



SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

Meeting to be held remotely via Public-I
Thursday 25 June 2020
10.30 am – 12pm

(A pre-meeting will take place for all Members of the Board at 10.15 a.m.)

BOARD MEMBERSHIP

N Buckley	- Alwoodley
L Cunningham	- Armley
N Dawson	- Morley South
K Dye	- Killingbeck & Seacroft
J Goddard	- Roundhay
R Grahame	- Burmantofts and Richmond Hill
C Hall	- Rothwell
K Maqsood	- Gipton and Harehills
M Shahzad	- Moortown
J Taylor	- Horsforth
P Truswell (Chair)	- Middleton Park
P Wadsworth	- Guiseley and Rawdon

Note to observers of the meeting:

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

<https://democracy.leeds.gov.uk/ieListDocuments.aspx?CId=1112&MId=9994>

**Principal Scrutiny Adviser:
Rebecca Atherton
Tel: 37 88642**

A G E N D A

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

4

DECLARATIONS OF DISCLOSABLE PECUNIARY INTERESTS

To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members’ Code of Conduct.

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 19 FEBRUARY 2020

7 - 14

To approve as a correct record the minutes of the minutes of the meeting held on 19 February 2020.

7

UPDATE FROM DIRECTOR OF CITY DEVELOPMENT

To receive a verbal update from the Director of City Development regarding decision making during the emergency response to the Covid-19 pandemic and the initial stages of the subsequent city recovery plan, as such information relates to the remit of the Board.

To include a transport update from the Chief Officer (Highways and Transportation).

*The Executive Board report **Update on Coronavirus (COVID-19) Pandemic - Response and Recovery Plan** will be circulated for information once published ahead of the Executive Board meeting on 24 June – it is not available for inclusion at the time of publication of this Board’s agenda.*

8

SUSTAINABLE DEVELOPMENT - RECOMMENDATION TRACKING

15 - 38

To consider the report of the Head of Governance and Scrutiny Support which sets out the progress made in responding to the recommendations arising from the Scrutiny Inquiry into Sustainable Development.

9

WORK SCHEDULE

39 -
56

To consider the Scrutiny Board's initial work programme for the remote meetings due to take place June – August 2020.

10

DATE AND TIME OF NEXT MEETING

The next remote meeting of the Board will be on Thursday 16 July at 10.30am. There will be a pre-meet for Board Members at 10.15am.

SCRUTINY BOARD (INFRASTRUCTURE, INVESTMENT & INCLUSIVE GROWTH)

WEDNESDAY, 19TH FEBRUARY, 2020

PRESENT: Councillor P Truswell in the Chair

Councillors N Buckley, L Cunningham,
N Dawson, K Dye, J Goddard, K Maqsood,
M Shahzad, J Taylor and P Wadsworth

63 APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

There were no appeals.

64 Exempt Information - Possible Exclusion of the Press and Public

There was no exempt information.

65 Late Items

There were no late items.

66 Declarations of Disclosable Pecuniary Interests

There were no declarations of disclosable pecuniary interests.

67 Minutes - 8 January 2020

RESOLVED – That the minutes of the meeting held on 8 January 2020 be confirmed as a correct record.

68 Housing Mix Inquiry - Recommendation Tracking and Update

The report of the Director of City Development updated the Board on progress made in responding to the recommendations arising from the Board's inquiry into Housing Mix.

The following were in attendance for this item:

- Councillor Debra Coupar – Executive Member
- Martin Elliot – Head of Strategic Planning, City Development
- Sarah Hellewell - Principal Planner, City Development

The following was highlighted:

- Recommendation 3 – More training on viability was planned within the next 12 months.

Draft minutes to be approved at the meeting
to be held on Wednesday, 8th April, 2020

- Recommendation 4 – There would be training and workshops for officers with regards to the housing needs assessment.
- Recommendation 5 – There had been 4 new Neighbourhood Plans developed in the last year and a referendum had been passed to develop one for Wetherby.
- Recommendation 8 – Housing mix remains a key area of decision. There was difficulty in achieving the correct amount of 2 bedroom units. Housing mix is raised at an early stage of planning applications. There had been an increase in the provision of affordable housing.
- Recommendation 9 – A report had been considered at Development Plans Panel regarding the effectiveness of the policy.
- Recommendation 10 – There had been amendments to policy with regards to accessible housing.

In response to Members comments and questions, the following was discussed:

Recommendation 3

- Members sought reassurance about the level of challenge from the Council to developers with regards to viability. Officers confirmed that viability is challenged on a regular basis and noted that Planning Practice Guidance will now require any viability assessment to be prepared on the basis that it will be made publicly available other than in exceptional circumstances.

It was agreed that Recommendation 3 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

Recommendation 4

- There has been a requirement for policies to reflect the types of housing need locally along with the requirements of developers. . Requirements for future development have previously been established using advice from estate agents to determine demand and there has then followed a negotiation with developers.
- Planning permission could be refused if the housing mix was not appropriate.
- Council housing waiting lists are considered with regard to the housing needs.
- It was agreed that there is a need to provide affordable housing in all parts of the city. Members discussed the need to use the available tools at the Council's disposal to ensure local people can remain within communities where they have social, familial and/or employment ties.
- The council house programme was focussed on the inner areas of the city.
- It was noted that it is preferable for affordable housing to be provided on site but officers acknowledged that there is also an option to provide affordable housing within a "commutable distance".

It was agreed that Recommendation 4 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

Recommendation 5

- Concern was raised that residents did not know about forthcoming Neighbourhood Plans and the Board considered whether more could be done to raise awareness of the Neighbourhood Planning process. It was reported that there was a dedicated Neighbourhood Planning team to provide support to local residents going through the process. However, it was reiterated that the development of Neighbourhood Plans is designed to be controlled by the residents involved rather than the Council.
- Members discussed the varied nature of Neighbourhood Plans and the differences in the support required by residents developing these proposals. It was reported that Neighbourhood Plans could differ for a variety of reasons and different solutions were needed for different parts of the city.
- The Board agreed it would be useful to share best practice based on the experience of the various groups developing Neighbourhood Plans.

It was agreed that Recommendation 5 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

Recommendation 8

- The Board reiterated the need to keep Climate Emergency at the forefront of development and also discussed the need for improved social and green infrastructure to be part of all new developments.
- Encouraging families to live in the City Centre was regarded as a priority and the Board discussed ways in which to develop places in the centre that would be desirable for families.
- Policy stated that appropriate housing mix was needed ahead of long term need. There were other factors that affected this. The policy would be reviewed over time.
- Members queried how progress would be made in delivering the historic “backlog” of affordable housing. Officers confirmed that progress is being made but this would not be remedied by just using Section 106 agreements. There needs to be more innovative work with registered social landlords.
- Members discussed the approach to self-build sites with officers providing an example of how the Council has worked to de-risk a site in Armley to enable progress to be made.

It was agreed that Recommendation 8 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

Recommendation 9

It was agreed that Recommendation 9 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

Recommendation 10

It was agreed that Recommendation 10 remains at Position Status 4 – Acceptable progress made. Continue monitoring.

RESOLVED –

- (1) That the report and discussion be noted.
- (2) That the agreed status of tracking recommendations be approved.

69 Smart Cities Update

The report of the Director of Resources and Housing provided the Board with an overview of the smart cities agenda and an update on the Council's Smart Leeds programme.

The following were in attendance:

- Councillor James Lewis, Executive Member
- Stephen Blackburn, Assistant Solutions Architect
- Dylan Roberts, Chief Digital and Information Officer
- Jason Tutin, Digital Learning and Development Manager

The following was highlighted:

- The Executive Board was updated on the smart cities agenda periodically.
- The need to use new technology to provide better outcomes for the people of Leeds.
- The need for services to consider digital aspects when considering any work.
- Main areas of focus included the following:
 - Health and Wellbeing
 - Travel and Transport
 - Housing
 - Climate emergency
- Work with colleagues across the city.

In response to comments and questions, the following was discussed:

- The exponential expansion of the Smart Cities programme was discussed in the context of the increased use of smart technology in our homes.
- The Board was informed that the Smart Cities programme aims to determine how data can be combined to drive value and improve outcomes. The importance of taking a partnership approach to deliver preventative interventions was discussed including the need to combine budgets.
- Cyber security was a key concern for members, who discussed the need to have the necessary protection in place.

- How digital systems could be used in housing was outlined. Tenants and tenants groups had been engaged in how systems could be implemented.
- Data that was available from Data Mill North was available to third parties. This did not include any personal data and no personal data was available to third parties.
- Use of technology in the home - this included management of the house - measuring damp, CO2; could help people who are living in fuel poverty, improve health outcomes and assist people to live in their own homes for longer.
- Provision of free wi-fi to tenants. This had been successful and led to improved community support and engagement. There is an ongoing programme to provide more free wi-fi in community buildings and housing. Members asked officers to consider whether a similar programme could be rolled out in sheltered housing blocks. Officers confirmed this is under consideration but highlighted that there is a wider mix of provision of sheltered accommodation.
- Use of technology for waste collection – this included reduced travel, use of in-cab technology for refuse vehicles and prevention of unnecessary collections all of which would have a positive impact on climate concerns.
- The need to communicate and increase awareness to partners. Some services were more proactive. There were digital aspects in all service areas.
- Resources – where there was a case for a return on investment this could attract resources. Recruitment and retention of staff was also important.

It was agreed that the Chair writes to the relevant Director to reiterate the importance of embedding a shared service approach to the co-ordination of the Smart Cities programme.

RESOLVED –

- (1) Support the work to improve data usage and collection through investigating how a next-generation city data platform will enable the Council to derive more value from data and through working collaboratively with cities such as London on shared data models which will review standards and information governance.
- (2) Endorse the approach of working increasingly with partners from all sectors (e.g. universities, other councils, tech companies) to continue to promote Leeds as one of the UK's leading smart cities by testing and trialling new technologies that can lead to improved outcomes for citizens.
- (3) Support the work to review how IoT devices can assist with understanding the city environment to improve decision making, and work on use cases that enable the testing of these devices that can assist with business cases and city wide deployment.

- (4) Approve the introduction of indicators to track progress and suggest changes or where additional ones should be included. These indicators will be reviewed annually to identify if the correct ones have been identified and are delivering better understanding of progress.

70 Digital Inclusion - Recommendation Tracking

The report of the Head of Corporate Governance and Scrutiny Support & Chief Digital and Information Officer set out the progress made in responding to the recommendations arising from the scrutiny inquiry Powering up the Leeds Economy Through Digital Inclusion.

The following were in attendance:

- Councillor James Lewis, Executive Member
- Stephen Blackburn, Assistant Solutions Architect
- Dylan Roberts, Chief Digital and Information Officer
- Jason Tutin, Digital Learning and Development Manager

The following was highlighted:

- Work highlighted that was over and above what was tasked with at the beginning of the Inquiry to achieve city priorities.
- Digital Inclusion was now being written into city strategies including the Inclusive Growth Strategy and was now seen as fundamental.

In response to comments and questions, the following was discussed:

- Since the last update there had been the recruitment of an additional Digital Inclusion Officer funded by the Better Care programme working on the pathfinder programme.
- The national approach to the pathfinder programme was discussed including the ways in which information and learning can be shared.
- Members welcomed the approach to providing services in community hubs and libraries and the investment in this provided by the Council. There had been over 1,000 Digital Champions trained across the city.
- There had been some work with schools but there could be a stronger connection. Wider engagement with young people may also be explored in future.
- Community centres – there had been a focus on priority communities where there was little or no provision.
- Funding arrangements and sustainability of the service remain a concern for Board members.
- Savings made through digital inclusion work.
- The tablet lending scheme and use of voice activated technology.
- Resourcing community groups – provision of funding from Wellbeing Funds, Housing Advisory Panels and MICE money.

RESOLVED –

- (1) That the report and discussion be noted.
- (2) That the recommendation tracking remain at position status 4, acceptable progress made, continue monitoring.
- (3) That the Chair writes to the Director of Housing and Resources with regards to sustainable funding for the Digital Inclusion programme.

71 Work Schedule

The report of the Head of Democratic Services presented the Board's work schedule for the remainder of the current municipal year.

A copy of the work schedule and January Executive Board minutes were appended to the report.

RESOLVED – That the report be noted.

72 Date and Time of Next Meeting

Wednesday, 8 April 2020 at 10.30 a.m. (Pre-meeting for all Board Members at 10.15 a.m.)

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Report of the Head of Scrutiny and Member Development

Report to Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Date: 8 April 2020

Subject: Sustainable Development – Tracking of scrutiny recommendations/desired outcomes

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<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
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. This report sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Sustainable Development.
2. Scrutiny Boards are encouraged to clearly identify desired outcomes linked to their recommendations to show the added value Scrutiny brings. As such, it is important for the Scrutiny Board to also consider whether its recommendations are still relevant in terms of achieving the associated desired outcomes.
3. The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.

Recommendations

4. Members are asked to:
 - Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

1 Purpose of this report

- 1.1 This report sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Sustainable Development (21 March 2018).

2 Background information

- 2.1 In June 2017 the Scrutiny Board (Infrastructure and Investment) resolved to undertake and inquiry into Sustainable Development. Terms of Reference for this inquiry were agreed at the Scrutiny Board meeting on 19 July 2017, when it was resolved that the Board would consider;

- The origins and definition of the term, sustainable development.
- The definition of sustainable development, as set out in the National Planning Policy Framework (NPPF)
- Against this framework and in relation to Planning, how the principles of sustainable development have been applied in Leeds, through the development plan process and via development management decisions, and how its principles have been translated into practice.
- In translating these principles, the key policy issues that have emerged, which have skewed the delivery of sustainable development in its wider sense and how have they been addressed.
- In terms of 'local sustainability', how Section 106 Agreements and the Community Infrastructure Levy (CIL) assist with the delivery of infrastructure to support regeneration and growth.

- 2.3. The review concluded in January 2018 and a report setting out the Scrutiny Board's findings and recommendations was published in March 2018. In July 2018, the Scrutiny Board received a formal response to the recommendations arising from this inquiry and a further update in April 2019.

3 Main issues

- 3.1 Scrutiny Boards are encouraged to clearly identify desired outcomes linked to their recommendations to show the added value Scrutiny brings. As such, it is important for the Scrutiny Board to also consider whether its recommendations are still relevant in terms of achieving the associated desired outcomes.
- 3.2 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.
- 3.3 This standard set of criteria is presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required.
- 3.4 The Board is asked to allocate a position status for each recommendation. Details of progress against each recommendation are set out within the table at Appendix 2.
- 3.5 Full Council declared a climate emergency in March 2019, with the stated ambition of working towards a net zero carbon city by 2030. The council has accepted that very urgent action is required to make our contribution to containing global temperature

rises within 1.5C. Beyond this limit, there is a strong scientific consensus that there will be catastrophic consequences for both humanity and the natural world. Since the declaration the council has adopted a new way of working, changing its own structures and governance processes to incorporate the new climate emergency priority.

- 3.6 A subsequent report was taken to the Executive Board in April 2019 which launched a Climate Conversation in the city and committed to develop an action plan for Leeds. A comprehensive report to Executive Board in January 2020 sets out the results of the consultation and the actions that the council is planning to take. These are referenced in Appendix 2 as appropriate.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Where internal or external consultation processes have been undertaken with regard to responding to the Scrutiny Board's recommendations, details of any such consultation will be referenced against the relevant recommendation within the table at Appendix 2.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Where consideration has been given to the impact on equality areas, as defined in the Council's Equality and Diversity Scheme, this will be referenced against the relevant recommendation within the table at Appendix 2.

4.3 Council Policies and City Priorities

- 4.3.1 The Best Council Plan 2018/19 – 2020/21 states that, the Council wants everyone to live in good quality, affordable homes within clean and well cared for places. It also states that that the Council wants everyone in Leeds to move around a well-planned city easily. The Best Council Plan also stipulates that the Council and Partners will be focusing on Inclusive Growth and 21st Century Infrastructure, as two of the best city priorities.

- 4.3.2 Sustainable Development supports a number of the priority areas or 'big ideas' in the Inclusive Growth Strategy which focus on People, Place and Productivity as stated in the Leeds Inclusive Growth Strategy 2018 – 2023.

4.4 Resources and Value for Money

- 4.4.1 Details of any significant resource and financial implications linked to the Scrutiny recommendations will be referenced against the relevant recommendation within the table at Appendix 2.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 This report does not contain any exempt or confidential information.

4.6 Risk Management

- 4.6.1 This section is not relevant to this report.

5 Conclusions

- 5.1 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. This report sets out the progress made in responding to the recommendations arising from the Scrutiny inquiry into Sustainable Development.

6 Recommendations

- 6.1 Members are asked to:
- Agree those recommendations which no longer require monitoring;
 - Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

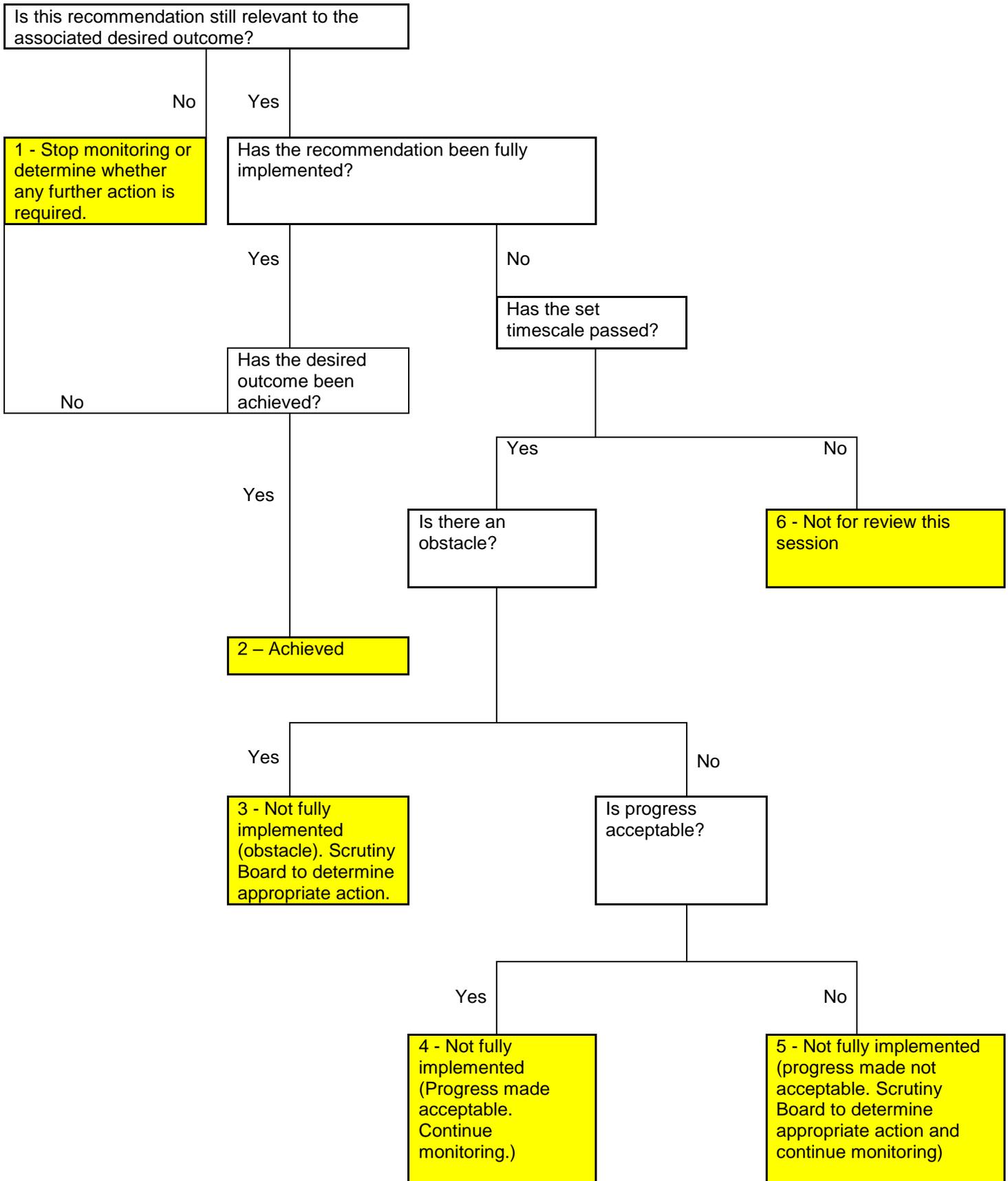
7 Background documents¹

- 7.1 None.

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

Appendix 1

Recommendation tracking flowchart and classifications: Questions to be considered by Scrutiny Boards



Position Status Categories

- 1 - Stop monitoring or determine whether any further action is required
- 2 - Achieved
- 3 - Not fully implemented (Obstacle)
- 4 - Not fully implemented (Progress made acceptable. Continue monitoring)
- 5 - Not fully implemented (Progress made not acceptable. Continue monitoring)
- 6 - Not for review this session

Desired Outcome – To enhance and promote Leeds as a Green City

Recommendation 1 – That the Chief Executive initiates a review to identify those policies, activities, challenges and achievements that;

- a) contribute to, or militate against, sustainable development, and
- b) identifies the further actions, co-ordination and collaboration required to justify, promote and further enhance Leeds’s status as a Green City.

Progress to be reported to the Scrutiny Board in January 2019 (Now April 2019)

See also recommendations 2&5

Initial inquiry response:
 In order to make best progress within existing resources, rather than a comprehensive review, it is considered that a more appropriate response would be to prioritise attention on the most significant Council activities in terms of Governance, Policy, Operations and Procurements as outlined above (3.11 and 3.12). A list of priority activities should be agreed in liaison with Scrutiny Board.

2019 Position:
 Following close liaison with Intelligence & Policy, the following priority activities are proposed:-

- Governance: Drawing on the successful experience of embedding EDCI principles into reports, that the guidance document for decision-making reports is updated to strengthen how the report issue/proposed decision contributes to the Best Council Plan ambitions and priorities, including the ‘Sustainable Infrastructure’ Best Council Plan priority. This updated guidance should assist with ensuring that reports and decision makers are able to assess the impact of decisions on the specific environmental limits that the city needs to respect and has prioritised (Air Quality, Flooding, Carbon Emissions, Waste Management) and will be prepared by June 2019
- Policy: The refresh of the Best Council Plan makes more explicit reference to sustainable development in both the headline priorities and accompanying narrative (see Recommendation 3). It is proposed that this is then reflected in the Core Strategy, Inclusive Growth, Health & Well-being strategies and other policies and strategies referenced in the Council Plan as they come up for renewal.
- Operation: To continue the programme of improvement in Council Buildings and Fleet which has seen the Council achieve the Government’s Emissions Reduction Pledge 2020 3 years early. This is set of principles committing organisations to act in pursuit of the voluntary target set in the Clean Growth Strategy to reduce greenhouse gas

emissions by 30% by 2020/21, compared to a 2009/10 baseline. In addition, as part of the fleet replacement programme 51 Council diesel vans were replaced with fully electric vehicles. With an average vehicle saving of 1.92 tCO₂e for every 10,000 miles travelled. The average annual mileage for the councils' small van fleet of 14,000 miles per annum this equates to a carbon saving of 137 tCO₂e. We are working towards upgrading the entire Council vehicle fleet which will result in us having 350 electric vehicles, the largest local authority electric fleet in England. Progress on these operational improvements are reported annually to Executive Board.

- Procurement – The Council's forthcoming Procurement Strategy is introducing the concept of Social Value as a consideration in all procurements regardless of value. This provides the opportunity to introduce sustainability elements into contracts as they come up for renewal, working with our supply chain who it is considered will also benefit from being able to offer more sustainable services to other clients.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

- Governance: Since the climate emergency was declared in March 2019 there has been a lot of work undertaken to embed climate emergency into both the culture and decision making of the council. The climate emergency section has been added to all Executive Board reports to ensure that it is always taken into consideration. Accompanying guidance has been developed to help report writers to ensure that all potential impacts are considered. There have been a series of staff and member briefings about the climate emergency to improve understanding and awareness. However, there is more work to do to further embed the climate emergency into the organisation and the following actions are being progressed to support this:
 - To embed the climate emergency within the culture of the council and ensure that every service understands the causes, impacts and urgency of the climate emergency, Leeds is working in partnership with the Carbon Literacy Trust (an independent, registered charity) to develop carbon literacy training aimed at heads of council services as part of the Trust's Carbon Literacy Project.
 - The council has identified the Carbon Literacy Project as the most suitable independent training available. The Project has been recognised by the United Nations as one of 100 worldwide Transformative Action Programs and has recently been awarded funding by the Department for Business, Energy and Industrial Strategy to develop materials for the public sector. More than 11,000 citizens across 800+ organisations have already been certified as carbon literate by the Trust.
 - In partnership with the Trust, the council is developing an accredited, Leeds-based Carbon Literacy Project course to deliver to senior council officers. This course shall use local examples of impacts, causes, and solutions to the climate emergency. As an organisation, it is our ambition to lead by example and to have more accredited carbon literate staff than any other local authority.
 - Staff climate forum: this is being set up to allow interested members of staff to meet regularly and make their own suggestions on how the council can deliver their response to the climate emergency and to build further momentum in the organisation.
- Policy: See Recommendation 3
- Operation: To ensure that Leeds City Council plays its own part as an organisation and

has credibility when engaging with others, the January 2020 Executive Board report sets out the commitment for the Council to become net-zero by 2030 in its operations. The council's key sources of emissions are street lighting, its buildings and fleet. The council has already acquired the largest local government electric vehicle fleet in the UK, committed to halve the energy required for street lighting by transferring to LED and to replace gas in our city centre buildings with district heating. A series of further recommendations were agreed by Executive Board, which include the following:

- Commit to a rationalisation and energy efficiency programme which reduces emissions from council buildings by a further 40% by 2025;
- Purchase 100% of our electricity from green sources, supporting new renewable capacity;
- Purchase only low emission vehicles by 2025;
- Remove payment for the use of staff petrol and diesel cars by 2025.

The predicted results of these actions are set out in the table below:

	Tonnes CO2e 2018	Tonnes CO2e 2025
Streetlighting	13,821	6,595
Buildings (Gas)	28,618	20,600
Buildings (Electricity)	18,107	1,405
Fleet	10,274	9,000
TOTAL	70,820	31,005

The council is committed to working on further measures to achieve net zero by 2030, including an extensive tree planting on its own land to offset any emissions which remain.

- Procurement: In 2017-2018, the council spent in excess of £800 million on the procurement of its goods, works and services. That level of spending each year can have a massive influence on the big issues that the city face, including how we deal with the climate emergency and biodiversity loss. It is therefore essential that every pound spent fully considers and minimises the implications for these issues. Guidance is being developed to ensure that the climate emergency is embedded in every stage of the procurement process, including adding text into the contract procedural rules and updating text in the specification guidance, tender documents and contract management plan. We will also ensure that the climate emergency is fully considered in the Social Value Guidance that is currently being developed. We will also be working directly with a set of priority procurements, which have high expenditure, large environmental impacts and/or are due for renewal soon to reduce their climate impact.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To clearly identify and communicate a set of Sustainable Development aspirations and expectations that can be accessed, understood and supported by all stakeholders.

Recommendation 2 – That the Chief Executive defines a clear set of prominent and overarching principles or framework for sustainable development in Leeds . Progress to be reported to the Scrutiny Board in January 2019. (Now April 2019)

Original inquiry response response:

The existing Vision for Leeds 2011 to 2030 and Best Council Plan 2018/9 to 2020/1 provide

a framework which is broadly consistent with sustainable development, however this needs to be made more explicit in future versions. Ensuring that its principles are fully aligned with the National Sustainable Development Strategy, by outlining Leeds's most relevant 'environmental limits' (e.g. air quality, flooding, carbon emissions, waste management etc.) would assist in this regard. A refreshed framework that in particular more clearly articulates local environmental limits should then be applied to the Council Plan, Core Strategy, Inclusive Growth, Health & Wellbeing strategy and then other policies and strategies referenced in the Council Plan as they come up for renewal. It is proposed that some revised principles / priorities (in particular that strengthen the Council Plan's reference to local environmental limits) should be prepared for further review by the Scrutiny Board.

2019 Position:

See Recommendation 1: Drawing on the successful experience of embedding EDCI principles into reports, it is proposed that the guidance document for decision-making reports is updated to strengthen how the report issue/proposed decision contributes to the Best Council Plan ambitions and priorities, including the 'Sustainable Infrastructure' Best Council Plan priority. This updated guidance should assist with ensuring that reports and decision makers are able to assess the impact of decisions on the specific environmental limits that the city needs to respect and has prioritised (Air Quality, Flooding, Carbon Emissions, Waste Management) and will be prepared by June 2019.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The Guidance (see Recommendation 1 Governance) was due be incorporated into revised guidance to be published in April 2020. However, as a result of the urgent requirement to respond to the Covid-19 pandemic in recent months, the launch of a new report template and associated guidance was suspended. There is currently no confirmed date for the revised launch. However, the climate change guidance and its accompanying toolkit will be published on the Leeds City Council Governance insite pages in the interim. This will be linked to the new reporting template as and when a new launch date is confirmed.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To make clear and prominent the commitment of Leeds City Council to Sustainable Development.

Recommendation 3 – That the Director of Resources and Housing makes prominent the Council's aspiration for sustainable development in the next iteration of the Best Council Plan, in advance of wider consultation.

Formal response:

See Recommendation 2

2019 Position:

The refresh of the Best Council Plan makes more explicit reference to sustainable development in both the headline priorities and accompanying narrative.

2019 Position Status - 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The Best Council Plan, the council's strategic plan for the city and the local authority, was recently updated for the period 2020 to 2025 and formally adopted by Full Council in February 2020. With Health and Wellbeing and Inclusive Growth as the two key drivers or 'pillars' of the Best City ambition, the revised Plan now establishes the Climate Emergency as the third with the aim of further embedding sustainability considerations into all aspects of the authority's decision-making. Though last year's update to the Best Council Plan maps well to the UN's seventeen Sustainable Development goals, it was written and approved prior to the council's climate emergency declaration and subsequent 'Big Leeds Climate Conversation'. The updated Plan for 2020 to 2025 is therefore far more explicit, the narrative throughout now reflecting the authority's progress on its climate change work and future ambitions and challenges.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To make clear and prominent the commitment of Leeds City Council to Sustainable Development.

Recommendation 4 – That the Director of City Development makes prominent the aspiration for sustainable development in the Leeds Inclusive Growth Strategy.

Initial Inquiry Response:

The aspiration for sustainable development is complementary to the aims of the Leeds Inclusive Growth Strategy and runs throughout the document. It is specifically mentioned three times, in the Big Idea 5 - supporting places and communities to respond to economic change, Big Idea 6 - doubling the size of the city centre, and the introduction. The introduction was rewritten and now includes the following passage:

"We have identified twelve big ideas to shape our city by boosting our long term productivity, competitiveness and social inclusion. Integral to this are the principles of sustainable development embracing the social, economic and environmental impacts of their implementation."

2019 Position:

See above - complete

2019 Position Status - 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The three key strategies underpinning the council's work: Leeds Inclusive Growth Strategy (IGS); Health and Wellbeing Strategy; and Addressing the Climate Emergency, are being refreshed to reflect the impacts of COVID-19. The Economic Policy team will continue to ensure that sustainable development principles are built in to this work.

We aim to measure our progress on achieving inclusive growth by using the Social Progress Index, a tool that is a comprehensive measure of real quality of life that is used throughout the globe. The Index captures outcomes related to all 17 of the UN's Sustainable Development Goals in a simple but rigorous framework, making the implementation of these goals a tangible reality for social innovators all over the world.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To ensure that Sustainable Development is considered in decision making and that there is consistency across Council policies and strategies.

Recommendation 5 – That the Chief Executive initiates a review of all Council wide policies and strategies to ensure that there is alignment and consistency for sustainable development in Leeds, in achieving economic, environment and social objectives at the same time.

Progress to be reported to the Scrutiny Board in January 2019. (Now April 2019)

Initial Inquiry response:

As in the response to Recommendations 1 and 2, a review of all Council wide policies and strategies would be an extremely resource intensive activities. A more productive response would be to develop an appropriate governance response that seeks to align Council decision making with the local framework for sustainable development as set out in a (refreshed) Best Council Plan, drawing on the successful experience of embedding Equality and Diversity / Cohesion and integration principles

2019 Position:

See Recommendation 1: Drawing on the successful experience of embedding EDCI principles into reports, it is proposed that the guidance document for decision-making reports is updated to strengthen how the report issue/proposed decision contributes to the Best Council Plan ambitions and priorities, including the ‘Sustainable Infrastructure’ Best Council Plan priority. This updated guidance should assist with ensuring that reports and decision makers are able to assess the impact of decisions on the specific environmental limits that the city needs to respect and has prioritised (Air Quality, Flooding, Carbon Emissions, Waste Management) and will be prepared by June 2019.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The Guidance (see Recommendation 1 Governance) was due be incorporated into revised guidance to be published in April 2020. However, as a result of the urgent requirement to respond to the Covid-19 pandemic in recent months, the launch of a new report template and associated guidance was suspended. There is currently no confirmed date for the revised launch. However, the climate change guidance and its accompanying toolkit will be published on the Leeds City Council Governance insite pages in the interim. This will be linked to the new reporting template as and when a new launch date is confirmed.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To ensure that sustainable development is a strategic consideration and that a system for considering the detrimental impact of growth and the protection of communities and environments for the next generation is in place.

Recommendation 6 – That the Chief Executive, Director of Resources and Housing and the Director of City Development,

- a) reviews the governance arrangements and role of the SIB in the strategic co-ordination and delivery of sustainable development and infrastructure in Leeds.
- b) considers the mechanisms for identifying the overarching needs of communities resulting from economic growth, for identifying the deficits created, and what can and should be delivered by all responsible organisations to remediate, and for identifying the tensions and risks arising and how they can be mitigated.

Views and conclusions to be reported to the Scrutiny Board in July 2018.

Initial Inquiry Response:

It is recommended that the Terms of Reference for SIB should be reviewed to ensure that there is clearer reference to the need to address sustainable development principles in delivery of the capital programme and that this is reflected in mechanisms such as the as the SIB infrastructure gap report.

2019 Position:

This is due to be considered at a future meeting of SIB arranged for May 2019.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

In setting the capital programme for 2020 onwards a review of the process and prioritisation of capital infrastructure was undertaken. Only schemes that met the following criteria have been included:

- a) Essential health and safety
- b) Protecting revenue budgets
- c) Business critical-corporate priority
- d) Climate/Carbon - specific projects

The 2021 capital programme review through SIB will provide greater focus on investment that meets the overarching needs of communities. In addition the SIB term of reference will be updated to reflect sustainable development.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To ensure that health provision and infrastructure is sustainable to meet current and future demand as a result of housing and population growth.

Recommendation 7 – That the Chief Executive, the Director of Adults and Health and the Director of City Development works in collaboration with the CCG Medical Director (responsible for commissioning general practice) and the NHS England North Region Lead:

- a) to identify how, within the planning system, Health Services can better collaborate in a similar way to Highways and Children’s Services with regard to planning strategies and programmes and individual planning applications.
- b) provides an update report to the Scrutiny Board in January 2019 (now April 2019) on the progress made to improve the co-ordination of health infrastructure and services in order to

meet current and future needs of communities as the population and housing numbers increase.

Initial Inquiry response:

a) This will be through monitoring the health infrastructure requirements set out in the Core Strategy, and for example reviewing Community Infrastructure Levy charges so that these cover both appropriate health facilities and placemaking interventions to promote long term health and wellbeing. Further, for individual sites identified in the Site Applications Plan, health infrastructure requirements will be identified through the formulation of Planning Briefs or Supplementary Planning Documents, in consultation with Health Services colleagues. This will include requirements not only for services but also placemaking - green and blue infrastructure and the connectivity and design of open spaces. Health Services are also then to be consulted on the receipt of planning applications for major sites to advise on specific site requirements as they may arise. Key Principles of Planning and Design, formulated with colleagues in Health Services, will also be published and will be used to work with partners on key sites including new housing developments, to improve their health and wellbeing impact. These will be Active Neighbourhoods - promotion of cycling and walking reducing car usage; Better Air Quality and Green Space - providing outdoor recreation infrastructure; and Cohesive Communities - encouraging co-location of services to encourage interaction and combat isolation

b) A number of actions are already in place to ensure better collaboration across partners in terms of planning for and delivering health provision and infrastructure. In summary these are:

- Health and social care commissioners and providers across the city have for a number of years worked together on infrastructure matters by way of the Health and Care Strategic Estates Group (SEG) which meets on a monthly basis. In recognition of the challenge that housing and population growth poses to the city's health infrastructure and service provision membership of SEG has recently been extended to include colleagues from both Planning (housing growth) and Communities (general population growth and need);
- SEG reports on a quarterly basis to the Partnership Executive Group, membership of which is made up of Chief Executives and Directors from across Leeds' health and care system, including NHS England and the Third Sector;
- Health Partnerships (Adults & Health) has, as part of the delivery of the Leeds Health & Care Plan, appointed an Estates Programme Manager who will work across the health and care system to ensure joined up strategies, as well as plan for and deliver estate solutions to meet current and future demand; and
- The Council's One Public Estate programme, led by Asset Management (City Development), has a key focus on working with health partners to support responses to current and future demand. It also acts to create new linkages with both the wider public sector and internal council services.

The report will also include an update on the collaborative work between planning, design and health colleagues in the Planning and Design for Health and Wellbeing group.

2019 Position:

An update on the progress made to improve the co-ordination of health infrastructure and services in order to meet current and future needs of communities as the population and housing numbers increase was appended to the 2019 update report.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue

monitoring)

2020 Position

a) In order to achieve greater collaboration between Planning and Health a number of actions have been taken over the last 12 months, building on those reported to Scrutiny Board in April 2019.

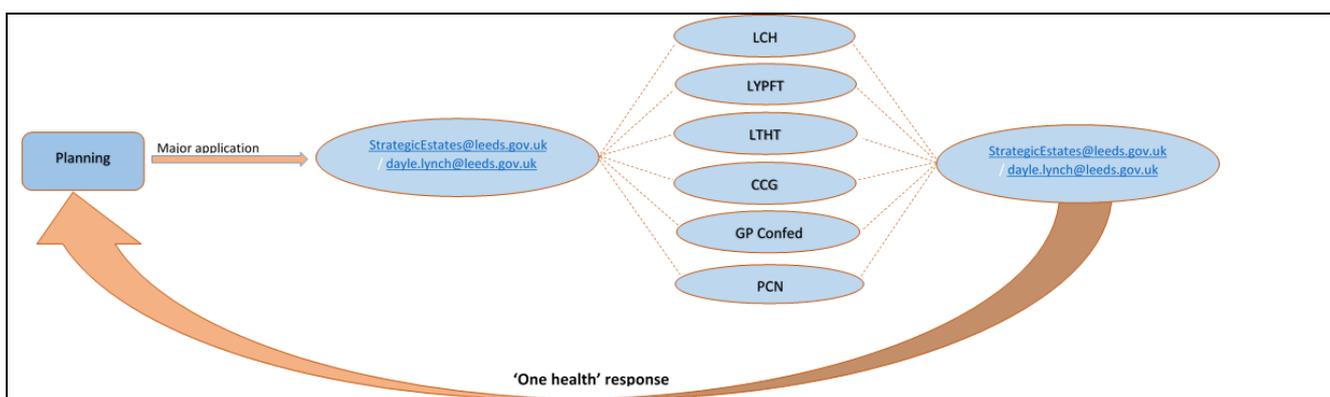
A Health & Planning workshop was held in October 2019, with over 40 attendees from across both areas, including Chairs of each Plans Panel. The workshop began with presentations from Tony Cooke (Chief Officer Health Partnerships), David Feeney (Chief Planning Officer), Dayle Lynch (Estates Programme Manager, Health Partnerships) and Helen Laird (Head of Public Health). The workshop was an opportunity for colleagues across planning and health & care to better understand the structure, focus, challenges and opportunities of each other's area, especially important in terms of understanding the complexity of organisations within 'health' and also the legislative/policy constraints within which planning operates. Following presentations table discussions were held focusing on two questions:

- 1) What are the opportunities for the systems to work more collaboratively to address challenges and to ensure we are developing sustainable services, particularly in light of the impact of demographic change?
- 2) In the context of the city's key three strategic drivers (health & wellbeing, inclusive growth and climate emergency) how do we utilise opportunities to contribute and successfully deliver change?

The full write-up from the workshop is attached as appendix 3, however key actions/next steps included:

- Develop process for sharing planning applications with appropriate officers throughout the health & care system, receiving comments and synthesising into one consultee response;
- Mapping of existing primary care provision, live planning applications, approved applications which are not yet complete and Site Allocations Plan forecasts;
- Review of Plans Panel report structure to explore how health & care can be reflected explicitly, alongside climate and inclusive growth; and
- Develop Planning expertise within the health & care system.

In terms of enabling health to be consulted on planning applications the below diagram shows the agreed process which has been put into place. The effectiveness of the process will be monitored over time and appropriately refined to ensure meaningful input from across health & care commissioners and providers, as well as enable informed decision making on service delivery at local levels.



Further than these actions, connections between planning and health & care continue to be strengthened by way of:

- Planning representation on the Health & Care Strategic Estates Board;
- Health & care presentation to planning officers at a caseworkers meeting; and
- Monthly meetings to progress collaboration and monitor actions between Planning lead officer and the Health Partnerships Estates Programme Manager.

b) Primary care (including general practice) in Leeds is now based around 18 geographical footprints, of 30,000-50,000 population, known as Local Care Partnerships (LCPs). LCPs bring together aspects of health & care, including the third sector, aligning priorities and thinking at a footprint scale how services can be more effectively managed. Within/alongside the LCP model Primary Care Networks (PCNs) were formed in June 2019, mandated by NHS England. PCNs operate across similar geographical footprints in the city but concentrate on general practice only. NHS England has made an offer of up to 21 new roles over the next 4 years to each PCN, which whilst creating service capacity, will raise infrastructure pressures to varying degree across each network. Support on estates is being offered to PCNs to identify and consider solutions not just focused on general practice, but including wider health & care and local authority estate. These solutions seek to account not only for the increased workforce requirement but also housing growth within PCN footprints. A mapping tool is being developed by the Health Partnerships Team, providing relevant information on both primary care estate and housing growth.

In addition, the opportunity to leverage developer contributions towards health & care infrastructure continues to be explored. There are examples where this may be easier to achieve, i.e. where mass housing development is planned, such as the East Leeds Extension or city centre. However, more challenging is where smaller, single developments sites have a cumulative impact over time. This is where forecasting through use of the mapping tool can be used to forward plan anticipated housing growth over the lifetime of the Site Allocations Plan.

It is expected that the NHS will announce new routes to capital funding in spring 2020, which will be necessary to ensure effective co-ordination of health infrastructure to meet the needs of communities as populations increase.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To empower Elected Members with knowledge regarding sustainability challenges in their areas, and to support decision making regarding the potential investment

of the local fund.

Recommendation 8 – That the Director of Communities and Environment, the Director of Resources and Housing (as chair of the SIB) and the Director of City Development:-

- a) considers the mechanisms for informing and consulting with Elected Members on sustainable development and infrastructure priorities in their areas so that they can be more effective in supporting their communities, providing advice and information to residents, and in making investment/funding related decisions.
- b) ensures mechanisms are in place to consistently brief Elected Members regarding S106 obligations and schemes in their individual Wards.

Progress to be reported to the Scrutiny Board in July 2018.

Initial inquiry response:

Whilst this is not an area of particular focus for SIB, it is recommended that S106 procedures are reviewed to ensure that they address the need to consistently brief elected Members regarding s106 obligations and schemes in their individual wards and to ensure greater consistency with the SIB infrastructure gap report (see Recommendation 6)

The Community Committees offer an effective framework to support members as they make decisions which impact on the wards they represent, and for services to consult on the impact of wider changes to services. The Community Committee Chairs forum provides a gateway to the committees, and this can be utilised to secure the support of the chairs for areas of work which need to be developed.

2019 Position:

The current management information systems used to hold and distribute information about S106 Agreements in Leeds are being reviewed. An online mapping tool is being developed so that Members will be able to self-serve and access online both the S106 Agreements and ward information about monies pledged through S106 Agreements, monies received, balances available and where contributions have been spent.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

Officers provided s106 training for Community Committee officers and Elected Members in May 2019. The members' training included presentations from legal officers, Parks and Countryside, Highways, Education and Affordable Housing. The training received positive feedback. Officers are providing regular s106 drop in sessions for members to request details and discuss s106 contributions in their ward. As part of the Access Replacement Project the S106 management system has been reviewed and officers are exploring further improvements to the system. Officers intend to provide a public facing module which will allow elected members and members of the public online access to details of section 106 agreements and obligations.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To enable the Scrutiny Board to support the response of the Local Authority following this inquiry.

Recommendation 9 – Should the Government proceed with a review of CIL, that the Director of City Development obtains the views of the Scrutiny Board (Infrastructure and Investment) to support the consultation response of the Local Authority.

Initial inquiry response:

The Review of CIL is still pending and the City Council will be given the opportunity to comment as and when it comes forward.

2019 Position:

A second Government consultation on the CIL Review (technical consultation on draft Regulations) was held in January 2019. The outcome of this is anticipated in Spring 2019 and will inform any review of CIL.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The Government released changes to CIL by making amendments to the Community Infrastructure Levy (CIL) Regulations with immediate effect, these came into force on 1 September 2019 with transitional arrangements for some elements. The aim of these changes is to reduce complexity and increase certainty for local authorities, developers and communities. The main areas of change relate to;

- Removing restrictions which prevent section 106 planning obligations from multiple developments being used to fund a single infrastructure project by removing the ‘pooling restriction’.
- Introduce a consistent approach to how indexation is applied to CIL rates from 1st January 2020.
- Local Authorities will be required to publish annual Infrastructure Funding Statements. The Regulation 123 list will no longer have any status under transitional arrangements once the first IFS is prepared.
- There are a number of changes which relate to procedural issues relating to planning applications to make the process simpler in relation to CIL.

Further guidance relating to the details are still awaited, however the CIL review has now been completed.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To enable the Scrutiny Board to support and inform the decision making process of the Executive Board, with regard to the Regulation 123 list, following this inquiry.

Recommendation 10 – That the Director of City Development obtains the views of the Scrutiny Board regarding any proposed revisions to the Regulation 123 list in advance of approval by Leeds City Council’s Executive Board.

Initial inquiry response:

See recommendation 9

2019 Position:

The Government undertook a second consultation on the review of CIL in January 2019, this indicated that the Regulation 123 list would no longer be required. The outcome of the consultation is awaited and is anticipated in Spring 2019.

<p>2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)</p>
<p>2020 Position The CIL review has now been completed, and came into immediate effect from the 1st September 2019. As anticipated this has removed the requirement for the Regulation 123 list, under transitional arrangements the Regulation 123 list will no longer have any status. Planning Policy Guidance states that an infrastructure funding statement should set out the infrastructure projects or types of infrastructure that the authority intends to fund, either wholly or partly, by the levy for the annual year. We are still awaiting further national guidance in relation to detail and this expected imminently.</p>
<p>2020 Status - To be confirmed by the Board at its meeting</p>

Desired Outcome – To ensure that Community Committees and Town and Parish Councils receive and understand relevant and informative guidance that will provide clarity regarding the investment and spending of their allocated local CIL fund.

Recommendation 11 – That the Director of City Development and the Director for Communities and Environment reviews and refreshes The Leeds City Council CIL Neighbourhood Fund – ‘Spending Guidance for Community Committees’ to encompass guidance for Town and Parish Councils, and ensure that the guidance is circulated and understood by all Elected Members and Parish Councillors.

Progress to be reported to the Scrutiny Board in July 2018.

Initial inquiry response:

See recommendation 9

Executive Board in October 2015 agreed the spending guidance for Community Committees.

It is early in the implementation of the CIL Neighbourhood fund by Community Committees, but robust arrangements are in place to support members as they take decisions.

Revised guidance will be implemented in a similar manner.

CIL Neighbourhood fund will be a topic for discussion with the Parish Council’s individually and collectively as a renewed Parish Council Charter is developed.

2019 Position:

A refreshed guide on the Community Infrastructure Levy for Parish and Town Councils and Community Committees was prepared by Planning team with support from the Communities team. That guidance has been formally circulated to both Community Committees and Parish Councils and has been well received. In addition a Planning conference is being held in March 2019 to give Town and Parish Councils and Neighbourhood Forums an opportunity to address any questions and issues. One of the items on the agenda is developing a better understanding of the CIL process and the relationship between CIL and S106. Officers will also meet with Community Committees and Elected Members in summer 2019 to provide training on the CIL and s106 process.

The work to renew the parish charter continues and the CIL guidance will be part of those arrangements.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

The Leeds City Council CIL Neighbourhood Fund – ‘Spending Guidance for Community Committees’ has been refreshed last year. In addition a Planning Conference was held in March 2019 and was well attended by Parish and Town Councils. This included a presentation by the CIL Officer on CIL and the Neighbourhood Fund which received positive feedback. The CIL officer provides continuous support for Parish Councils on spending CIL and completing their CIL Annual Report. Officers also provided CIL and S106 training for Community Committee Officers and Elected Members in May 2019 which received positive feedback. Officers are providing regular s106 and CIL drop in sessions for members to request details and discuss CIL and s106 contributions in their ward. Officers are currently working on the procurement of software to manage and monitor (CIL and s106 agreements). It will include a public facing module which will allow Members, Community Committees, members of the public and Parish and Town Councils online access to details of developer contributions in their ward.

2020 Status - To be confirmed by the Board at its meeting

Desired Outcome – To ensure that Town and Parish Councils and Community Committees fully understand the sustainable infrastructure needs in their areas and how they can work strategically with the Local Authority and other stakeholders to respond to those needs.

Recommendation 12 –That the Director of Director of Resources and Housing explores, a) the mechanisms to inform Town and Parish Councils and Community Committees of the sustainable infrastructure needs in their localities, and b) how the investment of neighbourhood funds and specific S106 contributions can be co-ordinated through local governance arrangements to respond, in partnership with the Local Authority and other stakeholders accessing other funding sources, to the sustainable infrastructure needs in their areas.

Progress to be reported to the Scrutiny Board in July 2018.

Initial inquiry response:

The Community Committees and its chair’s forum are suitable mechanisms for the briefing of those committees on sustainable development issues.

The revised Parish Council Charter will provide the opportunity to share sustainability issues with members of these Councils.

2019 Position:

The chair’s forum remains the initial first point of contact for key messages which services wish to share with committees.

The Parish Council Charter arrangements provide a mechanism to brief Parish Councils on key issues

In the last quarter of 2018 accurate information on the source and amounts of neighbourhood CIL has been provided to committees.

As recommendation 11 above, a Planning conference is being held in March 2019 to support Town and Parish Councils and Neighbourhood Forums. One of the items on the agenda is developing a better understanding of the CIL process and the relationship between CIL and S106. Officers will also meet with Community Committees and Elected Members in summer 2019 to provide training on the CIL and s106 process.

2019 Position Status – 4 Not fully implemented (Progress made acceptable. Continue monitoring)

2020 Position

Community committees continue to consider issues relating to sustainability. In 2019/20 all committees engaged in consideration of the local impact of the Climate Emergency declared by the Council.

The wide range of funds now considered at the Community Committee give the opportunity to support local infrastructure development.

As referred to above close contact has been maintained between Leeds City Council and the Parish and Town Council's in the district. Following consideration at a working group involving city and Parish Councils a refreshed Parish Council Charter has been prepared. It was due to be formally launched at the time of lockdown due to the Covid 19 pandemic. This launch will be rearranged as normal business resumes.

The charter provides the framework for discussion of areas of joint interest including sustainability.

2020 Status - To be confirmed by the Board at its meeting

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Health & Planning Workshop (14th October 2019) – Outputs & Next Steps

Top Identified Issues

- Synthesis of information – operational and strategic
- Capture information on existing and planned infrastructure
- Infrastructure future requirement
- Building on strength of partnerships
- A strategic role within health to interface/liaise with Planning
- Healthy New Towns learning – speak with demonstrator sites
- Opportunities for collaboration are there – look to regularly bring together conversations
- Understand digital strategy to understand models of future delivery
- Understand demographic growth trends
- Multi-use buildings (not just public sector, but also faith and third sector)
- More local powers for commissioning of general practice
- Need to understand policies in place and how can/do assist with prevention, e.g. walkability
- Focus on smaller, niche developers
- Frontloading information in development briefs to flag health at fore of issues for consideration

Digital

- Role in supporting commissioners to plan and develop sustainable primary care
- Digital strategy to support remote access of services, to help deal with rises in demand
- Digital literacy of citizens key if the above is to be achieved – need to link agendas
- Linking Inclusive Growth with digital and health – as this would support all three agendas of work
- Digital teams to support innovation and establish new models of care

One Health Voice

- Place based studies (across LCP footprints) – projected growth; health needs; current infrastructure
- Local Plan review – opportunity for health to input into formulation and implementation
- Planning policies to consider health matters – provide stronger direction for developers to follow
- Collaborative ‘one voice’ approach across the health & care system, working in partnership with Planning
- Develop expertise within the approach on planning process, functions and developer contributions

Innovation & Learning

- GIS tools to support mapping of housing growth and primary care - further developed by collaboration with wider partners
- Data already available, need to synthesis this to understand current state, future requirements and impact of housing growth
- Can data from SHAPE (NHSE tool) be used more effectively to support the planning process?
- We need to begin to think about urban design and develop a creative ways of working together
- Think about how we utilise existing buildings more efficiently; all new buildings to be multi-use and accessible for all partners
- Further research and learning needs to be done about the NHS Healthy New Towns Programme
- Learn from existing engagement with Planning and other groups e.g. Police, Children & Families
- Delivery of the health care estate is too reactive at the moment – how do we more effectively create an enabling approach where community facilities can be delivered up front? What cash flow/funding innovation can we bring to bear on this?

Transport

- Develop alternative models of delivery which would support the city’s aim to go carbon neutral by 2030
- Begin to align more closely climate emergency with inclusive growth and health & wellbeing
- Creating new means of public transport across the city would improve health outcomes for many
- How does transport become health promoting (e.g. cycling lanes, improved walking routes etc.)?
- Developers are fundamentally driven by the need to plan for vehicular access and servicing – how do we tip the balance more in favour of people, bikes, open spaces?



Key Drivers & Collaboration

- Opportunities need to be explored on how Climate, Inclusive Growth, Health & Wellbeing can work better together so that the planning process ensures homes that are built are sustainable and of a better quality
- How do we engage the development industry more fully in this debate – it's important that we have the planning tools and framework but we need to convince developers, house-builders, investors in commercial property and market-led place-makers that there is value in embedding Health & Wellbeing principles in their schemes from the very earliest stages of thinking
- We need to be clear on what requests are being made of developers, what do we want to see from them? Does there need to be a baseline criteria that developers need to meet to gain planning permission? If this baseline already exists, could it be refreshed with input from health & care?
- Bring the key national and local developers in conversation and set clear outlook for them. This might create an opportunity for us to shape and develop future developments (e.g. East of Otley)
- All partners to work collectively to develop a clear evidence base which would make developers comfortable to invest and design developments differently.
- Are we making the most of town and village centre for this agenda? Would also need the city centre retail space developers on board?
- What can the partnership do to make sure that housing developments become health promoting (e.g. parks, green space, and transport)
- Needs to be clarity of understanding and consistency of use of language/reference (e.g. what is meant by 'primary care?')
- There is an opportunity to further build on the partnership and join up the work better, linking in with the Communities, Children & Families, Adults.
- Could the partnership do more to develop homes that are for a lifetime? Step-free and accessible?

Next Steps:

- 1) Named health & care contact to be set up as consultee on planning applications (with residential units).
- 2) Health Partnerships to develop process for sharing planning applications with appropriate officers throughout the health & care system, receiving comments and synthesising into one response. Process to include guidance on formulating a responses which influence within parameters of legislation.
- 3) Health Partnerships and Planning to complete mapping of existing primary care provision, live planning applications, approved applications which are not yet complete and Site Allocations Plan forecasts. To be broken down into Local Care Partnership footprints.
- 4) Planning to engage with Health Partnerships and Public Health on review of Plans Panel report structure to explore how health (healthy places and service infrastructure) can be reflected explicitly, alongside Climate and Inclusive Growth.
- 5) Mapping of groups/boards with remits on climate, inclusive growth, health & wellbeing and planning, to understand roles, align discussions most effectively and avoid duplication.
- 6) Develop Planning expertise within the health and care system.
- 7) Conversations to continue between Planning, health & care and other partners on the key challenges identified above.
- 8) Within each of the above milestones will be set, and monitoring will take place to ensure these are being met and objectives are being delivered.

Report of Head of Democratic Services

Report to Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Date: 25 June 2020

Subject: Work Schedule

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

1. Purpose of this report

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

2. Background information

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

3. Main issues

3.1 On 16 March 2020, in light of the Covid-19 pandemic, Leeds City Council took the necessary step to cancel a number of planned meetings of various Committees, Boards and Panels. This included all Scrutiny Board meetings and any joint scrutiny arrangements where the Council acts as the lead authority.

3.2 Scrutiny Board Chairs were jointly involved in the decision-making process to cancel Scrutiny Board meetings in what were unprecedented and rapidly changing circumstances.

- 3.3 Scrutiny Board Chairs were actively engaged in the review and clearance of key decisions necessarily taken under the Council’s Urgency provisions during this time, and call-in arrangements continued.
- 3.4 In cancelling Scrutiny Board meetings it was acknowledged that, after the urgency of the initial stages of the pandemic response, there would be opportunity to reflect and identify any lessons learned across different service areas and statutory local authority scrutiny functions would have an important role to play in this process.
- 3.5 With Council services focused on the urgent pandemic response and subsequent city recovery plan, the usual collaborative process of annual work programming for Scrutiny Boards was suspended.
- 3.6 However, in May 2020 all Scrutiny Boards were briefed on decision making relating to the areas of the pandemic response that fell within their respective remits. The notes of the Infrastructure, Investment and Inclusive Growth Scrutiny Board briefing of 27 May are attached as Appendix 2.
- 3.7 In June 2020 public sessions of all Scrutiny Boards will re-start, albeit remotely. It has been agreed with Scrutiny Chairs that the first two sessions for each Board will be in a more streamlined format than traditional committee meetings. This is in recognition of the fact that new remote ways of conducting public meetings need to be tested and adapted, and many services are also continuing to respond to the consequences of Covid-19 and the subsequent easing of lockdown restrictions.
- 3.8 It should be noted that there remains a degree of uncertainty as to the final shape of the public committee calendar for the remaining months of the 2020/21 municipal year. This is due to the need to review the draft schedule in order to accommodate remote and/or blended committee meetings with very different resource requirements from the traditional buildings based sessions.
- 3.9 The initial iteration of the Board’s work schedule for June and July is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments. It is anticipated that the Board will received a work programme for the remainder of the year at its meeting on **16 July 2020**.
- 3.10 Executive Board minutes from the meeting held on 19 May 2020 are attached as Appendix 3. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

Developing the work schedule

- 3.11 When considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.

- Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
- Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.

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

4. Consultation and engagement

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

4.2 Equality and diversity / cohesion and integration

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

4.3 Council policies and the Best Council Plan

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

Climate Emergency

4.3.2 When considering areas of work, the Board is reminded that influencing climate change and sustainability should be a key area of focus.

4.4 Resources, procurement and value for money

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

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

Consequently, when establishing their work programmes Scrutiny Boards should:

- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;

- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.

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

4.5.1 This report has no specific legal implications.

4.6 Risk management

4.6.1 This report has no specific risk management implications.

5. Conclusions

5.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. The latest iteration of the Board's work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board with further information to follow on 16 July.

6. Recommendations

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

6.2 Members are asked to note that a further iteration of the work programme for the remainder of 2020/21 will be presented at the Board's meeting on 16 July 2020.

7. Background documents¹

7.1 None.

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



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2020/2021 Municipal Year

June	July	August
Meeting Agenda for 25 June at 10.30 am.	Meeting Agenda for 16 July at 10.30 am.	No Scrutiny Board meeting scheduled.
<p>*REMOTE SESSION*</p> <p>Update on decision making during the emergency pandemic response and recovery plan as it pertains to the remit of the Board – verbal update from the Director of City Development.</p> <p>Transport Update from Chief Officer (Highways & Transportation)</p> <p>Sustainable Development – Recommendation Tracking</p>	<p>*REMOTE SESSION*</p> <p>Inclusive Growth Update</p> <p>Digital Inclusion Update</p> <p>Update on decision making during the emergency pandemic response and recovery plan as it pertains to the remit of the Board – verbal update from the Director of City Development.</p> <p>Transport Update – Chief Officer (Highways and Transportation)</p>	
Working Group Meetings		
Site Visits		

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Scrutiny Work Items Key:

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

Inclusive Growth Strategy

PEOPLE, **PLACE** and **PRODUCTIVITY** - Relevant **BIG** Ideas **3, 4, 5, 6, 7, 8, 9, 10**



Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Work Schedule for 2020/2021 Municipal Year

Provisional dates for future sessions:

Day	Date	Time
Wednesday	23 September 2020	10.30am [pre-meet 10.15am]
Wednesday	14 October 2020	10.30am [pre-meet 10.15am]
Wednesday	18 November 2020	10.00am [pre-meet 9.45am] <i>** Earlier start time due to subsequent Executive Board meeting</i>
Wednesday	20 January 2021	10.30am [pre-meet 10.15am]
Wednesday	17 February 2021	10.00am [pre-meet 9.45am] <i>** Earlier start time due to subsequent Executive Board meeting</i>
Wednesday	7 April 2021	10.30am [pre-meet 10.15am]

It is anticipated that the Board will received a work programme for the remainder of the year at its meeting on 16 July 2020.

Meeting of: Scrutiny Board (Infrastructure, Investment and Inclusive Growth)

Date: 27 May 2020

Subject: Informal Working Group – Covid-Related

Attendance

Board Members:

Additional Attendees:

Cllr N Buckley	Cllr J Lewis – Executive Member for Resources
Cllr K Dye	Cllr J Pryor – Executive Member for Learning, Skills and Employment
Cllr L Cunningham	Martin Farrington – Director of City Development
Cllr P Truswell (Chair)	Sue Wynne – Chief Officer Employment and Skills
Cllr J Taylor	Gary Bartlett – Chief Officer Highways and Transportation
Cllr M Shahzad	Rebecca Atherton – Principal Scrutiny Advisor
Cllr R Grahame	
Cllr N Dawson	Apologies: Cllrs Goddard, Hall Maqsood, Mulherin, Eve Roodhouse
Cllr P Wadsworth	

1. This was the second Infrastructure, Investment and Inclusive Growth Scrutiny Board meeting to be held remotely. It was a private working group session rather than a public meeting.
2. The purpose of this meeting was to provide Members with an overview of relevant key actions and decisions that have been taken by the Council during the Covid-19 pandemic.
3. Cllr Truswell invited Martin Farrington to provide an introductory briefing to the Board. Martin provided an update on the administration of Government grants to local businesses, informing the Board that grants have been paid out to 11,000 individual companies.
4. During the administration process it was noted that eligibility criteria precluded some smaller local businesses from accessing much needed funding. These issues were fed back to Government and the subsequent decision to introduce a ‘top up’ scheme for smaller organisations has been welcomed. It was noted that in Leeds it has been proposed that 10% of the allocated ‘top up’ funding should be ring fenced for small charities.

5. Cllr Lewis highlighted the hard work of the officers administering grants and the speed in which they processed the payments.
6. Gary Bartlett updated the Board on measures to enable social distancing in city and district centres. He provided an overview of the first phase of measures including payment widening, which have been completed in the city centre and provided an update on the implementation of phase 2 proposals. The second phase has seen pavement widening and extended footways put into place in district centres such as Otley, Armley, Chapel Allerton and Morley. It was also noted that major scheme work has continued during the lock down period with social distancing in place. Consultation on phase 3 measures was discussed along with the potential to introduce 'school streets' in more areas of the city following an initial trial.
7. Members of the Board asked for further information about the school streets programme and the Board discussed an aspiration to roll out the project in different areas of the city. It was noted that there would be challenges to address with funding and resources should there be a city wide roll out of the approach.
8. Gary went on to provide an update on the public consultation launched on the commonplace platform, welcoming the scale of public responses. In response to member queries Gary confirmed that thousands of responses were received within the initial 10 days of the consultation and acknowledged the scale of the challenge that presents in terms of review and response given capacity within the service. Gary confirmed responses would be discussed with ward members and the potential sites prioritised.
9. Members sought clarification about the receipt and distribution of Government funding for active travel. Gary confirmed that the funding is likely to be passported to the local authority via WYCA. Some concern was expressed about Government suggestions that funding could be received incrementally. However, work is proceeding at risk given the need to ensure safe public spaces and safe travel.
10. The Board were reassured that the investment in temporary barriers and equipment would provide long-term benefits given the potential to re-use those assets in future projects.
11. Sue Wynne provided an update on the numbers of universal credit claimants in the city. The figures for April were discussed and the significant upward trend in claimants highlighted. Sue agreed to share the breakdown of claimant numbers by ward with Board members after the meeting [*information provided*]. Sue noted that 13 wards now have claimant rates in double figures with 21.4% of the working age population in Burmantofts and Richmond Hill now claiming universal credit, which would translate to an increase of 892 claimants. Concern was expressed about the impact of this trend on the most deprived areas of the city.
12. Sue outlined the offer of support being provided to those looking to move into employment and highlighted the number of people successfully supported into work, particularly within the care sector. The Board discussed the move to provide a stronger online offer and the recommissioning of next year's adult learning programme. The Board were updated on work to retrain online learning tutors to use Google Classroom and the development of two new websites which are due to go live in July.

13. The Board discussed the priority areas for work programming over the next two remote meetings and into the autumn cycle. Immediate priorities included transport, sustainable development, inclusive growth and digital inclusion. A request was made for ongoing updates on the progress with the commonplace consultation.
14. It was agreed that Flood Risk Management should be taken in the autumn so as to allow members to focus on issues more closely associated with the coronavirus response and associated recovery plan over the next two sessions.
15. Members of the Board remain committed to pursuing an inquiry into road safety but agreed that it should not be progressed while meetings are held remotely due to the additional sensitivity around engagement with campaigners directly affected by the most serious consequences of road traffic accidents.
16. The next Board meeting will take place in public (albeit remotely) on 25 June at 10.30am. There will be a pre-meet for members at 10.15am.

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REMOTE MEETING OF EXECUTIVE BOARD

TUESDAY, 19TH MAY, 2020

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

164 Chair's Opening Remarks

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

On behalf of the Board, the Chair extended her thanks and appreciation to Council employees, together with all partner organisations and sectors across the city and the wider region for the extraordinary co-ordinated efforts which continued to be taken to safeguard and serve communities during these unprecedented times.

165 Exempt Information - Possible Exclusion of the Press and Public

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

- (a) That Appendix 1 / A to the report entitled, 'East Leeds Secondary Place Provision – Proposed completion of Purchase of land at Torre/Trent Road from Arcadia', referred to in Minute No. 172 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 contained within it relates to the financial or business affairs of the Council and/or another organisation. It is considered that the release of such information would, or would be likely to prejudice the Council's commercial interests in relation to other similar transactions. It is considered that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing this information at this point in time.

166 Late Items

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

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

Given the scale and significance of this issue, it was deemed appropriate that a further update report be submitted to this remote meeting of the Board. However, due to the fast paced nature of developments on this issue, and in order to ensure that Board Members received the most up to date information as possible the report was not included within the agenda as originally published on 11th May 2020. (Minute No. 170 refers).

Agenda Item 8 (Impact of Coronavirus (COVID-19) upon Leeds City Council's 2020/21 Financial Position)

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Impact of Coronavirus (COVID-19) upon Leeds City Council's 2020/21 Financial Position'.

Given the scale and significance of this issue, it was deemed appropriate that an update report be submitted to this remote meeting of the Board. However, due to the fast paced nature of developments regarding this issue, and in order to ensure that Board Members received the most up to date information as possible the report was not included within the agenda as originally published on 11th May 2020. (Minute No. 171 refers).

167 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

168 Minutes

RESOLVED – That the minutes of the previous meeting held on 22nd April 2020 be approved as a correct record.

INCLUSIVE GROWTH AND CULTURE

169 Devolution Deal for West Yorkshire - Review, Scheme and Consultation

The Chief Executive submitted a report which provided an update on the latest stage of the process to implement the West Yorkshire Devolution Deal, as agreed between the region and Government in March 2020. The report included information on the outcome of the statutory governance review which had been undertaken and also sought approval to progress to the next phase involving public consultation on the draft Scheme, as appended to the submitted report.

In introducing the submitted report, the Leader highlighted that work on the devolution deal continued at pace, with it being reiterated that the intention was to progress in line with the timeframe as set out within the report. It was also highlighted that bearing in mind the current situation regarding the Coronavirus pandemic, discussions continued around allowing an element of

flexibility in the timeframe to ensure that all due diligence, consultation and scrutiny processes in respect of the proposals were fully undertaken as required.

In considering the submitted report, Members discussed and received further information on the following:-

- Given the current situation regarding the Coronavirus pandemic, emphasis was placed upon the importance of ensuring that members of the public and Elected Members of the Council were provided with appropriate opportunity to engage with and discuss the proposals as part of the consultation and communications exercises, which included the respective scrutiny functions at both the City Council and the Combined Authority. The importance of the democratic accountability and transparency of the process was reiterated, with the need for all Opposition Groups to receive briefings and communications on such matters, as appropriate, being highlighted;
- Proposals regarding the range of functions to be undertaken by the Mayoral Authority as part of the devolution deal were discussed, with it being highlighted that as a result of this process, no current functions would be transferred away from the City Council, unless by agreement of the Council. In response to specific enquiries, officers undertook to provide a Member in question with further information on how the function of housing and land acquisition would be delivered under the proposed model, with it being undertaken that a Member's specific comments around the setting of precepts would be fed into the relevant consultation processes;
- The potential economic benefits for the area arising from the adoption of the devolution deal for West Yorkshire were highlighted, with Members emphasising the importance of this, given the current financial position of Local Authorities in light of the Coronavirus pandemic.

RESOLVED –

- (a) That having considered the Governance Review, as appended to the submitted report at Appendix 1, the Review's conclusions be endorsed, including that an Order under S104 and S105 in relation to the changes to constitutional arrangements considered in the Review and the delegation of additional functions to the Combined Authority would be likely to improve the exercise of statutory functions in relation to the Combined Authority's area;
- (b) That the Board's consideration and comments regarding the draft Scheme for the establishment of the Mayoral Combined Authority, as detailed at Appendix 2 to the submitted report, be noted;
- (c) That agreement be given for a public consultation exercise to be undertaken on the proposals contained within the Scheme, with the Board's consideration and comment upon the draft consultation questions, as detailed in Appendix 3 to the submitted report being noted;

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to be held on Wednesday, 24th June, 2020

- (d) That the progression of engagement with the Combined Authority and other constituent Councils, as described within the submitted report, be agreed, with the Board's agreement also being given that the Managing Director of the Combined Authority shall, in consultation with the Leader and Chief Executive of this Council, be authorised to take any steps to finalise the preparation and publication of the Scheme and progress the public consultation exercise, as set out within the submitted report;
- (e) That the updated timetable, as set out in Appendix 4 to the submitted report be noted, together with the next steps including, subject to the approval by constituent Councils and the Combined Authority, the submission of a summary of the consultation responses to the Secretary of State in August / September 2020, and to subsequently consent to any draft Order in September 2020 so that a mayoral combined authority model and associated changes may be adopted and implemented by May 2021, as set out in the Deal;
- (f) That the proposals, as outlined in section 3.49 of the submitted report around political engagement throughout the devolution process, be agreed;
- (g) That approval be given for all decisions taken by the Executive Board from this report, and as resolved above, be exempted from the Call In process on the grounds of urgency, as set out in paragraph 4.5.3 of the submitted report.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from the Call In process by the decision taker if it is considered that the matter is urgent and any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions contained within this minute were exempted from the Call In process, as per resolution (g) above, and for the reasons as detailed within sections 4.5.3 of the submitted report)

170 Update on Coronavirus (COVID19) pandemic – Response and Recovery Plan

Further to Minute No. 161, 22nd April 2020, the Chief Executive submitted a report providing an update on the coronavirus (COVID-19) related work across the city, being driven by the response and recovery plan, as previously reported to the Board. The report provided information on organisational issues arising from the pandemic as well as a citywide update, and noted that the response and recovery plan aimed to mitigate the effects of the outbreak on those in the city, especially the most vulnerable, and prepare for the early stages of recovery. The report also noted that the city's multi-agency command and control arrangements were set within the national approach and guidance from the Government, plus the context of resilience and health partnership arrangements at a West Yorkshire level, and the Combined Authority.

With the agreement of the Chair, the submitted report had been circulated to Board Members as a late item of business prior to the meeting for the reasons as set out in section 9.1 of the submitted report, and as detailed in Minute No. 166.

In introducing the submitted report and providing an update on the current position, the Leader, on behalf of the Board, extended her thanks to all of those involved in the development and implementation of the response and recovery plan to date, including the continued delivery of detailed communications with all relevant parties. The Chief Executive reiterated such comments, paying tribute to all those who continued to deliver services across the city in response to the pandemic.

Members discussed and received further information on a number of issues, including:-

- The national role being undertaken by the Chief Executive with regard to the programme of testing, tracing and containing the virus, with Members highlighting the need for appropriate procedures to be implemented in respect of this at a localised level;
- The significant impact of the pandemic across a number of sectors. In response to enquiries regarding the hospitality sector, the Board was provided with information on the support being provided to that sector, with it being highlighted that provision of such support would be a key area of activity for the Council moving forward;
- Responding to a Member's comments regarding the delivery of formal meetings whilst social distancing measures remained in place, it was noted that formal meetings held remotely continued to take place and be scheduled, and that preparations were being made to deliver meetings which could potentially be attended both remotely and physically, however such physical attendance at meetings would not be introduced until Members felt it appropriate to do so, and that further Member discussions on such matters were required;
- A Member highlighted the importance of the Council taking into consideration service users' feedback and the outcomes from engagement processes when reviewing the Council's response to the pandemic and the adapted delivery of services. Responding to such comments, the Board received updates on a number of service areas including those delivered in crematoria, the distribution of food in communities / the delivery of associated grants, and the delivery of actions addressing period poverty;
- With regard to support for the agricultural sector, specific reference was made to the Council supported 'Pick for Britain' programme. Responding to a Member's enquiry, officers undertook to provide the Member in question with further details on how the Council was engaging in this initiative;
- Also, the Board received updates from several Executive Members regarding related matters within their respective portfolios. These included:-
 - Council decision making processes during the current period;

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- Communication processes established to ensure that local communities remained informed of the help and support available to them, with a number of specific examples being provided;
- The current position within Care Homes in Leeds and the actions being taken to address the challenges which continued to be faced in this area, with specific tribute being paid to the work of frontline care workers during this time;
- The monitoring of the health inequalities agenda;
- The ongoing work aimed at delivering greater active travel provision, and the level of public engagement to date with the 'Common Place' platform.

In conclusion, the Chair highlighted the need for the Government to focus its efforts upon a more localised approach moving forward, with the key role of Local Authorities in such an approach being emphasised.

Finally, on behalf of the Board, the Leader asked all Directors to relay thanks to their respective teams for their continued efforts throughout such challenging circumstances.

RESOLVED –

- (a) That the updated national context and local response to the Coronavirus (COVID-19) pandemic, as detailed within the submitted report, be noted;
- (b) That the updated Response and Recovery plan, which includes the updated aims and objectives, be agreed;
- (c) That the approach towards and messaging for running a safe city, as detailed within the submitted report, be agreed;
- (d) That the submitted report and the comments made in respect of it during the discussion be noted in context with the more detailed report on the financial implications of the Coronavirus pandemic for the Council, as presented within Minute No. 171;
- (e) That all Directors relay to their respective teams Members' thanks for their continued efforts throughout such challenging circumstances

RESOURCES

171 Coronavirus (COVID-19) - Impact upon the Council's 2020/21 Revenue Budget

The Chief Officer, Financial Services submitted a report providing an interim briefing on the forecast position for the Council when considering the scale of the financial challenge faced by the Authority in terms of 2020/21 and future years due to the COVID-19 pandemic.

With the agreement of the Chair, the submitted report had been circulated to Board Members as a late item of business prior to the meeting for the reasons

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as set out in section 4.5.2 of the submitted report, and as detailed in Minute No. 166.

In introducing the submitted report, the Executive Member for Resources highlighted the scale of the financial challenge being faced by the Council, which it was emphasised remained an evolving picture. With regard to the recommendation that the Board write to the Government to ask for financial assistance to enable the Council to fulfil its requirements, it was highlighted that it was proposed that in addition to this, Government would be asked to provide support through the proposals, as set out within section 3.5.2 of the report.

Responding to a Member's enquiry regarding the options available to the Council moving forward, the Board was advised that a further report was scheduled to be submitted to the Board in June presenting the financial position over the next 2 years, which would also provide detail of the options available to the Council if further funding was not forthcoming from Government. Also, responding to a Member's enquiry, the Board noted that the issuing of a 'Section 114' report would only be undertaken as a final resort.

In response to a Member's enquiry, it was undertaken that Executive Members would continue to be briefed on relevant matters between this Board meeting and the next scheduled meeting on 24th June.

Members highlighted the need for local Government to continue dialogue with the Treasury in order to explore all potential options available to financially assist Local Authorities during this time and moving forward.

A Member requested an update on the Council's commercial investment portfolio during this challenging period, arising from the national press coverage given to the issues that some Local Authorities were experiencing in this area. In response it was noted that currently there were no specific issues to report on such matters.

RESOLVED –

- (a) That the position, as outlined in the submitted report by the Chief Officer, Financial Services concerning Leeds City Council's financial position as a consequence of the COVID-19 pandemic, be noted;
- (b) That agreement be given for Executive Board to write to Government to ask for financial assistance to enable the Council to fulfil its requirements to deliver services to the residents of Leeds, and that in addition to this, Government support be sought on the proposals, as set out within section 3.5.2 of the report;
- (c) That it be noted that a further report is to be submitted to Executive Board in June 2020 detailing the impact over the financial years 2020/21 and 2021/22 of the COVID-19 pandemic, together with an updated forecast budget position for 2021/22.

LEARNING, SKILLS AND EMPLOYMENT

172 East Leeds Secondary Place Provision - Proposed Purchase of Land at Torre/Trent Road from Arcadia

Further to Minute No. 177, 20th March 2019, the Director of City Development and the Director of Children and Families submitted a joint report which looked to bring together three interconnected workstreams that had been progressed following the Board's previous approval in March 2019 to enter into negotiations with the Arcadia Group Ltd. for the potential acquisition of part of their site at Torre Road for the creation of the new East Leeds Secondary School. The report set out the current position regarding each of those workstreams and presented the rationale for the requirement of the Council to enter into the final Heads of Terms with Arcadia Group Ltd. for the purchase of the site to ensure the delivery of a new Secondary School for opening in September 2021.

Members provided support for the proposals as detailed within the submitted report and appendices.

Following the consideration of Appendix 1 / A 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 progress made to date regarding: the negotiations with Arcadia Group Ltd. for the purchase of part of their site for a new secondary school in East Leeds; the free school presumption under the terms set out in the Education and Inspections Act 2006 (section 6A) and the design development of the scheme to date, be noted;
- (b) That approval be given for the Council to enter into the final Heads of Terms for the acquisition of 2.77ha of the unused playing field land at Torre Road owned by Arcadia Group Ltd from REDCASTLE (FREEHOLDS) LIMITED who are part of the Arcadia Group Ltd., for the new East Leeds secondary school; and that approval also be given to authorise the Director of City Development to use his delegated powers to approve the exchange and completion of the contract for the land purchase by the 31st July 2020;
- (c) That 'authority to spend' the amount as detailed within the exempt appendix 1 / A to the submitted report on the purchase of the playing field land at Torre Road owned by Arcadia Group Ltd., be approved.

DATE OF PUBLICATION: THURSDAY, 21ST MAY 2020

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00 P.M. ON FRIDAY, 29TH MAY 2020

Draft minutes to be approved at the meeting to be held on Wednesday, 24th June, 2020