

## EXECUTIVE BOARD

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Meeting to be held in Civic Hall, Leeds on  
Wednesday, 15th October, 2014 at 1.00 pm

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### MEMBERSHIP

#### Councillors

K Wakefield (Chair)	A Carter	S Golton
J Blake		
M Dobson		
P Gruen		
R Lewis		
L Mulherin		
A Ogilvie		
L Yeadon		

## **CONFIDENTIAL AND EXEMPT ITEMS**

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

### **9.0 Confidential information – requirement to exclude public access**

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

### **9.2 Confidential information means**

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

### **10.0 Exempt information – discretion to exclude public access**

10. 1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10. 4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

# A G E N D A

Item No K=Key Decision	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 15.2 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 15.2, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, 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 the recommendation is accepted, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> 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 those 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 press and public were present there would be disclosure to them of exempt information.</p>	

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3			<p><b>LATE ITEMS</b></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			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>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.</p>	
5			<p><b>MINUTES</b></p> <p>To confirm as a correct record the minutes of the meeting held on 17<sup>th</sup> September 2014</p> <p><b><u>NEIGHBOURHOODS, PLANNING AND PERSONNEL</u></b></p>	1 - 16
6			<p><b>UPDATE ON RESPONSE TO LEEDS STUDENTS' UNIONS DEPUTATION OF MARCH 2014</b></p> <p>To consider the report of the Deputy Chief Executive responding to the deputation presented to full Council on 26<sup>th</sup> March 2014 regarding "Student Representation at Policy Making Level".</p>	17 - 22

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7 K		10.4(3) (Appendix A only)	<p><b><u>CLEANER, STRONGER AND SAFER COMMUNITIES</u></b></p> <p><b>LEEDS CITY REGION GREEN DEAL AND ECO SCHEME</b></p> <p>To consider the report of the Director of Environment and Housing which provides the Board with information on the progress made to date with the procurement of the LCR Green Deal and ECO scheme and seeks approval to call off from the Framework Agreement. The report also details the benefits of the scheme to assist the decision making in respect of call-off.</p> <p>(Please note that Appendix A to this report is recommended to be designated as exempt from publication under the provisions of Access to Information Procedure Rule 10.4 (3))</p> <p><b><u>DIGITAL &amp; CREATIVE TECHNOLOGIES; CULTURE AND SKILLS</u></b></p> <p><b>REVIEW OF LIBRARY OPENING HOURS</b></p> <p>To consider the report of the Director of City Development outlining the outcomes of the consultation undertaken on the review of library opening hours and seeking agreement to implement the resulting proposed hours and deliver required savings</p>	23 - 40
8 K			<p><b>REVIEW OF LIBRARY OPENING HOURS</b></p> <p>To consider the report of the Director of City Development outlining the outcomes of the consultation undertaken on the review of library opening hours and seeking agreement to implement the resulting proposed hours and deliver required savings</p>	41 - 92

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9			<p><b><u>ADULT SOCIAL CARE</u></b></p> <p><b>OUT OF THE SHADOWS: TIME TO SHINE</b></p> <p>To consider the joint report of the Director of Adult Social Services and the Director of Public Health providing a briefing on the vision of the 'Time to Shine' project, the aim of which is to reduce loneliness and isolation by breaking down barriers and building strong communities. The report describes the project's strategy for making better use of existing assets and changing society's attitudes and behaviours towards older people.</p>	93 - 100
10			<p><b><u>FINANCE AND INEQUALITY</u></b></p> <p><b>DISCRETIONARY HOUSING PAYMENTS</b></p> <p>To consider the report of the Assistant Chief Executive (Citizens and Communities) providing information on Discretionary Housing Payment (DHP) spend and the actions that are being taken to both meet the needs of vulnerable tenants and manage scheme spend within the available budget.</p>	101 - 106
11 K			<p><b>MEDIUM TERM FINANCIAL STRATEGY 2015/16 - 2016/17</b></p> <p>To consider the report of the Deputy Chief Executive which sets out the principles and assumptions underlying the proposed financial strategy covering the years 2015/16 to 2016/17. This will provide the framework for the preparation of the 2015/16 initial budget proposals which will be presented to Members in December 2014.</p>	107 - 124

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12			<b>FINANCIAL HEALTH MONITORING 2014/15: MONTH 5</b>  To consider the report of the Deputy Chief Executive on the Council's projected financial position for 2014/15 after five months of the financial year	125 - 144
13			<b>CITIZENS@LEEDS:DELIVERING COMMUNITY HUBS ACROSS THE CITY</b>  To consider the report of the Assistant Chief Executive (Citizens and Communities) setting out proposals which aim to deliver a sustainable network of Community Hubs across the city. The report outlines the high-level basis upon which a city-wide network of Community Hubs can be developed; building upon the successes and learning from the three pathfinder hubs agreed by Executive Board in November 2013.	145 - 162
14			<b><u>HEALTH AND WELLBEING</u></b>  <b>DUE NORTH: REPORT OF THE INQUIRY ON HEALTH EQUITY FOR THE NORTH</b>  To consider the report of the Director of Public Health which outlines the key recommendations arising from the report entitled 'Due North', which is the report of the Inquiry on Health Equity for the North. In addition, the report seeks agreement on ways to implement those recommendations through the Leeds City Region.	163 - 190
15 K			<b><u>TRANSPORT AND THE ECONOMY</u></b>  <b>ASSET MANAGEMENT PLAN</b>  To consider the report of the Director of City Development seeking approval of the Asset Management Plan, as submitted as Appendix 1.	191 - 236

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16	Otley and Yeadon		<p><b>LEEDS BRADFORD INTERNATIONAL AIRPORT</b></p> <p>To consider the report of the Director of City Development setting out the main principles for the development of the Council's policy relating to the growth of Leeds Bradford International Airport. The report considers the Council's approach to enhancing the positive role of Leeds Bradford International Airport in supporting economic and jobs growth and providing international connections. Additionally the report considers the framework for the planned growth and improvement of the airport and its wider supporting infrastructure; and the Council's approach to developing a unified approach across site allocations, transport and economic development and highlights the strategic issues that will need careful consideration.</p> <p><b><u>CHILDREN AND FAMILIES</u></b></p>	237 - 252
17			<p><b>DOMESTIC VIOLENCE AND ABUSE PROGRAMME UPDATE</b></p> <p>To consider the joint report from the Director of Children's Services, the Director of Environment and Housing and the Director of Public Health providing an update on the progress made in tackling domestic violence and abuse, both in terms of response to Scrutiny Board findings and in the wider programme of work aimed at addressing Domestic Violence and Abuse in Leeds. In addition, the report also seeks support for the approach being adopted to tackle such matters in Leeds.</p>	253 - 298

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18			<p><b>INFORMATION ON THE ANNUAL ADMISSIONS ROUND FOR SEPTEMBER 2014 ENTRY AND UPCOMING CONSULTATION FOR 2016 POLICY.</b></p> <p>To consider the report of the Director of Children's Services which provides statistical information on the annual admissions round for entry to Reception and Year 7 for September 2014. The report highlights that the rising birth rate has been impacting on entry to Reception particularly since 2009 and the impact on entry to year 7 is now affecting some areas of the City. The report further considers the potential effect of the latest government consultation on changes to the admissions code, and potential for changes within the Leeds City Council admissions policy</p>	299 - 312

### **Third Party Recording**

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

Use of Recordings by Third Parties– code of practice

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