

EXECUTIVE BOARD

WEDNESDAY, 21ST MARCH, 2018

PRESENT: Councillor J Lewis in the Chair

Councillors A Carter, R Charlwood,
D Coupar, S Golton, R Lewis, L Mulherin,
M Rafique and L Yeadon

SUBSTITUTE MEMBER: Councillor B Anderson

APOLOGIES: Councillor J Blake

151 Chair of the Meeting

In accordance with Executive and Decision Making Procedure Rule 3.1.5, in the absence of Councillor Blake who had submitted her apologies for absence from the meeting, Councillor J Lewis presided as Chair of the Board for the duration of the meeting.

152 Substitute Member

At the conclusion of the Board's consideration of agenda item 10 (Outcome of Statutory Notices on Proposals to Increase Primary Places at Allerton Church of England Primary School and Beeston Hill St. Luke's Primary School), Councillor A Carter left the meeting. At this point, under the provisions of Executive and Decision Making Procedure Rule 3.1.6, Councillor B Anderson was invited to attend the remainder of the meeting on behalf of Councillor A Carter. (Minute No. 161 refers).

153 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) Appendix 1 to the report entitled, 'Proposed Opera North Capital Works, Leeds Grand Theatre – Premier House', referred to in Minute No. 163 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of appendix 1 as being exempt from publication outweighs the public interest in disclosing the information and the financial details contained within it, which, if disclosed would adversely

affect the business of the Council and the business affairs of an individual organisation.

- (b) Appendix 5 to the report entitled, 'The First White Cloth Hall and the Lower Kirkgate Townscape Heritage Initiative' referred to in Minute No. 168 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains information relating to the financial or business affairs of any particular person (including the authority holding that information). It is considered that the public interest in maintaining the content of Appendix 5 as being exempt from publication outweighs the public interest in disclosing the information, as it relates to the financial information of a private business applying for grant funding, and as such, the release of information at this time would prejudice the Council's position.

154 Late Items

There were no formal late items of business submitted for the Board to consider, however, following the publication and despatch of the agenda, Board Members had been in receipt of Appendix 1 to agenda item 18 (Adoption of the Leeds Talent and Skills Plan) which was the draft Leeds Talent and Skills Plan 2018-2023 document (Minute No. 169 refers).

155 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting, however, in relation to the agenda item entitled, 'Proposed Opera North Capital Works, Leeds Grand Theatre – Premier House', Councillor Yeadon drew the Board's attention to her role as a member of the Leeds Grand Theatre and Opera House Board of Management. (Minute No. 163 refers).

In addition, again, although no Disclosable Pecuniary Interests were declared, in relation to the agenda item entitled, 'The Local Centres Programme (First Call)', Councillor Golton drew the Board's attention to his involvement with an organisation which had submitted an expression of interest for the programme. He also advised the Board that the project in which he had been involved was not part of the first tranche of projects as proposed within the submitted report. (Minute No. 167 refers).

156 Minutes

RESOLVED – That the minutes of the previous meeting held on 7th February 2018 be approved as a correct record.

HEALTH, WELLBEING AND ADULTS

157 The Annual Report of the Director of Public Health 2017/2018

The Director of Public Health submitted a report which presented the Director's annual report on the health of the city's population for the period 2017/2018. This was in line with the Health & Social Care Act 2012, which required the Director to compile and publish an annual report on the health of the city's population.

In presenting the report, the Director of Public Health provided the Board with a summary of the key findings, Leeds' performance in the wider context, the areas of concern, emerging trends and the report's conclusions together with associated recommendations.

With regard to a Member's comments on several specific issues highlighted by the report, namely: alcohol related mortality in women; infant mortality levels and drug related deaths in men - emphasis was placed upon the complexity of these issues and the wide range of causal factors involved. The Board was also provided with further detail on the actions being taken to address these emerging trends, however it was acknowledged that partnership and multi-agency approaches were key, when looking to improve such complex issues.

Responding to a Member's enquiry, the Board was provided with further information on the nature of the recommendations detailed within the Director's report and it was highlighted that the recommendations were designed to complement and add to the range of actions which were already in place across the city. Members also received assurance that the work being undertaken in those key areas highlighted within the Director's report were being aligned with other initiatives, such as the priorities identified by the Leeds Academic Health Partnership.

In conclusion, the Executive Member for Health, Wellbeing and Adults emphasised that whilst a number of health indicators across the city were improving, it was those associated with poverty and deprivation which were generally declining.

RESOLVED –

- (a) That the contents of the Annual Report of the Director of Public Health, as appended to the submitted report be noted, and that the recommendations detailed within it be supported;
- (b) That the Health and Wellbeing Board be recommended to consider the Director's Annual Report in relation to the next Joint Strategic Needs Assessment;
- (c) That the City Development directorate be recommended to take due regard of the recommendations made within the Director's report about the contribution of the Leeds Inclusive Growth Strategy in the tackling of deprivation and reduction in inequalities;
- (d) That the Director of Public Health be requested to provide an update to a future Executive Board meeting on the next set of life expectancy figures for males and females in Leeds.

158 Leeds Academic Health Partnership

Further to Minute No. 51, 17th July 2017, the Director of Adults and Health and the Director of City Development submitted a joint report which provided an update on the progress made by the Leeds Academic Health Partnership to establish a Strategic Framework of priorities. The report also presented a summary of its programme of active projects, and acknowledged the role of the Leeds Academic Health Partnership in a wider strategic context of the Best Council Plan which looked to create a strong economy and compassionate city.

Responding to a Member's enquiry, the Board was provided with further information on how the progress being made against the identified Strategic Framework priorities would be monitored.

Also in response to an enquiry, Member comments regarding the Leeds Health and Care Academy were acknowledged, and in addition to this, the Board received further information on: the importance of the multi-agency approach being taken as part of the Academy initiative, the key benefits that the Academy looked to realise and the ways in which such benefits would be maximised.

In addition, the strategic level of the submitted report was acknowledged, however it was highlighted that when future reports were submitted to the Board, it was intended that further detail with specific examples of the progress being made would be provided.

RESOLVED –

- (a) That the Board's endorsement be provided to the Strategic Framework priorities, as detailed within the submitted report, together with the progress made by the Leeds Academic Health Partnership and its programme to deliver better health outcomes, reduced health inequality, more jobs and to stimulate investment in health and social care as part of the city's Health and Wellbeing Strategy;
- (b) That it be noted that the Chief Officer, Health Partnerships Team will be responsible on behalf of the Council for overseeing the implementation by the Leeds Academic Health Partnership of its programme.

159 One City Care Home Quality and Sustainability Project

The Director of Adults and Health submitted a report which presented information on the work that has been undertaken to date on the 'One City Care Home and Sustainability' project. The report sought authority to proceed with the requirement to establish new contractual arrangements regarding Older People's care homes in Leeds via a procurement exercise.

Members welcomed the progress being made in this area, as detailed within the submitted report, and highlighted the proactive work being undertaken with care providers in order to help them achieve positive ratings. The Board highlighted the key importance of care providers actively participating in this

process and also welcomed how the progress being made in this area could be easily monitored.

In discussing the role of the Care Quality Team, a Member made suggestions around the potential to increase connections between the community and the monitoring of services delivered in this field by care providers. The comments were acknowledged and it was noted that the ways in which the Council looked to ensure the quality of service provision in this area would continue to be evolved. Finally, the Board received further information on the ongoing work being undertaken to further develop the relationship between the community and those care services detailed within the report.

RESOLVED –

- (a) That the work which has been undertaken by all stakeholders as part of the 'One City Care Home Quality and Sustainability Project', be noted;
- (b) That support be given to the initiation of a procurement exercise based upon a simplified application process that complies with the Public Contracts Regulations 2015, to implement the framework contract; with it being noted that the Director of Adults and Health will take a delegated decision in order to commence this procurement exercise in accordance with the Council's scheme of delegation;
- (c) That the implementation of the Quality Action Plan which was co-produced with stakeholders, be noted; and that it also be noted that the Deputy Director for Integrated Commissioning shall be responsible for the implementation of such matters, with the aim of having the Action Plan in place within the next three months;
- (d) That the recruitment of a Quality Team within Adults and Health to work with the Care Home sector to ensure all homes are delivering high quality care to the citizens of Leeds, be noted; and that it also be noted that the Deputy Director for Integrated Commissioning will continue the recruitment of the Quality Team with the aim of having the team operational within the next three months;
- (e) That the development of a Leadership Academy to work with registered managers in the sector to further develop their skills in order to enhance the quality of care provided in the care home setting, be noted; and that it also be noted that the Senior Organisational Development (OD) Business Partner in Adults and Health shall be responsible for the continued development of the Leadership Academy, with the aim of having the Academy functional within the next six months.

CHILDREN AND FAMILIES

160 Refresh of the Children and Young People's Plan

The Director of Children and Families submitted a report which presented a refresh of the Council's Children and Young People's Plan (CYPP) for the

purposes of the Board's consideration and approval that it be recommended to full Council for formal adoption.

Members considered the proposed expansion of one of the Plan's obsessions to 'improve attendance, achievement and attainment', and in response to a Member's specific enquiry, the Board was provided with further information on how the revised obsession specifically linked to other educational attainment aspects of the Plan, with details also being provided on the ways in which Members were being kept informed of progress in such areas.

The Board also noted the narrative within the Plan around the objective to assist those parents who had experience of having a child being placed in care, with the aim of helping those parents, so that this did not reoccur with subsequent children. It was undertaken by officers that consideration would be given to revising the relevant text within the Plan so that the aim of this objective was clear to the reader.

Responding to a Member's enquiry, the Board was provided with further information on the key role of the Child Poverty Impact Board in the improvement of outcomes for those children affected by poverty. It was also noted that the Chief Officer (Partnerships), within the Children and Families directorate was lead officer in terms of addressing the issue of child poverty in Leeds.

Members noted the two indicators within the Plan which were still being developed. Specifically with regard to the indicator concerning the improvement of social, emotional mental health and wellbeing, the Board received an update on the development of this and noted that discussions with health partners were continuing, prior to the wording being finalised.

RESOLVED –

- (a) That the changes which will be made to the CYPP, which will ensure that the Plan remains relevant and focused on the children and young people who most require support and on raising their learning outcomes, be agreed;
- (b) That full Council be recommended to adopt the revised CYPP, as submitted, which covers the period 2018-2023 (which follows the consultation process undertaken and discussion and approval at Children and Families Trust Board);
- (c) That it be agreed that updates on the CYPP priorities will be: reflected in Best Council Plan monitoring process; undertaken by the Children and Families Trust Board; and provided on a six monthly basis to Scrutiny Board (Children and Families).

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In)

161 Outcome of Statutory Notices on proposals to increase primary places at Allerton Church of England Primary School and Beeston Hill St Luke's Primary School

Further to Minute Nos. 119 and 120, 13th December 2017, the Director of Children and Families submitted a report presenting the outcome of Statutory Notices published in respect of proposals to expand primary school provision at Allerton Church of England Primary School and Beeston Hill St Luke's Church of England Primary School, and to establish SEN provision for pupils with complex communication difficulties at Beeston Hill St Luke's Primary School. Overall, the report sought a final decision in respect of such proposals.

Responding to a Member's enquiry regarding the proposals for Allerton Church of England Primary School, assurance was provided to the Board that relevant local Ward Members would be kept informed about any related traffic issues and any proposed mitigation measures.

RESOLVED –

- (a) That approval be given to the proposal to permanently expand primary provision at Allerton Church of England Primary School from a capacity of 420 pupils to 630 pupils, with an increase in the admission number from 60 to 90, with effect from September 2018;
- (b) That approval be given to the proposal to permanently expand primary provision at Beeston Hill St Luke's Church of England Primary School from a capacity of 315 pupils to 420 pupils, with an increase in the admission number from 45 to 60 from September 2019, and to establish SEN provision for pupils with Complex Communication Difficulties including children who may have a diagnosis of ASC (Autistic Spectrum Condition) for approximately 8 pupils, with effect from September 2019;
- (c) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

(At the conclusion of this item Councillor A Carter left the meeting. At this point, under the provisions of Executive and Decision Making Procedure Rule 3.1.6, Councillor B Anderson was invited to attend the remainder of the meeting on behalf of Councillor A Carter.

In addition, at the conclusion of this item, Councillor Mulherin also left the meeting).

ENVIRONMENT AND SUSTAINABILITY

162 Bin Yards Regeneration Investment

The Director of Communities and Environment submitted a report providing information on the anti-social behaviour and illegal activities associated with 'bin yards' in the inner city, and which presented the case for investment to

improve 'problem' yards and which looked to identify a route to secure the long-term funding required to do so.

Members made enquiries regarding the selection criteria to be used when prioritising yards, and made a suggestion regarding the potential to work with accredited landlords as part of the initiative. In response, it was highlighted that the intention was to initially target a limited number of bin yards over the next year by developing sustainable and appropriate solutions, which would require working closely with relevant partners such as the local communities, Ward Members, environmental champions and landlords, with a view to returning to the Board in due course to consider a business plan for the longer term, which would be informed by the initial experiences.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That the injection of £247,500 into the Capital Programme, in order to deliver improvements to around 45 bin yards, be approved;
- (c) That it be noted that the Director of Communities and Environment will be responsible for the implementation of such matters.

ECONOMY AND CULTURE

163 Proposed Opera North Capital Works, Leeds Grand Theatre - Premier House

Further to Minute No. 85, 19th October 2016, the Director of City Development submitted a report which sought support for proposed Opera North works to be undertaken in order to refurbish the vacant shop units at 34-40 New Briggate for restaurant/bar use, in order to improve access to the Howard Assembly Room above (properties in the ownership of the City Council) and the adjacent Premier House (owned by Opera North), which form the headquarters of Opera North. In addition, the report also sought related, specific approvals from the Board in order to enable such proposals to be progressed.

In response to a number of enquiries made by a Member, it was highlighted that the purpose of the submitted report was to agree the Council's position on the shop units it owned and also on the nature of the support that the Council would be prepared to provide for the proposed scheme. The Members also received further information on how scheme looked to contribute towards the improvement of the cultural offer in that area of the city centre, whilst clarification was also provided that in order for the scheme to be progressed, Council approval was required as the freeholder of the Grand Theatre, and consent of the Grand Theatre Board of Management was also required as leaseholder.

Following consideration of Appendix 1 to the submitted report designated as 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 approval be given to the leasing of 34-40 New Briggate to Opera North Ltd. at a market rent, and that approval also be given to the offer a rent free period from the commencement of the new lease: the rent free period being determined against the landlord's improvements that Opera North make, relative to the rental value of the premises once the scheme has been developed on the terms as detailed within exempt Appendix 1 to the submitted report, with the remaining areas to be leased to Opera North at a peppercorn rent as per their existing lease;
- (b) That approval be given to the payment of a reverse premium of up to £750,000 to Opera North, in order to make the future occupation of the shop units at 34-40 New Briggate commercially viable, on the terms as detailed within exempt Appendix 1 to the submitted report;
- (c) That 'Authority to Spend' up to £750,000 from Capital Scheme No. 32615 as the reverse premium payable to Opera North, be approved;
- (d) That subject to the agreement of both Leeds Grand Theatre and Opera House Ltd. and Opera North, approval be given to authorise variations to their respective leased areas in order to allow the delivery of the proposed Opera North works;
- (e) That subject to consultation with the Executive Member for 'Economy and Culture', the necessary authority be delegated to the Director of City Development in order to enable the Director to negotiate and approve the final terms of all legal agreements associated with the proposed delivery of the Opera North capital project, in accordance with the Council's officer delegation scheme;
- (f) That the following be noted: the actions required to implement the Board's decisions; the proposed timescale to progress the proposed works, as detailed within the submitted report; and that the Director of City Development will be responsible for the implementation of such matters.

(With regard to the resolutions made by the Board on this matter, as Councillor B Anderson was in attendance as a non-voting Member, he drew the Board's attention to the fact that if he were able to, he would abstain from voting on the decisions referred to within this minute)

RESOURCES AND STRATEGY

164 Financial Health Monitoring 2017/18 - Month 10

The Chief Officer, Financial Services submitted a report which set out the Council's projected financial health position for 2017/18, as at month 10 of the financial year.

In presenting the submitted report, the Executive Member for Resources and Strategy provided the Board with an update on a successful backdated claim which had been submitted to HMRC relating to overpaid VAT in respect of sports admission charges at sports centres, and it was noted that further details on this would be submitted to the Board in due course.

Responding to a Member's enquiry regarding the payment of a grant to the Council in respect of the work being undertaken as part of Leeds' Children and Families sector led improvement role in partnership with Kirklees Council, the Board received an update regarding the current position.

Also, responding to an enquiry regarding income pressures in respect of Section 278 monies (income from developers), it was noted that the figure within the budget was an estimated figure based on the amounts received in previous financial years, which, it was highlighted can vary from year to year, and which therefore explained the current variation to the budget.

In reply to a Member's comments, the Board received further information and explanation regarding the projected overspend within the Community Hubs budget.

RESOLVED – That the projected financial position of the authority, as at month 10 of the financial year, be noted.

REGENERATION, TRANSPORT AND PLANNING

165 Leeds 20mph Local Areas Speed Limit Programme

The Director of City Development submitted a report which detailed proposals for the final stage of completing a long standing programme of establishing 20mph zones and speed limits in residential areas across Leeds.

The Board discussed the methods and levels of associated enforcement of residential speed limits and 20mph zones. The comments made were acknowledged, with it being highlighted that the comprehensive roll out of such measures were aimed at promoting a long term change in people's driving habits.

Members also discussed the criteria used to identify 20mph zones and also the use of other traffic calming measures, and with regard to the types of measures used, it was noted that the Council followed Government guidance on such matters.

RESOLVED –

- (a) That the progress made regarding the establishment of 20mph speed limits and zones in suitable residential areas of Leeds, be noted;
- (b) That the proposals for the completion of schemes at all remaining identified sites for residential 20mph zones and speed limit programmes in Leeds, be approved;

- (c) That approval be given to incur expenditure of £500,000 to complete approximately 90 remaining 20mph speed limits in residential areas across Leeds, to be fully funded from the West Yorkshire Local Transport Plan grant;
- (d) That the City Solicitor be instructed to advertise draft speed limit orders as necessary for the completion of this programme, and if no objections are received, to make and seal the orders as advertised;
- (e) That the following be noted:-
 - (i) Construction of the scheme is programmed to commence in the spring of 2018 for completion by summer 2019; and
 - (ii) That the Chief Officer Highways & Transportation will be responsible for the implementation of such matters.

166 Improving Traffic Flow on the A65 Corridor

The Director of City Development submitted a report which set out the purpose of the SCOOT National Productivity Investment Fund (NPIF) scheme and which sought 'approval to spend' for the £2.16m NPIF grant awarded to Leeds City Council by the Department for Transport in respect of the enhancement of the traffic control system on the A65 corridor.

In considering the report, it was noted that SCOOT (Split Cycle Offset Optimisation Technique) was an adaptive traffic signal control system.

Responding to a Member's enquiry, the Board received assurances that relevant Ward Members would be kept informed on the development of this scheme.

RESOLVED –

- (a) That the injection of £2.16m into the Capital Programme, which is fully funded from the Department for Transport grant, be approved;
- (b) That 'Approval to Spend' for £2.16m (being £250,000 staff design fees, and £1.91m construction costs) over a 2 year period from April 2018, to be fully funded from the Department for Transport grant of £2.16m, be authorised;
- (c) That the following be noted:-
 - (i) The scheme proposals, as described in sections 2 and 3 of the submitted report;
 - (ii) That the construction of the scheme is programmed to start in September 2018 and be fully operational by March 2020; and
 - (iii) That the Chief Officer Highways & Transportation will be responsible for the implementation of such matters.

167 The Local Centres Programme (First Call)

Further to Minute No. 97, 15th November 2017, the Director of City Development submitted a report presenting the project ideas which had been

submitted as part of a 'first call' for bids in relation to the Local Centres Programme (LCP) and which recommended in principle support for a number of schemes. In addition, the report also sought confirmation of the timeline for a 'second call' for bids to begin in February 2019.

A Member highlighted that when proposals for the programme were assessed, that the technical aspects of the proposal were balanced against the overriding community benefit that it could potentially provide. In addition, it was noted that for those submissions not included within the initial tranche, further opportunities for potential schemes remained, as part of future tranches.

RESOLVED –

- (a) That the contents of the submitted report be noted;
- (b) That in principle agreement be given to the first tranche of Local Centres Programme schemes, as set out at paragraphs 3.2 – 3.5 and Appendix 1 of the submitted report, and that agreement be given for the Director of City Development, in liaison with the Executive Member (Regeneration, Transport and Planning), to be authorised to approve detailed business cases for their implementation as these come forward;
- (c) That approval be given for a 'second call' for projects to be issued, and that the necessary authority be delegated to the Director of City Development in order to enable the Director to agree the precise timing of this in liaison with the Executive Member for 'Regeneration, Transport and Planning';
- (d) That agreement be given that further 'calls' for projects may be issued by the Director of City Development, subject to the continued availability of funding within the Local Centres programme;
- (e) That it be noted that the Executive Manager (Town Centres, Heritage & Buildings) will be responsible for the implementation of the Local Centres Programme.

168 The First White Cloth Hall and the Lower Kirkgate Townscape Heritage Initiative

Further to Minute No. 164, 20th April 2016, the Director of City Development submitted a report which sought approval to award a £500,000 grant to the owner of the First White Cloth Hall for a scheme of repair and restoration that would enable the building to be brought back into sustainable use, subject to a receipt of final costs and a suitable grant application. In addition, the report also provided an update on the progress made in respect of the rest of the Lower Kirkgate Townscape Heritage Initiative (THI) scheme and detailed options to ensure that the available Heritage Lottery Funds were fully drawn down, in order to deliver the originally envisaged programme outcomes.

Responding to a Member's enquiry, the Board was provided with an update regarding the associated planning application following the recent consideration of that application by City Plans Panel on 8th March 2018.

Following consideration of Appendix 5 to the submitted report designated as 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 approval in principle be given to the award of a maximum £500,000 grant from the Lower Kirkgate THI scheme to the owner of the of the First White Cloth Hall for its repair and restoration, and that the necessary authority be delegated to the Director of City Development in order to enable the Director to undertake the detailed approval and issuing of a grant agreement;
- (b) That the progress made in respect of the Lower Kirkgate Townscape Heritage Initiative be noted, and that support be given to the exploration of statutory compulsory purchase action, should it be required.

EMPLOYMENT, SKILLS AND OPPORTUNITY

169 Adoption of the Leeds Talent and Skills Plan

Further to Minute No. 58, 20th September 2017, the Director of City Development submitted a report presenting the final draft of the Leeds Talent and Skills Plan for the period 2018-2023 and which recommended the Council's adoption of the Plan. In addition, the report also provided further detail on the associated consultation processes undertaken, which had informed the final draft.

Following the publication of the agenda, Board Members had been in receipt of Appendix 1 to the report, which was the draft Leeds Talent and Skills Plan 2018-2023 document.

RESOLVED –

- (a) That the adoption of the Leeds Talent and Skills Plan 2018-2023, as appended to the submitted report, be approved;
- (b) That the proposed outcome framework which will be used to monitor the impact and support the ongoing review of the Plan, be approved;
- (c) That it be noted that the Chief Officer, Employment and Skills is responsible for the implementation of such matters.

DATE OF PUBLICATION: FRIDAY, 23RD MARCH 2018

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 5.00 P.M., TUESDAY, 3RD APRIL 2018