

Planning Services

To All Members of City Plans Panel

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Our ref: City Site Visits
Date: 02.08.2022

Dear Councillor

SITE VISITS – CITY PLANS PANEL – Thursday 11th August 2022

It has been agreed with the Chair of City Plans Panel that there will be a site visit on the morning of the next City Plans Panel meeting.

A 16-seater minibus has been booked for the site visit; however, the Council is advocating a precautionary approach and control measures have been put in place (see below). To check numbers please can Members contact PlansPanel@leeds.gov.uk as soon as possible if they wish to travel via the minibus.

For those travelling by mini-bus please meet in the **Antechamber, Civic Hall at 10.55am for a prompt start at 11.00am.**

Time	Ward	Site
11.00 am	MINIBUS DEPARTS FROM OUTSIDE CIVIC HALL ENTRANCE	
11:15 am	Hunslet & Riverside	Land Bounded by Sayner Lane, Clarence Road and Carlisle Road (CITU Site)

Please notify PlansPanel@leeds.gov.uk if you will be attending.

Yours sincerely,

Daljit Singh
Group Manager
Planning Services

Plans Panel Site Visits Risk Assessment; Control Measures and Guidance

- Anyone with symptoms of Covid 19 or advised to self-isolate in accordance with the most current guidance must not attend Panel Visits.
- Officers who are classified as clinically extremely vulnerable and are at a high risk of severe illness or who have a number of conditions listed under the moderately vulnerable category leaving them at greater risk, or in a higher risk groups e.g. over 60s, BAME staff should only attend Panel visits following a personal risk assessment
- The use of lateral flow testing by participants prior to the visits is encouraged to help reduce the potential asymptomatic transmission of the Covid-19
- It is advised that face coverings be worn on the minibus, and when entering enclosed spaces on visits.
- Travellers on the minibus should sit on separate rows wherever possible.
- Time spent on the minibus should be minimised e.g. no detailed discussions regarding sites/proposals whilst parked up.
- The minibus will be well ventilated / windows opened (weather permitting).
- Interactions on site shall be conducted in a Covid-safe manner, respecting any anxieties of participants.