

# Public Document Pack

EXECUTIVE BOARD MINUTES FOR CONSIDERATION AT COUNCIL

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## EXECUTIVE BOARD

WEDNESDAY, 15TH MARCH, 2023

**PRESENT:** Councillor J Lewis in the Chair

Councillors S Arif, D Coupar, S Golton,  
M Harland, H Hayden, J Pryor, M Rafique  
and F Venner

**APOLOGIES:** Councillor A Carter

**SUBSTITUTE MEMBER:** Councillor B Anderson

**119 Substitute Member**

Under the provisions of Executive and Decision Making Procedure Rule 3.2.6, Councillors B Anderson was invited to attend the meeting on a non-voting basis on behalf of Councillor A Carter, who had submitted his apologies for absence from the meeting.

**120 Director of Resources**

At the commencement of the meeting, the Chair, on behalf of the Board paid tribute to Neil Evans, Director of Resources, given that this marked his final Executive Board meeting prior to his forthcoming retirement.

**121 Exempt Information - Possible Exclusion of the Press and Public**

There was no information contained within the agenda which was designated as being exempt from publication.

**122 Late Items**

There were no late items of business submitted to the Board for consideration.

**123 Declaration of Interests**

There were no interests declared at the meeting.

**124 Minutes**

**RESOLVED** – That the minutes of the previous meeting held on 8<sup>th</sup> February 2023 be approved as a correct record.

**ADULTS AND CHILDREN'S SOCIAL CARE AND HEALTH PARTNERSHIPS**

**125 Refresh of the Children and Young People's Plan**

The Director of Children and Families submitted a report which, informed by a formal consultation exercise, presented a refreshed version of the Children and Young People's Plan for the Board's consideration, and which sought the Board's approval for the submission of the plan for the period 2023 to 2028 to Full Council with the recommendation of formal adoption.

Draft minutes to be approved at the meeting  
to be held on Wednesday, 19th April, 2023

In introducing the report, the Executive Member provided an overview of the key proposals within the refreshed plan, with the comprehensive consultation exercise which had informed the review process being highlighted. Specific reference was made to the plan's consideration at Children and Families Scrutiny Board, the Leeds Children and Young People's Partnership and also the engagement which had taken place with children and young people themselves, which it was noted, had been key to the formation of the refreshed 12 Child Friendly 'Wishes'. It was also noted that the plan set out the vision and objectives for the Council and the wider partnership in terms of working with children and young people, and that the refresh was being undertaken in order to acknowledge the significant changes and challenges which had occurred in recent years.

In response to a Member's comments regarding the proposed format of the plan, it was noted that whilst the plan was comprehensive and reflected the wishes of children and young people, it was felt that it was succinctly presented.

Responding to a Member's comments, the Board received further detail on the plan's objectives, and how the work streams that lay beneath the plan were consistent with the ongoing actions taking place to manage the financial, resource and demand based challenges which continued to be faced in this area.

#### **RESOLVED –**

- (a) That following the associated consultation exercise undertaken in late 2022 (a summary of which is presented in Appendix 2 to the submitted report) the proposals for a refreshed Children and Young People's Plan, as presented, be noted;
- (b) That approval be given for the refreshed Children and Young People's Plan 2023 to 2028 (as presented in Appendix 1 to the submitted report) to be submitted to Full Council on 12 July 2023, with a recommendation of formal adoption.

(The matters referred to within this minute, given that they were decisions being made in accordance with the Budget and Policy Framework Procedure Rules, were not eligible for Call In, as Executive and Decision Making Procedure Rule 5.1.2 states that the power to Call In decisions does not extend to those decisions being made in accordance with the Budget and Policy Framework Procedure Rules)

#### **126 Outcome of statutory notice on a proposal to change the age range of Wykebeck Primary School from 3-11 to 2-11 with effect from September 2023**

Further to Minute No. 93, 14<sup>th</sup> December 2022, the Director of Children and Families submitted a report regarding a proposal to lower the age range of Wykebeck Primary School from 3-11 years to 2-11 years and create Free Early Education Entitlement (FEEE) provision for 24 eligible 2-year-olds in the

area. Specifically, the report also invited the Board to consider and note the outcomes from the statutory notice process and recommended approval of the proposal, as presented.

**RESOLVED –**

- (a) That the outcome of the statutory notice period, as detailed within the submitted report, be noted;
- (b) That the recommendation to permanently change the age range of Wykebeck Primary School from 3-11 to 2-11, with effect from September 2023, be approved;
- (c) That the resolutions within this minute be exempted from Call In for the reasons of urgency, as set out in paragraph 31 of the submitted report;
- (d) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

(The Council's Executive and Decision Making Procedure Rules state that a decision may be declared as being exempt from the Call In process by the decision taker if it is considered that the matter is urgent and any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions contained within this minute were exempted from the Call In process, as per resolution (c) above, and for the reasons as detailed above and as set out within section 31 of the submitted report)

**ECONOMY, CULTURE AND EDUCATION**

**127 Ad:Venture and Digital Enterprise Programme Update**

The Director of City Development submitted a report which provided an update on the Ad:Venture programme and Digital Enterprise Business Support programme which had been delivered by the Council on behalf the Leeds City Region since 2016. The report outlined the efforts made by the Council in developing new funding packages for these programmes and sought approval to enter into a series of contracts and funding agreements with the principal funder – West Yorkshire Combined Authority (WYCA) and delivery partners.

In presenting the report, the Executive Member provided an overview of the support and opportunities which had been delivered as a result of both programmes since 2016, and the role of such programmes in contributing towards the growth of the local economy.

Responding to a Member's enquiry, the Board received further details on the actions which were being taken, and which continued to be developed, in order to proactively market and promote the programmes across all communities. It was noted that whilst such an approach would focus upon West Yorkshire moving forward, it was anticipated that proposed developments in the marketing approach would further improve how the programmes targeted their services in future.

Also in response to a Member's enquiry, the Board received further detail on the processes in place to monitor and measure the outcomes arising from the programmes, with it being noted that there was an established evaluation procedure in place, and that the outcomes from that process were considered by WYCA, as appropriate.

#### **RESOLVED –**

- (a) That the progress and success of Ad:Venture and Digital Enterprise which has been achieved to date in supporting businesses and individuals across the Leeds City Region, be noted;
- (b) That the necessary authority be delegated to the Director of City Development in order to enable the Director to enter into contract with West Yorkshire Combined Authority for the Ad:Venture and Digital Enterprise Business Support Programmes;
- (c) That the necessary authority be delegated to the Director of City Development in order to enable the Director to enter into funding agreements with delivery partners and take all necessary actions to ensure that the Ad:Venture and Digital Enterprise programmes continue to support businesses and individuals across West Yorkshire;
- (d) That the authority to spend up to £5m of Gainshare funding on the Ad:Venture Programme, and up to £4,676,147 of UK Shared Prosperity Fund (UKSPF) on the Digital Enterprise Programme, be approved.

#### **RESOURCES**

##### **128 Financial Health Monitoring 2022/23 - Month 10 (January)**

The Chief Officer (Financial Services) submitted a report presenting the financial health of the Authority in respect of both the General Fund revenue budget and the Housing Revenue Account as at Month 10 of the 2022/23 financial year.

It was noted that recommendation (b) in the submitted report should be amended to read as follows: *'Savings actions identified to date are included in the reported overspend position and actions will continue to be identified for receipt at the April meeting of this Board'*.

In presenting the report, the Executive Member for Resources provided an overview of the key information within it, which included reference to the fact that an overspend of £13.7m was projected for the Authority's General Fund services, as at month 10 of 2022/23, and that a balanced budget was expected to be achieved by the year-end, via a range of actions including the delivery of savings, the utilisation of reserves and the application of Government funding.

Responding to a Member's enquiries, the Board received further information on the work which had been undertaken to date and which continued to

ensure that the budget available within the Children and Families directorate was appropriate and sustainable moving forward. It was noted that this included a review undertaken as part of the 2023/24 budget setting process on the monitoring of key areas such as levels of demand for services. In addition, the work undertaken by a cross-directorate 'task and finish' working group and the establishment of a cross-directorate delivery board were also highlighted.

Also in relation to the Children and Families directorate, responding to a Member's enquiry, the Board received clarification on the funding which had been confirmed by Leeds Health and Care Partnership Executive Group (PEG) from 2023/24 in relation to the provision of new and existing services, with it being undertaken that the Member in question would be provided with a further briefing on such matters, as appropriate.

Responding to an enquiry regarding the increased costs experienced in relation to the provision of fleet vehicles, the Board received an update on the approach being taken towards the management of the Council's current vehicle fleet, together with the ongoing review to inform the medium to longer term strategy. It was noted that the approach to such matters would contribute towards the target of achieving net zero emissions for the city by 2030.

Regarding an enquiry on the projected reduction in the level of recycling income received by the Council from the Green Bin waste due to a fall in market prices, it was noted that currently there was no significant impact projected on the 2023/24 Communities, Housing and Environment directorate budget, however, it was undertaken that this issue would continue to be monitored and that Executive Members would be kept informed, as appropriate.

#### **RESOLVED –**

- (a) That it be noted that at Month 10 of the financial year (January 2023) the Authority's General Fund services are forecasting an overspend of £13.7m and that the Housing Revenue Account is forecasting a balanced position;
- (b) That it be noted, that where an overspend is projected, directorates, including the Housing Revenue Account, are required to present action plans to mitigate their reported pressures, in line with the Revenue Principles agreed by Executive Board in 2019; with it also being noted that savings actions identified to date are included in the reported overspend position and (as referenced in the correction detailed above), actions will continue to be identified for receipt at the April 2023 meeting of Executive Board;
- (c) That it be noted that known increased inflation and known impacts of the rising cost of living, including the agreed 2022/23 pay award, have been incorporated into this reported financial position, with it also being noted that these pressures will continue to be assessed, with the latest

position being incorporated into future reports to be received by this Board.

## **INFRASTRUCTURE AND CLIMATE**

### **129 Climate Emergency Annual Report**

The Director of Resources submitted a report which presented the Council's Climate Emergency Annual Report for Members' consideration. The Annual Report provided an update on the progress being made at both a Council and a citywide level towards the target set by the Council when declaring a Climate Emergency in 2019 of achieving net zero emissions for the city by 2030. The report also reflected upon wider changes relevant to the city's decarbonisation that have occurred both regionally and nationally.

In presenting the report, the Executive Member provided an overview of the key areas of work which had been undertaken over the past year in response to the Climate Emergency and in progressing towards the target of achieving net zero emissions for the city by 2030. In doing so, it was highlighted that in 2022 Leeds City Council had been recognised as one of 122 city authorities across the world leading the way on climate action by the Carbon Disclosure Project. In conclusion, the Executive Member, on behalf of the Board extended her thanks to the Sustainable Energy and Air Quality team for the progress that was being made in this area, and also to the Environment, Housing and Communities Scrutiny Board for the role it continued to play.

In response to a comment, the Board received further information on and discussed the compatibility between the planning system and the Council's net zero emissions target. Members also considered the funding which had been secured by the Council from Government to date and the process by which such funding was secured, whilst the Board also discussed the progress being made both as a Council and as a city towards the Council's 2030 net zero emissions target.

Specifically in response to an enquiry relating to transport contributing around a third of the city's emissions, it was confirmed that the emissions from Leeds Bradford Airport were not included within that, which it was noted was consistent with the Government's approach to such matters.

Responding to a Member's concerns regarding the statistics presented in the submitted report and the rate of progress being made across the Council's directorates towards achieving net zero emissions, it was undertaken that such matters would be followed up with the Member in question in order to gain further detail.

### **RESOLVED –**

- (a) That the Net Zero Housing Plan for the Council, as presented at Appendix 1 to the submitted report, be adopted;
- (b) That the consultation responses regarding the Leeds Food Strategy, as detailed within Appendix 2 to the submitted report, be noted; and that



approval be given to the adoption of the updated Leeds Food Strategy, as presented at Appendix 3 to the submitted report;

- (c) That approval be given for Leeds City Council to be a signatory of the Yorkshire and Humber Climate Commission's 'Climate Action Pledge';
- (d) That the next Climate Emergency Annual Report to Executive Board be submitted in September 2024 (and every 12 months thereafter), in order to improve transparency by aligning the Annual Report with the Council's Carbon Disclosure Project submission.

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

## **COMMUNITIES**

### **130 Cost of Living - Update Report**

Further to Minute No. 73, 19<sup>th</sup> October 2022, the Director of Communities, Housing and Environment submitted a report which provided an updated position on the cost-of-living situation in Leeds, and which reflected upon national policy interventions and the actions being taken by the Council and partners in response to such matters from a welfare and financial inclusion perspective.

The Executive Member introduced the report highlighting the key aspects within it, which included an update on the related training which had recently been provided by the Financial Inclusion Team to Members and Group Office staff. An update was also provided on the current position regarding the receipt of external funding via the Household Support Fund, whilst specific reference was also made to the appended Cost of Living Action Plan and the report on the Council's State of the City event, which had focussed upon the cost of living situation. In conclusion, the Executive Member extended her thanks to officers for the work which they continued to undertake in this area, to frontline staff for the valuable service that they provided to residents across the city and also to third sector partners for their collaborative approach.

In considering the report, Members highlighted the value of the December 2022 State of the City event. The Board also emphasised the importance of cross-party working in this area and the need to ensure that a localised and inclusive approach continued to be taken.

Responding to comments, it was undertaken that both the Executive Board and the Environment, Housing and Communities Scrutiny Board would continue to be kept informed and involved in this area of work moving forward.

### **RESOLVED –**

- (a) That the contents of the submitted report, be noted; and that the approach being adopted, as detailed within the submitted report, be endorsed;

- (b) That it be noted that the Director of Communities, Housing and Environment is responsible for overseeing and implementing any actions arising from the submitted report.

**DATE OF PUBLICATION:** FRIDAY, 17<sup>TH</sup> MARCH 2023

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 5.00 P.M., FRIDAY, 24<sup>TH</sup> MARCH 2023