

## EXECUTIVE BOARD

WEDNESDAY, 17TH JULY, 2013

**PRESENT:** Councillor K Wakefield in the Chair

Councillors J Blake, A Carter, M Dobson,  
S Golton, P Gruen, R Lewis, L Mulherin,  
A Ogilvie and L Yeadon

**25 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 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 A to the report entitled, 'Little London, Beeston Hill and Holbeck: Housing PFI: Confirmation of Financial Close and Final Affordability Position' referred to in Minute No. 46 is designated as exempt in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that it contains commercially sensitive information on the Council's approach to procurement issues (including project affordability position), together with commercially sensitive information in relation to the Contractor. As such, on this occasion, it is deemed that under such circumstances, the benefit of keeping the information confidential is considered greater than that of allowing public access to it.

**26 Late Items**

With the agreement of the Chair, a report entitled, 'Tour de France Grand depart 2014' was admitted to the agenda as a late item of business. The report was being presented as a late item following the conclusion of the Council's discussions with UK Sport on the governance and financial arrangements in the week leading up to the Board meeting. In view of the need to progress the governance arrangements it is considered important that Executive Board considered and approved the principles outlined in the submitted report as soon as possible, so that they could be implemented. (Minute No. 32 referred).

Prior to the meeting, the Board had received supplementary information relating to agenda item 32 entitled, 'Investing in Young People: Targeted Youth Work Area Formula', in the form of a Joint Scrutiny Statement from the

Children and Families and Sustainable Economy and Culture Scrutiny Boards (Minute No. 55 referred).

In addition, prior to the meeting, the Board had received and paid due regard to some late correspondence which respectively related to agenda item 15 (Sex Establishments: Statement of Licensing Policy) and agenda item 20 (Derelict and Nuisance Property Programme Update including the former Royal Park School and former South Leeds Sports Centre). (Minute Nos. 41 and 31 referred respectively)

**27 Declaration of Disclosable Pecuniary Interests**

There were no declarations of Disclosable Pecuniary Interests made at this point in the meeting, however, a reference was made later in the meeting (Minute No. 54 referred).

**28 Minutes**

**RESOLVED** – That the minutes of the meeting held on 19<sup>th</sup> June 2013 be approved as a correct record.

**DEVELOPMENT AND THE ECONOMY**

**29 Using our Assets effectively to Support the Delivery of the Council's Business Plan and Financial Strategy**

The Director of City Development submitted a report providing information about the current review of Council assets which was designed to ensure that, in a time of significant financial challenge, the Council utilises its assets as effectively as possible.

Emphasis was placed upon the crucial importance of Ward Member involvement in the development of this initiative.

**RESOLVED –**

- (a) That the work to review Council assets and deliver efficiencies in line with the Council's Budget Strategy and Best Council Plan respectively, including the proposals for detailed Ward Member involvement, be supported.
- (b) That the proposed organisational arrangements for the management of assets between City Development and Strategy and Resources be supported in principle, subject to Trade Union and Staff consultation being undertaken.
- (c) That the good asset management principles set out within the submitted report be adopted, and that the Director of City Development be requested to take forward detailed proposals to ensure that these principles are embedded into future asset management planning.
- (d) That approval be given for a new Asset Management Plan to be developed in line with the period of the Best Council Plan and the

Budget Strategy to 2017, which will be reported to a future Executive Board.

**30 West Park Centre Options Appraisal and Response to West Park Centre Campaign Group Deputation to Council**

Further to Minute No. 4, 19<sup>th</sup> June 2013, the Director of City Development submitted a report which enabled the Board to consider and determine the future of the West Park Centre, in the context of the outcome of the assessment of two options, which had been explored, as requested by Executive Board in February 2013. In addition, the report provided a response to the deputation to Full Council on 8<sup>th</sup> May 2013 from the West Park Centre Campaign Group.

As resolved by Executive Board on 15<sup>th</sup> February 2013, the two options further explored were as follows:

Option 1: partial demolition of the West Park Centre with refurbishment and re-opening of the remainder;

Option 2: demolition of the West Park Centre and decant of city-wide services elsewhere with a local community facility developed on the existing site.

Emphasis was placed upon the fact that all users of the centre who were yet to find alternative accommodation would be provided with the necessary support to identify suitable premises or rehearsal space for their use in the future, and it was requested that an update be submitted to a future Board meeting in respect of progress being made to accommodate all relevant users of the West Park Centre.

The value of the West Park Centre building, as an important focal point and asset for the community was highlighted by a Member.

**RESOLVED –**

- (a) That the points raised in the deputation by the West Park Centre Campaign Group to Full Council on the 8<sup>th</sup> May 2013 be noted.
- (b) That having considered the assessment of the 2 options outlined within the submitted report, the following be approved:
  - (i) the option detailed within the submitted report for partial demolition of the West Park Centre and reopening of the remainder is not progressed;
  - (ii) the West Park Centre is therefore demolished and authorisation to incur expenditure of £613,000 from Capital Scheme Number 16765/WES/000 on the proposed demolition of the West Park Centre is approved;
  - (iii) the Council makes available up to £800,000 of capital, financed from the receipt from the sale of the West Park Centre site, should it be required, to deliver solutions to meet the needs of the former

users as identified within paragraph 3.26 of the submitted report, which may include the provision of a new build community facility or investment in an existing community building in the area, with the Executive Member for Leisure and Skills taking the lead role in the accompanying consultation process;

(iv) subject to the outcome of resolution (iii) above, to progress proposals for the disposal of the West Park site.

(c) That an update report be submitted to a future Board meeting in respect of progress being made to accommodate all relevant users of the West Park Centre.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the matters included within this minute, whilst Councillor Golton required it to be recorded that he voted against the matters included within this minute)

### **31 Derelict and Nuisance Property Programme Update, including the former Royal Park School and former South Leeds Sports Centre**

Further to Minute No. 39, 18<sup>th</sup> July 2012, the Director of City Development submitted a report detailing the progress which had been made to tackle a number of derelict and nuisance properties across the city. Such properties had been identified following detailed work at locality level and were prioritised for action by Executive Board in February 2012. In addition, the report highlighted some of the achievements to date, outlined the changes to be made to improve the overall efficiency of enforcement activities within the programme and detailed proposals regarding potential links which could be made to the Housing Investment Land Strategy. Finally, the report sought permission to demolish two council owned buildings, the former South Leeds Sports Centre and the former Royal Park School.

In presenting the report, the Executive Member for Development and the Economy made reference to the late correspondence which had been received and circulated to Board Members, specifically with regard to the proposals around the future of the former Royal Park School. The Board took such correspondence into regard when considering this matter.

Members received a brief update on the programme and the work which had been achieved in making visible improvements to some identified sites. In addition, it was noted that, linked with other reports on the July Executive Board agenda, there was an opportunity to deliver new housing on some sites across the city.

Responding to an enquiry regarding the future of the former Royal Park School, assurances were provided that consideration had been given to the site being once again utilised as a school, however, the issues around the site's location and the prohibitive costs involved were noted.

With regard to the site of the former Royal Park School, Members discussed and highlighted the value of additional greenspace in the area.

Responding to a specific enquiry, officers provided the Board with the void costs to date in respect of the former South Leeds Sports Centre.

In conclusion, noting the comments which had been made, it was highlighted that the Executive Member was willing to engage in further discussions with community groups, should there be any further proposals regarding the former Royal Park School in the short term. However, this would not delay the recommendation to demolish, if no sustainable proposal was forthcoming.

**RESOLVED –**

- (a) That the contents of the submitted report and the progress made to date on the Derelict and Nuisance Properties Programme be noted.
- (b) That the use of £100,000 of the previously approved funding to be used to fund dedicated officer time to the programme be approved, with the necessary authority for detailed approval being delegated to the Director of City Development.
- (c) That approval be given for officers to identify sites and interests within the programme that could be suitable for development through the Housing Investment Land Strategy and that consultation with the Executive Members for Neighbourhoods, Planning & Support Services and Development & the Economy be undertaken on those sites identified;
- (d) That the demolition of the former South Leeds Sports Centre be approved.
- (e) That approval be given for the demolition of the former Royal Park School and the temporary grassing over of the site until a deliverable primarily public sector, affordable housing or community use is brought forward.

**LEISURE AND SKILLS**

**32 Tour de France Grand Depart 2014**

Further to Minute No. 84, 17<sup>th</sup> October 2012, the Director of City Development submitted a report which sought approval for the financial, contractual and organisational requirements to deliver a successful Grand Départ starting in Leeds in July 2014. The proposals included the establishment of a joint venture delivery vehicle between UK Sport and Leeds City Council on behalf of the local authority partners. In addition, the report also proposed to delegate the necessary authority to the Chief Executive, in consultation with the Leader of the Council and Lead Executive Member for Leisure and Skills, to work on the detailed arrangements for the benefit of Leeds and other local authorities.

In presenting the paper, the Executive Member for Leisure and Skills emphasised the huge scale of the event, the significant benefits for both the city and the region, together with the potential legacy which could be created.

Clarification was provided with regard to the hosting costs associated with the event, together with costs associated with the event's legacy.

Responding to a specific enquiry, officers undertook to provide the Member in question with a separate briefing on relevant matters.

#### **RESOLVED –**

- (a) That the creation of a new company, TDF 2014 Ltd, jointly with the Government to oversee the delivery of the Tour de France while in the UK, be approved. UK Sport, the Government major sport event agency, will be the first member and Leeds will be the second and only other member of the company on behalf of the other local authorities.
- (b) That approval be given to the principle of Leeds City Council acting as the accountable body for the new company and underwriting the £11,000,000 of Local Authority contributions (of which £3,600,000 is from Leeds City Council), thus unlocking the £10,000,000 of Government funding and Government underwriting the event, subject to final confirmation from government and parliament.
- (c) That the necessary authority be delegated to the Chief Executive, in consultation with the Leader of the Council and Executive Member for Leisure and Skills, to work on the detail of TDF 2014 Ltd agreement for the benefit of Leeds and other local authorities.
- (d) That the financial and contractual requirements of the Grand Départ of the Tour de France be approved, subject to final confirmation from Government and Parliament, as set out within the submitted report.

#### **ADULT SOCIAL CARE**

##### **33 Leeds Safeguarding Adults Board Annual Report 2012/2013**

The Director of Adult Social Services submitted a report presenting the sixth annual report of the Leeds Safeguarding Adults Board, whilst also provides an update on the work of the Leeds Safeguarding Adults Board.

Dr Paul Kingston, Independent Chair of the Leeds Safeguarding Adults Partnership Board was in attendance to introduce the Annual Report and highlight its key themes.

On behalf of the Leeds Safeguarding Adults Partnership Board, the Executive Member for Adult Social Care thanked Dr Kingston for his continued work in this field.

**RESOLVED** – That the contents of the submitted Leeds Safeguarding Adults Partnership Board Annual Report for 2012/2013 be noted, and that the work programme of the Adult Safeguarding Board for 2013/2014 be endorsed.

### **LEADER OF COUNCIL'S PORTFOLIO**

#### **34 Financial Health Monitoring 2013/14 - First Quarter Report**

The Director of Resources submitted a report presenting the Council's projected financial health position for 2013/2014, after three months of the financial year.

Discussion was had in relation to the budget details presented for Commercial Services. In addition, Members considered the process of budget forecasting, and the need to ensure that the targets arising from such forecasting needed to be met wherever possible.

It was noted that a more detailed submission for the Public Health directorate would be included within the financial health monitoring data for quarter 2.

**RESOLVED** – That the projected financial position of the authority after three months of the financial year be noted.

#### **35 Spending Review 2013**

The Director of Resources submitted a report providing an overview of the Spending Review that was announced by the Government on 26<sup>th</sup> June 2013, together with details of the 'Investing in Britain's Future' paper that was issued by HM Treasury the following day.

Members considered the extent of the funding inequalities between Local Authorities located in the north compared to those in the south. Also, in acknowledging the evolving role of the Local Authority, Members discussed how this may impact upon the future role of the Department for Communities and Local Government.

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

#### **36 Annual Risk Management Report**

The Director of Resources submitted a report which provided assurances on the strength of the Council's risk management arrangements and which presented an overview of the authority's strategic risks.

Responding to a Member's enquiry, the Board was provided with an update regarding the current position on the establishment of Business Contingency Plans across the Council. It was noted that all outstanding plans needed to be completed by September 2013 and it was requested that Board Members received an update on this matter in due course.

**RESOLVED** – That the Annual Risk Management report be received and that the assurances provided within the report be noted.

**37 Treasury Management Outturn Report 2012/2013**

The Director of Resources submitted a report providing a final update on the Council's treasury management strategy and operations for the year 2012/2013.

**RESOLVED** – That the Treasury Management outturn position for 2012/2013 be noted, together with the fact that the treasury strategy has remained within the Council's treasury management strategy and policy framework.

**38 Capital Programme Quarter 1 Update - 2013-2016**

The Director of Resources submitted a report providing an update on the progress made in respect of the capital programme as at June 2013. The report included an update of capital resources, a summary of schemes which have been upgraded from 'Amber' status to 'Green' status since February 2013 and which also provided a summary of progress made on some major schemes. In addition, the report advised of recent changes to the Capital Approvals process which had been introduced to reduce bureaucracy and increase accountability, included an update on the economic impact of the capital programme and provided details of current approval levels regarding schemes completed in the last financial year. Finally, the report sought some specific approvals in relation to funding injections and the method for distribution of Capital Receipts Incentive Scheme funding across all Wards.

Responding to an enquiry, the Board received an update on the current position regarding the Changing the Workplace initiative, specifically around the work which had been undertaken in respect of Merrion House.

**RESOLVED** –

- (a) That the latest position of the General Fund and HRA capital programmes be noted.
- (b) That the changes to the Capital Approval process, designed to reduce bureaucracy and improve accountability, be noted.
- (c) That the transfer of schemes from the Amber to the Green programmes, as set out within section 3.4 of the submitted report, be noted.
- (d) That authority to incur expenditure of £734,000 to allow completion of an alternative technical solution to delivery of the Electronic Documents Records Management System (EDRMS), as set out within section 3.3.4 of the submitted report be approved.
- (e) That the following injections into the capital programme be approved:-
  - £12,860,600 funded by government grant to enable the provision of additional primary school places;
  - £1,247,000 funded by additional LTP grant towards costs of developing a Park and Ride facility at Elland Road;



- £355,000 of prudential borrowing, funded by Children's Services Directorate to fund the replacement of Infobase IT system;
- £416,000 for the Refurbishment of Shire View former Home for Older People, funded by prudential borrowing;
- £311,200 unsupported borrowing for capitalisation of interest on assets under construction.

- (f) That the economic impact of the Council's capital programme, as detailed within section 5 of the submitted report, be noted.
- (g) That the position on completed schemes and authority to spend be noted.
- (h) That approval be given for the 'Capital Receipts Incentive Scheme' receipts available for allocation across all wards, be transferred to the Area Committees with the sum available being allocated to individual Committees on the basis of the existing Area Wellbeing needs based formula.

### **39 West Yorkshire Joint Services**

A report was submitted by the Chief Executive providing detailing the findings from the recent review of the management and organisational structure of the West Yorkshire Joint Services (WYJS) organisation, and providing an overview of the response to the review from the Leaders of the West Yorkshire Authorities, which included a recommendation to pursue a savings target of £1,000,000.

In presenting the report, the Leader of Council highlighted that it was anticipated that further reports on this initiative would be submitted in due course.

#### **RESOLVED –**

- (a) That the contents of the submitted report, specifically the outcome of the WYJS Review and the proposed next steps, be noted.
- (b) That an invitation be made for any specific concerns in respect of this matter be raised with the Leader of Council or the other three Leeds City Council representatives on the WYJS Committee (Cllr Peter Harrand, Cllr Ronald Grahame and Cllr Bill Urry).
- (c) That further update reports on the progression of the WYJS Review be submitted to the Board in due course.

### **40 Commissioning a new advice service for Leeds**

The Director of Environment and Housing submitted a report providing an update on the progress which had been made towards commissioning a new advice service for Leeds. The report included the outcomes of the review on the provision of advice services across the city and the market-sounding exercise undertaken to determine the capability of potential providers of the service.

**RESOLVED –**

- (a) That subject to ongoing successful negotiations, agreement be given for a 3 year contract with capacity for two one year extensions to be put in place with the Leeds Advice Consortium, for the Consortium to deliver a new advice service for Leeds from early 2014 onwards. (The value of the contract will be approximately £1,360,000 per year (£1,230,000 from Environment and Housing Directorate and £135,000 from Children’s Services). The size of the contract may increase if current funding for advice via Adult Social Care and Public Health, is invested from April 2014 onwards).
- (b) That the responsibility for the new advice service be transferred from the Director of Environment and Housing to the authority of the Assistant Chief Executive (Citizens and Communities).

**41 Sex Establishments - Statement of Licensing Policy**

The Assistant Chief Executive (Citizens and Communities) submitted a report presenting the Sex Establishment Statement of Licensing Policy for the purposes of formal adoption, which would take effect from 1<sup>st</sup> September 2013. The proposals detailed within the report had been referred to the Board from the Licensing Committee for determination.

It was noted that late correspondence on this issue had been received and circulated to Board Members prior to the meeting. The Board took such correspondence into regard when considering this matter.

**RESOLVED –** That having considered the draft policy in view of the consultation responses received and the recommendation of the Licensing Committee, the draft policy, as appended to the submitted report, be approved as the Council’s Sex Establishment Statement of Licensing Policy, to take effect from 1<sup>st</sup> September 2013.

**HEALTH AND WELLBEING**

**42 Amendment to the City Priority Plan 2011-2015**

The Deputy Chief Executive submitted a report which sought approval of changes to the City Priority Plan 2011-2015, in light of the new Joint Health and Wellbeing Strategy. The current City Priority Plan 2011-2015 set out the strategic priorities and indicators the Council has agreed with partners in order to deliver the ambition for Leeds to be the best city, including a set of priorities related to health and wellbeing. The Council’s Health and Wellbeing Board agreed a Joint Health and Wellbeing Strategy identifying a number of “commitments” as its top priorities. This report sought approval for those priorities to be adopted as the Health and Wellbeing element of the City Priority Plan, in order to ensure that the City Priority Plan remained up to date.

**RESOLVED –** That the revision of the Health and Wellbeing Priorities in the City Priority Plan 2011-2015, in light of the commitments agreed in the new Joint Health and Wellbeing Strategy, be approved.

#### **43 Leeds' Expression of Interest to become an Integrated Health and Social Care Pioneer**

The Director of Public Health, the Director of Adult Social Services and the Director of Children's Services submitted a joint report informing of the Leeds Health and Wellbeing Board's Expression of Interest (EoI) to become an 'integrated health and social care pioneer'. Specifically, the report set out how becoming a pioneer could help Leeds achieve its ambition to become the Best City for Health and Wellbeing in the UK. In addition, the report also sought support to go further and faster in integrating health and social care, should the EoI be successful.

Members noted that the outcome of the pioneer bid was expected to be received in the Autumn.

#### **RESOLVED –**

- (a) That it be noted that the Executive Member for Health and Wellbeing was nominated by the Health and Wellbeing Board to approve the final Expression of Interest (EoI) prior to its submission on 28th June 2013.
- (b) That it be noted that the EoI to become an integrated health and social care pioneer has been submitted and that the first cohort of pioneers will be announced in September 2013.
- (c) That should Leeds be successful in its pioneer bid, the Leeds transformation offer, as described within the EoI, be supported.
- (d) That it be noted that becoming a pioneer will enable Leeds to improve outcomes around health and wellbeing for the people of Leeds.

#### **DEVELOPMENT AND THE ECONOMY**

#### **44 Housing Investment Land: A Strategic Approach to Delivery**

The Director of City Development submitted a report which sought support for proposed new policy measures and actions which were aimed at maximising investment to increase housing choice and affordability. This approach aimed to consolidate and build upon a number of policies which were already operational throughout the city.

Members emphasised the need to ensure that the Council was seen by Government to be doing everything possible to encourage housing development.

The Board highlighted the importance of mixed tenure developments, however, it was suggested that in the current climate, the Council needed to take a flexible approach on such matters.

The potential of self-build projects was acknowledged, however, it was noted that the monitoring and quality control of such projects was required.

Clarification and assurance was provided around how the release of land proposed within the submitted report related to the Council's site allocation processes.

**RESOLVED –**

- (a) That alongside the general support provided for Sustainable and Inclusive Growth and housing growth in the city, approval be given to the prioritisation of regeneration areas and ensuring that brownfield sites are developed for housing purposes.
- (b) That a disposal programme be developed for those sites listed at Appendix 1 of the submitted report, which aims to increase housing supply through redevelopment of brownfield land.
- (c) That the sites listed within Appendix 1a to the submitted report be prioritised to support the new Council Housing Growth programme; or for the development of affordable housing by housing associations, depending upon the outcome of a demand analysis, site specific aspirations and funding availability.
- (d) That self-build in the city be supported and promoted and that the sites listed in Appendix 1b to the submitted report be prioritised in respect of being released for sale at market value for self-build purposes.
- (e) That a disposal programme be developed for the sites listed at Appendix 1c to the submitted report.
- (f) That the delegation of a decision to vary the development route for delivery of any of the sites listed at appendix 1 be made to the Director of City Development.
- (g) That it be noted that the sites listed in Appendix 1d of the submitted report already have Executive Board approval for the purpose of increasing the supply of older people's housing, and that these will be brought forward for market disposal at the appropriate time on this basis.
- (h) That the policy position on the application of commuted sums for the development of off-site affordable housing be noted and that the application of this policy be considered carefully as a means of stimulating brownfield development in areas of greatest housing need.

**NEIGHBOURHOODS, PLANNING AND SUPPORT SERVICES**

**45 Council Housing Growth Programme**

The Director of Environment and Housing and the Director of City Development submitted a joint report providing details of a proposed approach towards investment in new council housing, funded through the Housing Revenue Account. In addition, the report sought approval of the proposed programme which would contribute towards the overall level of

resources available to support housing priorities as well increasing the Council Tax base and the level of New Homes Bonus receivable.

As part of the introduction to the submitted report, the Executive Member for Neighbourhoods, Planning and Support services thanked all the officers who had been involved in the development of this programme.

Members received further information regarding the debt ceiling which had been established by Government in respect of the amount of borrowing that could be undertaken through the Housing Revenue Account.

**RESOLVED –**

- (a) That the development of an investment programme, as described within the submitted report, be approved, including the use of Right to Buy receipts.
- (b) That the injection of £28,512,000 into the Capital Programme be approved.
- (c) That the authority to spend £40,623,000 be authorised, with a detailed programme being reported to a subsequent meeting of the Board.
- (d) That further authority to spend of £2,015,000 be authorised, subject to a successful bid to the Homes and Communities Agency (HCA).
- (e) That the detailed development of the investment programme be delegated to the Directors of City Development (in respect of land use) and Environment and Housing (in respect of programme and scheme details and cost).

**46 Little London, Beeston Hill and Holbeck - Housing PFI - confirmation of Financial Close and final affordability position**

Further to Minute No. 180, 15<sup>th</sup> February 2013, the Director of Environment and Housing submitted a report providing details of the outcomes which would be delivered by the Little London, Beeston Hill and Holbeck Private Finance Initiative Project. In addition, the report also confirmed the final affordability position achieved at the project's Financial Close.

The Executive Member for Neighbourhoods, Planning and Support Services confirmed that this project had now reached the position of contract close and paid tribute to all who had been involved throughout the protracted process.

The Board welcomed the conclusion of the project, specifically in terms of the opportunities it would bring in respect of regeneration, housing, employment and apprenticeships.

Following consideration of Appendix A to the submitted report, designated as exempt under the provisions of Access to Information Procedure Rule 10.4(3), which were considered in private at the conclusion of the meeting, it was

**RESOLVED –** That the following be welcomed:-

(i). that the contract was eventually completed on 5<sup>th</sup> July 2013 with financial close programmed for 11<sup>th</sup> July 2013, and that the planned date of service commencement (including start on site) will be 30<sup>th</sup> September 2013 with mobilisation and preliminaries currently underway;

(ii). the final affordability position achieved at close and as set out in detail at exempt Appendix A to the submitted report; and

(iii). the progress made on other regeneration activities in the PFI project areas.

**47 Housing Management Review Implementation**

Further to Minute No. 24, 19<sup>th</sup> June 2013, the Director of Environment and Housing submitted a report informing of the proposed role and functions of the Housing Management Advisory Board and providing an update on the progress made to establish the shadow Board arrangements. In addition, the report provided an opportunity to consider the proposed governance arrangements prior to consideration by the General Purposes Committee.

By way of an introduction to the report, the Executive Member for Neighbourhoods, Planning and Support Services paid tribute to the work which had been undertaken by the ALMO Boards and set out the proposed timescale for the implementation of the new arrangements.

Members welcomed the speed at which the new arrangements were being progressed.

With regard to the Belle Isle Tenant Management Organisation (BITMO), Members welcomed the fact that this organisation had not been involved in the scope of the review and looked forward to receiving further information on how BITMO would be involved in the relevant governance arrangements moving forward.

**RESOLVED –**

- (a) That the shadow board arrangements, together with the creation of a Housing Management Implementation Board that will be put in place to lead the Council through the implementation phase, be noted.
- (b) That the following be recommended to the General Purposes Committee on the proposed governance arrangements for the Housing Management Advisory Board:-
- That the Terms of Reference for the Board be as set out in section 3.4.7 of the submitted report.
  - That the Housing Management Advisory Board has a quorum of four members, to include two Councillors and a tenant representative.

**48 Response to Deputation to Council on Destitution in the Asylum Seeking Population of Leeds**

The Assistant Chief Executive (Citizens and Communities) submitted a report which provided a response to the deputation presented to full Council on the 8<sup>th</sup> May 2013 by the Regional Asylum Activism Project in respect of the issues around 'Asylum Support and the Destitution of Asylum Seekers'.

In writing to the Home Secretary, particular reference should be made to the concerns outlined in Section 4 of the report.

**RESOLVED –**

- (a) That the Chief Executive write to the Home Secretary voicing concerns that the current application of the asylum process is allowing too many people to fall destitute, and that the burden of responsibility needs to be more equally shared between local and national government.
- (b) That the findings of the All Party Parliamentary Inquiry be endorsed, and that approval be given to act on the findings that can be achieved by local government.
- (c) That relevant policies of the 'Still Human, Still Here' campaign to end institutional destitution for asylum seekers, be supported.

**49 Holt Park - A new Heart for Holt Park - Completing the Picture: Draft Planning Statement for Holt Park District Centre**

The Director of City Development submitted a report presenting the content of the draft Planning Statement for Holt Park District Centre and which sought approval of the draft statement for the purposes of a consultation exercise, which was proposed to be undertaken with stakeholders, to commence in September 2013 for a period of six weeks.

Members welcomed the significant regeneration opportunities which potential redevelopment of this area could provide.

**RESOLVED –** That the draft Planning Statement, as appended to the report, be approved for the purposes of consultation, which will commence with stakeholders in September 2013 for a period of six weeks.

**50 External Publication of Employee Interests for High Risk Posts**

The Director of Resources submitted a report which outlined a series of proposals relating to Elected Member, and in certain circumstances, public access to interests declared by officers. The proposals also aimed to provide a greater level of assurance that employees were declaring relevant interests and that Directors were reviewing and taking appropriate actions on related matters, as the need arose. In addition, the report also considered the related recommendations of the Scrutiny Board (Housing and Regeneration).

It was noted that any arrangements put in place would be monitored, in order to ensure that they were working effectively.

**RESOLVED** – That the proposals detailed within the submitted report, be agreed.

## **CHILDREN'S SERVICES**

### **51 Investing in Looked After Children Part A: Kinship Care, Foster Care and Adoption Services**

The Director of Children's Services submitted a report which sought agreement to a range of proposals intended to enhance the provision of locally based placements for looked after children. Such proposals included an increase of allowances and fees to foster carers; the strengthening of the Council's informal kinship care strategy, together with associated proposals linked to the adoption reform grant.

Members welcomed the proposals which had been made, emphasised the importance of the support packages provided to foster carers, kinship carers and adopters, whilst also highlighting the need to maintain an all-party approach towards such matters.

**RESOLVED** – That the following be approved:-

- to increase foster carer allowances to 90% of Fostering Network recommended rates from October 1st 2013 and to 100% from April 2014 at an estimated cost of £380,000 in 2013/14 and £1,850,000 in 2014/15;
- to restructure foster carer fees making them simpler to administer and more transparent at an estimated total cost of £390,000 in 2013/14 and £790,000 in 2014/15 .
- to benchmark future increases in allowances to Fostering Network minimum rates.
- to provide a range of additional support to informal kinship carers (cost neutral)
- to support a range of proposals intended to improve the recruitment of adopters and speed up the adoption process at an estimated cost of £1,580,000 in 2013/14 and £1,620,000 in 2014/15.
- (The estimated cost of the above proposals in 2013/14 is £2,100,000 after taking account of anticipated savings of £250,000 from accelerating the adoptions process. This is set against £1,720,000 of funding available from the Adoption Reform Grant (£630,000) and base budget (£1,090,000)).
- (The estimated cost in 2014/15 is £3,550,000 which it is assumed will again be set against circa £1,720,000 of funding, leaving a balance of £1,830,000 to be managed within the 2014/15 budget strategy. This needs to be seen within the context of the Budget Plus strand for looked after children and the delivery of gross savings of £20,000,000 by 2016/17).

### **52 Investing in Looked After Children Part B: Residential Child Care Provision**

The Director of Children's Services submitted a report outlining the background to the proposals for the development of residential services in the



city. Specifically, the report outlined plans to close and decommission the remaining two eight-bed children's homes in order to develop three new smaller children's homes, which aimed to improve the quality and range of residential services in Leeds, to improve outcomes for children and also to reduce dependence upon expensive external placements.

As part of the discussion on this report, Members noted that consultation with the relevant Ward Members would be undertaken in respect of any proposals regarding the potential location of the three new homes.

**RESOLVED –**

- (a) That the Children's Homes strategy be agreed.
- (b) That approval be given for the properties at Inglewood and Wood Lane to be disposed of, with the retention of the capital receipts, as necessary, on these two properties, in order to support the development of the Children's Homes strategy for Leeds.

**53 Learning for Leeds - Setting our strategic direction for ensuring sufficient good quality school places**

The Director of Children's Services and the Director of City Development submitted a joint report providing an outline strategy for the recommended strategic approach towards planning for learning places. The report provided a summary of the national and local context and highlighted key risks and issues. In addition, the report also presented recommendations on a number of key principles for consideration when planning for learning places.

Members highlighted the importance for the Council to have constructive and positive relationships with the providers of Free Schools and Academies.

In addition, Members discussed the role of the Community Infrastructure Levy (CIL), however the Board emphasised the need to ensure that the contribution provided by developers towards infrastructure development, whether this be education accommodation, affordable housing or highways provision, be maximised.

**RESOLVED –**

- (a) That the proposals, as contained within the submitted report, be noted.
- (b) That the emerging strategy and key principles required to ensure sufficient, good quality learning places for children and young people in Leeds, be supported.
- (c) That the risks and issues, as detailed within the submitted report, be noted.

**54 Basic Need Programme: Part A Permission to consult on further proposals for expansion of primary provision in 2015 and Part B Proposal to change the status of Calverley CE (VC) Primary school from Voluntary Controlled to Voluntary Aided**

The Director of Children's Services submitted a report in respect of the Basic Need Programme. Part A of the report sought permission to undertake a consultation exercise on further proposals for expansion of primary provision in 2015. Part B of the report considered the intention of the Governing Body of Calverley Church of England Primary School to formally consult on a proposal for the School to change its status from Voluntary Controlled to Voluntary Aided.

**RESOLVED –**

- (a) That in respect of part A of the submitted report:-
- Approval be given to consult on the expansion of Calverley 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 with effect from September 2015;
  - Approval be given to consult on a linked proposal to expand Farsley Westoyd Infant School from a capacity of 180 pupils to 210 pupils and raise the upper age limit from 7 to 11 with effect from September 2015;
  - Approval be given to consult on a linked proposal to expand Farsley Springbank Junior School from a capacity of 240 pupils to 420 pupils and change the lower age limit from 7 to 4 with effect from September 2015.
- (b) That in respect of part B of the submitted report, the proposal published by the Governing Body of Calverley CE Primary School to change the school status from Voluntary Controlled to Voluntary Aided with an implementation date of 31<sup>st</sup> August 2013, be approved.

(At the commencement of this item, Councillor A Carter drew the Board's attention to the fact that he was a Governor of Calverley Church of England Primary School)

**55 Investing in Young People: Targeted Youth Work Area Formula**

Further to Minute No. 206, 13<sup>th</sup> March 2013, the Director of Children's Services submitted a report which sought approval of a new formula for the distribution of the targeted youth work budget which would underpin the redesign of youth work in Leeds and strengthen the shaping and commissioning role of Area Committees.

Prior to the meeting, Board Members had received supplementary information in the form of a joint Scrutiny statement and recommendations from the Children and Families and Sustainable Economy and Culture Scrutiny Boards.

It was highlighted that the formula proposed needed to be reviewed regularly, in order to ensure that it was an effective use of resource from an outcomes perspective.

**RESOLVED –**

- (a) That the formula for the distribution of the targeted youth work budget as detailed within the submitted report be endorsed. Specifically, with 50% (£1,500,000) of the total funding allocated on the basis of young people resident in the 40% most deprived lower super output area and 50% (£1,500,000) on a headcount basis. (£500,000 has already been distributed to Area Committees on a headcount basis re the activity fund). The table below outlines proposed targeted youth work allocations at an Area Committee level and aggregated at an area (3) level.

Area Committee	Area	Population aged 11-17	11 -17 resident in 40% most deprived LSOA (Note 1)	allocation based 50% on headcount and 50% on 40% LSOA
Inner East		7857	7563	490540
Inner North East		6206	2420	219159
Outer North East		4914	549	108784
	East North East	18977	10532	818483
Inner South		5812	5788	372026
Outer East		7019	2682	245263
Outer South		7188	2960	261276
	South	20019	11430	878566
Inner North West		4231	2588	193843
Inner West		3818	3541	232019
Outer North West		6756	903	156581
Outer West		5558	2679	220508
	West North West	20363	9711	802951
		59359	31673	2500000

(Note1 - the number of young people in each area committee area that are resident in areas that are in the 40% most deprived LSOA (lower super output areas) in the country. The deprivation data used is based on the 2010 Index of Multiple Deprivation – the index is a national measure of relative levels of deprivation in small areas (lower super output areas produced by the Department for Communities and Local Government)).

- (b) That Children’s Services be requested to ensure that capacity is available to support Area Committees in respect of commissioning and quality assurance, as it is noted that targeted youth work resource is largely staffing, therefore further change will also require that sufficient Human Resources support is also put in place.
- (c) That the Targeted Youth Work Area formula be reviewed regularly, in order to ensure that it was an effective use of resource from an outcomes perspective.

- (d) That the recommendations, as set out within the joint Scrutiny statement of the Children and Families and Sustainable Economy and Culture Scrutiny Boards, be agreed.

**56 Outcome of the transport consultation and proposed changes to the children's services transport policy**

Further to Minute No. 189, 15<sup>th</sup> February 2013, the Director of Children's Services submitted a report presenting the outcome of the recent public consultation exercise undertaken in respect of the current Children's Services Home to School Transport Policy. In acknowledging the results from the consultation exercise, the report detailed recommendations for proposed inclusion within a new policy, which was presented as Appendix 1 to the submitted report for consideration.

In presenting the report, the Executive Member for Children's Services emphasised the extent of the consultation exercise which had been undertaken, the fact that the comprehensive review had covered all elements of the delivery of the free children's transport provision and how the review had aimed to explore ways in which the Council might work better with key partners in order to improve overall provision in support of Leeds' ambition to be a Child Friendly City. Specifically, it was confirmed that the proposed policy would continue to ensure that children and young people who were eligible under the extended statutory eligibility criteria for low income families and geographical criteria would continue to receive home to school transport paid for by the local authority.

It was noted that should the recommendations within the report be approved, then an implementation group of key partners would be formed to ensure that a robust decision making pathway was established.

A concern was raised regarding the potential impact that the proposal to withdraw all discretionary transport provided solely on the basis of religion or belief from September 2015 may have on those young people who would be part way through their education at this time. In addition, a concern was also raised regarding the potential impact that the overall proposals in respect of discretionary provision may have in 2015, when the proposed new policy would be fully phased in.

Having taken all of the points raised during the discussion on this item into consideration, it was

**RESOLVED –**

- (a) That the extent of the consultation on changes to the current home to school transport policy be noted.
- (b) That the legal implications and risk management sections of the submitted report be noted.
- (c) That the specific agreement of key partners (e.g. College Principals, Metro, faith partners, and school heads) to work with the Local

Authority on the implementation of the new policy over the next two years as it is fully phased in, be noted.

- (d) That the receipt of a petition submitted on behalf of a faith group wishing the authority to retain current provision be noted.
- (e) That the draft policy entitled, 'Leeds Children's Services Transport Policy', as appended to the submitted report be approved.
- (f) That the following specific recommendations be approved:-

### **Statutory provision**

Approval be given to a fundamental remodelling of all statutory provision where it is safe to do so. This would take place following individual assessment of need. There is no intention to make any immediate changes to how statutory services are provided without proper assessment and, where appropriate, liaison with affected parties. Some of the proposed changes, which would continue to meet the Council's statutory obligations, would include:

- introducing more independent travel training opportunities
- replacing, wherever possible, the current automatic provision of taxis with a pass to enable free travel on public transport
- introducing a wider partnership approach to providing transport services
- developing a more flexible approach in partnership with parents/carers

### **Discretionary provision - post 16 SEN home to school/college**

- agree that the proposed provisions of the new Children & Families Bill should be kept under review and any implications taken into account in the implementation of a new policy.
- agree to the principle that in the first instance parents/carers not eligible for statutory support should be expected to organise and fund the transporting of their own children to school or college.
- agree to support the proposal that the delivery of statutory low level need should continue to be re-modelled with the appropriate use of independent travel training, and, in order to be more efficient and cost effective, review the delivery method of all intermediate and complex need transport provision over the next twelve months.
- agree that for those post 16-19 SEN students already attending school/college (including those due to start in September 2013) the current offer would remain in place for a further academic year (2013/14).

- agree **in principle** that following a detailed assessment by Children's Services, where it is deemed not possible for the parent or carer to transport their child/young person to school/college, and the provision of a taxi or similar is the only safe, cost-effective and appropriate way of transporting the child/young person, the authority would provide a personalised means-tested budget towards the cost of transportation.
- agree that this budget should be provided on a means-tested basis only from September 2017, but phased in over a three year transitional period from September 2014 for all existing recipients. At this stage it is proposed that the budget could reasonably be set at a maximum of up to £5,000 per annum for all new means-tested applicants once the policy is approved, but this figure, and any proposed transitional arrangements, would first need to be considered and agreed by Executive Board.
- agree that further detailed work should take place during 2013/14 in order to develop an implementation plan and establish robust eligibility criteria. It would be unwise for Executive Board to formally approve the changes to this part of the policy at this stage without detailed planning as it may lead to unintended consequences. Until Executive Board approval, therefore, this aspect of the new policy would remain as it is currently described in the current policy.
- agree that the future proposals should continue to be developed and reported back to Executive Board with the relevant detail. The proposed model has been initially budgeted; the indications are that savings in the region of **£1,250,000** in 2014/15 rising cumulatively to **£2,000,000** in 2015/16 and **£2,200,000** in 2016/17 would be achievable against the current spend of **£2,600,000**.
- agree to preserve the current offer for existing students and new September entrants for a further year. This will allow the necessary planning to take place and also enable further discussion with service leads and strategic partners on the most sensible way of implementing any proposed changes.
- agree that independent travel training would continue to be available during that time, including access to a valid pass for travel on public transport across West Yorkshire, paid for by the local authority.

### **Discretionary provision - faith transport**

- agree to provide discretionary transport for a further two years, until 31<sup>st</sup> August 2015, for all those currently receiving 100% support.
- agree that from 1<sup>st</sup> September 2015 all discretionary transport provided solely on the basis of religion or belief, would be withdrawn.
- agree that from 1<sup>st</sup> October 2013 new applicants, who do not meet the requirements of the new policy for local authority support, will only be eligible to travel on the relevant service on a parent-to-pay basis. They would be advised to obtain a Young Person's PhotoCard (often referred to as a half-fare pass).

### **Discretionary provision - post 16 mainstream home to school/college**

- agree to continue to fund post 16 mainstream discretionary transport for a further two years, until 31<sup>st</sup> August 2015, for students who enrol on either a one or two year course for the academic year 2013/14.
- agree that new applicants from 1<sup>st</sup> October 2013 would be recommended to obtain a Scholar's PhotoCard (often referred to as a half-fare fare pass) in order to travel on regular service provision at a discounted rate.
- agree that from 1<sup>st</sup> September 2015 all post 16 discretionary mainstream free transport would be withdrawn.

### **Discretionary provision - not the nearest school**

- agree to provide discretionary transport for a further two years, until 31<sup>st</sup> August 2015, for all those currently receiving 100% support.
- agree that from 1<sup>st</sup> September 2015 all discretionary free transport provided, if it is not the nearest qualifying school, would be withdrawn.
- agree that from 1<sup>st</sup> October 2013 new applicants, who do not meet the requirements of the new policy for local authority support, will

only be eligible to travel on the relevant service on a parent-to-pay basis. They would be advised to obtain a Young Person's PhotoCard (often referred to as a half-fare fare pass).

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he voted against the matters included within this minute)

**DATE OF PUBLICATION:** 19<sup>TH</sup> JULY 2013

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 26<sup>TH</sup> JULY 2013 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12.00 noon on Monday, 29<sup>th</sup> July 2013)