

## EXECUTIVE BOARD

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Meeting to be held in Civic Hall, Leeds on  
Wednesday, 24th April, 2013 at 1.00 pm

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### Councillors

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

### MEMBERSHIP

S Golton

## **CONFIDENTIAL AND EXEMPT ITEMS**

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

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

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

### **9.2 Confidential information means**

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

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

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

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

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

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

10.4 Exempt information means information falling within the following categories (subject to any condition):

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

# A G E N D A

Item No K=Key Decision	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 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, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information within the meaning of Section 100I of the Local Government Act 1972, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If the recommendation is accepted, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That, in accordance with Regulation 4 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012, the public be excluded from the meeting during consideration of those parts of the agenda designated as exempt on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information.</p>	

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
4			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
5			<p><b>MINUTES</b></p> <p>To confirm as a correct record the minutes of the meeting held on 13<sup>th</sup> March 2013.</p> <p><b><u>DEVELOPMENT &amp; THE ECONOMY</u></b></p>	1 - 16

Item No K=Key Decision	Ward	Item Not Open		Page No
6 K	Beeston and Holbeck		<p><b>ELLAND ROAD MASTER PLAN UPDATE AND PARK AND RIDE SCHEME PROPOSALS</b></p> <p>To consider the report of the Director of City Development providing an update on the progress being made at Elland Road, in the context of the Masterplan adopted in 2007 to 'kickstart' the wider regeneration of the site. Specifically, this report details progress on the proposed development of an ice rink, the progress on the construction of the West Yorkshire Police Authority (WYPA) divisional headquarters on the former Greyhound Stadium site, the progress on the development of a Strategic Park and Ride facility on the site; the current position regarding acquisition of the Castle Family Trust Land and Leeds United's plans for the redevelopment of the East Stand.</p>	17 - 34
7 K	Burmantofts and Richmond Hill; Middleton Park		<p><b>WADE'S CHARITY: PROPOSED CONTRIBUTION AGREEMENT FOR THE USE OF FUTURE CAPITAL RECEIPTS</b></p> <p>To consider the report of the Director of City Development outlining a proposal from Wade's Charity for the equal sharing of any capital receipts received from the future disposal of assets owned by Wade's Charity and leased by Leeds City Council.</p>	35 - 56
8 K			<p><b>"WEST YORKSHIRE PLUS" TRANSPORT FUND</b></p> <p>To consider the report of the Director of City Development seeking support for the establishment of the "West Yorkshire Plus" Transport Fund and the associated, indicative levels of financial commitments subject to the satisfactory conclusion of the ongoing City Deal negotiations and an in principle agreement being made by all West Yorkshire Authorities</p>	57 - 86

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9 K			<p><b>REVIEW OF GOVERNANCE ARRANGEMENTS IN WEST YORKSHIRE</b></p> <p>To consider the report of the Director of City Development on the progress made towards the establishment of the Leeds City Region Combined Authority, and seeking the views of Executive Board on the proposed draft Scheme of Governance for a Combined Authority, prior to consultation being undertaken with the public and stakeholders.</p> <p><b><u>NEIGHBOURHOODS, PLANNING &amp; SUPPORT SERVICES</u></b></p>	87 - 156
10 K			<p><b>REDUCING REPORTED DOMESTIC BURGLARY IN LEEDS</b></p> <p>To consider the report of the Director of Environment &amp; Neighbourhoods providing an update on the Leeds Burglary Reduction Programme and the implications of the changes to the Community Safety Fund which supports the initiative, which will come into effect in April 2013</p>	157 - 170
11 K	All Wards		<p><b>LETTINGS POLICY REVIEW 2013</b></p> <p>To consider the report of the Director of Environment and Neighbourhoods seeking approval of a revised Lettings Policy following public consultation on the proposals with relevant stakeholders and partners</p>	171 - 204

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12 K	All Wards		<p><b>PROPOSED CHANGES TO THE RENT ARREARS RECOVERY PROCEDURES</b></p> <p>To consider the report of the Director of Environment and Neighbourhoods setting out changes to the Leeds City Council Rent Arrears Procedure, proposed in preparation for the welfare changes that are due to take effect from 1st April 2013. The report also provides information on the anticipated impact of Housing Benefit changes.</p>	205 - 218
13 K	All Wards		<p><b>DESIGN &amp; COST REPORT FOR PROPERTY MAINTENANCE SOFTWARE PACKAGE</b></p> <p>To consider the report of the Director of Resources seeking to obtain approval for funding approval to incur expenditure in order to replace the existing Synergy ICT system used by the Property Maintenance section</p>	219 - 230
14 K	All Wards		<p><b>LEEDS CITY COUNCIL'S PROCUREMENT STRATEGY</b></p> <p>To consider the report of the Director of Resources seeking approval of the refreshed Council's Procurement Strategy.</p> <p><b><u>CHILDREN'S SERVICES</u></b></p>	231 - 252
15			<p><b>CORPORATE OFFER TO FOSTER CARERS AND CARE LEAVERS</b></p> <p>To consider the report of the Director of Children's Services setting out how the Council is working to make a "Corporate Offer" to both care leavers and foster carers</p>	253 - 266

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16 K	All Wards		<p><b>REVIEW OF THE SCHOOL CLOTHING ALLOWANCE - OUTCOME OF CONSULTATION AND REQUEST TO CEASE WITH EFFECT FROM JUNE 2013</b></p> <p>To consider the report of the Director of Children's Services on the outcome of consultation undertaken on proposals to cease the discretionary school clothing allowance from 1<sup>st</sup> June 2013</p>	267 - 290
17 K	All Wards		<p><b>CITY LEARNING CENTRES</b></p> <p>To consider the report of the Director of Children's Services seeking approval for new arrangements regarding the funding and use of the City Learning Centres.</p>	291 - 310
18 K	Hyde Park and Woodhouse; Middleton Park; Otley and Yeadon		<p><b>PRIMARY BASIC NEED PROGRAMME - OUTCOME OF STATUTORY NOTICES FOR EXPANSION OF PRIMARY PROVISION FOR 2014.</b></p> <p>To consider the report of the Director of Children's Services seeking consideration of proposals for the expansion of school places for 2014 following completion of statutory consultation held between 10 September and 19 October 2012 and the statutory notice period which ran from 8 February to 8 March 2013. The consultation and notice period in respect of Little London Community School, Rufford Park Primary School, Sharp Lane Primary School and Tranmere Park Primary School involved the public, ward members and other stakeholders and the views they raised during the statutory notice period form the basis of the submitted report</p>	311 - 348



Item No K=Key Decision	Ward	Item Not Open		Page No
19 K	Ardsley and Robin Hood; Beeston and Holbeck; City and Hunslet; Middleton Park; Morley North; Morley South; Rothwell		<p><b>GOVERNANCE ARRANGEMENTS FOR THE SOUTH LEEDS YOUTH HUB (SLYH)</b></p> <p>To consider the report of the Director of Children’s Services seeking consideration of proposals for alternative governance arrangements for the South Leeds Youth Hub (SLYH) and permission to progress with a Community Asset Transfer for the SLYH</p> <p><b><u>LEISURE &amp; SKILLS</u></b></p>	349 - 366
20 K	All Wards		<p><b>LEEDS LET'S GET ACTIVE</b></p> <p>To consider the joint report of the Director of City Development and the Director of Public Health providing further information and seeking support for the Leeds Let’s Get Active bid to the “Get into healthy, Get Into Sport” health pilot programme run by Sport England and seeking approval to accept a grant offer</p> <p><b><u>ADULT SOCIAL CARE</u></b></p>	367 - 384
21			<p><b>UPDATE - SHARED SERVICE PARTNERSHIP WITH CALDERDALE METROPOLITAN BOROUGH COUNCIL TO MEET ADULT SOCIAL CARE SYSTEM REQUIREMENTS</b></p> <p>To consider the report of the Director of Adult Social Services providing a six month update on the shared partnership arrangement established between Leeds City Council and Calderdale Metropolitan Borough Council in respect of the replacement of the ESCR case recording system</p>	385 - 396

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22 K	All Wards		<p><b>CHARGES FOR NON-RESIDENTIAL ADULT SOCIAL CARE SERVICES</b></p> <p>To consider the report of the Director of Adult Social Services on the outcome of the consultation undertaken on charges for non-residential services and seeking approval for changes proposed to the charging and contributions policy framework and to service user contributions.</p> <p>Proposals for changes to charges for non-residential adult social care services have been the subject of extensive consultation. As the final stage of this process a working group of the Scrutiny Board (Health and Wellbeing and Adult Social Care) met on 12 April. The outcome of that meeting is to be signed off by all who attended, both Elected Members and service users. To allow the appropriate inclusion of their comments within the report it has been agreed that this report will be published as soon as possible and dealt with as a Late Item.</p>	397 - 398
23 K	All Wards		<p><b>ASSISTIVE TECHNOLOGY HUB FOR LEEDS - APPROVAL TO PROCEED</b></p> <p>To consider the report of the Director of Adult Social Services seeking approval to incur expenditure for the development of a site at Clarence Road in which LCC and partners can locate a range of assistive technology services in order to provide a range of specialist advice and services for service users and health and social care professionals</p> <p><b><u>RESOURCES &amp; CORPORATE FUNCTIONS</u></b></p>	399 - 418

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24 K	All Wards		<p><b>FINANCIAL HEALTH MONITORING 2012/13 - MONTH 11 REPORT</b></p> <p>To consider the report of the Director of Resources setting out the Council's projected financial health position for 2012/13 after eleven months of the financial year.</p>	419 - 442
25			<p><b>FARSLEY AND CALVERLEY CHARITIES</b></p> <p>To consider the joint report of the City Solicitor and the Director of Resources seeking approval to the restrictions on the use of capital monies being released in respect of both the Farsley Public Purposes Charity and the Calverley Charity – The Workhouse Allotment to enable the aims of both of the charities to be carried out more effectively and efficiently</p>	443 - 446
26			<p><b>EXTENSION OF DISCRETIONARY BUSINESS RATE RELIEF SCHEME</b></p> <p>To consider the report of the Director of Resources seeking approval to consult on proposals for the extension of the guidelines for the award of discretionary rate relief from 2013/14 to “for profit” organisations who meet agreed criteria, as now permitted under Section 69 of the Localism Act 2011.</p> <p><b><u>HEALTH &amp; WELLBEING</u></b></p>	447 - 458

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27			<p><b>THE HEALTH &amp; SOCIAL CARE ACT - ESTABLISHMENT OF THE HEALTH AND WELLBEING BOARD</b></p> <p>To consider the joint report of the Director of Public Health the Director of Adult Social Services and the Director of Children’s Services on the establishment of the Leeds Health and Wellbeing Board.</p> <p><b><u>ENVIRONMENT</u></b></p>	459 - 478
28 K	All Wards		<p><b>WRAP UP LEEDS FINAL REPORT</b></p> <p>To consider the report of the Director of Environment &amp; Neighbourhoods providing a summary of the achievements and lessons learnt from the “Wrap Up Leeds” initiative – undertaken to improve home insulation in Leeds</p>	479 - 492