

SCRUTINY BOARD (ENVIRONMENT, HOUSING AND COMMUNITIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 11th September, 2017 at 10.30 am

(A pre-meeting will take place for ALL Members of the Board at 10.00 a.m.)

MEMBERSHIP

Councillors

B Anderson (Chair) Adel and Wharfedale;
J Bentley Weetwood;
A Blackburn Farnley and Wortley;
K Bruce Rothwell;
D Collins Horsforth;
A Gabriel Beeston and Holbeck;
P Grahame Cross Gates and Whinmoor;
G Harper Hyde Park and Woodhouse;
A Khan Burmantofts and Richmond Hill;
M Lyons Temple Newsam;
K Ritchie Bramley and Stanningley;
G Wilkinson Wetherby;

Please note: Certain or all items on this agenda may be recorded

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Produced on Recycled Paper

A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25* of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(* In accordance with Procedure Rule 25, notice of an appeal must be received in writing by the Head of Governance Services at least 24 hours before the meeting).</p>	
2			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <ol style="list-style-type: none"> 1. To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report. 2. To consider whether or not to accept the officers recommendation in respect of the above information. 3. If so, to formally pass the following resolution:- <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:</p> <p>No exempt items have been identified.</p>	

3

LATE ITEMS

To identify items which have been admitted to the agenda by the Chair for consideration.

(The special circumstances shall be specified in the minutes.)

4

DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS

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

5

APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES

To receive any apologies for absence and notification of substitutes.

6

MINUTES - 24TH JULY 2017

1 - 6

To approve as a correct record the minutes of the meeting held on 24th July 2017.

7

MIGRATION IN LEEDS - TRACKING OF SCRUTINY RECOMMENDATIONS

7 - 22

To receive a report from the Head of Governance and Scrutiny Support presenting an update on the implementation of the recommendations arising from the previous Scrutiny inquiry into migration in Leeds.

8

LEEDSWATCH CCTV MODERNISATION

23 -
30

To receive a report from the Director of Communities and Environment presenting an update on the Leedswatch CCTV Consolidation and Modernisation project.

9	<p>DEVELOPMENT OF COMMUNITY HUBS - TRACKING OF SCRUTINY RECOMMENDATIONS</p> <p>To receive a report from the Head of Governance and Scrutiny Support presenting an update on the implementation of the recommendations arising from the previous Scrutiny inquiry into Community Hubs.</p>	31 - 42
10	<p>COMMUNITY HUBS - GENERAL UPDATE</p> <p>To receive a report from the Chief Officer Customer Access presenting a general update on the roll out of Community Hubs across the city.</p>	43 - 46
11	<p>INQUIRY INTO LEEDS' RESPONSE TO GRENFELL - DRAFT TERMS OF REFERENCE</p> <p>To receive a report of the Head of Governance and Scrutiny Support presenting draft terms of reference for the Board's forthcoming inquiry into Leeds' response to Grenfell.</p>	47 - 48
12	<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board's work schedule for the 2017/18 municipal year.</p>	49 - 74
13	<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 9th October 2017 at 10.30 am (pre-meeting for all Board Members at 10.00 am)</p>	

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 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.

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Agenda Item 6

SCRUTINY BOARD (ENVIRONMENT, HOUSING AND COMMUNITIES)

MONDAY, 24TH JULY, 2017

PRESENT: Councillor B Anderson in the Chair

Councillors J Bentley, D Collins, A Gabriel,
P Grahame, G Harper, J Jarosz, A Khan,
M Lyons, K Ritchie and G Wilkinson

11 Late Items

The following late information was submitted to the Board:

- Agenda item 7 - Air Quality in Leeds – Consultation Preparations. Report of the Director of Resources and Housing on the consultation strategy for the clean air solution.

The above information was not available at the time of agenda despatch but was subsequently made available on the Council's website.

12 Declaration of Disclosable Pecuniary Interests

There were no disclosable pecuniary interests declared to the meeting.

13 Apologies for Absence and Notification of Substitutes

Apologies for absence were submitted by Councillors A Blackburn and K Bruce. Notification had been received that Councillor J Jarosz was to substitute for Councillor K Bruce.

14 Minutes - 26th June 2017

RESOLVED – That the minutes of the meeting held on 26th June 2017 be approved as a correct record.

15 Matters arising from the minutes

Minute No. 8 – Sources of work for the scrutiny board

The Chair explained that since the Board's June meeting, the Executive Board met on 17th July 2017 and received a report on the work undertaken to-date by the Council and partners since the events of the Grenfell fire. At this meeting, the Executive Board agreed the following recommendation:

That in relation to the role of Scrutiny Boards, the following Scrutiny Boards be requested to pick up scrutiny of the relevant actions / emerging issues:-

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

- (i) Scrutiny Board (Strategy and Resources) – emergency planning;*
- (ii) Scrutiny Board (Infrastructure and investment) – private sector properties and building control;*
- (iii) Scrutiny Board (Environment, Housing and Communities) – Council housing stock safety, resident engagement and investment decisions.*

The Chair therefore recommended that a scoping exercise is undertaken during August to determine the details of the Board's work in this regard.

RESOLVED – That a scoping exercise is undertaken during August to determine the details of the Board's work in relation to Leeds' response to Grenfell Tower.

16 Air Quality in Leeds - consultation preparations

The report of the Director of Resources and Housing provided an overview on the proposed consultation process for the implementation of an Air Quality Solution in Leeds.

The following were in attendance for this item:

- Neil Evans, Director of Resources and Housing
- Councillor Yeadon, Executive Member for Environment and Sustainability
- Polly Cook, Executive Programme Manager, Strategy and Resources
- Andrew Hall, Head of Transportation

The key areas of discussion were:

- As part of the consultation process, the Board emphasised the need to capture the views of all local communities and not just those within the City Centre.
- In determining potential solutions, particular importance was placed upon ensuring that air pollution problems are not consequently being dispersed to other parts of the city.
- Whilst acknowledging that Nottingham City Council had introduced a Workplace Parking Levy to tackle problems associated with traffic congestion, it was noted that this measure had also proved to be a long and complex process.
- The Board acknowledged that a more detailed approach would be produced once the preferred option for the Air Quality Solution is known moving forward.

RESOLVED –

- (a) That the report and details of the proposed consultation process be noted.
- (b) That the Board schedules a working group meeting in November to consider the initial findings arising from the consultation process and feed in the views of Scrutiny.

17 Performance Report

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

The joint report of the Directors of Resources & Housing and Communities & Environment provided a summary of performance against the strategic priorities for the Council and city and other performance areas relevant to the Scrutiny Board's remit.

The following were in attendance for this item:

- Neil Evans, Director of Resources and Housing
- James Rogers, Director of Communities and Environment
- Councillor Yeadon, Executive Member for Environment and Sustainability
- Councillor Coupar, Executive Member for Communities
- Jill Wildman, Chief Officer Housing Management
- Simon Costigan, Chief Officer Property and Contracts
- Lee Hemsworth, Chief Officer Customer Access
- Tom Smith, Chief Officer Waste Management

The key areas of discussion were:

- Unauthorised encampments – the Board discussed the challenges in relation to tackling unauthorised encampments. Linked to this, the Board noted the development of a new approach in identifying temporary sites across the city that will accommodate smaller groups of travellers for up to 28 days. The Board agreed to keep a watching brief of this new approach.
- Temporary accommodation – the Board requested further information in relation to the location of temporary accommodation provision across the city.
- Rent collection by Direct Debit – the Board noted plans to take a report to the Housing Advisory Board in September in relation to proposals to make the Direct Debit payment method mandatory in future.
- Housing repairs completed within target – whilst some concerns were raised regarding performance results, the Board noted the Council's efforts in delivering an action plan for improvement and undertaking regular monthly performance monitoring meetings with contractors.
- Anti-Social Behaviour Early Intervention Team – further clarification was sought regarding this new Team and the need to promote this more widely to Elected Members.
- Refugee Transition Guide – further clarification was sought regarding the production and delivery of this guide.
- Brown bin collection service – the Board noted that a report would be taken to the Community Committee Environment Sub-Groups aimed at identifying gaps in provision for brown bin collections.

RESOLVED – That the report be noted and the above requests for additional information be taken forward.

18 Safer Leeds Plan 2017/18

The report of the Director of Resources and Housing presented the refreshed Safer Leeds Plan 2017/18 for the Board's consideration.

The following were in attendance for this item:

- Neil Evans, Director of Resources and Housing
- James Rogers, Director of Communities and Environment
- Councillor Coupar, Executive Member for Communities

The key areas of discussion were as follows:

- Reference was made to the work being undertaken by Safer Leeds around local drug markets, which had been identified as a priority area for 2017/18.
- The Board acknowledged the significant progress made in tackling domestic abuse and also welcomed the focus placed upon tackling perpetrators as well as supporting victims.

In conclusion, the Board welcomed the refreshed Safer Leeds Plan 2017/18.

RESOLVED – That the Board notes and welcomes the refreshed Safer Leeds Plan 2017/18.

19 Scrutiny inquiry into reducing repeat customer contact - formal response

The report of the Head of Governance and Scrutiny Support presented the formal response to the recommendations arising from the Scrutiny Inquiry into the reducing repeat customer contact.

The following were in attendance for this item:

- James Rogers, Director of Communities and Environment
- Councillor Coupar, Executive Member for Communities
- Lee Hemsworth, Chief Officer Customer Access

During the meeting, the Chair explained that Councillor Paul Wadsworth had approached him directly with a proposed request for Scrutiny in relation to the Contact Centre. The Chair had therefore made Councillor Wadsworth aware of the inquiry undertaken last year in reducing repeat customer contact and had also invited him to observe the Board's discussion during this particular agenda item.

In consideration of the formal responses set out within the report, the Board agreed to continue tracking the implementation of the recommendations stemming from this earlier inquiry and not to undertake a further inquiry.

RESOLVED –

- (a) That the report be noted
- (b) That a further update is scheduled within the next six months.

Draft minutes to be approved at the meeting
to be held on Monday, 11th September, 2017

20 Work Schedule

The Head of Governance and Scrutiny Support submitted a report which invited Members to consider the Board's work schedule for the 2017/18 municipal year.

The Chair highlighted the following working group meetings that had been scheduled during August:

- Roll out of Community Hubs (Phase 3) – Wednesday 16th August 2017 at 10 am.
- Horticultural maintenance of Cemeteries –Wednesday 30th August 2017 at 1 pm.

RESOLVED – That subject to any on-going discussions and scheduling decisions, the Board's outline work schedule be approved.

21 Date and Time of Next Meeting

Monday, 11th September 2017 at 10.30 am (pre-meeting for all Board Members at 10.00 am)

(The meeting concluded at 12.20 pm)

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Report of the Head of Governance and Scrutiny Support

Report to Scrutiny Board (Environment, Housing and Communities)

Date: 11th September 2017

Subject: Migration in Leeds – Tracking of Scrutiny recommendations

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1.0 Purpose of this report

1.1 This report sets out the progress made in responding to the recommendations arising from the piece of Scrutiny work previously undertaken in relation to migration in Leeds.

2.0 Background information

2.1 During 2015/16, the former Citizens and Communities Scrutiny Board undertook work in relation to migration in Leeds. A working group meeting was held in January 2016, and a summary note of this, with proposed recommendations, was formally considered by the full Scrutiny Board on 14 March 2016. The final summary note with the agreed Scrutiny Board recommendations can be accessed via the Council's website ([Click here to access report](#))

2.2 The Citizens and Communities Scrutiny Board considered the formal response to its recommendations in September 2016 and then continued to track the implementation of these recommendations. The last update report was considered in March 2017 and 2 of the 8 recommendations were officially signed off at that stage. It now falls within the remit of the Environment, Housing and Communities Scrutiny Board to continue monitoring progress against the remaining recommendations.

3.0 Main issues

3.1 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.

3.2 This standard set of criteria is presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required. Details of progress against each of these recommendations are set out within the table at Appendix 2.

4.0 Recommendations

4.1 Members are asked to:

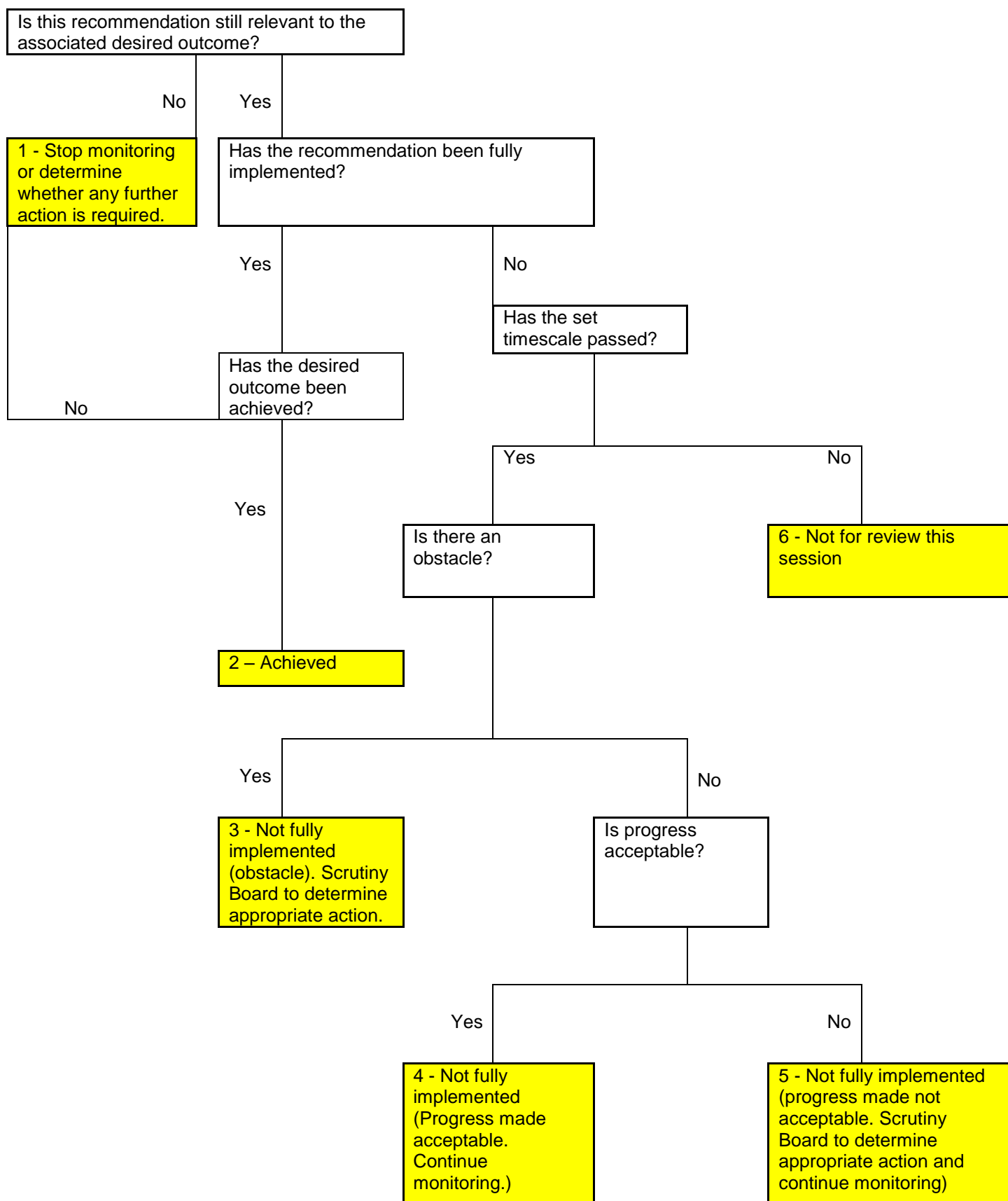
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

5.0 Background documents¹

5.1 None.

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

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



Position Status Categories

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

Desired Outcome – That there is greater understanding of changing demography in localities to help inform local service provision aimed at tackling a range of multi layered issues.

Recommendation 2 – That the Assistant Chief Executive (Citizens and Communities)² leads on working closely with Community Committees to identify lessons from existing community based initiatives across the city that seek to provide localised solutions to local problems and use this knowledge to develop a model of good practice that promotes a greater understanding of changing demography in localities in order to inform local service provision aimed at tackling a range of multi layered issues.

Formal response in September 2016:

At the heart of the Stronger Communities Breakthrough project is the ambition that communities in Leeds are:

- confident about change,
- not threatened by others,
- able to welcome newcomers,
- the catalysts for change in their local communities, working with community committees to provide localised solutions to local problems.

There are many examples of where community committees have addressed local problems and identified and implemented local solutions. In addition, community conversations have led to increased connectivity and understanding of changing communities, different needs at a local level and how this impacts on the community as a whole. This has resulted in, for example, supporting conversational English classes; a focus on how to connect better with the Roma community needs; recognising community tensions around young people and developing a programme of work to address this; funding local projects delivered by local organisations which are inclusive organisations but particularly sensitive to the needs of new migrant communities; funding human trafficking training for local organisations in response to community conversations and concerns; and funding a worker to undertake community capacity building activity.

The work has been informed by communities and delivered working in close partnership with third sector organisations. Closer links are being made between the soft and hard intelligence and service delivery and it is now timely to ensure that there is structured learning and sharing of this work in order to further inform improvements at a locality level.

² The role of Assistant Chief Executive (Citizens and Communities) no longer exists. As from April 2017, this responsibility falls to the Director of Communities and Environment.

These and other examples will be used to extract good practice on what works so that we can use this learning to inform the re-design of neighbourhood level services.

A better understanding of demographics and the changes taking place is essential to ensure appropriate service provision, at the right time in the right place. Changes in some communities have been dramatic over the last decade. Work is taking place to develop area profiles which can provide a spotlight on changes.

There is considerably more work to do in this area and a council demographics group has been established to take this forward. In addition there are conversations with the Universities to better understand how academic research can also inform the picture. It is clear that this area will be difficult to provide a definite answer to, and will be continually changing. Nevertheless the combination of hard and soft data (collected through community development and other work) should provide sufficient intelligence to inform service delivery and to consider future needs. There are already examples of this unfolding within community hubs and how these are better understanding the changing demographics of their customers and meeting their needs.

Position in March 2017

As part of developing the 'offer', considerable work has been undertaken by the Policy and Intelligence Team to provide detailed socio-economic analysis at a locality-level, including demographic information examining population changes in specific areas. This work has taken place in conjunction with our migrant third sector partners who are already able to access some of this information in order to strengthen funding bids that they are trying to access.

Work will continue and a presentation showing how this work is developing can be made available to Scrutiny if this would be of value.

Current position

The Council has developed a toolkit that can be used by services and agencies to better understand the city's migrant communities which includes a 'migration map' as well as 'research overviews', providing in-depth information of the research findings to support a forward plan.

The toolkit features information of historical migration trends based on the census 2011; recent migration patterns from 2011 – 2017 based on Department of Work and Pensions data on national insurance numbers applications by non-British nationals; and Home Office data on placement of section 95 supported asylum seekers.

It is presented at Middle Super Output Area (MSOA) level and gives a breakdown of the countries of origin and patterns of migrant numbers since the census. The map has the ability to layer further contextual data sets. These currently include: information from the indices of multiple deprivation, private rented stock and school data on children with English as an additional language based on home locality rather than school location. The mapping provides an increased understanding of proximity to local service provision to support future targeted work.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That a wide range of frontline staff across the Council are equipped with the knowledge to assist in identifying vulnerable migrants and signposting them to appropriate services including those commissioned through Public Health.

Recommendation 3 – That the Director of Public Health works closely with other directorates to identify appropriate measures for disseminating information that will encourage a wider range of frontline staff across the Council to assist in identifying vulnerable migrants, as well as other vulnerable citizens in Leeds, and signposting them to appropriate services including those commissioned through Public Health.

Formal response in September 2016:

Training is taking place to ensure that the needs of different communities are recognised and addressed. There is good uptake for the Introduction to Health and Wellbeing course aimed at front line staff and which is run monthly. The course assists staff to identify citizens who have particular vulnerabilities and challenges (including migrants) and to consider the particular needs of the population that staff are working with, in order to tailor public health messages appropriately and to signpost to appropriate Public Health commissioned services. Attendees are given a resource pack to support them and are directed to further resources on-line.

This course also raises awareness of frontline staff about Public Health services including the offer of Hepatitis B and Hepatitis C screening in GP practices in high prevalence areas (funded by the CCGs), HIV screening for new patients registering with a GP (funded by the Elton John Fund), and increased latent TB testing (funded by NHS England) and targeted work for migrant sex workers around their sexual health

Current Healthy Living Services (NHS) are strengthening their presence in Community Hubs, starting with Armley as an initial pilot. This will improve their visibility to vulnerable groups using the Hub, including migrants. Joint working within the Community Hub will lead to better signposting by all involved to a range of services as appropriate.

A Migrant Network event was held in April 2016 for Public Health staff. One aim of this was to support consideration of migrants needs as part of commissioning, and in programmes with partners including work other LCC directorates.

The important role that commissioned services play in relation to raising awareness of, and meeting the needs of, migrants is recognised. Commissioned services e.g. the recommissioning of Healthy Living Services in Leeds has this embedded in the specification and specifically includes the requirement for the Leeds Integrated Healthy Living Service to be responsive to the needs of new migrant communities, and to provide outreach to people not using the service, with migrants as a specific target group. It also requires the provider to outreach to people not using the service with migrants as a specific target group.

Similarly, Community Health Development Services are currently being re-commissioned by Public Health and will take account of the needs of migrants in localities.

Migration Yorkshire is providing 22 training courses over the next 2 years to council staff to raise awareness of migration and the needs of migrants. This training will be tailored to the needs of the directorate/services and conversations are currently taking place in relation to this. This will ensure appropriate signposting information for all services.

Position in March 2017

During its September meeting, the Scrutiny Board made particular reference to recent national reports indicating that numbers of unaccompanied asylum seeking children were going missing from the care of local authorities. Assurance was therefore sought in terms of the Council's own procedures to help avoid this happening in Leeds. Further details are set out in appendix 3.

Training continues within the council, with 12 courses being run to date across all the directorates, one of which was for members on 2 February. In total just under 300 staff and 10 members have attended. All training has been well received. A further 10 courses will be run in 2017, and consideration is being given to procuring further sessions.

Funding is also currently being sort under the Controlling Migration Fund, by Migration Yorkshire and by Leeds City Council which will enable further specialist training to take place e.g. with social workers and with GP practises.

Current position

An Introduction to Migration Training is ongoing and another three sessions have been booked. Ongoing discussions are taking place in arranging the remaining six sessions.

Public Health produced a report in June 2016, scoping out some of the key health issues facing migrants in Leeds, barriers to accessing services and the joint action required to address these. The paper outlined significant health inequalities for migrants and the burden of disease. In support of this, further work was undertaken to explore a more coordinated approach to migrant health across the health arena. This resulted in a number of options and recommendations. Both papers will be discussed at the Health and Wellbeing Board workshop which aims to better understand the status of migrant health in Leeds, the workshop will be co delivered alongside Public health England, Communities and Environments and the Migrant community networkers.

In addition in April 2017, 'Better Together' a new city wide community health development and improvement service was commissioned by Public Health. This service is required to develop/deliver activities and programmes that are tailored to meet the needs of the community as a whole, including communities of interest and new and emerging communities. Staff are required to have highly developed local knowledge and/or knowledge of communities and new and emerging community cultures, skills and experience in outreach and engagement techniques and competence/ability to communicate in appropriate community languages.

It is delivering this work in the 10% most deprived neighbourhoods nationally, within Leeds and aiming to engage those who do not typically engage (seldom heard/hard to reach) and those who may find it difficult to engage and participate in community activity. This will mean being aware of and targeting activity through community leaders, faith groups and in more informal places and settings where people congregate, as well as those which are well attended by mainstream users.

It is utilising the full range of interdependent services, including Migrant Access Point that are available in the local community to increase personal skill development, language skills, capacity, work readiness and personal resilience.

Leeds City Council has been successful in securing grant funding from the Department for Communities and Local Government Controlling Migration Fund. The funding has been secured to address issues and concerns in relation to:

- Standards and expectations that we expect of all residents in Leeds. This will assist in minimising low level tensions in communities, and aiding integration;
- Ensuring migrants access services in the most efficient and cost saving way with a view to reducing pressures on services, thereby reducing concerns from settled communities with a specific focus on GP surgeries and private sector housing landlords.

A third sector organisation has been appointed to deliver this work. The Migrant Access Project 'Plus' will provide specific training and awareness raising for reception staff at GP surgeries to ensure appropriate signposting and support. This clarity is particularly targeted at newcomers, but will also benefit the settled communities who may not be aware of all services which are available. This intervention will help people navigate services and support more effectively and therefore minimise their impact on local services. This new approach will be tested in Armley ward which has 5 GP practices.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – Working in partnership with schools and colleges in providing appropriate learning environments that meet the needs of migrant children.

Recommendation 4 – That the Director of Children’s Services engages with local schools and colleges to:

- (i) explore opportunities and share existing good practice for providing alternative learning environments for those migrant children aged 14 and 15 who may be struggling to get a GCSE qualification, particularly when English is not their first language.
- (ii) identify and offer support, where appropriate, to parents of migrant children in terms of accessing local adult learning opportunities and particularly ESOL related provision.

Formal response in September 2016:

As the diversity of Leeds schools continues to grow, it becomes more important for the city to adapt teaching and learning strategies to meet the needs of the 30% of the population (in primary school), who are from BME communities. Children’s Services are constantly looking at new ways to do this and to support children and young people with English as an Additional Language

There is a significant amount of support in schools for these children and young people through, for example, initial assessment, induction, teaching and learning strategies. In addition, signposting information is available to organisations and local community groups for additional pastoral support. Schools can also refer children with specific targets to homework clubs run by the supplementary schools that are registered with the council for additional help. A member of cluster staff has been seconded on a part-time basis to ensure schools can build their capacity to work effectively with pupils who have English as an additional language

The Young Interpreters scheme has been developed to encourage schools and supplementary schools to use their pupils as buddies and support translation activities. In addition, a pilot is in place to connect schools with students from Leeds Trinity University. These 16 students will go into Leeds’ schools that have been identified with new to English or EAL provision to provide additional support.

Schools are encouraged to develop their systems and processes for the induction of new pupils to ensure that there is a programme of learning in the form of an individual learning plan for new arrivals, whereby the student can access interventions that are focused on English language acquisition. The communication and engagement with peers based in school both in lessons and informally with peers significantly aids language development. The recreation time in schools, after school activities, and extra-curricular activities are all excellent sources of learning and immersion.

We are always exploring alternative ways of ensuring that each and every child achieves their full potential, and will continue to do, being cognisant of the additional challenges faced by children and young people who have English as an additional language.

Conversations are currently taking place with Leeds City College to explore an offer for young (age 14 plus) newly arrived migrants to consider whether and how their needs could be met and their potential fulfilled through working with the college.

We currently share information with schools on the Leeds Education hub website, termly

senior and Headteacher briefings and provide updates on activities for migrant parents in our closing the gap booklet. Learning partnerships with parents and communities is an important aspect of supporting migrant communities to access learning and achieve. Work of the learning improvement 'closing the gap for BME and EAL' specialists covers a range of activities and support to parents of migrant children;

- Promotion of ESOL classes across Leeds in primary and secondary networks (including signposting to the Learning English Leeds website)
- Links with schools of Sanctuary - Primary and Secondary
- Course development and resource gathering to enable schools to work effectively with Roma pupils
- Training courses and networking for schools and supplementary schools (primary and secondary), volunteers and parents
- Signposting and promoting information with families (GRT early years)
- Providing funding to support homework, literacy and numeracy clubs at KS1 & 2
- Working in partnership with our commissioning officer for migrant access to share information with schools.
- Awareness raising at all our courses of how schools can support and include parents
- Resourcing e.g. Translated letters and dual language resources
- Developing welcome booklets for parents in partnership with schools of sanctuary to start a parent volunteer programme and have a good model where previous volunteer parents with bilingual skills are now employed as family support workers.

As part of a wider piece of work, research is taking place to understand the advice, advocacy and service provision available for migrant children and young people. This will then help inform where there are gaps in provision and options for addressing these. Once completed, the outcomes will be shared widely, along with examples of existing good practise.

Position in March 2017

The range of work outlined above continues, with further developments taking place as appropriate.

10 secondary and 5 primary schools in Leeds have now signed up to run the Young Interpreters Scheme, and interest has been expressed from a number of other schools. The certificated scheme provides additional support to pupils who are learning English as an Additional Language (EAL), to their families and to schools. This year it is fully supported by the LA as part of our new arrivals support strategy.

In response to growing need across the city for EAL support, Child friendly Leeds worked with the learning improvement team to develop a partnership with Leeds Trinity University. The EAL pilot ran from 20 June – 15 July 2016 for Education students to volunteer in Leeds schools and support EAL pupils. 25 schools recorded with the highest number of EAL pupils were initially contacted and 19 schools and 15 students agreed to be part of the pilot.

Education students from Leeds Trinity were given a specialist EAL training session by the learning improvement team. From the schools who took part in the evaluation, they felt EAL pupils had benefited from having the extra support provided by the volunteer. One head teacher commented that the 'support was consistent and effective.' This work benefitted both students, who received training and experience, and the EAL pupils and schools who gained extra support at no additional cost. After having evaluated the pilot, Leeds Trinity will be embedding the scheme into their undergraduate modules to provide continuing support to our EAL pupils across the city.

Schools are keen to play their part and different models/projects are being used to support EAL pupils and parents. In one model a primary school has been running ESOL Classes in order to support migrant pupils' parents learning English and to know more about British culture. The school also provides information specifically about Leeds such as the location of services, businesses and leisure activities and how to access them. This project comes from the recognition of the importance of parent's ability to speak English, in order to support their children's learning with confidence. The objective is to improve the overall achievements of primary schools with a diverse community and make sure that new migrant families settle in a quicker way.

Current position

Since March 2017, Child Friendly Leeds have been working with University of Leeds on a similar project they did with Leeds Trinity University, which was to support schools with EAL. They took part in an event held by the school of languages and will be working with students to support schools.

Children and Families have worked closely with Migration Yorkshire and the Refugee Council to develop a guidance document tailored for schools with children under the Syrian Resettlement Programme. As well as sharing good practice for integrating pupils into their new schools, this document signposts schools to The Young Interpreters Programme and organisations which provide ESOL classes for children and their parents.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That there is a shift towards the development of a longer term national strategy on Migration that is underpinned by more accessible and sustainable sources of funding.

Recommendation 6 – That the Assistant Chief Executive (Citizens and Communities) works with Migration Yorkshire in lobbying the Immigration Minister for the development of a longer term national strategy on Migration that is underpinned by more accessible and sustainable sources of funding.

Formal response in September 2016:

The Assistant Chief Executive continues to work closely with Migration Yorkshire to ensure that the Home Office and the Immigration Minister are aware of, and can take account of the needs of Leeds when developing strategies and considering funding. There is a good and productive relationship between Migration Yorkshire, who take the lead regionally, and national government. Current joint working is taking place on the development of the new Controlling Migration Fund.

Position in March 2017

There have been a number of changes in recent months including Brexit, the Casey Review and a restructure of the Home Office migration teams. Migration Yorkshire is in lobbying and in discussions with the Home Office and the Minister about the future planning of asylum, integration and wider migration around funding and improved, more coordinated approaches with increased local control and oversight.

Current position

Migration Yorkshire continues to lead discussions with Government departments on a range of migration issues and Leeds City Council have been actively involved in closer regional working to increase influence. In March 2017 Leeds City Council has been successful in securing £525,000 from the Department for Communities and Local Government Controlling Migration Fund. See details in recommendation 3.

The Leeds Migration Partnership that is chaired by the third sector, was formed in 2010, as a way to bring together the statutory and third sectors working with migrants, to alleviate pressures and reduce negative impacts of migration on the city and its services. The partnership is currently undertaking a review to redesign their approach to influencing national and the city's migration programme. The Leeds Migration Partnership has contributed to the development of the 'Strategic Inclusive and Coordinated Approach to Migration in Leeds'.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That the additional government funding provided to schools in supporting the education and welfare of eligible migrant children is accessed immediately and continues to follow the child throughout any school transfers.

Recommendation 7 – That the Director of Children’s Services works with local schools in lobbying the Department for Education to review its existing funding arrangements to ensure that the additional funding available to schools in supporting the education and welfare of eligible migrant children is accessed immediately and continues to follow the child throughout any school transfers.

Formal response in September 2016:

The main sources of funding for schools are:

- the Dedicated Schools Grant (DSG)- this is the main source of funding available for the education of all children and young people.
- the Pupil Premium Grant (PPG) – this is specifically aimed at raising the attainment of disadvantaged pupils.

A schools census is taken each term and funding is distributed to schools by formula, based on the October and January census:

- school funding from the DSG is based on data taken from the October census. The October 2015 census data was used to calculate schools’ funding for the 2016-17 financial year. For those pupils joining after October 15 no funding is distributed until April 2017.
- pupil premium is available for looked after children (unaccompanied asylum seeking children are part of this cohort) and those eligible for free school meals, and is based on data taken from the January census. The January 2016 census data generates pupil premium funding for the 2016-17 financial year. For those pupils joining after January 16 funding is accessed in April 17.

Children and young people joining after the census dates do not attract any funding in the following financial year, unless they have had a special educational needs assessment and are eligible under the Funding for Inclusion criteria. Equally if a child is on the school’s census, and leaves the following day, the school keeps the funding until the following financial year.

Under the current Syrian Resettlement Scheme £4,500 (age 5-18), £2,250 (age 3-4) has been allocated to each child for their first year’s educational funding. This funding is paid to schools when the children and young people enter the system and is not restricted to the start of the year, but must be spent within the year.

There have been significant demographic changes over the last few years and the likelihood is that this will continue. The Director of Children’s Services is mindful of the pressure that is put on schools by not being able to access funding for in-year changes and is working with other local authorities to address this.

Position in March 2017

The Director of Children’s Services continues to work with other local authorities to address funding issues generally. He is especially disappointed that year 11 children attract no funding as they have left the system before they are eligible for retrospective funding and he is working with other local authorities to create a consensus on this. Leeds continues to

work directly with the Regional Schools Commissioner on behalf of the DfE and the Educational Funding Agency to try to address this anomaly for year 11 pupils and create an appropriate funding mechanism.

The Director of Children's Services is very sympathetic to the situation that the lack of funding for year 11 pupils, and the high levels of accountability there is for final year pupils, has for secondary schools and academies. He has worked with key partners in the Area Inclusion Partnerships and the Leeds City College to establish a strong learning base within the college where these young people can be taught and thrive. This way we can assure a quality learning experience within the city for all eligible migrant children; whatever stage they are in the school continuum. Additional support is also being directed towards clusters of schools where the impact of new arrivals is greatest to support quality teaching and learning within the school system.

Current position

By working with Refugee Council and Migration Yorkshire, there has been better communication prior to arrival for families entering the city. This has reduced delays in accessing funding for migrant families and has made it a smoother process. For children and families on the Syrian Resettlement Programme, additional funding is now available during years 2 to 5 following their resettlement. Need for this funding will be considered on a case by case basis following an assessment by their Refugee Council caseworker.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That timely and accurate national intelligence surrounding the movement of EU migrant citizens is shared with local authorities to assist in projecting and addressing key service demands such as schools places, housing and health and social care provision.

Recommendation 8 – That the Assistant Chief Executive (Citizens and Communities) works with Migration Yorkshire in lobbying the Home Office and UK Border Agency to provide accurate and timely national intelligence surrounding the movement of EU migrant citizens that can be accessed easily by local authorities to assist in projecting and addressing key service demands such as schools places, housing and health and social care provision.

Formal response in September 2016:

Whilst there are ongoing conversations to at all levels to better understand this picture it is recognised that this intelligence is difficult to gather at a local level. This is due in part to reliance on national insurance data and also on the free movement of people within the country. The newly formed Leeds Strategic Migration Board is conscious that there is a need for further intelligence and will be exploring this further as part of their work programme. In addition there is considerable amount of community intelligence which can be established at a locality level, as part of area profiles and community development knowledge. Ways to capture and use this are being considered.

Position in March 2017

All publically available data from the Home Office is currently used, alongside local information, to understand the position in each locality (see response to Recommendation 2)

Current position

No change from previous update

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

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Report author: Harvinder Saimbhi

Report of: Director of Communities and Environment
Report to: Environment, Housing and Communities Scrutiny Board
Date: 11th September 2017
Subject: Leedswatch CCTV Modernisation

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):		Yes	x	No
Are there implications for equality and diversity and cohesion and integration?		Yes	x	No
Is the decision eligible for Call-in?		Yes	x	No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:		Yes	x	No

Summary of main issues

Leedswatch CCTV monitoring is dependent on a 3rd party fibre network and the contract with the current provider comes to an end in April 2018. This provides opportunities to modernise and develop the service.

The costs of running the network are inconsistent across the localities as the service provider levies a charge rate that is proportionate to the distance between a camera and the Leedswatch Control Room.

The Council Corporate Wide Area Network contract is also due to expire in 2018. The Full Fibre Project will see fibre / broadband delivered for the city and covering all council buildings. The full fibre project provides significant opportunities to combine procurement leading to a sharing of resources and costs. The suggested way forward is for the Leedswatch Fibre upgrade to be incorporated into the IT PSN fibre network. This will provide an integrated approach to fibre and digital services across the city and will meet the city's 100% digital aspirations, supporting key city outcomes. The CCTV contract will be rolled on monthly until the fibre solution is available.

Recommendation

It is recommended that Scrutiny note the proposals and comment as required.

1. Purpose of this report

The purpose of this report is to update the Environment, Housing and Communities Scrutiny Board with the progress of the Leedswatch CCTV Consolidation and Modernisation project.

2. Current Position

Leedswatch is a Leeds City Council service that provides CCTV in public spaces to deter, detect, and prevent crime and disorder. The service operates 24/7; 365 days a year and currently monitors:

- 300+ street cameras
- 230 cameras at 26 Metro bus stations
- 500 cameras in East North East Tower Blocks with 500 more proposed for West North West Tower Blocks
- 20 cameras on industrial estates (mainly Cross Green)

The service also:

- provides welfare checks for guards in Bus Stations, booking guards on/off and monitoring of Help Points
- provides footage for Police and other agencies
- undertakes monitoring roles delegated from Police Special Operations
- actively monitors Police Airwaves radio and BACIL radio (Business against crime in Leeds)
- supports other LCC services to keep the city safe
- plays an active part in locating missing persons
- supports LCC special events e.g. Carnival, Concerts in Millennium Square
- supports specific overt and covert WYP Operations
- provides alarm monitoring and response: Intruder and Fire
- provides planned security patrols
- opening and locking Parks and Cemeteries
- ad-hoc security patrols to support partner agencies
- installs and maintains CCTV and Tower Block cameras
- installs and maintains Bus Lane enforcement cameras
- maintains WYP ANPR cameras

Officers monitoring CCTV are in regular radio contact with West Yorkshire Police, and have a link to the Police District Control Room. Officers are also in regular radio contact with BACIL (Business against Crime in Leeds) and the City Ambassadors to ensure their Health and Safety is protected and to create a 'joined up' approach in dealing with issues and incidents.

CCTV Operators are trained to look for suspicious behaviour and to observe escalating situations, to enable services to respond accordingly. Examples of incidents logged include: public order, anti-social behaviour, missing people, suspicious events, and sexual offences.

The CCTV element of LeedsWatch is a Delegated Function to the 10 Community Committees. Committees can make requests for new CCTV cameras to be installed. These requests are subject to a crime analysis being completed to demonstrate the need, and funding being provided by the committee and/or other local partners. The funding is required to cover the camera installation costs and ongoing revenue costs for the running, monitoring and maintenance of the camera for a minimum of 5 years.

3. Main issues

The ongoing challenge for LeedsWatch is to further develop and modernise the service. Cameras are transmitted on a leased network which is currently under contract until April 2018.

The CCTV monitoring service provided by LeedsWatch is dependent on a 3rd party fibre optic transmission network. The costs to run the transmission network are inconsistent across the localities as the fibre service charge rate levied by the service provider is proportionate with a cameras geographical distance from the LeedsWatch Control Room. This places wards in outlying areas at a disadvantage where service charges are comparably higher from the inner city. Some Community Committees consider these fibre charges excessive and are seeking evidence that the community safety impact of their installations justify the associated running costs.

Members will be aware that the original plans for the LeedsWatch upgrade of CCTV aimed to commence in April 2018. It has now emerged that the Council Corporate Wide Area Network contract is due to expire in December 2018. A procurement exercise is currently underway which is being run in conjunction with NHS Digital to deliver a new contract on a 5+2 year term to replace Yorkshire & Humber Public Service Network. It is expected that this contract will be ready to purchase off in early 2018. CLT recently considered a paper which examined the need to create a Full Fibre Program Board to maximise the opportunities available within the Full Fibre project. The initiatives covered by this opportunity are; the Wide Area Network Requirements for Health, Care and Police, CCTV, Connecting Social Housing Tenants, District Heating Network, Digital Inclusion, Gigabit connection voucher scheme, Schools, connecting businesses to high speed links and with that the wider economic development benefits.

The suggested way forward is for the LeedsWatch Fibre upgrade to be incorporated into the IT PSN fibre network. It has been agreed that the CCTV modernisation project will be prioritised as part of the PSN Project.

LeedsWatch were in a position to move to new fibre upgrade and go out to market through a full procurement exercise and secure a supplier based on LeedsWatch requirements. It would not be financially prudent to procure a separate solution outside of the corporate IT PSN Fibre network.

Whilst this may result in some delay in implementation of LeedsWatch plans the benefits outweigh the delay by having an integrated approach to fibre and digital services across the city. This contract will provide the potential for gigabit

connectivity which LeedsWatch can utilise which has the potential to be provided anywhere in the city. The contract will require the suppliers to provide the ability to deploy new connections at pace and where necessary with true resilience and unlimited bandwidth. This, in turn would prove to be more cost effective than paying for single lines to each camera.

The full fibre project provides significant opportunities to combine procurement leading to a sharing of resources and costs. The Full Fibre Project will see fibre / broadband delivered for the city and covering all council buildings.

Working with the Digital and Information service a Project Board has been set up to oversee the Leeds Watch modernisation and this group meets every two weeks – an Action Plan has been produced.

A Full Fibre Programme Board has also been established to make sure that all fibre dependent projects and initiatives across the Council are aligned and procurement opportunities are maximised.

LeedsWatch has urgent requirements to provide services into Leeds West tower blocks. There may have to be a tactical solution provided through a restricted procurement exercise to fulfil the requirement which is then subsequently rolled into the wider full fibre solution.

A further benefit of full PSN fibre to LeedsWatch would be the ability to move the CCTV recording and control hardware out of Middleton to Apex. A programme of works is currently underway to lift the uptime tier rating of Apex to level 3 (full redundancy on all elements of the power system) which the LeedsWatch service could benefit from by locating their IT hardware at Apex.

Further to this there is currently no business continuity in place with regard to the CCTV control room at Middleton. If the site was inaccessible for whatever reason, the service would be unable to provide a service. A full fibre solution utilising a PSN would mean that the service could be run from any other building connected to the WAN. This would allow the service to plan where they would want to locate a secondary control room for business contingency purposes.

The CCTV industry is increasingly utilising mobile phone networks as a transmission path for CCTV images (3G/4G), however they have significant limitations when monitoring the public space. The data service of mobile phone network are affected by intermittent signals, contention and an allowance on the data volume. A public space camera is required to stream high quality images, with high reliability for extended periods, a mobile phone network is therefore in capability for permanent deployment. Where a temporary deployment is required which does not have line of sight to the LeedsWatch network a mobile phone network may be considered as a last resort solution.

The digitisation of the LeedsWatch network infrastructure and expansion into Multi-storey blocks will create an alternative transmission medium. Where temporary deployment is required which has line of site to the LeedsWatch network it may be connected via a short range radio. This will negate the concerns created by the mobile phone network and provide images of a suitable quality and reliability.

4. Plans/Next Steps

- A rationalisation exercise has taken place which has looked at maximising the cost saving potential.
- The current CCTV network to Housing Leeds multi-storey blocks has potential for consolidation into the Leedswatch network. A survey and appraisal of multi-storey blocks is now completed and has ascertained where the integration of networks can create economies of scale and promote a rationalisation exercise, bringing cost reductions to new installations.
- Stakeholders are seeking a low cost camera that can be rapidly deployed to address immediate issues. In response, Leedswatch have developed a solution and are currently testing a mobile camera to tackle anti-social behaviour in inner North West Leeds. The issues localities face are often short term and sporadic. Where this is the case the cost and timescales of a standard public space camera installation can be prohibitive. If the Mobile camera proves successful the technology will be offered as an alternative using wireless technology to stream images to the Control Room.
- A review of existing camera locations has taken place to ensure that cameras are in the right place. Further work will be undertaken with Stakeholders to identify where cameras should be 'static / automated patrol' to ensure they are fulfilling their operational requirements.
- Work will be undertaken to establish which cameras should be monitored real time and which should be recorded locally on site, ensuring any data requested is of suitable evidential quality. Protocols will be shared and communicated to Stakeholders.
- Leedswatch has identified the cameras which are furthest away from the Control Room (Middleton) which are currently the most costly. The PSN Fibre Network Solution will not be dependent on the location of the Control Room.
- The rationalisation and decommissioning of circuits will enable Leedswatch and localities to maximise the saving potential.
- Members will be consulted on the proposed fibre changes and updated on performance reportage.
- Substantial work has taken place to ensure the Leedswatch control room is now equipped for the development of the digital technology
- The rolling programme for CCTV installation in WNW tower blocks is underway and a concierge system is being explored. The digital cameras have improved the quality of the images from the Tower Blocks through to Leedswatch.
- The CCTV consolidation and modernisation action plan is attached as Appendix A.

5. CCTV network to Housing Leeds multi-storey blocks

CCTV has been installed in four multi-storey blocks in West as a pilot project. The cameras are monitored by LeedsWatch from 22:00 – 06:30 and the service responds to incidents accordingly, which includes despatching patrols, contacting West Yorkshire Police or recording details for Housing Leeds to take further tenancy action. Further work is underway to expand the camera network into the 19 enhanced blocks across the City. The service will also recruit 5 part time Safer Leeds Officers to patrol the Tower blocks overnight. Once all 19 blocks have CCTV installed it is anticipated that the patrol officers will move into the control room to monitor the CCTV in the blocks.

6. CCTV Interoperability Feasibility Study

Leeds is involved in the Police Crime Commissioner project funded by the Home Office Innovation Fund and the PCC Office. The project is managed by the Police ICT Company. The feasibility study will identify opportunities for interoperability of CCTV systems across West Yorkshire. It will also explore opportunities for CCTV to be used more effectively and efficiently as a shared asset through closer collaboration and standards.

The project aims to work with a wide range of partner organisations within West Yorkshire towards establishing a CCTV infrastructure which can be shared and improve interoperability, using newer technology.

7. Recommendation

It is recommended that Scrutiny note the proposals and comment as required.

8. Background documents¹

None used

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

CCTV Consolidation & Modernisation

Draft Action Plan (August 2017)

Area		Responsibility	Timescales	Deadline	Status
CCTV	Soft Market Test to evaluate service providers in the data transmission service sector. (Methodology, limitations and budgetary costs).	Leedswatch	n/a	Aug-16	Completed
CCTV	Carry out a line of site survey to determine which public space cameras are suitable for connection to a proposed network node.	Leedswatch	n/a	Dec-16	Completed
CCTV	Plot all public space cameras and multi-story tower blocks to ordinance survey maps.	Leedswatch	n/a	Feb-07	Completed
CCTV	Investigate options of technology and types of connectivity available (Radio, Wi-Fi, 3/4G)	Leedswatch	n/a	Feb-17	Completed
CCTV	Pilot Project at The Clydes, Wortley	Leedswatch	n/a	Feb-17	Completed
CCTV	Consider levels of crimes within Leeds to employ the best fit for purpose cameras	Leedswatch	n/a	Feb-17	Completed
CCTV	Review of how Leedswatch delivers CCTV within the City Centre and the Outer Areas of Leeds	Leedswatch	n/a	Jun-17	Completed
CCTV	Prudential Borrowing Application Process	Leedswatch / Finance	n/a	n/a	Approved
CCTV	Design a modern flexible CCTV network updating from analogue to digital.	Leedswatch	Summer 2017 onwards	Aug-17	Completed
CCTV	Develop a framework for procurement and maintenance of cameras	Leedswatch / PPPU		Feb-17	Completed
WYCA	WYCA / Metro Bus Station contract	WYCA / Leedswatch		Aug-17	Completed
CCTV	Establish CCTV Consolidation & Modernisation Project Board	Communities & Environment / DIS - City & Communities Hub	n/a	Aug-17	Completed
CCTV	Updated Business Case incorporating new dependencies	DIS - City & Communities Hub	July - August 2017	Aug-17	Near completion
LFFN	Closure of Expressions of Interest – DCMS Funding for Local Full Fibre Network (LFFN / PSN)	D&I Operational Services	n/a	23-Aug-17	Completed
LFFN	Establish Local Full Fibre Network Project Board	D&I Operational Services	Summer 2017	Aug-17	Completed
Police	Report & Recommendation – West Yorkshire Interoperability Report	WY Police / Leedswatch	July - November 2017	Nov-17	
LFFN	Expected Funding Decision on Local Full Fibre Network (LFFN)	DCMS	Mar-18	Mar-18	Awaiting confirmation from DCMS on this
CCTV	End of BT Redcare Contract Fibre contract moves to monthly rolling contract	BT / Leedswatch	n/a	31-Mar-18	
CCTV	Initial Implementation of design – decommissioning unused lines & roll out of cameras	Leedswatch		31-Mar-18	
YHPSN	Award of new YHPSN contract	LFFN Board	Mar-18	Mar-18	On target
LFFN	End of PSN Contract (LCITS130004 PSN Goods & Services)	D&I Operational Services	n/a	31-Dec-18	
CCTV	Introduce CCTV corporate governance board	Leedswatch / Legal / IT		31-Mar-18	
YHPSN	Implementation of new YHPSN contract to utilise new CCTV infrastructure.	LFFN Board	Mar-18	Mar-18	On target

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Report of the Head of Governance and Scrutiny Support

Report to Scrutiny Board (Environment, Housing and Communities)

Date: 11th September 2017

Subject: The development of Community Hubs – Tracking of Scrutiny recommendations

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1.0 Purpose of this report

1.1 This report sets out the progress made in responding to the recommendations arising from the previous Scrutiny inquiry into the development of Community Hubs.

2.0 Background information

2.1 During 2015/16, the former Citizens and Communities Scrutiny Board agreed to undertake an inquiry into the development of Community Hubs. The inquiry concluded in March 2016 and a report setting out the Scrutiny Board’s findings and recommendations was published in May 2016. This report is available via the Council’s website ([click to access inquiry report](#)).

2.2 The Citizens and Communities Scrutiny Board considered the formal response to its recommendations in October 2016 and then continued to track the implementation of these recommendations. The last update report was considered in April 2017 and one of the seven recommendations was officially signed off at that stage. It now falls within the remit of the Environment, Housing and Communities Scrutiny Board to continue monitoring progress against the remaining recommendations.

3.0 Main issues

3.1 The Scrutiny recommendation tracking system allows the Scrutiny Board to consider the position status of its recommendations in terms of their on-going relevance and the progress made in implementing the recommendations based on a standard set of criteria. The Board will then be able to take further action as appropriate.

3.2 This standard set of criteria is presented in the form of a flow chart at Appendix 1. The questions in the flow chart should help to decide whether a recommendation has been completed, and if not whether further action is required. Details of progress against each of these recommendations are set out within the table at Appendix 2.

4.0 Recommendations

4.1 Members are asked to:

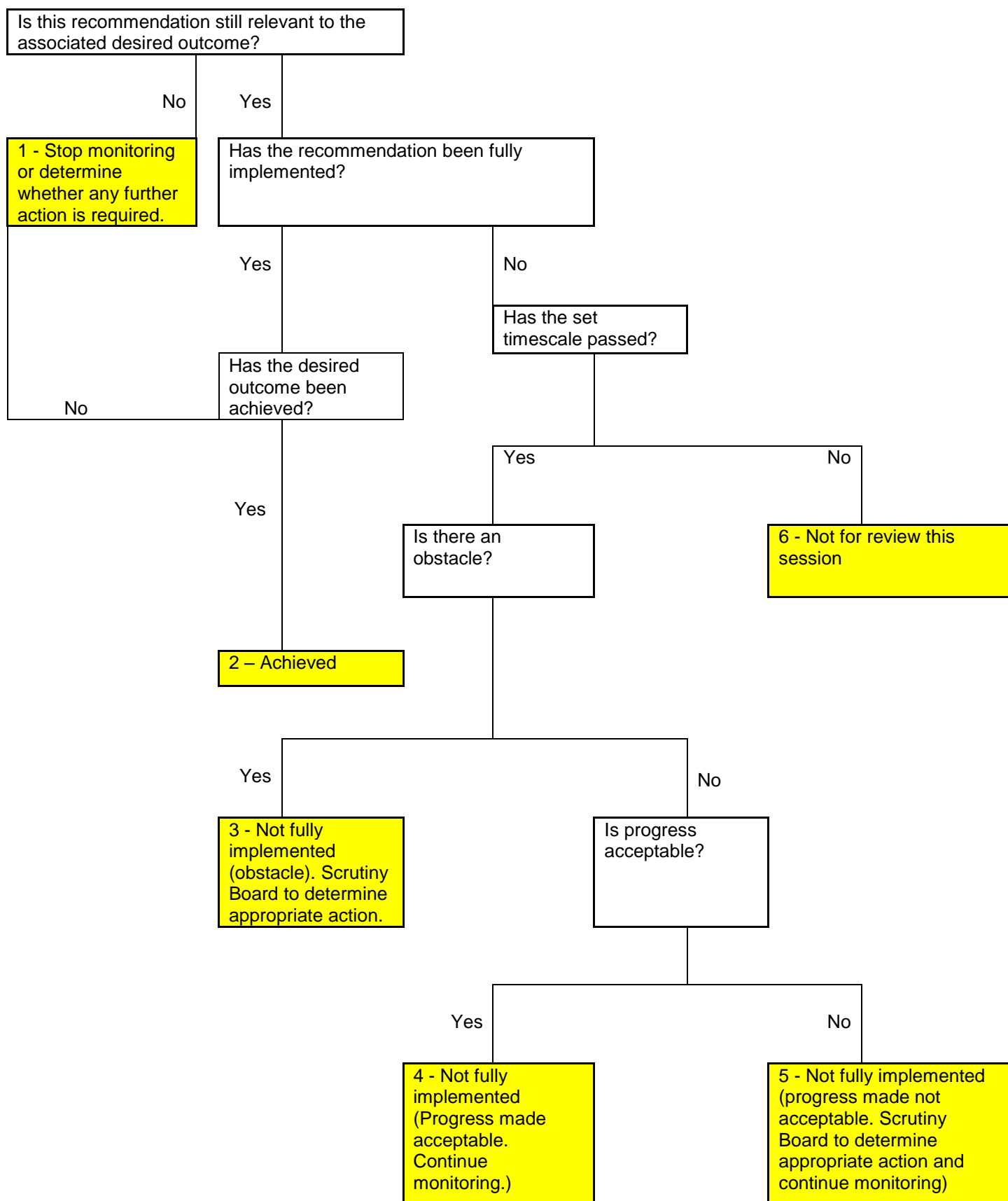
- Agree those recommendations which no longer require monitoring;
- Identify any recommendations where progress is unsatisfactory and determine the action the Board wishes to take as a result.

5.0 Background documents¹

5.1 None.

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

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



Position Status Categories

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

Desired Outcome – That there is a clear assessment and delivery model in place linked to the Community Hub ‘Mobile’ type provision.

Recommendation 1 – That the Assistant Chief Executive (Citizens and Communities)² urgently progresses the development of a clear assessment and delivery model linked to the Community Hub ‘Mobile’ type provision.

Formal response in October 2016:

We continue to test what types of Pop ups are required and where, by offering the services at different locations, including non-council locations.

We have also invited other partners to pop up with us. Money Buddies are popping up with us at Cottingley for example. This Pop up is taking place in the local church as there is no Council building. The Mobile Library time has also been changed so that it is at the same location as the Pop up at the same time.

Whilst we do not have a delivery model agreed at the moment, the following is being used to influence the development of the model:

- The location needs to be a well-used/respected community facility
- It is better to ‘pop up’ with other services and organisations at the same time
- The need to be able to access the Council’s IT system at the Pop up site is crucial.
- The officer popping up needs to be experienced in a range of services and getting people into work.

The reason a delivery model hasn’t been agreed upon yet is that Pop up is being delivered from existing resources, which means that whilst we are popping up, the relevant Community Hub/One Stop Centres/Job Shops has the same number of customers but less staff to deal with enquiries.

With regard to the Mobile Library service, this is currently under review to ensure it is efficient and effective to enable it to be a fundamental part of the Pop up model. We have made a good start by ensuring that we coordinated mobile library timings with the Pop up surgeries but there is a lot more to be done to provide a more streamlined pop up approach.

² The role of Assistant Chief Executive (Citizens and Communities) no longer exists. As from April 2017, this responsibility falls to the Director of Communities and Environment.

Position in April 2017:

The development of a delivery model for 'mobile' provision is ongoing. Officer work on the options for the delivery of £120k savings from streamlining and re-provisioning the Mobile Library service are nearly complete and once finalised will be subject to consultation with local ward members. The changes proposed will deliver a much more efficient and streamlined service and will enable the procurement of new 'Community Hub' vehicles to deliver the mobile community hub model.

Likewise, as part of the work ongoing to deliver a sustainable community hub workforce. Consideration is being given to the establishment of a dedicated 'pop-up' team linked to the existing peripatetic teams which will allow a more sustained and focussed approach to the provision of 'pop-up' community hubs within the city.

Scrutiny Board Members will acknowledge that this development is linked to the wider reorganisation of the workforce which is linked to the development of the Phase 3 Community Hub programme and may therefore be subject to change depending on the outcome of that work.

Current position:

The Mobile Library Service review is currently been consulted on with ward members who have changes in their areas. This will then go to public consultation.

We continue to pop-up in other organisations buildings and since the last update we have added Tinshill area working with Opal (Older People Action in the Locality) from their site at the Bedford Arms.

The delivery model citywide isn't worked up as the pop up model uses existing resources and there is only a limited capacity to pop up.

The pop up model has been extended though in that other organisations are popping up in the Community Hubs. These include NHS health pop ups, local transport consultation, memory group. These organisations are not in the Hubs all the time but promote when they will be popping up.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That local Parish and Town Councils are actively engaged in the development and roll out of the Community Hub network.

Recommendation 2 – That the Assistant Chief Executive (Citizens and Communities) works closely with the Chief Officer Customer Access and the Area Leaders to ensure that, where appropriate, local Parish and Town Councils are also actively engaged in the development and roll out of the Community Hub network.

Formal response in October 2016:

We will ensure that as Community Hubs are developed that relevant Parish and Town Councils are included in any consultation and engagement activity.

Position in April 2017:

This is an ongoing piece of work as Community Hub options are developed. An example of where this has already happened is with the development of the Horsforth Community Hub, where good relations with the Parish Council have been developed. It is expected that more extensive engagement will happen through the development of options linked to the Phase 3 programme.

Current position:

As part of the consultation for phase 3 this will be included. The Community Hubs we are currently working on do not have a Parish Town Council so this has not been applicable (Hawksworth Wood, Bramley, Dewsbury Road).

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That all possible options are explored within the Council to assist in providing affordable transportation facilities for customers requiring access to Community Hub provisions.

Recommendation 3 – That the Assistant Chief Executive (Citizens and Communities) leads on working with other directorates to explore all possible options for providing affordable transportation facilities for customers requiring access to Community Hub provisions, such as maximising other council funded transport services that may otherwise only be utilised during certain periods of the day.

Formal response in October 2016:

We will ensure that this is considered as the Community Hub network expands and services are introduced where residents need to travel or be transported to the Hub.

Position in April 2017:

This is an ongoing piece of work as Community Hub options are developed. An example of where this is currently being looked at is the provision to transport people from local Community Hubs to learning provision (provided by Leeds City College) at the new Deacon House Hub in North Seacroft.

Current position:

We will see how the access at Seacroft is improved by the use of the transport. As we develop Community Hubs we will look for opportunities to use council funded transport services. This may be particularly useful as we go into phase 3 of Community Hubs.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That there is a clear systematic and strategic approach towards maximising resources and integrating services with other key partners as part of the Community Hub approach.

Recommendation 4 – That in moving forward and delivering the network of Community Hubs, the Assistant Chief Executive (Citizens and Communities) ensures that a more systematic and strategic approach towards maximising resources and integrating services with other key partners is developed.

Formal response in October 2016:

We will ensure that we continue to have a clear systematic and strategic approach towards maximising resources and integrating services with other key partners as part of the Hub approach.

In this regard we continue to develop our relationship with partners and two specific examples are worthy of highlight to demonstrate the work being done to deliver against this recommendations.

Example 1 – Money Buddies. The partnership with Money Buddies is benefiting local residents and we are now delivering in partnership over 15 locations. The average gain per client from this service is £1,316.74 and the average gain per month to Leeds is £47,371.91.

Example 2 – Social Prescribing at Reginald Centre. Connect Well is the Social Prescribing service made up of a range of partners and is active in 26 GP Practices plus 5 satellites across Leeds North boundary, with the main Social Prescribing hub being at the Reginald Centre.

There are 18 wellbeing coordinators who can dedicate time to a patient who has been referred by a GP to help improve their health and well-being.

The main reason for referrals so far is loneliness/isolation. In response to this and other issues, the Reginald Centre has introduced Yoga and Zumba classes and a chess club and has recently opened a Community Café run by Black Health Initiative which will include social events.

Position in April 2017:

The Council continues to maximise the opportunity to engage partners and integrate services within the Community hub model based on an understanding of local need and an understanding of key city-wide issues that act as barriers to people improving their outcomes (e.g Mental Health). Some notable examples since the last progress report include:

- Work with Leeds Mind to help people with mild mental health problems into work,
- Caring Dads who are fathers estranged from their children but wish to be reconnected,
- helping care leavers into work, and
- work with Reed in Partnership to help people who have multiple barriers to work move into work

Current position:

The integrating with services and other parties has continued.

- GIPSIL (third sector) are providing support in our Job Shops to get people into work. APM and Remploy are also active in Job Shops and this support is assisting with the residents who are longer term unemployed and require more time and support.
- Leeds City College are extending their courses in Hubs. They are now offering courses in childcare, health and social care and customer services.
- Free Legal surgeries are being delivered and these are offered by local companies. We are looking at a further scheme which will involve University Law students providing further advice.
- We are piloting a new support group called 'Battlescars' for self-harm.
- We are about to launch 'Noddle' which is a tool owned by the Call Credit company. As part of their social responsibility, they are offering Community Hub customer's free access to the system. The system is aimed at how someone can improve their credit rating. This is usually charged at £30 at a time. The company is providing free access up to £75,000 over 12 months.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That the Community Hub approach continues to be acknowledged as part of the on-going development of new care models in Leeds.

Recommendation 5 – That the Assistant Chief Executive (Citizens and Communities) champions the added benefits of the Community Hub approach linked to the on-going development of new care models in Leeds and also seeks to ensure that associated development processes include representation from the Citizens and Communities directorate in this regard.

Formal response in October 2016:

We continue to be involved in discussions around the development of the new models of care work in Leeds and we are – through the excellent work done on Social prescribing in North Leeds – continuing to engage with relevant CCGs around how we can integrate the Hub network into their service delivery models going forward.

There is still more work to be done, specifically around the relationship between the Community hub network and the Integrated Health and Social Care team network, and the work we are doing in Armley to pilot the new, strength-based approach to Adult Social Care if facilitating this work.

Position in April 2017:

Work progresses on this and relevant Hub officers are engaged in the discussions at a local level. Key progress is being made on the development of the strength based approach to social care and the Hubs play a key role in that development. Work is also ongoing to embed the community hubs into the social prescribing service delivery models within the city on the back of the successful work being done out of the Reginald Centre.

Current position:

- 'Conversation point' has been piloted at Horsforth and Moor Allerton Community Hubs. This is where social care meets new customers prior to a referral for a service. This is so the customer can be matched with the best service for them which may not always be a council service.
- We are discussing with the health centres, vacant space in their accommodation which may help the council with phase 3 of Community Hubs – this including health centres yet to be built.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Desired Outcome – That the lessons learned from existing Community Hub provisions are taken forward as part of the on-going development of the Community Hub network.

Recommendation 7 – That the Assistant Chief Executive (Citizens and Communities) acknowledges the key issues raised by Scrutiny stemming from the lessons learned from the existing Community Hub provisions and ensures that these are taken forward as part of the on-going development of the Community Hub network. In summary these involve the following:

- Undertaking detailed liaison between all parties in agreeing the hub design layout;
- That the design and location of enquiry booths provide sufficient privacy;
- That the financial modelling process factors in the full costs of developing a new site;
- Undertaking more publicity and marketing of future site developments;
- Exploring a more efficient way of allocating funds for the development of sites.

Formal response in October 2016:

As we progress the design and delivery of the Phase 2 programme, we do ensure that all proposed plans are discussed with all parties.

We have also worked on the design around the Hub enquiry booths to improve them, and where possible additional glass interview rooms are being installed.

The Phase 2 Business case included full costs for the works, ICT and also backlog maintenance issues in order to deliver the Phase 2 Hubs sites.

Consultation events are now being held at all future sites and designs are being shared with the public and any comments are being captured and fed into designs, where appropriate.

Position in April 2017:

Work on delivering this recommendation is ongoing as part of the delivery of the Community Hub programme.

We have introduced local focus groups who meet to discuss the Community Hub they use. They are involved in developing new partners for the Hub and feedback on their experiences of using the facilities.

An example of where local discussions with relevant parties has had a material impact on the design of the Community Hub is the proposed design for the new Bramley Community hub where extensive consultation with local people has led to the design being changed to accommodate the existing heritage features within the building.

Likewise, as Phase 3 develops, and options are identified, officers will continue to engage fully on both the options and the interior design to ensure future sites are fit for purpose and meet the needs of local people.

Current position:

Since the last update Deacon House at Seacroft has opened and this has brought new lessons learned:

- The Hub is located near to a care home who actively used the old library for social activities. The design of the building and the furniture have been provided as they are dementia friendly. The furniture will be used in Dewsbury Road and Bramley Community Hubs.
- The public pc's need to be upgraded as well as the staff pc's.

Position Status (categories 1 – 6) *This is to be formally agreed by the Scrutiny Board*

Report of the Chief Officer Customer Access

Report to Environment, Housing and Communities Scrutiny Board

Date 11th September 2017

Subject: Community Hubs – General update

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Armley, Bramley & Stanningley, Pudsey, Gipton & Harehills, Headingley, Hyde Park & Woodhouse, Otley and Yeadon, Horsforth, Chapel Allerton, Alwoodley/Moortown, Middleton Park, Killingbeck & Seacroft, Kippax & Methley, City & Hunslet, Morley South, Rothwell,		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		

Summary of Main Issues

This report details the ongoing building progress to create Community Hubs and also how the services are being developed within the Community Hub.

Recommendations

The Environment, Housing and Communities Scrutiny board is asked to:

1. Note the progress on the roll out of Community Hubs
2. Provide any feedback on the roll out, design and direction of the programme.

Purpose of this report

- 1 To update the Environment, Housing and Communities Scrutiny Board on the progress of rolling out Community Hubs across the city.

Background Information

- 2 The delivery of the Community Hubs has been split into three phases due to the scale of the programme and to accelerate delivery, as follows:
 - **Phase 1 Pathfinder sites** - Armley, Compton Centre and St George's Centre. These opened in April 2014.
 - **Phase 2 Sites** – 14 sites across the city, the development of which was agreed by Executive Board in June 2016.
 - **Phase 3 Sites** – in development. Business Case planned for approval at Executive Board prior to Christmas 2017.
- 3 Progress on Phase 2 sites is as follows:

Community Hub	Location	Description
Rothwell	Rothwell Library	Open
Horsforth	Horsforth Library	Open
Pudsey	Pudsey Library	Open
Moor Allerton	Moor Allerton Library	Open
Kippax	Kippax Library	Open
Seacroft	Deacon House	Open
Beeston	Dewsbury Road OSC	Opens 4th September 2017
Bramley	Bramley Library	Opens 16th October 2017
Headingley	Headingley Library	To start during Q3 2017
Morley	Morley Library	To start during Q3 2017
Otley	Otley Library	Refresh in 2018
Garforth	Garforth Library	Refresh in 2018
Harehills	Compton Centre	Refurbishment in 2018
Middleton	St George's Centre	Refurbishment in 2018

BOLD – INDICATES OPEN SINCE LAST REPORT

- In addition an opportunity to develop a Community Hub at Hawksworth Wood in Kirkstall arose and was added to Phase 2. This is a council shop in the shopping area of the estate. The shop has been refurbished but extra fire checks have been recommended before opening.

Main issues

- 4 The next Community Hubs being worked on are at Morley and Headingley Libraries. These are complex schemes as Morley Library is a listed building and needs changes to bring the fire safety arrangements up to date which affect the listed building status. Headingley Library is a rented building and negotiations are ongoing with the landlord on the changes as the lease specifies this building can only be used as a Library.

- 5 The co-location of the Post Office at Seacroft Community Hub has raised interest with the Post Office about co-location in future Community Hubs. This would generate income for the Council and also safeguard Post Offices in our communities.
- 6 An application for funding has been made to Sport England Families Fund – supporting families to be active together. This will enable Community Hubs to extend the range of services they offer and use the building on an evening. This model has been piloted at the Reginald Centre with the introduction of games clubs, exercise and community gardening.
- 7 We are looking to extend the provision of community cafes in Hubs. This is following the success of the cafe at the Reginald Centre run by Leeds Black Elders. Leeds Black Elders are also setting up a community cafe at Moor Allerton. LS14 have been approached regarding running a community cafe at Seacroft. The community cafe at the Reginald Centre has brought different people into the Hub and has also brought a focus of friendship and company in a non-stigmatised way. The provision of cafes run by the community is a feature we would like to see extended across the city.
- 8 On 9th October Community Hubs are holding a public event on Briggate. The theme is awareness around Christmas spending and the debt this creates for the rest of the year. This will also cover a campaign to expose loan sharks. This supports the work we are doing in Community Hubs around helping residents with debt. This is a high profile location and will provide an opportunity to talk to far more people than the restraints of a building.
- 9 The Bike Libraries (borrow a book, borrow a bike) continue to be expanded. This is a scheme jointly sponsored by Welcome to Yorkshire and Yorkshire Bank. Residents can loan a bike free of charge using their library card. The bike library is up and running in Armley, St George's Centre, Moor Allerton, Dewsbury Road and the Compton Centre. It will also be available shortly at Seacroft and Bramley Community Hubs.

Progress on Phase 3

- 10 Whilst delivery of Phase 2 is ongoing, development work has now shifted to focus on the Phase 3 Community Hub programme which will culminate in the delivery of the remaining Community Hubs within the city, further asset rationalisation and staff reorganisation to deliver a sustainable Hub workforce.
- 11 In working to develop the Phase 3 programme, a report was presented to the former Citizens and Communities Scrutiny Board in April 2017 seeking approval to the following set of principles that would be used to determine options for sites to be included within phase 3:
 - Community Hubs should be close to local shopping zones.
 - The identification of a potential Community Hub will be based on an analysis of existing and future demand and proximity to other Hub sites.
 - Each potential Community Hub will be assessed on the basis of whether it demonstrates Value for Money. VFM to be determined through a demand v cost assessment.

- As well as individual site assessments, geographical assessments based on a VFM analysis will be undertaken to ensure no over-provision of community hub services within a given geography.
 - There is an expectation that the service review saving of £420k will be delivered.
 - That there isn't a 'one size fits all approach' to the provision of Community Hubs and that services offered within Phase 3 sites will be dependent on the space available.
 - The Phase 3 programme will have a focus on asset rationalisation and service integration in delivering a sustainable network within the city.
- 12 Following agreement by the Citizens and Communities Scrutiny Board to these principles, work has been ongoing to assess proposed buildings.
- 13 At the beginning of this municipal year, the Environment, Housing and Communities Scrutiny Board agreed to hold a working group meeting over the summer to consider the implications of applying the agreed principles to sites considered for inclusion within the Phase 3 programme. This working group meeting took place on 16th August 2017 and all members of the Scrutiny Board were invited to attend.
- 14 The working group accepted that the agreed principles had been applied accordingly to initial proposals and acknowledged that further consultation and engagement work would follow with local ward members around the various options to firm up such proposals. Linked to the consultation process, the working group did raise the following points which have been taken into consideration:
- That polygon maps are used during the consultation process to clearly show the accessibility of community hubs for residents. Linked to this, consideration should also be given to the terrain around locations of potential community hubs.
 - That Neighbourhood Forums are also engaged in the consultation process where appropriate.
 - That potential safeguarding implications are factored into any proposals involving collaboration with schools or other community facilities involving vulnerable people.
15. Following the consultation process, the business case for the Phase 3 programme will be developed and reported to Executive Board for approval. The intention is for this to take place prior to Christmas 2017.

Recommendations

16. The Environment, Housing and Communities Scrutiny board is asked to:
- a) Note the progress of the roll out of Community Hubs and how they are developing.
 - b) Provide any feedback on the roll out, design and direction of the programme.

Background documents¹

17. None used

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



Report author: Angela Brogden
Tel: 3788661

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Environment, Housing and Communities)

Date: 11th September 2017

Subject: Scrutiny Inquiry into Leeds' response to Grenfell – draft terms of reference

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

1. Introduction

- 1.1 The horrific events of the 14 June in west London have resulted in continued public and media interest in the safety of high-rise blocks across the UK. The immediate priority for Leeds City Council following the events of Grenfell Tower has been the assurance of Leeds citizens regarding their personal safety. Initially this was focussed particularly on the Council's 116 high rise blocks.

- 1.2 However, other actions have also been taken as part of a strategic action plan to assess and respond to the impact of the Grenfell Tower fire in Leeds. This has included assessing other public buildings such as schools and hospitals, controlling procedures in case of the need to evacuate properties and keeping local stakeholders up to date on all developments. A strategic task group has also been established to oversee this work which includes all relevant council service leads and representatives of the West Yorkshire Fire and Rescue Service.

- 1.3 At its meeting on 17th July 2017, the Executive Board received a report detailing the work undertaken to-date by Leeds City Council and partners since the events of the Grenfell fire. Alongside the work of the strategic task group, the Executive Board also acknowledged the role of Scrutiny and agreed the following recommendation:

That in relation to the role of Scrutiny Boards, the following Scrutiny Boards be requested to pick up scrutiny of the relevant actions / emerging issues:-

- (i) Scrutiny Board (Strategy and Resources) – emergency planning;*
- (ii) Scrutiny Board (Infrastructure and investment) – private sector properties and building control;*

(iii) Scrutiny Board (Environment, Housing and Communities) – Council housing stock safety, resident engagement and investment decisions.

- 1.4 In responding to this recommendation, the Environment, Housing and Communities Scrutiny Board agreed to undertake an inquiry and establish formal terms of reference surrounding its particular areas of responsibility.
- 1.5 Draft terms of reference relating to the Board's forthcoming inquiry into Leeds' response to Grenfell will therefore be tabled at today's meeting for the Board's consideration and agreement.

2. Recommendation

- 2.1. Members are requested to consider and agree the terms of reference for its forthcoming inquiry into Leeds' response to Grenfell.

3. Background documents¹

- 3.1 None

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



Report author: Angela Brogden
Tel: 3788661

Report of Head of Governance and Scrutiny Support

Report to Scrutiny Board (Environment, Housing and Communities)

Date: 11th September 2017

Subject: Work Schedule

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. The Board's work schedule is attached as appendix 1. This will be subject to change throughout the municipal year.
2. Also attached at appendix 2 are the minutes of the Executive Board meeting held on 17th July 2017.

Recommendation

3. Members are asked to consider the work schedule and make amendments as appropriate.

Background documents¹

4. None used

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

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Area of review	Schedule of meetings/visits during 2017/18		
	June	July	August
Air Quality in Leeds		Air Quality in Leeds - Consultation Preparations SB 24/07/17 @ 10.30 am	
Leeds' response to Grenfell			Scoping meeting – 16/07/17 @ 3pm
Horticultural Maintenance in Cemeteries			Review of existing challenges WG – 30/08/17 @ 1pm
Briefings	Scrutiny Board Terms of Reference and Sources of Work SB 26/06/17 @ 1 pm		
Recommendation Tracking		Reducing repeat customer contacts through tackling failure demand – formal response SB 24/07/17 @ 10.30 am	
Budget & Policy Framework/pre-decision Scrutiny		Revised Safer Leeds Plan 2017/18 SB 24/07/17 @ 10.30 am	Roll out of Community Hubs – Phase 3 WG – 16/08/17 @ 10 am
Performance Monitoring		Performance Update SB 24/07/17 @ 10.30 am	

Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2017/2018 Municipal Year

Areas of review	Schedule of meetings/visits during 2017/18		
	September	October	November
Air Quality in Leeds			Consultation analysis and inviting the views of Scrutiny. WG – TBC
Horticultural Maintenance in Cemeteries		Summary note of Scrutiny WG meeting. SB 09/10/17 @ 10.30 am	
Raising Standards in the Private Rented Sector		Informing the development of a Selective Licensing approach and maximising the Rouge Landlord Unit. WG - TBC	
Leeds' response to Grenfell	Agree terms of reference SB 11/09/17 @ 10.30 am Session 1 – WG - TBC	Session 2 SB 09/10/17 @ 10.30 am	Agree Scrutiny report SB 06/11/17 @ 10.30 am
Review of Housing Advisory Panels			Overview of engagement findings and proposals moving forward. SB 06/11/17 @ 10.30 am
Locality Working Review		Background and current position WG – TBC	
Achieving Leeds Parks Quality Standard		Overview of key challenges SB 09/10/17 @ 10.30 am	
Briefings			Update on the delivery of the Multi-Storey Strategy SB 06/11/17 @ 10.30 am
Recommendation Tracking	Migration in Leeds SB 11/09/17 @ 10.30 am Development of Community Hubs SB 11/09/17 @ 10.30 am	Development of Community Committees SB 09/10/17 @ 10.30 am	Universal Credit SB 06/11/17 @ 10.30 am
Budget & Policy Framework/pre-decision Scrutiny	Roll out of Community Hubs - update SB 11/09/17 @ 10.30 am Future Provision of CCTV – update position SB 11/09/17 @ 10.30 am		

Key: SB – Scrutiny Board (Environment, Housing and Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2017/2018 Municipal Year

Area of review	Schedule of meetings/visits during 2017/18		
	December	January	February
Air Quality in Leeds			
Raising Standards in the Private Rented Sector			
Review of Housing Advisory Panels			
Increasing Recycling in Leeds	Key issues surrounding the city's Waste Management Strategy SB 04/12/17 @ 10.30 am		
Locality Working Review			
Achieving Leeds Parks Quality Standard			
Briefings	Refuse collection re-routing update SB 04/12/17 @ 10.30 am		
Recommendation Tracking			Reducing repeat customer contacts through tackling failure demand. SB 12/02/18 @ 10.30 am
Budget & Policy Framework/pre-decision Scrutiny		Financial Health Monitoring SB 15/01/18 @ 10.30 am 2018/19 Initial Budget Proposals SB 15/01/18 @ 10.30 am	
Performance Monitoring		Performance Update SB 15/01/18 @ 10.30 am	

Key: SB – Scrutiny Board (Environment, Housing and Communities) Meeting

WG – Working Group Meeting

Scrutiny Board (Environment, Housing and Communities) Work Schedule for 2017/2018 Municipal Year

Area of review	Schedule of meetings/visits during 2017/18	
	March	April (TBC)
Raising Standards in the Private Rented Sector		
Review of Housing Advisory Panels		
Locality Working Review		
Briefings		
Recommendation Tracking		
Budget & Policy Framework/pre-decision Scrutiny		
Performance Monitoring		

EXECUTIVE BOARD

MONDAY, 17TH JULY, 2017

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, R Charlwood,
D Coupar, S Golton, J Lewis, R Lewis,
L Mulherin, M Rafique 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 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) Appendices 1 and 4 to the report entitled, 'Development of a District Heating Network', referred to in Minute No. 32 are 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:
 - (i) Appendix 1 contains information relating to the financial or business affairs of any particular person (including the authority holding that information). Appendix 1 contains detailed pricing information underpinning the Council's heat sales business case, which if disclosed could damage the commercial interests of the Council. Disclosure of this information would seriously harm the Council's negotiating position when discussing heat sales with potential customers. Therefore it is considered that the public interest in maintaining the content of Appendix 1 as exempt from publication outweighs the public interest in disclosure of the information.
 - (ii) Appendix 4 contains information which is commercially sensitive and which details the value of Council owned property. Disclosure of which may prejudice future property development and disposals. As such, it is considered that the public interest in maintaining the content of Appendix 4 as exempt from publication outweighs the public interest in disclosure of the information.
- (b) Appendix 1 to the report entitled, 'Leeds 2023 European Capital of Culture Bid: Interim Report', referred to in Minute No. 35 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 the information contained in Appendix 1 relates 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 exempt from publication outweighs the public interest in disclosing the information, as it provides details of the proposed budget to be included in the Council's application to a competitive bidding process, and as such the release of such information at this time would prejudice the Council's position.

26 Late Items

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Grenfell Tower Update'. This was to provide the Board with the latest position regarding the implications arising and actions being taken by the Council, as a result of the recent Grenfell Tower fire. The report advised that given the fast changing nature of the issues involved, in order to provide Board Members with the most up to date information possible, the report was not included within the agenda papers as published on 7th July 2017. However, it was deemed appropriate that the Board was provided with a formal report regarding such matters at the earliest opportunity. (Minute No. 44 refers).

27 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

28 Minutes

RESOLVED – That the minutes of the previous meeting held on 21st June 2017 be approved as a correct record.

CHILDREN AND FAMILIES

29 Annual Reports of the Fostering and Adoption Services and Annual Updates of the Respective Statements of Purpose.

Further to Minute No. 8, 22nd June 2016, the Director of Children and Families submitted a report which presented the respective Annual Reports of the Fostering and Adoption services. In addition, the report also sought approval of the revised Statements of Purpose for those services.

In considering the establishment of the regional adoption service, it was undertaken that annual reports would be submitted to the Board, in order to make the Executive aware of the progress being made by the agency.

Members discussed the resource implications arising from the provision of demand-led services, such as those needed to care for looked after children. In addition, the Board considered the actions being taken to look to address any related resource pressures, such as via the recruitment of foster carers, and in response to an enquiry, received further information and context on the proportion of placements that were 'in house' foster carer placements, as opposed to independent foster agency placements.

In conclusion, the Chair thanked all of those people across the city who undertook foster carer duties, and to those who also played a crucial role as fostering ambassadors.

RESOLVED –

- (a) That the respective Statements of Purpose for both the Fostering and Adoption Services for Leeds City Council, be approved;
- (b) That in noting and reviewing the annual fostering and adoption report, the Board continues to support the work of the adoption and fostering service in order to ensure that children receive the best possible support.

30 Transport Assistance for Post-16 Students with SEND

Further to Minute No. 114, 16th December 2015, the Director of Children and Families submitted a report advising of the outcome of the associated consultation process, and which sought approval to implement a new transport offer for young people with SEND (Special Educational Needs or Disabilities) in post-16 education.

In presenting the report, the Executive Member for Children and Families highlighted how the submitted proposals differed from those that had been originally set out, as a result of the feedback received from the associated consultation exercise.

Responding to a Member's enquiry, the Board received assurances regarding the communication which had taken place with affected individuals and families to date, together with the individual assessment for each young person that was intended to be undertaken, should the submitted policy be approved.

Members thanked the Scrutiny Board (Children and Families) for the valuable work which had been undertaken by Board in this area, which included the Scrutiny Board statement, as appended to the submitted report. The Chair of the Scrutiny Board provided a brief summary of the statement, together with the accompanying recommendations, which the Executive Board was supportive of.

RESOLVED –

- (a) That the proposed Children's Transport policy, 17th July 2017, as detailed at Appendix 1 to the submitted report, be approved. With it being noted that: Personal Travel Allowances will be offered to eligible young people with SEND in post-16 education as an alternative to providing transport. Young people with the very highest level of need, however, will continue to receive bespoke transport. Transport assistance would in future be made available on the following basis, depending on the level of transport need, as detailed in the policy and assessed by Children's Transport:
A: Independent Travel Training and a free bus pass (or equivalent cost) for a young person who is able to travel independently or could

make the journey to their learning setting on public transport accompanied by an adult as necessary.

B: A Lower Personal Travel Allowance (PTA) equivalent to £1 per mile for 2 single journeys per day.

C: An upper PTA equivalent to £1.50 per mile for 2 single journeys per day.

D: Provision of Bespoke Transport.

- (b) That the new arrangements be introduced from September 2017, with it being noted that phasing arrangements, as detailed at paragraphs 3.42 – 3.45 of the submitted report, will mean that young people with SEND entering post-16 education for the first time from September 2018 onwards will be the first to receive transport assistance under the new policy.
- (c) That it be noted that the officer responsible for the implementation of such matters is the Head of Commissioning and Contracting.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within this minute)

31 Celebrating 5 Years of Child Friendly Leeds

The Director of Children and Families submitted a report which provided details regarding the development and key achievements of the Child Friendly Leeds initiative, in order to mark the 5th anniversary since Leeds established itself as a child friendly city on 19th July 2012.

Board Members had been in receipt of further information, in the form of a booklet entitled, 'Making Leeds a Child Friendly City', which had been circulated prior to the meeting.

Members discussed the achievements which had been made since the establishment of the initiative, and discussed the challenges in this area that the Council still faced and the ongoing work which continued in order to address such challenges.

RESOLVED –

- (a) That the following be endorsed:
- The contribution that Child Friendly Leeds makes to improving outcomes for children and young people, particularly the most vulnerable in our city;
 - The variety and breadth of activities which now comprise the Council's Child Friendly Leeds offer (as detailed at appendix 2 to the submitted report);
 - The feedback the Council is receiving on this in terms of the value it represents for those involved (as detailed at appendix 3 to the submitted report);

- The contribution Child Friendly Leeds has made to improving outcomes for children and young people in the city (as detailed at appendix 4 to the submitted report);
 - The impact, as further demonstrated by the January – March 2017 Child Friendly Leeds report card (as detailed at appendix 5 to the submitted report);
 - The key information which demonstrates that the ambition is enabling the Council to make a difference to the lives of children, young people and families in the city, including partner offers and enrichment projects (as respectively detailed at appendix 6 and appendix 7 to the submitted report).
- (b) That the following be supported:
- The various activities planned to celebrate the 5th birthday;
 - The Council's plans to further embed the ambitions for Leeds to be a child friendly city under the banner of 'Child Friendly Leeds II';
 - The social media campaign on Facebook and Twitter: by Executive Members posting and tweeting themselves, and also by liking and reposting posts and tweets made by other organisations and individuals.

ENVIRONMENT AND SUSTAINABILITY

32 Development of a District Heating Network

Further to Minute No. 141, 10th February 2016, the Director of Resources and Housing submitted a report detailing the progress which had been made in respect of developing a district heating network. In addition, the report detailed the outcome of the evaluation process undertaken in respect of the tenders received for the two procurements that would deliver the District Heating Network; outlined the funding arrangements and the business case that supported the project, and which sought approval to proceed with the project, subject to certain conditions being met.

Members acknowledged the ambitious nature of the scheme, and responding to a Member's enquiry, further information and assurance was provided in respect of the scheme's business plan and the actions which would be taken in order to mitigate any associated risk.

As part of the reassurance provided on such matters, although the recommendations within the submitted report were to delegate necessary authority to the Director of Resources and Housing to deliver the project, it was undertaken that prior to doing so under such delegated authority, consultation would be undertaken with the Leader of Council, the Executive Member for Environment and Sustainability and those Opposition Group Leaders on Executive Board.

Following consideration of Appendices 1 and 4 to the submitted report designated as exempt from publication 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 –

- (a) That the contents of the submitted report, including the appendices, be noted;
- (b) That the injection of £0.276m into the Capital programme in order to provide the balance of funding to deliver the district heating network programme, be approved;
- (c) That authority to spend for the following be approved:
 - (i) The construction of the Spine District Heating Network of £21.276m funded through £17.276m supported prudential borrowing and £4m of grant from the West Yorkshire Combined Authority (WYCA);
 - (ii) The connection of the council housing District Heating Network of £17.42m funded through £11.3m of HRA capital and £5.774m of European Regional Development Fund (ERDF);
 - With the above being subject to:-
 - the Director of Resources and Housing being satisfied with the outcome of the external due diligence on the business case and securing the required heat loads; and
 - the approval of the grant from the WYCA.
- (d) That the necessary authority be delegated to the Director of Resources and Housing to enter into a contract with Vital Energi Utilities Ltd. for a maximum sum of £2m for a limited scope of works and services for the housing District Heating Network, as described at paragraph 3.8 of the submitted report;
- (e) That the necessary authority be provided in order to enter into the leases of the Sites for the energy centres based next to the Recycling and Energy Recovery Facility (referenced as site A within the submitted report) and at Saxton Gardens, and including the disposal of Site A at an undervalue;
- (f) That the necessary authority be provided in order to set up an energy trading company on the terms that are agreed by the Director of Resources and Housing and in consultation with the Leader, the Executive Member for 'Environment and Sustainability' and the Section 151 Officer;
- (g) That the necessary authority be delegated to the Director of Resources and Housing in order to enter into all other documentation and take all other decisions required for the delivery of the project, and also to approve operational decisions relating to the district heating scheme;
- (h) That further to the above resolutions, prior to the Director of Resources and Housing confirming the delivery of the project in line with the agreed delegated authority, the Director will first consult with the Leader of Council, the Executive Member for Environment and

Sustainability and those Opposition Group Leaders on Executive Board.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Carter required it to be recorded that he abstained from voting on the decisions referred to within this minute)

ECONOMY AND CULTURE

33 West Yorkshire Joint Services Trading Company

The Director of Resources and Housing submitted a report setting out the background to the proposed establishment of a West Yorkshire Joint Services trading company. Appended to the submitted report was a business case to support the proposal which had been approved in principle by the West Yorkshire Joint Services Committee.

Responding to a Member's enquiry, the Board was provided with further information and assurance regarding the level of political oversight that Members would have on the operation of the trading company, in addition to any associated tax liabilities.

As part of such assurances, should the trading company be established, it was proposed that an annual update report on the performance of that company be submitted to Executive Board in order keep the Board informed on such matters.

RESOLVED –

- (a) That the legal position, as set out in Appendix 1 to the submitted report, be noted, in particular that the company will be a controlled company for the purposes of the Local Government and Housing Act 1989;
- (b) That it be noted that the Council will provide an indemnity to its appointed representative, under the terms of The Local Authorities (Indemnities for Members and Officers) Order 2004;
- (c) That the Business Case, as detailed at Appendix 2 to the submitted report, which is in support of the proposal to trade through the establishment of a trading company, be approved;
- (d) That approval be given to the formation of a Holding Company, to be limited by shares wholly owned by the founding members of the West Yorkshire Joint Services Committee, (i.e. Bradford, Calderdale, Kirklees, Leeds and Wakefield) which will protect the business of the West Yorkshire Joint Services Committee; and to 4 subsidiary companies for Materials Testing, Calibration Services, Archaeological Services and Business Hive, to be owned by the Holding Company;
- (e) That approval be given to the Council being involved as a shareholder in the West Yorkshire Joint Services Trading Company and its' subsidiaries, on the basis as set out within the submitted report;

- (f) That approval be given for the Council to participate as Directors of the Company on the basis, as set out within the submitted report;
- (g) That the proposed governance and funding arrangements for the company, as set out within the submitted report be noted and agreed;
- (h) That approval be given to participate through a shareholders agreement, on the terms as set out in draft in the submitted report, and that the City Solicitor be authorised to agree final terms and execute the agreement on behalf of the Council which should be on the same basis as the contribution rates payable to West Yorkshire Joint Services;
- (i) That the necessary authority be delegated to the City Solicitor in order to agree terms and enter into an agreement with the other 4 constituent authorities to indemnify Wakefield Council against any loss incurred as a result of making a working capital and investment loan to West Yorkshire Joint Services HoldCo up to a value of £1m, with the terms of such indemnity to be on the basis of each Council's contribution rate to West Yorkshire Joint Services;
- (j) That an annual update report on the performance of the trading company be submitted to Executive Board, in order keep the Board informed on such matters.

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

34 Leeds Culture Strategy 2017-2030

Further to Minute No. 137, 8th February 2017, the Director of City Development submitted a report providing an update on the development of a new Culture Strategy for Leeds 2017-2030. The report recommended the adoption of the strategy, and sought a commitment to a culture-led narrative and focus for the city.

Members highlighted the importance of the cultural strategy for Leeds and the need to ensure that it was intrinsically linked to city's economic strategy. In welcoming the proposals, Members highlighted the need to progress the strategy, and noted that the next steps would be the development of a Delivery Plan.

RESOLVED –

- (a) That the new definition, values, aims, objectives and five areas of focus for the Leeds Culture Strategy 2017-2030, be adopted;
- (b) That a new narrative for the city, placing culture at the heart of all future major policy decisions, be adopted;

- (c) That officers be requested to continue the work with stakeholders in order to develop a delivery plan to implement the strategy;
- (d) That directorates be requested to consider how their challenges and opportunities could be reframed in light of the new Culture Strategy for Leeds 2017-2030 and how their service areas could contribute towards the Delivery Plan;
- (e) That the Director of City Development be requested to return to Executive Board with an update on the Delivery Plan later in the year;
- (f) That it be noted that the Chief Officer Culture and Sport will be responsible for the implementation of such matters.

35 Leeds 2023 European Capital of Culture Bid Interim Report

Further to Minute No. 137, 8th February 2017, the Director of City Development submitted a report providing an update on the work being undertaken towards the preparation of a Leeds bid for European Capital of Culture 2023 and which sought approval for the associated recommendations, as detailed.

Members welcomed the proposals detailed within the submitted report and noted that the deadline for initial bid submissions was 27th October 2017.

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 were considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the overall progress made over the past twelve months, be noted;
- (b) That the incorporation of Leeds Culture Trust be noted, and that the process going forward of developing appropriate governance structures, be approved;
- (c) That the budget proposals, as detailed within exempt appendix 1 to the submitted report, for the delivery of European Capital of Culture in 2023, be approved;
- (d) That officers be requested to return to Executive Board in October 2017 with the full and final detailed bid in advance of the deadline for the first stage submission of 27th October 2017;
- (e) That it be noted that should Leeds be shortlisted, then a second and final application will need to be submitted by mid-2018.

36 Grants to Arts and Cultural Organisations

The Director of City Development submitted a report which presented background information on the current arts funding delivered by Leeds City

Draft minutes to be approved at the meeting to be held on Wednesday, 20th September, 2017

Council, with a proposal to update and revise the arts@leeds scheme moving forward.

In presenting the report, it was brought to the Board's attention that at section 2.9.6 of the submitted report, the financial investment bracket for tier 2 of the programme should read: '£4,000 - £50,000', and not '£4,000 - £30,000', as detailed.

RESOLVED –

- (a) That the establishment of a revised 4-year arts@leeds programme, as described in the submitted report, be approved, subject to the inclusion of the correction referenced during the meeting (section 2.9.6 of the submitted report refers), to reflect that the financial investment bracket for tier 2 of the programme should read: '£4,000 - £50,000', and not '£4,000 - £30,000', as detailed;
- (b) That subject to the Council's annual budget setting process, approval be given to maintain the current total level of investment in the arts@leeds and 'Leeds Inspired' schemes for the period 2018/19 to 2021/22, in support of the City Council's medium term financial plan;
- (c) That a further report be submitted later this financial year in order to propose the investment levels for individual arts organisations through the arts@leeds scheme;
- (d) That funding for the Leeds West Indian Carnival and the Black Music festival be transferred to the city's annual events programme, rather than being considered through the arts@leeds grant funding scheme;
- (e) That it be noted that the Chief Officer, Culture and Sport is responsible for the implementation of such matters.

37 Leeds Inclusive Growth Strategy - Consultation Draft

Further to Minute No. 102, 16th November 2016, the Director of City Development submitted a report presenting the recent work undertaken in order to review and replace the Leeds Inclusive Growth Strategy for 2017 – 2023, specifically outlining the work undertaken to date in preparation of the draft, the proposed summer consultation process and the approach towards proposed publication in the autumn.

In referencing the 'Inclusive Growth' section of the consultation draft of the strategy, a Member highlighted: the need to ensure that all parts of the city benefited from the initiative; the value of community assets in helping to promote growth in a locality; and the importance of town and district centres.

Members also emphasised the need to ensure that this strategy was developed in partnership with the Council's other key strategies and plans, and was linked to relevant national initiatives.

RESOLVED –

- (a) That the publication of the draft Leeds Inclusive Growth Strategy be approved for the purposes of consultation;
- (b) That the approach proposed by officers to engage with business and stakeholders, seeking specific commitments for the strategy, be supported;
- (c) That agreement be given for a final draft of the strategy to be published in the autumn of 2017;
- (d) That agreement be given for the Chief Officer Economy and Regeneration to continue to lead on the Leeds Inclusive Growth Strategy throughout the remaining consultation period and publication.

EMPLOYMENT, SKILLS AND OPPORTUNITY

38 Equality Improvement Priorities Progress Report 2016 - 2017

The Director of Communities and Environment submitted a report setting out the annual progress which had been made against the Council's Equality Improvement Priorities for the period 2016 – 2017.

Members welcomed the submitted annual report.

RESOLVED –

- (a) That the Equality Improvement priorities Annual Report 2016 – 2017, be approved;
- (b) That the new Equality Improvement Priorities for the City Development directorate and the Resources and Housing directorate, be approved;
- (c) That the refreshed Equality Improvement Priorities for the City Development directorate and the Public Health directorate, be approved;
- (d) That approval be given to sign off the completed City Development directorate Equality Improvement Priority.

RESOURCES AND STRATEGY

39 Medium Term Financial Strategy 2018/19 to 2020/21

The Chief Officer (Financial Services) submitted a report presenting details of the Council's proposed medium term financial strategy for the period 2018/19 – 2020/21.

RESOLVED –

- (a) That the 2018/19 – 2020/2021 Medium-Term Financial Strategy be approved;

- (b) That it be noted that further proposals will be brought forward in order to address the current identified shortfall;
- (c) That it be noted that the Chief Officer Financial Services will be responsible for the implementation of such matters.

40 Financial Health Monitoring 2017/2018 - Quarter 1

The Chief Officer (Financial Services) submitted a report which presented the financial health position of the Council as at the end of the first quarter of the 2017/18 financial year. In addition, the report also reviewed the position of the budget and highlighted any potential key risks and variations.

Responding to concerns raised regarding the projected Children and Families directorate overspend and how such matters could be discussed and addressed moving forward, those concerns were acknowledged, and it was undertaken that further information and proposals, which would look to address such budgetary pressures would be submitted to the Board as part of the 2018/19 budget setting process.

RESOLVED – That the projected financial position of the Authority as at quarter 1, be noted.

41 The Leeds Community Infrastructure Levy - Investment of the Strategic Fund

Further to Minute No. 156, 11th February 2015, the Director of Resources and Housing submitted a report which sought approval for the investment of the Community Infrastructure Levy (CIL) Strategic Fund monies which had been accumulated for the period up to November 2016.

In considering the submitted report, a Member highlighted the importance of ensuring that the process for determining which sites would benefit from CIL Strategic Fund investment was simple and transparent.

RESOLVED –

- (a) That approval be given for the investment of the CIL Strategic Fund, as set out in Table 1 of the submitted report (up to November 2016), to be used to contribute towards the learning places deficit for schools;
- (b) That it be noted that the Chief Officer (Financial Services) is responsible for the implementation of such matters.

42 Annual Corporate Risk Management Report

The Director of Resources and Housing submitted a report which provided an update on the Council's most significant corporate risks and which detailed the arrangements currently in place, together with the further activity planned during 2017/18 to manage such risks.

Responding to an enquiry, assurance was provided that current arrangements would continue for the briefing of Group Leaders in respect of risk management issues.

RESOLVED – That the annual risk management report be noted, together with the assurances provided on the Council's most significant corporate risks, in line with the authority's Risk Management Policy and the Executive Board's overarching responsibility for their management.

43 Best Council Plan Annual Performance Report 2016/17

Further to Minute No. 139, 8th February 2017, the Director of Resources and Housing submitted a report inviting the Board to receive the draft Best Council Plan annual performance report and to note the progress made against the 2016/17 Best Council Plan.

In considering the submitted report, it was suggested that the Best Council Plan could look to provide further detail on those areas where challenges continued to exist, in order to enable further monitoring of performance management in those areas.

RESOLVED – That the draft Best Council Plan annual performance report be received, and that the progress made against the 2016/17 Best Council Plan be noted. In addition, it also be noted that further design work will take place and that some of the information included may change between this draft and the final design version being published as full-year results are finalised.

COMMUNITIES

44 Grenfell Tower Update

The Director of Resource and Housing submitted a report which provided the Board with details of the activity being undertaken and the current position in Leeds regarding the response to the events of the Grenfell Tower fire. Whilst the report acknowledged that such matters were still fast moving at this stage, it provided an outline of some key issues for consideration, both in the immediate term and over the coming months.

For those reasons set out within the submitted report, and as detailed at Minute No. 26, the Chair agreed for this report to be considered as a late item of business at the meeting. Copies of the submitted report and appendix had been provided to Board Members prior to the meeting.

By way of introduction to the submitted report, the Executive Member for Communities provided the Board with a detailed update which included: the partnership approach being undertaken with West Yorkshire Fire and Rescue Service; the current position regarding associated safety checks and inspections; together with details of the ongoing engagement programme with tenants, private landlords, schools, hospitals and universities. The Board also received further information regarding the ongoing investment into fire safety measures, and responding to an enquiry, the Board also received further detail regarding the provision of sprinkler systems in high rise blocks, with clarification being provided around prioritisation of such provision.

It was also emphasised that further updates would be provided to the Board in due course, whilst Members also noted that a related cross-party piece of work was currently being undertaken by the Local Government Association.

In conclusion, on behalf of the Board, Members thanked all officers involved for their considerable efforts in the associated communication and engagement strategy, which was ongoing.

RESOLVED –

- (a) That the progress made on delivering the action plan (annex 1 to the submitted report) be noted, and that support be given to the ongoing prioritisation of the post-Grenfell work, noting the early implications and issues for consideration, as detailed within the submitted report;
- (b) That in relation to the role of Scrutiny Boards, the following Scrutiny Boards be requested to pick up scrutiny of the relevant actions / emerging issues:-
 - (i) Scrutiny Board (Strategy and Resources) – emergency planning;
 - (ii) Scrutiny Board (Infrastructure and investment) – private sector properties and building control;
 - (iii) Scrutiny Board (Environment, Housing and Communities) – Council housing stock safety, resident engagement and investment decisions;
- (c) That further updates and reports on issues with implications for the city be submitted to Executive Board, as and when required.

- 45 A Strategic, Co-ordinated and Inclusive Approach to Migration in Leeds**
Further to Minute No. 63, 21st September 2016, the Director of Communities and Environment submitted a report which provided an overview of the arrangements in place with respect to migration activity across the city, and which sought approval of a further strengthened approach towards such arrangements.

The Executive Member for Communities extended her thanks to the Scrutiny Board (Citizens and Communities) for the work that the Board had undertaken in this area, and the significant contribution that the Scrutiny Board had made to the submitted proposals.

RESOLVED –

- (a) That the strengthened arrangements developed following the Citizen's and Communities Scrutiny Board inquiry into migration be approved, with the aim of ensuring a more strategic, co-ordinated and inclusive approach to migration, with the current and future work that is planned on such matters being endorsed;
- (b) That it be noted that the Director of Communities and Environment and the Executive Member for Communities are responsible for leading this work through the Council's 'Stronger Communities' Breakthrough Programme;

- (c) That an update report on the progress being made in this area, be submitted to the Executive Board in July 2018.

46 Council House Growth Programme - Delivery of Extra Care Housing

The Director of Resources and Housing, the Director of City Development and the Director of Adults and Health submitted a joint report which set out proposals for the delivery of extra care housing for older people across the city as part of the Council House Growth Programme and in support of the Better Lives Programme. In addition, the report also set out recommendations in order to enable the project to progress, including the use of Council owned sites which had been identified as suitable for delivery of extra care, the commitment of funding for the project from the Council House Growth Programme and the intended delivery strategy.

Members discussed the pace at which the programme was progressing, and highlighted the importance of using the initiative to encourage developers to bring their own land and schemes forward for the purposes of extra care provision. The Board also noted the cross-directorate working which continued in this area to progress the initiative.

In considering the sites detailed within the submitted report and the geographical spread of them, it was noted that the sites referenced were simply a shortlist which had been drawn up for extra care provision.

In conclusion, it was suggested that a cross-party working group could be established in order to assist with the progression of this scheme.

RESOLVED –

- (a) That the investment being made in the delivery of extra care housing as part of the Council House Growth Programme be noted;
- (b) That agreement be given that the sites included in section 3.13 of the submitted report should be dedicated to the delivery of the extra care housing programme, and that it be noted that any decisions on the disposal of Council land to enable this will be taken by the Director of City Development;
- (c) That the intended procurement strategy for the delivery of extra care housing, as set out at paragraphs 3.15-3.20 of the submitted report, be agreed;
- (d) That the needs assessment already undertaken to provide the evidence base for extra care delivery be noted;
- (e) That the potential revenue savings to the Council, which will result from the provision of additional extra care housing places across the city be noted, and that it also be noted that these will be accrued through the use of sites that would otherwise be disposed of to generate a capital receipt;

- (f) That the potential reduction in forecast capital receipts arising from the inclusion of the identified sites in the extra care programme be noted, together with the fact that this will be kept under review, but will be offset by future annual revenue savings and any additional land receipts arising from the delivery approach;
- (g) That a further report on progress regarding the delivery of the programme be submitted to the Executive Board in June 2018;
- (h) That it be noted that the responsible officer for the implementation of such matters is the Director of Resources and Housing.

47 Community Led Local Development

The Director of Communities and Environment submitted a report regarding the work which had been undertaken to secure Community Led Local Development (CLLD) funding for Leeds. The report also sought approval to enter into contracts with the Department for Communities and Local Government (DCLG) and the Department for Work and Pensions (DWP) in order to deliver the CLLD programme.

Members welcomed the content of the submitted report, highlighted the need to ensure that the Leeds City Region continued to benefit from the receipt of similar funding following Brexit, and noted the clear funding criteria and framework which had been used in this process.

RESOLVED –

- (a) That Council expenditure for the three CLLD Programmes of £1,093k, be authorised;
- (b) That the necessary authority be delegated to the Director of Communities and Environment in order to enter into contracts with DCLG and DWP for the CLLD Programmes in the Inner East, Inner South and Inner West areas.

REGENERATION, TRANSPORT AND PLANNING

48 Design and Cost Report, Proposed Refurbishment, West Yorkshire Playhouse

Further to Minute No. 28, 15th July 2015, the Director of City Development submitted a report which sought approval to submit a Stage 2 application to Arts Council England for the purposes of grant support towards the cost of the proposed West Yorkshire Playhouse refurbishment works, whilst also seeking the relevant authority for an injection into the Capital Programme and associated authority to spend. In addition, the report also outlined proposals for the Council, supported by stakeholders, to progress associated public realm improvements.

Members noted the wider public realm works which were proposed to accompany the Playhouse refurbishment scheme, highlighted the importance

for the Playhouse building to have good quality architectural design, whilst also considered the financial aspects of the proposals.

RESOLVED –

- (a) That the submission of a Stage 2 application to Arts Council England for a grant of £6.330m towards the cost of refurbishing and reconfiguring the West Yorkshire Playhouse, be authorised;
- (b) That an injection of £13.040m into the Capital Programme (Capital Scheme No. 32019) be authorised, subject to the City Council's Stage 2 grant application to Arts Council England for £6.3m being successful;
- (c) That 'Authority to Spend' of £13.040m from Capital Scheme No. 32019 for the proposed refurbishment and reconfiguration works to the West Yorkshire Playhouse be approved, subject to the City Council's Stage 2 grant application to Arts Council England and the tender for the proposed works being within the project's cost plan allowance;
- (d) That the award of the contract for the proposed refurbishment and reconfiguration works at the West Yorkshire Playhouse be authorised, subject to the tender for the proposed works being within the project's cost plan allowance;
- (e) That the inclusion of the proposed public realm improvement works to Gateway Court in the contract for the proposed works to the West Yorkshire Playhouse be approved in principle, and that it be noted that a further report detailing the proposed public realm improvement works will be presented to Executive Board for approval in due course;
- (f) That approval be given to bringing forward for disposal for residential use the site on Quarry Hill previously held for use as a coach layover facility, and approval also be given to use the subsequent capital receipt in order to contribute towards the cost of the proposed public realm improvement works at Gateway Court;
- (g) That subject to consultation with the Executive Member for Regeneration, Transport and Planning, the Director of City Development be authorised to negotiate and approve the final terms of all legal agreements associated with the delivery of the project, in accordance with the Council's officer delegation scheme;
- (h) That the actions required to implement the above resolutions, together with the proposed timescales to progress the project (as detailed in paragraph 3.6 of the submitted report) be noted, and that it also be noted that the Chief Officer Culture and Sport will be responsible for the implementation of such matters.

49 Ground lease of land at Beeston Village Community Centre to Health for All (Leeds) Ltd

The Director of City Development submitted a report which sought approval to grant a 50 year lease at peppercorn consideration to Health for All (Leeds) Ltd. for land at Beeston Village Community Centre, St Anthony's Drive, Beeston, Leeds, LS11 8AB. In addition, the report also sought approval to grant permission for Health for All (Leeds) Ltd. to demolish the existing Beeston Village Community Centre building.

RESOLVED –

- (a) That approval be given to grant a 50 year ground lease to Health for All (Leeds) Ltd. for a peppercorn consideration for land at Beeston Village Community Centre, St Anthony's Drive, Beeston, Leeds, LS11 8AB, in order to enable a new community centre to be built using external funding;
- (b) That approval be given for Health for All (Leeds) Ltd. to demolish the existing Beeston Village Community Centre building;
- (c) That it be noted that the Head of Asset Management will be responsible for the implementation of such matters.

HEALTH, WELLBEING AND ADULTS

50 Leeds Health and Care Plan: A Conversation with Citizens

The Director of Public Health, the Director of Children and Families and the Director of Adults and Health submitted a joint report presenting the draft 'Leeds Health and Care Plan on a Page' together with the accompanying narrative, and which sought approval for the use of those documents as a basis for a proposed engagement and consultation exercise with citizens regarding the future health and care in Leeds.

Responding to a Member's enquiry, the Board received further information on the ways in which the success of associated outcomes would be measured, and how the plan would help enable the development of more efficient ways of working and the prioritisation of service provision.

RESOLVED –

- (a) That in considering the draft narrative for the Leeds Health and Care Plan (as appended to the submitted report), the contents be noted, together with the comments made by the Board during the meeting, which can be incorporated into future iterations and which can be used in the Council's conversation with citizens about the future of health and care in Leeds;
- (b) That the plans to progress a conversation with the public, based around the content of the submitted summary report, and delivered in conjunction with the 'Changing Leeds' discussion, be supported;

- (c) That it be noted that the Leeds Health and Wellbeing Board will continue to provide strategic leadership for the Leeds Health and Care Plan;
- (d) That the continued availability of staff and resources from Leeds City Council to support and inform the development and implementation of the Leeds Health and Care Plan, be noted.

51 Leeds Academic Health Partnership

Further to Minute No. 166, 20th April 2016, the Director of Adults and Health and the Director of City Development submitted a joint report presenting the progress made by the Leeds Academic Health Partnership (LAHP) to establish a programme of active projects to deliver the Partnership's priorities. In addition, the report also described the support required in order to ensure that LAHP's performance is sustained in the long term.

A Member highlighted the value of the 'One Leeds Workforce' initiative which was outlined within the report, emphasising how it linked well to the Council's 'inclusive growth' ambitions.

RESOLVED –

- (a) That the progress made by the Leeds Academic Health Partnership and its programme be noted, which looks to deliver better health outcomes, reduced health inequality and more jobs, whilst also stimulating investment in health and social care within the city's Health and Wellbeing Strategy;
- (b) That the extension of the period covered by the City Council's contribution towards the running costs of the LAHP and delivery of the LAHP's programme of work from one year to three years in order to give certainty and reflect the long term impact of its priority project, be supported;
- (c) That support be given to the principle of the Academy, which is a tool for better managing workforce challenges, and that officers be delegated, in consultation with the lead Member, the task of taking forward the Council's involvement whilst also keeping the Executive Board involved;
- (d) That it be noted that the Chief Officer, Health Partnerships Team will be responsible for overseeing the implementation of the programme by the LAHP.

DATE OF PUBLICATION: WEDNESDAY, 19TH JULY 2017

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00P.M., WEDNESDAY, 26TH JULY 2017

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