the Leeds Arts Hostel to Mabgate;
 - (iii) **Hope House:** To provide up to £450,000 grant to Music and Arts Production Leeds in order to secure the long term future of Hope House as a creative workspace and as a contribution towards the proposed refurbishment;
- (d) That it be noted that the Director for City Development will be responsible for the implementation of the resolutions, as detailed above;

- (e) That based on resolution (c)(i-iii) above, approval be given for the necessary authority to be delegated to the Director of City Development to enable the Director to finalise the detailed terms before entering into the new contracts and funding agreements associated with Leeds Media Centre, the Leeds Arts Hostel and Hope House;
- (f) That it be noted that the Director for City Development will seek to support further requests for assistance to sustain and improve the provision of creative workspace through the remaining £100,000 in the Creative and Digital Workspace Fund and the remaining funds in the Tech Hub Fund;
- (g) That approval be given for the decisions taken by Executive Board in respect of resolutions (c)(i) and (c)(iii) above, to be exempted from the Call In process, for the reasons of urgency, as set out in paragraphs 4.5.5 - 4.5.8 of the submitted report, with it being noted that resolution (c)(ii) (above) will remain eligible for Call In.

(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, resolutions (c)(i) and (c)(iii) (above) were exempted from the Call In process, as per resolution (g) above, and for the reasons as detailed within sections 4.5.5 – 4.5.8 of the submitted report)

ENVIRONMENT AND ACTIVE LIFESTYLES

45 A Waste Strategy for the City of Leeds

The Director of Communities and Environment submitted a report which presented for the purposes of the Board's approval a new waste strategy for the city, as an interim strategy until 2021.

As part of the introduction to the report, the Executive Member for Environment and Active Lifestyles highlighted the current position nationally with regard to waste, the reasons why an interim approach had been identified as the appropriate way forward and highlighted the role that the Council would play in the delivery of the city strategy.

Responding to Members' concerns which included the speed at which the Council was progressing this issue, the Board was provided with an update on the Government's current position on this matter and how an interim strategy for Leeds had been developed in order to provide some interim commitments and prepare for the inevitable national requirements that will follow in this area, as and when they were agreed by Government. The Board was advised that a longer term strategy would follow when the national position was clearer.

It was noted that a cross-party Member working group had been involved in the development of the interim strategy, which was alongside the

consideration that Scrutiny Board (Environment, Housing and Communities) continued to give to the matter. Emphasis was also placed upon the proposed 'Key Commitments' of the Council which formed part of the strategy, as detailed within the report.

With regard to the actions being undertaken in respect of the refuse review, Members received an update on this, with it being noted that it had developed into a much more comprehensive piece of work, thanks to the significant contributions from the Scrutiny Board.

Following a further update on the work that continued to be undertaken in this area, it was requested that a report be submitted to a future Board providing an update on how the waste agenda had evolved in recent years, the refreshed approach being taken across the city and how the Council was developing its work with groups, such as young people, in order to harness the appetite there was for this agenda.

RESOLVED –

- (a) That in noting the contents of the submitted report, the interim waste strategy for the city, as presented at paragraph 3.5, be approved, and that a comprehensive updated waste strategy be submitted to the Board for consideration by 2021;
- (b) That a further report be submitted to a future meeting of the Board providing an update on how the waste agenda had evolved in recent years, the refreshed approach being taken across the city and how the Council was developing its work with groups, such as young people, in order to harness the appetite there was for this agenda.

HEALTH, WELLBEING AND ADULTS

46 Integrated Market Position Statement

The Director of Adults and Health submitted a report providing an update on the development of an Integrated Market Position Statement in respect of the adult social care market. The report also sought approval of the appended Position Statement for the purposes of publication.

RESOLVED –

- (a) That the Integrated Market Position Statement, as appended to the submitted report, be approved for the purposes of publication.
- (b) That it be noted that the Director of Adults and Health is responsible for the publication of this document following the Board's approval and following the expiry of the Call In process.

CHILDREN AND FAMILIES

47 Review of Leeds Child Safeguarding Partnerships

The Director of Children and Families submitted a report which provided an update on the progress made regarding the review of child safeguarding partnerships in the city and which set out the direction of travel for the future.

Responding to a Member's enquiries, the Board was advised that arrangements were currently on track for proposals to be implemented by September 2019. Also, assurance was provided on the safeguarding measures that would continue and be built upon in terms of cross-boundary provision.

Members also highlighted the need to ensure that the effectiveness of the proposals were monitored, with agreement being given that it would be appropriate for both Executive Board and the relevant Scrutiny Board to have a role in that monitoring process.

RESOLVED – That the new arrangements, as detailed within the submitted report, be noted, with it also being noted that a further report will be provided to Executive Board on the final arrangements in the Autumn.

LEARNING, SKILLS AND EMPLOYMENT

48 Equality Improvement Priorities Progress Report 2018 - 2019

Further to Minute No. 48, 25th July 2018, the Director of Communities and Environment submitted a report presenting the annual progress which had been made against the Council's Equality Improvement Priorities for 2018 – 2022. The report also outlined the reviewed, amended and completed priorities, as detailed at appendix 1 to the submitted report.

The Board noted the suggestions made in respect of the report, which were that future annual reports be submitted to the Members' Equality Group for consideration prior to being submitted to Executive Board and that it would be useful to show comparisons in the report with those that did not have a protected characteristic when presenting relevant data.

RESOLVED –

- (a) That the Equality Improvement Priorities Annual Report 2018 – 2019, as appended to the submitted report, be approved;
- (b) That approval be given to sign off the completed priorities for 2018/19;
- (c) That the new and amended priorities for 2019/20, be approved;
- (d) That a further report on such matters be submitted to the Board in July 2020;

- (e) That it be noted that the Director of Communities and Environment is responsible for the implementation of decisions made by Executive Board in respect of the submitted report.

49 Design & Cost Report for the Learning Places expansion of Beeston Hill St Luke's Church of England Primary School

Further to Minute No. 161, 21st March 2018, the Director of Children and Families submitted a report which provided background information in respect to the proposed expansion at Beeston Hill St Luke's Church of England Primary School, and which sought approval to incur expenditure necessary to support the proposed project and provided further context in respect of any associated risk and cost implications.

RESOLVED –

- (a) That the necessary 'authority to spend' on the Learning Places Programme for Beeston Hill St Luke's Church of England Primary School, at a total value of £4,295,000 and as detailed within the submitted report, be approved;
- (b) That the expenditure of £4,295,000 from capital scheme number 32737/BEE/000 for the construction work and associated fees for the expansion of Beeston Hill St Luke's Church of England Primary School, which is necessary to enable occupation from September 2020, be approved;
- (c) That the estimated scheme cost of £4,295,000 be noted, which includes: £3,220,000 for construction works, professional fees and survey costs of £485,000, £75,000 for loose furniture & equipment to support the expansion to 2 Form Entry and the setting up of Primary and Secondary SEN (Special Educational Needs) provision, £515,000 for supporting costs, together with a client held contingency commensurate to the scale and complexity of the project;
- (d) That it be noted that the officers responsible for the implementation of such matters are the Head of Service Learning Systems and the Head of Projects and Programmes, Asset Management & Regeneration, and that the necessary authority be delegated to those officers to enable them to enter into all other agreements required to deliver this project.

50 Outcome of consultation and request to approve funding to permanently increase learning places at Horsforth School from September 2022

The Director of Children and Families submitted a report which presented a proposal brought forward to meet the Local Authority's duty to ensure a sufficiency of school places. Specifically, the submitted report detailed the outcomes from a consultation exercise regarding a proposal to expand secondary school provision at Horsforth School and which sought a decision to fund the delivery of a scheme which would create the additional learning places required.

RESOLVED –

- (a) That the outcome of the consultation undertaken on the proposal to permanently expand Horsforth School from a capacity of 1125 to 1425 students by increasing the admission number in year 7 from 225 to 285, with effect from September 2022, be noted;
- (b) That the outcome of initial feasibility work, be noted, and that provisional approval be granted for the authority to spend (ATS) of £4.8m to deliver the proposed permanent expansion at Horsforth School;
- (c) That it be noted that the implementation of the proposals detailed are subject to funding being agreed based upon the outcome of further detailed design work and planning applications, as indicated at section 4.4.1 of the submitted report, with it also being noted that the proposal has been brought forward in time for places to be delivered for 2022;
- (d) That it be noted that the Head of Learning Systems is the responsible officer for the implementation of such matters.

51 The 3As Strategy: Improving the attendance, attainment and achievement of children and young people in Leeds

The Director of Children and Families submitted a report providing an update on the development of the Council's '3A's Strategy', which focussed upon the attendance, attainment and achievement of children and young people in Leeds, and which formed part of the overall drive to support all children and young people in having a successful start in life.

Following a detailed introduction, Members welcomed the submitted report.

With regard to the Local Government Association Peer Review, as referenced in the report, it was requested that the findings from that review be shared as appropriate, to enable Members to identify positive actions in this field which they could help progress in their local communities.

It was noted that issues relating to the 3A's Strategy were scheduled to be submitted to the Scrutiny Board (Children and Families) in the Autumn, and following a reference being made to the related issue of fixed term exclusions, it was noted that the issue of all exclusions together with related matters was also to be considered by the Scrutiny Board.

RESOLVED –

- (a) That the development of the '3A's Strategy', as outlined within the submitted report and as appended, be noted;
- (b) That the comments made by the Board regarding ways in which the Council as a whole can support the Strategy, be noted;

- (c) That it be noted that the lead officer for the '3A's Strategy' is the Deputy Director for Children and Families (Learning).

DATE OF PUBLICATION: FRIDAY, 26TH JULY 2019

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00 P.M., FRIDAY, 2ND AUGUST 2019

Report of Chief Executive

Report to Full Council

Date: 11 September 2019

Subject: Devolution, WYCA & Leeds City Region LEP 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 Members on matters in the Leeds City Region Local Enterprise Partnership (LEP) and through the West Yorkshire Combined Authority (WYCA).
- The main issues described in this report are related to an update on Devolution and from the latest public WYCA meeting in August 2019.

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

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

3. Resource Implications

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

Recommendations

- a) Members are asked to consider the content of this paper and action that might be needed from Leeds City Council as a result.

1. Purpose of this report

- 1.1 This report is intended to update Members on matters related to the progress of Devolution and matters regarding the Leeds City Region LEP and the West Yorkshire Combined Authority.

2. Background information

- 2.1 Following cross party agreement, this is the twenty-second report to Full Council to provide an update to Members on the progress related to Devolution and the work of the WYCA and Leeds City Region LEP.

3. Main issues

Devolution

- 3.1 Members have previously been updated on developments regarding Devolution including at the most recent Full Council meeting on 10 July 2019.
- 3.2 On 12th February 2019, the Secretary of State wrote to One Yorkshire Leaders and Mayors in response to the One Yorkshire proposals. The Secretary of State offered to “begin discussions about a different, localist approach to devolution in Yorkshire” whilst also stating the completion of the Sheffield City Region deal “is essential for talks to progress”. Following the letter from the Secretary of State, Hambleton District Council withdrew its support for pursuing a One Yorkshire deal.
- 3.3 The remaining 18 One Yorkshire Leaders and Mayors were subsequently invited to a meeting with the Secretary of State in Ripon on 1st March 2019 in order to discuss the following agenda items: devolution criteria; why One Yorkshire still has local support; interim arrangements; and next steps.
- 3.4 As a result of that discussion, One Yorkshire Leaders and Mayors issued a statement on 1st March 2019 which highlighted that they remained committed to the One Yorkshire approach to devolution. In recognition of the further work that is required to make progress, and the time that this would require, this should include discussions on interim funding arrangements. There was therefore agreement with the Secretary of State that Chief Executives from One Yorkshire authorities would begin work immediately with senior officials from the Ministry of Housing Communities and Local Government and HM Treasury on these interim arrangements and the points raised in the One Yorkshire submission; and an agreement to meet with the Secretary of State again later in the year.
- 3.5 On Friday 8 March 2019, the One Yorkshire Conference was held in Leeds bringing together leading national and regional figures including key note speeches by Cllr Judith Blake and the Northern Powerhouse Minister, Jake Berry MP, which both explored Yorkshire’s place in a post-Brexit economy and how devolution to the region can ensure it plays its full part in driving future prosperity for the North and the UK.
- 3.6 On the 7th May 2019, the Secretary of State, responded to the 25th March 2019 letter from the Sheffield City Region (SCR) Mayor Dan Jarvis and the four South Yorkshire council Leaders and Mayor about how the SCR deal might be unlocked. In the reply, the Secretary of State proposed that he is “...prepared to implement the (SCR) deal with an understanding that after 2022, those Councils that do not

see their future in the City Region should be free to join an alternative wider Yorkshire devolution group...”

- 3.7 At Prime Minister’s Questions on 26th June, in response to a question from Julian Sturdy MP, the then Prime Minister, Theresa May stated: “I absolutely recognise, as we do across the Government, Yorkshire’s enthusiasm for and dedication to devolution and the potential seen there for harnessing local people’s sense of identity with Yorkshire. We share the ambition of doing what is best for Yorkshire, its people and its businesses. My right hon. Friend the Communities Secretary has now met with Yorkshire leaders. Discussions are continuing about a different localist approach to devolution, and officials are having initial meetings with councils, including York, and will be interested in hearing their ambitions for devolution”.
- 3.8 Following constructive discussions between West Yorkshire Chief Executives, MHCLG and HMT officials, and West Yorkshire Leaders with the then HMT Minister, Robert Jenrick MP, One Yorkshire Leaders wrote to the new Prime Minister, Boris Johnson, at the end of July 2019, outlining new devolution proposals (see attached at Appendix A). 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.
- 3.9 Since 2018, the approach of One Yorkshire leaders has been revised since, so that whilst keeping true to the ambition for a Yorkshire deal, it would secure interim arrangements to allow the benefits of devolution to be felt more immediately. 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. At the time of writing this report there has been no response to the letter.

West Yorkshire Combined Authority (WYCA)

- 3.10 The following items were among those discussed at the Combined Authority meeting on the 25th April 2019. WYCA decisions are subject to call-in.
- 3.11 Capital Spending and Project Approvals (recommended by Investment Committee on 11 July 2019).

The following relates to schemes, which have been recommended for approval by the West Yorkshire and York Investment Committee and considered in line with the Leeds City Region Assurance Framework.

These schemes have a total combined funding value of £14.470 million when fully approved, of which £11.581million will be funded by the Combined Authority. A total expenditure recommendation to the value of £3.819 million was sought for the development and delivery.

The schemes identified below specifically relate to Leeds.

Stage 1: Eligibility	Stage 3: Delivery and Evaluation
<p>Ultra-Low Emission Bus (ULEB) The scheme will enable seven zero emission electric double decker buses to operate between the proposed Stourton Park and Ride site into Leeds City Centre, supported by two new rapid charging units at Leeds bus station.</p>	<p>Clean Bus Technology Fund The scheme seeks to deliver clean technology to bus fleets across West Yorkshire, to improve emission levels up to Euro 6 standard or better (as required by the forthcoming Leeds Clean Air Charging Zone).</p> <p>The scheme is primarily funded by Defra, with contributions from the Leeds Public Transport Investment Programme and bus operator match fund.</p>

3.12 HS2 Consultation response

On the 21st August the government announced an independent review into the HS2 programme. The review will look at whether and how the HS2 programme should proceed. Leeds City Council will be submitting a response to the review. The final report from the review will inform the government’s decision on next steps for the project which is expected before the end of 2019.

Before the HS2 review was announced Leeds City Council and WYCA considered their proposed responses to the HS2 Phase 2b Design Refinement Consultation.

The WYCA report provided an update on the proposed response to the HS2 Phase 2b Design Refinement Consultation, which relates to changes to the proposed HS2 route between Woodlesford and the HS2 Leeds station.

The design refinement for the Leeds corridor involves a change to the height of the route on the approach to Leeds from Woodlesford so that the line is mainly on a viaduct, rather than a combination of at ground level, cutting and embankment.

The WYCA report highlights the proposed principles of the Combined Authority’s response. This includes Combined Authority continues to welcome the arrival of high-speed rail, highlighting its potential impact on regeneration and improving connectivity to towns and cities in the Leeds City Region.

The report also states that ‘it is proposed the Combined Authority makes clear that the final design of the viaduct should minimise visual intrusion and noise pollution with enhanced landscaping, high quality design and noise mitigation measures for local residents.’

Leeds City Council proposed response to the HS2 Phase 2b Design Refinement Consultation was discussed at the Executive Board meeting on 24 July 2019. The final council response to Phase 2b Route refinement consultation will continue to welcome the principle of HS2 Phase 2b. The consultation response will also make clear that careful planning is required to ensure that greater attention is paid to all

the project's impacts on communities and the environment. The council's design refinement consultation response will be clear that the current visual information provided by HS2 Ltd on the viaduct proposal is inadequate. The council will press HS2 Ltd as part of our ongoing dialogue to provide this information at the earliest opportunity.

Furthermore, the response asks that visual intrusion is minimised, a high level of noise mitigation is provided, public spaces, green infrastructure and flood mitigation. They also call for a funded development strategy and masterplan to develop areas under and adjacent to the proposed viaduct should be incorporated into the new design.

3.13 Blake Jones Rail Review

Following the May 2018 rail timetable changes and resulting disruption, a joint review led by Councillor Judith Blake on behalf of Transport for North (TfN) and the Minister for Rail at the Department for Transport (DfT) was undertaken to analyse and provide learning from the issues.

The Review was published on 19 July 2019 and identified five recommendations for immediate implementation and a further four recommendations for longer term implementation, and which are made to inform the William Review.

The WYCA report states the five recommendations for immediate implementation can be taken forward without making changes to the governing agreement between DfT and TfN for the co-management of the Northern and TransPennine Express Franchises (the Partnership Agreement), and similarly do not require changes to the existing Northern or TransPennine Express Franchise Agreements.

The five recommendations can be found in the table below

Recommendation No.	Recommendation
1	Work with Train Operating Companies (TOCs) on a new 'Passenger Promise' to ensure passengers are the central focus of decisions by the rail industry and the Rail North Partnership. It will set out the standards and behaviours passengers can expect.
2	A package of measures to provide greater political oversight of the decision-making process within the Rail North Partnership (RNP). This will ensure there is a 'golden thread' between political decision making, implementation by officers, and outcomes for passengers.
3	Establishment of an Information Protocol with a presumption of maximum transparency while respecting legal and commercial constraints and respective accountabilities of the parties where necessary
4	Development of an Integrated Forward Plan for the RNP, reflecting the Passenger Promise and new scheme of delegations by establishing a collaborative work programme for the Partnership that brings together its delivery milestones and decision points joined up with the wider rail industry.

5	Enhanced resourcing, in terms of both adequate levels and effective use, of the RNP.
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In addition there are recommendations that rely on more fundamental change in the longer-term, which is the topic of the ongoing William Review. The Blake Jones Review of the Rail North Partnership has therefore made four further recommendations for consideration by the Williams Review as follows:

Recommendation No.	Recommendation
6	Whether, and how, a more effective ‘guiding mind’ for rail services in the North that considers system-wide risks and issues can be put in place, and the extent to which devolved bodies could have a greater role in this.
7	Whether and how there can be a more explicit, integrated focus on the North by Network Rail together with greater accountability to TfN as part of this.
8	Whether and how future rail services can be integrated across track and train (including how Network Rail and others will strengthen alignment between future service delivery and infrastructure availability) and aligned with the North’s aspirations, as set out in Strategic Transport Plan produced by TfN.
9	Whether and how further devolution of rail responsibilities to the North will operate within any emerging overall rail industry structure.

The Transport for the North Board considered an Action Plan to deliver the recommendations of the Blake Jones Review at its meeting on 31 July 2019.

The Combined Authority was asked to endorse the outcome of the Blake Jones Review.

3.14 Medium term financial strategy and budget 2020/21

The Combined Authority was provided with an update on the medium term financial strategy and budget planning for 2020/21.

The WYCA report states that a number of savings and reductions were built into the agreed 2019/20 budget and the budget setting process for 2020/21 will also seek to demonstrate how expenditure delivers against the objectives and priorities of the Combined Authority and its partners.

Work is underway and will progress building on the financial strategy approved previously. The final budget for 2020/21 will be approved at the Combined Authority meeting of 6 February 2020.

As part of the approach to transparency and accountability the Combined Authority intends to undertake a public consultation specifically as part of its budget setting process.

3.15 Corporate planning and performance

The Combined Authority was updated on corporate performance including progress against corporate plan priorities, risk management and budget position.

Corporate Plan 2019/20: The 2019/20 Corporate Plan sets out the vision and objectives for the organisation and the practical steps for how these will be progressed during the year. The WYCA report states, a comprehensive suite of performance indicators has been developed to measure the organisation's specific contribution towards achieving the overarching Corporate Plan priorities. An assessment of progress against these indicators for the first quarter of the 2019/20 financial year has now been undertaken.

Although the result for some of the key performance indicators (KPIs) are not yet available, the analysis of the quarter one results reflect a positive position. The majority of the KPIs are green.

Corporate Risk Update: A Members risk workshop took place on 23rd July involving nominated members of the Combined Authority and the Governance and Audit Committee. The workshop focussed on key factors influencing the risk appetite of the organisation and following these discussions the risk appetite statement is now being considered in light of the feedback received.

Revenue Budget position (2019/20): A RAG rating has been included in the 2019/20 current spend to budget to identify budgets that need further review. There are no 'red' areas of concern to report. Periodic forecasting is being undertaken during the year to track performance against this budgeted position.

3.16 Transforming Cities Fund

As part of this report, the Combined Authority was asked to note a range of recommendations and to also approve the use of capital of up to £3m from the West Yorkshire + Transport Fund Transformation Programme to fund TCF development work in the short term, to place the Combined Authority and partners in the best possible position to deliver the TCF programme.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 As this report is providing an update from a WYCA meeting, there hasn't been any specific consultation and engagement.

4.2 Equality and diversity / cohesion and integration

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

4.3 Council policies and the Best Council Plan

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

Climate Emergency

The WYCA paper referred to in Section 3.12 of this report also highlights a West Yorkshire Low Emission Strategy has been adopted by the Combined Authority and all West Yorkshire Partner Councils. This outlines measures to significantly improve air quality across the region and makes a series of recommendations which include planning and new development. WYCA have asked HS2 Ltd to consider this strategy as part of their development.

4.4 Resources, procurement and value for money

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

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

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

4.6 Risk management

4.6.1 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.

5. Recommendations

5.1 Members are asked to consider the content of this paper and action that might be needed from Leeds City Council as a result.

6. Background documents¹

6.1 None

7. Appendices

7.1 Appendix A – Letter from One Yorkshire Leaders and Mayors to Prime Minister

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.

Dear Prime Minister

Securing Devolution Across Yorkshire

Many congratulations on your recent election, and we look forward to working with you and your Government to take forward our shared ambitions.

In recent months we have had very constructive talks with Ministers and their officials to secure meaningful devolution in Yorkshire. We hope that your arrival can allow devolution across Yorkshire to become a reality and complete the missing part of the jigsaw in the devolution map in England. The proposal, which provides the opportunity to add £30bn a year to the economy, demonstrates the commitment and cross party support to deliver transformational benefits across the region.

Devolution in Yorkshire is critical to deliver our shared objectives, which cross political divides and are about growth in a post-Brexit world. It aligns to your stated priorities of more investment in desperately needed transport and full fibre digital infrastructure, increase inward investment and help our companies export, deliver more houses to meet the acute shortage across the county, quicken the progress we are making in sustainable energy generation and carbon capture, better address the skills shortages in our workforce, and critically, help tackle deprivation, both urban and rural, wherever it exists in our communities.

Our previous proposal to Government in 2018 was turned down. We have listened to the reasons given for this Government decision, and have revised our approach so that it keeps true to our ambition for a Yorkshire deal, while securing interim arrangements to allow the benefits of devolution for our communities in cities, towns and rural areas to be felt more immediately.

Our proposal is twofold.

- For you to agree to joint work between your Government and ourselves that aims to have a Yorkshire deal in place in 2022. We are asking you to share a joint aim to achieve it, pursue meaningful negotiation and undertake the work necessary to make that a reality. Your agreement to this would, in a stroke, unblock the impasse that has existed between many of our authorities and your predecessor Governments and add up to £30 billion to the regional economy.
- For you to commit to the necessary interim arrangements within each sub region to allow meaningful devolution within Yorkshire between now and 2022. This would allow the Northern Powerhouse to fully realise its potential in the short term and for you therefore to have devolution deals in place across the major metropolitan areas of the north and the vital port and energy infrastructure in the east of the County, ensuring we are well placed to take advantage of the post-Brexit opportunity and ensure that no part of Yorkshire is left behind.

Your commitment would allow:

- The South Yorkshire Deal powers and funding unlocked, in place and used, in interim until the end of the current mayoral term in 2022, when those authorities who wish to do so would become part of the wider Yorkshire deal.

- An interim deal to be done in Leeds City Region (based on a model involving full and associate member councils) commensurate with those in other large metropolitan areas.

- Interim deals to be done across each sub region to maximise the post Brexit opportunity and the impact of the Local Industrial Strategies.

We have already worked through much of the detail of these propositions with your officials in the Treasury and in the Ministry of Housing, Communities and Local Growth. We welcome further dialogue with them, and your championing of this devolution proposal is critical to make these plans a reality and make its delivery a priority in those Departments.

We hope that you will consider our proposal favourably, and we would of course welcome the opportunity to discuss these matters with you. It would send the clearest signal of intent to the people of Yorkshire to receive confirmation of your support for our proposal on or before Yorkshire day on 1 August. Together we can unlock the potential for Yorkshire!

Yours sincerely,

Cllr Sir Stephen Houghton, Leader, Barnsley Metropolitan Borough Council
Cllr Susan Hinchcliffe, Leader, City of Bradford Metropolitan District Council
Cllr Tim Swift MBE, Leader, Calderdale Council
Cllr Richard Foster, Leader, Craven District Council
Mayor Ros Jones CBE, Doncaster Council
Cllr Richard Burton, Leader, East Riding of Yorkshire Council
Cllr Richard Cooper, Leader, Harrogate Borough Council
Cllr Stephen Brady OBE, Leader, Hull City Council
Cllr Shabir Pandor, Leader, Kirklees Council
Cllr Judith Blake CBE, Leader, Leeds City Council
Cllr Carl Les, Leader, North Yorkshire County Council
Cllr Angie Dale, Leader, Richmondshire District Council
Cllr Keane Duncan, Leader, Ryedale District Council
Cllr Steve Siddons, Leader, Scarborough District Council
Cllr Mark Crane, Leader, Selby District Council
Mayor Dan Jarvis MP, Sheffield City Region
Cllr Peter Box CBE, Leader, Wakefield Council
Cllr Keith Aspden, Leader, City of York Council



COUNCIL MEETING –11TH SEPTEMBER 2019

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP1	2/9/19	3/9/19

Submitted by:	Councillor Paul Wadsworth
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Environment and Active Lifestyles)
Relevant Director	Director of Communities and Environment

This Council believes that the people of Leeds deserve a truly ambitious waste strategy that delivers against their increased desire to recycle and fully contributes to tackling the recently declared Climate Emergency.

Council notes with disappointment the July Executive Board report ‘A Waste Strategy for the City of Leeds’ that entirely fails to deliver against these objectives or set out a strategy that will improve the services available to Leeds residents. Council is also concerned by the breakdown of the refuse collection service over the summer months, inconveniencing residents in a number of areas across the city.

This Council therefore calls for an urgent report to Executive Board that responds to the problems with refuse collection experienced over the summer, and calls on the administration to bring forward a Waste Strategy for Leeds that takes a lead on this agenda, delivering the enhanced collection services that residents want and deserve.

Councillor Paul Wadsworth

Deadlines for submission

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

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

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COUNCIL MEETING –11TH SEPTEMBER 2019

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP2	2/9/19	3/9/19

Submitted by:	Councillor Stewart Golton
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Environment and Active Lifestyles)
Relevant Director	Director of Communities and Environment

“This Council notes that it declared a Climate Change Emergency this year with a commitment to make the City of Leeds carbon neutral by 2030.

This Council also notes the recent report from the Committee on Climate Change which calls for doubling the current number of trees planted annually in the UK in order to achieve the Government’s target to be carbon neutral by 2050.

The desire for carbon offsetting will also see further demand for tree planting and maintenance.

This Council therefore regrets the current under-resourced state of the Council’s tree management section, which is unable to respond to current demand, let alone deliver a future Leeds Treecover Revolution.

Council therefore calls upon the Executive Member(s) responsible for Climate Change and the Environment to commission a report to be published by December this year to identify the land, resources and training needed to respond to deliver our City’s target for achieving sufficient Treecover to deliver a carbon neutral city by 2030.”

Cllr Stewart Golton

Deadlines for submission

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

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



COUNCIL MEETING –11TH SEPTEMBER 2019

NOTICE OF:	Reference No:	Date Received:	Date Forwarded:
White Paper	WP3	2/9/19	3/9/19

Submitted by:	Councillor Rebecca Charlwood
Relevant Board/Regulatory Panel:	Executive Board
Executive Member/Chair:	Executive Member (Health, Wellbeing and Adults)
Relevant Director	Director of City Development/Director of Public Health

This Council is honoured that double Olympic Gold medal winner Alistair Brownlee MBE has become Leeds' first Active Travel Ambassador.

Council recognises the huge benefits Active Travel can bring to Leeds in terms of tackling climate change and improving public health, particularly for young people at risk of obesity. Council commends the recent exemplary work by teams in Children's Services and Public Health to help Leeds become the first UK city to successfully reduce rates of childhood obesity.

Council welcomes recent local and national investment in infrastructure to support Active Travel measures in Leeds, including investment towards the ambition to expand the city's cycle network from 107 miles to over 500 miles. Council also welcomes the support given to this by a range of outside organisation, including volunteers. Council calls for this approach to continue and urges the Government to provide further funding to help more people in Leeds incorporate walking and cycling as part of their day-to-day journeys.

Deadlines for submission

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

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

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