



SCRUTINY BOARD (STRATEGY AND RESOURCES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on
Monday, 14th October, 2019 at 10.30 am

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

MEMBERSHIP

Councillors

G Almass	-	Beeston and Holbeck;
P Carlill	-	Calverley and Farsley;
D Chapman	-	Rothwell;
L Cunningham	-	Armley;
S Firth	-	Harewood;
M Harland (Chair)	-	Kippax and Methley;
H Hayden	-	Temple Newsam;
D Jenkins	-	Killingbeck and Seacroft;
J McKenna	-	Armley;
M Robinson	-	Harewood;
S Seary	-	Pudsey;

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

Principal Scrutiny Adviser:
Angela Brogden
Tel: 37 88661

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> <p>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.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <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>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</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>DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS</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>APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES</p> <p>To receive any apologies for absence and notification of substitutes.</p>	
6			<p>MINUTES - 9TH SEPTEMBER 2019</p> <p>To confirm as a correct record, the minutes of the meeting held on 9th September 2019.</p>	1 - 6
7			<p>SCRUTINY INQUIRY INTO THE REDUCTION OF ENERGY CONSUMPTION IN COUNCIL BUILDINGS - DRAFT TERMS OF REFERENCE</p> <p>To receive a report from the Head of Democratic Services presenting the draft terms of reference relating to the Scrutiny Board's Inquiry into the reduction of energy consumption in Council buildings.</p>	7 - 16
8			<p>SCRUTINY INQUIRY INTO THE REDUCTION OF ENERGY CONSUMPTION IN COUNCIL BUILDINGS - SESSION ONE</p> <p>To receive a report from the Head of Democratic Services outlining the arrangements that have been made in relation to the first session of the Scrutiny Board's Inquiry into the reduction of energy consumption in Council buildings.</p>	17 - 20

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9			<p>WORK SCHEDULE</p> <p>To consider the Scrutiny Board’s work schedule for the 2019/20 municipal year.</p>	21 - 50
10			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 18th November 2019 at 10.30 am (Pre-meeting for all Board Members at 10.00 am)</p> <p>THIRD PARTY RECORDING</p> <p>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.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> 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. 	

SCRUTINY BOARD (STRATEGY AND RESOURCES)

MONDAY, 9TH SEPTEMBER, 2019

PRESENT: Councillor M Harland in the Chair

Councillors P Carlill, D Chapman,
P Drinkwater, S Firth, H Hayden,
D Jenkins, J McKenna, D Ragan,
M Robinson and S Seary

21 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

22 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

23 Late Items

There were no formal late items. However a report had been circulated after the agenda had been published in relation to Agenda Item 9 – Update on Leeds City Council’s preparations for the UK’s exit from the European Union.

24 Declaration of Disclosable Pecuniary Interests

No declarations of disclosable pecuniary interest were made.

25 Apologies for Absence and Notification of Substitutes

Apologies for absence had been received from Councillors Tunnicliffe and Almass. During the meeting respects were paid to Cllr. Almass on his sad loss.

Councillor Drinkwater attended as substitute for Cllr Tunnicliffe and Cllr Ragan attended as substitute for Cllr Almass.

26 Minutes - 15th July 2019

RESOLVED – That the minutes of the Scrutiny Board Strategy and Resources held on 15th July 2019 be approved as a correct record.

27 Medium Term Financial Strategy 2020/21 - 2024/25

The report of the Head of Democratic Services presented details of the Council’s updated Medium Term Financial Strategy 2020/21 to 2024/25 as reported to the Executive Board at its meeting on 24th July 2019.

Members were requested to consider the report and agree any specific scrutiny actions that may be appropriate.

In attendance at the meeting were:

Draft minutes to be approved at the meeting
to be held on Monday, 14th October, 2019

- Cllr. James Lewis – Executive Member for Resources and Sustainability
- Neil Evans – Director of Resources and Housing
- Victoria Bradshaw – Chief Officer Financial Services

Members discussed the following points:

- The Executive Member for Resources informed the Board that the spending announcement made by the Chancellor of the Exchequer on 4th September 2019 would now need to be reflected in the Financial Strategy moving forward;
- Table 11 of the submitted report which provided Service Priority Rankings;
- Table 9 of the report which highlighted the general reserves;
- The Business Rates Pool as it was noted that the 75% retention scheme pilot would not be continuing for 2020/21, leading to a potential financial loss of around £10.2m for the Council in that year.
- Future reporting on the Council's financial strategy and exploring alternative ways of presenting such complex information in a more user friendly format.

RESOLVED – That the contents of the report be noted.

28 Annual Corporate Risk Management Report

The report of the Head of Democratic Services presented the Annual Risk Management Report for the Scrutiny Boards consideration. This report provides an update on the Council's most significant risks and the arrangements both in place and planned activity during 2019/20 to manage them.

This report had been reported to the Executive Board on 26th July 2019. This report was supplemented by the Annual Corporate Risk Management Assurance Report which had been considered by the Council's Corporate Governance and Audit Committee at its meeting on 26th July 2019.

In attendance at the meeting were:

- Cllr. James Lewis – Executive Member for Resources and Sustainability
- Neil Evans – Director of Resources and Housing
- Mariana Pexton Chief Officer – Strategy and Improvement
- Tim Rollett – Intelligence and Policy Manager

The Scrutiny Board discussed the following points:

- The differences between risks in relation to safeguarding of Children and vulnerable adults;
- Security of our systems and partners systems to minimise the risk of cyber-attacks. It was suggested that Elected Members would benefit from refresher training sessions on this matter.

The Board also suggested that the risk map should include Climate Emergency as a risk on the risk map. It was recognised that the risk map did currently include a risk in relation to air quality.

**29 RESOLVED – To note the contents of the report.
Update on Leeds City Council's Preparations for the UK's Exit from the European Union**

The report of the Chief Executive presented Members with an update on Leeds City Council's preparations for the UK's exit from the European Union.

The report had been presented to the Executive Board on 4th September 2019.

In attendance were:

- Councillor James Lewis – Executive Member for Resources
- Neil Evans – Director for Resources and Housing
- Mariana Pexton – Chief Officer – Strategy and Improvement

The Members welcomed the report and said that it was interesting and easy to follow.

The Board were informed that work had been undertaken and was on-going in the following areas:

- Infrastructure and Supplies;
- Business and economic impact;
- Citizens and Communities impact;
- Media and Communications; and
- Organisational impact.

It was noted that every service was engaged on the process and taking the impact on services seriously so that they were prepared as best as possible.

It was noted that this current report had only been completed on the Friday previous to the Executive Board meeting to ensure that the information detailed within it was as up to date as possible. An earlier report had been presented to the Executive Board in February / March of 2019 in line with the March 2019 deadline.

Members discussed the following points:

- Resettlement work on-going in Leeds for its European citizens and staff including those citizens in Leeds from Ireland
- Potential shortages of prescription medicines
- Economic impact on Leeds due to its place in the financial economy
- Opportunity to work with partners and other world economies

Cllr. Hayden informed the Board that she was happy to take up the issue of potential shortages of prescription medicines at the Adults Health and Active Lifestyles Scrutiny Board.

Board Members requested that clarification be sought on whether resettlement would need to include those citizens currently living in Leeds from Ireland and for this to be circulated to all Elected Members for information.

RESOLVED – To note the content of the report.

30 Resilience and Emergency Planning - formal response to scrutiny recommendations

The report of the Head of Democratic Services presented a formal response to the recommendations arising from the Scrutiny review around resilience and emergency planning.

Last year the Scrutiny Board set up a working group to undertake further scrutiny of current resilience and emergency planning arrangements in Leeds. The findings of the working group informed a formal Statement of the Scrutiny Board which was agreed and signed off in April 2019. The submitted report provided a link to the formal statement.

A formal response to the recommendations from the Scrutiny inquiry had been provided by the relevant Directorate for Members' consideration this was appended to the submitted report.

In attendance for this item were:

- Councillor James Lewis – Executive Member for Resources
- Neil Evans – Director of Resources and Housing
- Mariana Pexton – Chief Officer Strategy and Improvement
- Jeff Thompson – Health and Safety Manager

Members discussed the following points:

- Public awareness and how this is accessed and monitored;
- Importance of Members being equipped to deal with issues, such as where to go for assistance and who to contact;
- Use of social media and council tax bills to provide emergency information for the public;
- The importance of communication during emergencies.

Members requested that this item be brought back to the Board in February / March 2020.

RESOLVED - To note the content of the report and the formal response from the relevant Directorate.

Draft minutes to be approved at the meeting
to be held on Monday, 14th October, 2019

31 Work Schedule

The Principal Scrutiny Adviser presented the Board's work schedule for the 2019/20 municipal year for consideration.

It was noted that Resilience and Emergency Planning would be added to the work schedule.

RESOLVED - To note the content of the report and agree the overall work schedule with the addition of Resilience and Emergency Planning to be brought back to the Board in February or March 2020.

32 Date and Time of Next Meeting

It was noted that the next meeting of the Strategy and Resources Scrutiny Board would be 14th October 2019 at 10.30am (pre-meeting for all Board Members at 10.00am).

(The meeting concluded at 12.00pm)

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Report of Head of Democratic Services

Report to Scrutiny Board (Strategy and Resources)

Date: 14th October 2019

Subject: Scrutiny Inquiry into the reduction of energy consumption in Council buildings – draft terms of reference

Are specific electoral wards affected?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, name(s) of ward(s):	
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open 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:	
Appendix number:	

1. Purpose of this report

1.1 The purpose of this report is to present draft terms of reference relating to the Scrutiny Board’s Inquiry into the reduction of energy consumption in Council buildings.

2. Background information

2.1 Climate Change provides one of the greatest challenges to humanity today, having detrimental impacts on both society and the environment internationally, nationally and locally.

2.2 At Full Council on 27 March 2019, the Council passed a motion declaring a “Climate Emergency”. This is recognised as a significant milestone that requires the Council and the city to act at a faster pace.

2.3 At the beginning of the municipal year, the Strategy and Resources Scrutiny Board particularly acknowledged the role of the Council in demonstrating leadership in this field. In accordance with its remit, the Board therefore agreed to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

3. Main issues

- 3.1 To date, the vast majority of carbon reduction realised in the District has been achieved through reductions in the carbon emissions from electricity generation in the national grid. These have been achieved mainly through the shift away from coal burning power stations and the increases in renewables (especially off-shore wind farms). While the trend towards greener energy will continue, due to the speed and size of reduction required it is unlikely that it can be achieved by changes to national energy infrastructure alone. Such a significant reduction will require action across every sector including transport, housing, commercial property, industry and agriculture. Importantly, it will therefore require reduction in energy consumption levels, achieved in part by enormous investment in energy efficiency, but it will also require major behavioural change.
- 3.2 Reducing the size of the Council's estate is deemed fundamental to reducing energy consumption and improving the overall sustainability and efficiency of the estate. As such, the climate emergency is one of the primary drivers for the new Asset Management Strategy which is currently being prepared covering every aspect of the estate.
- 3.3 Linked to this, a fundamental aspect of reducing the size of the office estate will be future phases of the Changing the Workplace (CTW) Programme, which will deliver both asset rationalisation and cultural workforce changes. Through the CTW programme, the Council has already consolidated 13 city centre buildings into just 4, delivering a reduction in energy consumption levels as well as achieving financial savings and an improved staff and customer experience.
- 3.4 Beyond the city centre, in large part, the same benefits have not been realised. The CTW programme therefore continues to be rolled out in a phased approach to ensure that the Council has an affordable and sustainable estate which provides fit for purpose, good quality accommodation in the right locations. Inevitably there will be some buildings which have a high energy use that the Council will need to retain, such as the Town Hall and Civic Hall, and so here the focus will continue to be on exploring greener energy options and investment to reduce energy use.
- 3.5 The timeliness of this inquiry will enable the Strategy and Resources Scrutiny Board to consider the principles and proposals linked to Phase 2 of the CTW Programme as it continues to be rolled out across localities. The Board will also be able to consider the potential implications and challenges associated with this next phase of the programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and aiming to reduce car usage and facilitate clean transport choices.
- 3.6 The terms of reference for the Scrutiny Board's Inquiry into the reduction of energy consumption in Council buildings are now drafted and have been informed by the above issues and timeframe. These are set out in Appendix 1.
- 3.7 The Scrutiny Board is requested to consider and formally agree the terms of reference for this Inquiry. However, in view of the proposed timeframe to complete this piece of Scrutiny work, arrangements have been made for the first session of this inquiry to take place during today's meeting.

4. Consultation and engagement

- 4.1.1 In line with Scrutiny Board Procedure Rule 32 where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.
- 4.1.2 As the Lead Director and Executive Member, the Director of Resources and Housing and Executive Member for Resources have been consulted on the draft terms of reference and have also been invited to attend today's meeting.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The Scrutiny Board Procedure Rules state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include 'to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council's Equality and Diversity Scheme'.

4.3 Council policies and the Best Council Plan

- 4.3.1 This inquiry provides a particular opportunity for Scrutiny to influence the development of the Council's new Asset Management Strategy and to also consider the principles and proposals linked to Phase 2 of the CTW Programme in terms of improving the overall sustainability and efficiency of the Council's estate. There are also strong links with the Best Council ambition to be an Efficient, Enterprising and Healthy Organisation.

Climate Emergency

- 4.3.2 The key objectives of this inquiry are closely linked to the Council's Climate Emergency declaration.

4.4 Resources, procurement and value for money

- 4.4.1 The Scrutiny Board's Inquiry sets out to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

4.5 Legal implications, access to information, and call-in

- 4.5.1 This report has no specific legal implications.

4.6 Risk management

- 4.6.1 This report has no specific risk management implications.

5. Conclusions

- 5.1 In accordance with its remit, the Strategy and Resources Scrutiny Board agreed to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

5.2 The terms of reference for this Inquiry have been drafted and are appended for the Scrutiny Board's consideration and agreement.

6. Recommendations

6.1 Members are asked to consider and agree the draft terms of reference relating to the Scrutiny Board's Inquiry into the reduction of energy consumption in Council buildings.

7. Background documents¹

7.1 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.

SCRUTINY BOARD (STRATEGY AND RESOURCES)

REDUCTION OF ENERGY CONSUMPTION IN COUNCIL BUILDINGS

TERMS OF REFERENCE

1.0 Introduction

- 1.1 Climate Change provides one of the greatest challenges to humanity today, having detrimental impacts on both society and the environment internationally, nationally and locally. A landmark report from the United Nations Intergovernmental Panel on Climate Change (IPCC) has warned that the window to limit world temperatures to under 1.5 °C and avoid the worst climate change impacts could close within the next 12 years.
- 1.2 It is estimated that if we are to have a good chance of avoiding dangerous climate change – that is average warming above 1.5°C, the world can emit no more than 420 giga-tonnes of greenhouse gases by 2050. Leeds' share of this on a per capita basis is estimated at 42 mega-tonnes – this is in effect our city's carbon budget to 2050. If we were to carry on at our current rate of emissions, we would have used our total budget for the period to 2050 within 9 years.
- 1.3 The District has achieved a reduction of 43% in emissions from its 2005 baseline. The Leeds Climate Commission have advised that to stay within our carbon budget we must achieve a further reduction of 27% by 2025 and an additional 15% by 2030, equating to an overall reduction of 85% from our 2005 baseline.
- 1.4 To date, the vast majority of carbon reduction realised in the District has been achieved through reductions in the carbon emissions from electricity generation in the national grid. These have been achieved mainly through the shift away from coal burning power stations and the increases in renewables (especially off-shore wind farms). While the trend towards greener energy will continue, due to the speed and size of reduction required it is unlikely that it can be achieved by changes to national energy infrastructure alone. Such a significant reduction will require action across every sector including transport, housing, commercial property, industry and agriculture. Importantly, it will therefore require reduction in energy consumption levels, achieved in part by enormous investment in energy efficiency, but it will also require major behavioural change.
- 1.5 At Full Council on 27 March 2019, the Council passed a motion declaring a "Climate Emergency". This is recognised as a significant milestone that requires the Council and the city to act at a faster pace.
- 1.6 At the beginning of the municipal year, the Strategy and Resources Scrutiny Board particularly acknowledged the role of the Council in

demonstrating leadership in this field. In accordance with its remit, the Board agreed to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

- 1.7 The climate emergency is one of the primary drivers for the new Asset Management Strategy which is currently being prepared covering every aspect of the estate. Reducing the size of the Council's estate will be fundamental to reducing energy consumption and improving the overall sustainability and efficiency of the estate.
- 1.8 A fundamental aspect of reducing the size of the office estate will be future phases of the Changing the Workplace (CTW) Programme, which will deliver both asset rationalisation and cultural workforce changes. Through the CTW programme, the Council has already consolidated 13 city centre buildings into just 4, delivering a reduction in energy consumption levels as well as achieving financial savings and an improved staff and customer experience.
- 1.9 Beyond the city centre, in large part, the same benefits have not been realised. The CTW programme therefore continues to be rolled out in a phased approach to ensure that the Council has an affordable and sustainable estate which provides fit for purpose, good quality accommodation in the right locations.
- 1.10 There will inevitably be some buildings which have a high energy use that the Council will need to retain such as the Town Hall and Civic Hall. Here the focus will be on exploring greener energy options and investment to reduce energy use.
- 1.11 The timeliness of this inquiry enables the Strategy and Resources Scrutiny Board to consider the principles and proposals linked to Phase 2 of the CTW Programme as it continues to be rolled out across localities. In doing so, the Board will also be considering the potential implications and challenges associated with this next phase of the programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and aiming to reduce car usage and facilitate clean transport choices.

2.0 Scope of the inquiry

- 2.1 The purpose of the Inquiry is to make an assessment of and, where appropriate, make recommendations on the following areas:
 - The scale and impact of the Council's energy consumption levels across its corporate buildings (This excludes schools and housing stock);
 - The process to prepare the new Asset Management Plan.

- The associated links and aims of the Council's Changing the Workplace Programme, including achievements to date;
- The guiding principles, work streams and timeline associated with future phases of the Changing the Workplace Programme;
- Potential implications and challenges linked to the future roll out of the Changing the Workplace programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and the aim to reduce car usage and facilitate clean transport choices.

3.0 Desired Outcomes and Measures of Success

3.1 It is important to consider how the Scrutiny Board will deem if their inquiry has been successful in making a difference to local people. Some measures of success may be obvious and others may become apparent as the inquiry progresses and discussions take place.

3.2 The key outcomes sought from the inquiry are:

- To allow the opportunity for Scrutiny to raise any potential implications and challenges associated with the Phase 2 roll out of the Changing the Workplace programme in terms of trying to minimise energy costs and carbon impact.
- To allow the opportunity for Scrutiny to consider and inform the principles and proposals of the Phase 2 roll out of the Changing the Workplace Programme.

4.0 Comments of the relevant Director and Executive Member

4.1 In line with Scrutiny Board Procedure Rule 32, where a Scrutiny Board undertakes an Inquiry the Scrutiny Board shall consult with any relevant Director and Executive Member on the terms of reference.

5.0 Timetable for the inquiry

5.1 The Inquiry will take place over two sessions, including a working group meeting to provide flexibility for the Board to consider any additional evidence before reporting on its findings.

5.2 It is anticipated that the Scrutiny Board's report will be produced by November 2019, enabling its findings to be shared with the Executive Board in December 2019.

6.0 Submission of evidence

6.1 Session one – Scrutiny Board Meeting – 14th October 2019

To consider evidence in relation to the following:

- The scale and impact of the Council's energy consumption levels across its corporate buildings (This excludes schools and housing stock);
- The process to prepare the new Asset Management Plan.
- The associated links and aims of the Council's Changing the Workplace Programme, including achievements to date;
- The guiding principles, work streams and timeline associated with future phases of the Changing the Workplace Programme;
- Potential implications and challenges linked to the future roll out of the Changing the Workplace programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and the aim to reduce car usage and facilitate clean transport choices.

6.2 Session two – Working Group Meeting – November 2019 (date tbc)

To consider any additional evidence requested during the Scrutiny Board's meeting on 14th October 2019 and determine any potential recommendations arising from the Board's inquiry.

6.3 Session three – Scrutiny Board Meeting – 18th November 2019

To consider the Scrutiny Board's draft report for formal approval.

7.0 Witnesses

7.1 The following have been identified as possible contributors to the inquiry, however others may be identified during the course of the inquiry:

- Director of Resources and Housing
- Director of City Development
- Executive Member for Resources
- Chief Officer for Sustainable Energy and Air Quality
- Head of Asset Management
- Executive Manager, Strategic Asset Management
- Head of Digital Efficiencies
- Head of Human Resources

8.0 Equality and Diversity / Cohesion and Integration

8.1 The Equality Improvement Priorities have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will

help the council to achieve it's ambition to be the best City in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.

- 8.2 Equality and diversity will be a consideration throughout the Scrutiny Inquiry and due regard will be given to equality through the use of evidence, written and verbal, outcomes from consultation and engagement activities.
 - 8.3 The Scrutiny Board may engage and involve interested groups and individuals (both internal and external to the council) to inform recommendations.
 - 8.4 Where an impact has been identified this will be reflected in the final inquiry report, post inquiry. Where a Scrutiny Board recommendation is agreed the individual, organisation or group responsible for implementation or delivery should give due regard to equality and diversity, conducting impact assessments where it is deemed appropriate.
- 9.0 Post inquiry report monitoring arrangements**
- 9.1 Following the completion of the Scrutiny inquiry and the publication of the final inquiry report and recommendations, the implementation of the agreed recommendations will be monitored.
 - 9.2 The final inquiry report will include information on the detailed arrangements for how the implementation of recommendations will be monitored.

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Report of Head of Democratic Services

Report to Scrutiny Board (Strategy and Resources)

Date: 14th October 2019

Subject: Scrutiny Inquiry into the reduction of energy consumption in Council buildings – Session One

Are specific electoral wards affected?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If yes, name(s) of ward(s):	
Has consultation been carried out?	<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
Will the decision be open 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:	
Appendix number:	

1. Purpose of this report

1.1 The purpose of this report is to outline the arrangements that have been made in relation to the first session of the Scrutiny Board’s Inquiry into the reduction of energy consumption in Council buildings.

2. Background information

2.1 Climate Change provides one of the greatest challenges to humanity today, having detrimental impacts on both society and the environment internationally, nationally and locally.

2.2 At Full Council on 27 March 2019, the Council passed a motion declaring a “Climate Emergency”. This is recognised as a significant milestone that requires the Council and the city to act at a faster pace.

2.3 At the beginning of the municipal year, the Strategy and Resources Scrutiny Board particularly acknowledged the role of the Council in demonstrating leadership in this field. In accordance with its remit, the Board therefore agreed to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

3. Main issues

- 3.1 During today's meeting, the Scrutiny Board is being asked to formally agree the terms of reference for its Inquiry into the reduction of energy consumption in Council buildings. However, in view of the proposed timeframe to complete this piece of Scrutiny work, the meeting is also being utilised to consider key information in line with the first session of the Inquiry.
- 3.2 The Executive Member for Resources and representatives from the Resources and Housing and City Development Directorates will be attending today's meeting to provide a presentation and lead a discussion with the Scrutiny Board in relation to the key areas currently reflected within the terms of reference for session one of this Inquiry. These are as follows:
- The scale and impact of the Council's energy consumption levels across its corporate buildings (This excludes schools and housing stock);
 - The process to prepare the new Asset Management Plan.
 - The associated links and aims of the Council's Changing the Workplace Programme, including achievements to date;
 - The guiding principles, work streams and timeline associated with future phases of the Changing the Workplace Programme;
 - Potential implications and challenges linked to the future roll out of the Changing the Workplace programme in terms of trying to minimise energy costs and carbon impact, with a particular focus around the promotion of flexible and mobile ways of working and the aim to reduce car usage and facilitate clean transport choices.
- 3.3 If any further requests for information are made by the Scrutiny Board at this stage then these are to be picked up during session two of the Inquiry.

4. Consultation and engagement

- 4.1.1 Details of any specific consultation and engagement processes undertaken in relation to this area of work will be reflected as part of the information being presented to the Scrutiny Board during the meeting.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 Details of any specific equality and diversity issues linked to this area of work will be reflected as part of the information being presented to the Scrutiny Board during the meeting.

4.3 Council policies and the Best Council Plan

- 4.3.1 This inquiry provides a particular opportunity for Scrutiny to influence the development of the Council's new Asset Management Strategy and to also consider the principles and proposals linked to Phase 2 of the CTW Programme in terms of improving the overall sustainability and efficiency of the Council's estate. There are also strong links with the Best Council ambition to be an Efficient, Enterprising and Healthy Organisation.

Climate Emergency

4.3.2 The key objectives of this inquiry are closely linked to the Council's Climate Emergency declaration.

4.4 Resources, procurement and value for money

4.4.1 The Scrutiny Board's Inquiry aims to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

4.4.2 Details of any specific resource implications linked to this area of work will be reflected as part of the information being presented to the Scrutiny Board during the meeting.

4.5 Legal implications, access to information, and call-in

4.5.1 Details of any specific legal implications linked to this area of work will be reflected as part of the information being presented to the Scrutiny Board during the meeting.

4.6 Risk management

4.6.1 Details of any specific risk management issues linked to this area of work will be reflected as part of the information being presented to the Scrutiny Board during the meeting.

5. Conclusions

5.1 In accordance with its remit, the Strategy and Resources Scrutiny Board agreed to review how the Council is reducing energy consumption levels within its own corporate buildings in order to minimise both cost and carbon impact.

5.2 During today's meeting, the Scrutiny Board is being asked to formally agree the terms of reference for its Inquiry into the reduction of energy consumption in Council buildings. However, in view of the proposed timeframe to complete this piece of Scrutiny work, the meeting is also being utilised to consider key information in line with the first session of the Inquiry.

6. Recommendations

6.1 Members are asked to consider the information being presented during today's meeting linked to the first session of its Inquiry into the reduction of energy consumption in Council buildings.

7. Background documents¹

7.1 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.

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Report of Head of Democratic Services
Report to Scrutiny Board (Children and Families)
Date: 14th October 2019
Subject: Work Schedule

Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open 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. Purpose of this report

1.1 The purpose of this report is to consider the Scrutiny Board’s work schedule for the remainder of the current municipal year.

2. Background information

2.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. In doing so, the work schedule should not be considered a fixed and rigid schedule, it should be recognised as something that can be adapted and changed to reflect any new and emerging issues throughout the year; and also reflect any timetable issues that might occur from time to time.

3. Main issues

3.1 The latest iteration of the Board’s work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

3.2 Executive Board minutes from the meetings held on 4th September 2019 and 18th September 2019 are also attached as Appendix 2. The Scrutiny Board is asked to consider and note the Executive Board minutes, insofar as they relate to the remit of the Scrutiny Board; and identify any matter where specific scrutiny activity may be warranted, and therefore subsequently incorporated into the work schedule.

Developing the work schedule

- 3.3 When considering any developments and/or modifications to the work schedule, effort should be undertaken to:
- Avoid unnecessary duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue.
 - Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.
 - Avoid pure “information items” except where that information is being received as part of a policy/scrutiny review.
 - Seek advice about available resources and relevant timings, taking into consideration the workload across the Scrutiny Boards and the type of Scrutiny taking place.
 - Build in sufficient flexibility to enable the consideration of urgent matters that may arise during the year.
- 3.4 In addition, in order to deliver the work schedule, the Board may need to take a flexible approach and undertake activities outside the formal schedule of meetings – such as working groups and site visits, where deemed appropriate. This flexible approach may also require additional formal meetings of the Scrutiny Board.

Developments since the previous Scrutiny Board meeting

- 3.5 There are no significant developments to report since the previous Scrutiny Board meeting.

4. Consultation and engagement

- 4.1.1 The Vision for Scrutiny states that Scrutiny Boards should seek the advice of the Scrutiny officer, the relevant Director(s) and Executive Member(s) about available resources prior to agreeing items of work.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The Scrutiny Board Procedure Rules state that, where appropriate, all terms of reference for work undertaken by Scrutiny Boards will include ‘to review how and to what effect consideration has been given to the impact of a service or policy on all equality areas, as set out in the Council’s Equality and Diversity Scheme’.

4.3 Council policies and the Best Council Plan

- 4.3.1 The terms of reference of the Scrutiny Boards promote a strategic and outward looking Scrutiny function that focuses on the best council objectives.

Climate Emergency

- 4.3.2 When determining potential areas of work this year, the Board was particularly mindful of the Council’s own role and responsibilities around influencing climate change and sustainability. Linked to this, the Board agreed to consider existing and future efforts towards the reduction of energy consumption in council buildings and to also explore methods and opportunities to promote sustainable travel options for staff. Both areas of work are reflected within the Board’s work schedule.

4.4 Resources, procurement and value for money

4.4.1 Experience has shown that the Scrutiny process is more effective and adds greater value if the Board seeks to minimise the number of substantial inquiries running at one time and focus its resources on one key issue at a time.

4.4.2 The Vision for Scrutiny, agreed by full Council also recognises that like all other Council functions, resources to support the Scrutiny function are under considerable pressure and that requests from Scrutiny Boards cannot always be met. Consequently, when establishing their work programmes Scrutiny Boards should:

- Seek the advice of the Scrutiny officer, the relevant Director and Executive Member about available resources;
- Avoid duplication by having a full appreciation of any existing forums already having oversight of, or monitoring a particular issue;
- Ensure any Scrutiny undertaken has clarity and focus of purpose and will add value and can be delivered within an agreed time frame.

4.5 Legal implications, access to information, and call-in

4.5.1 This report has no specific legal implications.

4.6 Risk management

4.6.1 This report has no specific risk management implications.

5. Conclusions

5.1 All Scrutiny Boards are required to determine and manage their own work schedule for the municipal year. The latest iteration of the Board's work schedule is attached as Appendix 1 for consideration and agreement of the Scrutiny Board – subject to any identified and agreed amendments.

6. Recommendations

6.1 Members are asked to consider the matters outlined in this report and agree (or amend) the overall work schedule (as presented at Appendix 1) as the basis for the Board's work for the remainder of 2019/20.

7. Background documents¹

7.1 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.

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Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

June	July	August
Meeting Agenda for 10th June 2019	Meeting Agenda for 15th July 2019	No Scrutiny Board meeting scheduled.
Scrutiny Board Terms of Reference and Sources of Work (DB) Performance Update (PM)	Financial Performance – 2018/19 Outturn (PM) Treasury Management – 2018/19 Outturn (PM) Scrutiny Inquiry ‘Embracing Digital Technology Solutions’ – formal response (RT) Scrutiny review on the management and financial implications of council owned void properties – formal response (RT)	
Working Group Meetings		
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

September	October	November
Meeting Agenda for 9th September 2019	Meeting Agenda for 14th October 2019.	Meeting Agenda for 18th November 2019.
Medium Term Financial Strategy (PM) Annual Corporate Risk Management Report (PM) Scrutiny review of resilience and emergency planning – formal response (RT) Local Brexit Preparations – Update (PSR)	Inquiry into the reduction of energy consumption in Council buildings – terms of reference and first evidence gathering session (PSR)	Stage 1 consultation surrounding budget saving proposals (PDS) Scrutiny Inquiry ‘Embracing Digital Technology Solutions’ – recommendation tracking (RT) Inquiry into the reduction of energy consumption in Council buildings – agree final report
Working Group Meetings		
		Inquiry into the reduction of energy consumption in Council buildings – second evidence gathering session (tbc)
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

December	January	February
No Scrutiny Board meeting scheduled.	Meeting Agenda for 20th January 2020	Meeting Agenda for 24th February 2020
	Performance report (PM) Financial Health Monitoring (PSR) 2020/21 Initial Budget Proposals (PDS) Best Council Plan Refresh – Initial Proposals (PDS) Scrutiny review on the management and financial implications of council owned void properties – recommendation tracking (RT) Promoting Sustainable Travel for Staff – terms of reference (PSR)	Devolution Update (PSR) Promoting Sustainable Travel for Staff – evidence gathering session (PSR)
Working Group Meetings		
Site Visits		

Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response



Scrutiny Board (Strategy & Resources) Work Schedule for 2019/2020 Municipal Year

March	April	May
Meeting Agenda for 30th March 2020	No Scrutiny Board meeting scheduled.	No Scrutiny Board meeting scheduled.
Promoting Sustainable Travel for Staff – agree final report/Statement (PSR) Scrutiny review of resilience and emergency planning – recommendation tracking (RT)		
Working Group Meetings		
Site Visits		

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Scrutiny Work Items Key:

PSR	Policy/Service Review	RT	Recommendation Tracking	DB	Development Briefings
PDS	Pre-decision Scrutiny	PM	Performance Monitoring	C	Consultation Response

EXECUTIVE BOARD

WEDNESDAY, 4TH SEPTEMBER, 2019

PRESENT: Councillor J Blake in the Chair

Councillors R Charlwood, D Coupar,
S Golton, J Lewis, L Mulherin, J Pryor and
M Rafique

Apologies Councillors A Carter and F Venner

SUBSTITUTE MEMBER Councillor A Lamb

52 Substitute Member

Under the provisions of Executive and Decision Making Procedure Rule 3.2.6, Councillor A Lamb was invited to attend the meeting on behalf of Councillor A Carter, who had submitted his apologies for absence from the meeting.

53 Exempt Information - Possible Exclusion of the Press and Public

The agenda contained no exempt information requiring the exclusion of the press and public.

54 Late Items

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Update on Leeds City Council's Preparations for the UK's exit the European Union'.

The report was not included within the agenda as originally published on 27th August 2019 given the uncertain and fast-developing nature of this issue at a national level which impacts upon the preparations being made locally and also to provide the Executive Board with the most up to date information possible. Given that national planning has increased significantly since the formation of a new government in July 2019 and that the Executive Board was last updated on this matter on 20th March 2019, it was deemed necessary to consider the matter prior to the next ordinary Executive Board meeting. (Minute No. 57 refers).

Although not a formal late item of business, the Chair also agreed to accept an addendum to the report entitled, 'Leeds Core Strategy Selective Review Update' which provided an update to the covering report and copies of the Inspectors Report; the Adoption Version of the Core Strategy Selective Review and associated documents. (Minute No. 56 refers).

55 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

56 Leeds Core Strategy Selective Review Update

Further to minute 207 of the meeting held 16th May 2019, the Director of City Development submitted a report on the Inspector's final Report on the Leeds Core Strategy Selective Review (CSSR). The report sought the Board's recommendation to Council that Council accept the Main Modifications recommended by the Inspector and adopts the revised Core Strategy (subject to any further non material additional amendments being made in advance of consideration by Council).

The report outlined the schedule of Main Modifications recommended by the Inspector to make the Plan sound, which include only one slight amendment to those issued in February 2019 which had been the subject of public consultation during May and June 2019. Consultation responses had been considered by the Inspector prior to the Inspector's report being published on 27th August 2019.

It was noted that prior to the meeting, an addendum to the report had been submitted to Board Members for consideration, which provided an update to the covering report along with the following documents:

Appendix 1: Inspector's Report and Main Modifications to the Publication Draft CSSR

Appendix 2: Adoption Version Core Strategy Selective Review

Appendix 3: Equalities Impact Assessment

RESOLVED –

- a) That, in noting the submitted report together with the supplementary information as detailed above, the Executive Board recommends that Council notes the Inspector's final Report of the Leeds Core Strategy Selective Review and accepts the Main Modifications of the Inspector as detailed in her Report (August 2019) included at Appendix 1 of the submitted report;
- b) That Executive Board recommends that Council adopts the Core Strategy Selective Review (version for Adoption) included at Appendix 2 of the submitted report, with effect from 11th September 2019, pursuant to Section 23 of the Planning and Compulsory Purchase Act 2004 (as amended); and,
- c) That Executive Board recommends that Council notes the Core Strategy policies that will be superseded by the Plan (as set out in Appendix 1a of the Plan included at Appendix 2 of the submitted report).

(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).

(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.

Also, it was noted that whilst Councillor Lamb was attending the Board meeting in a non-voting capacity, were he able to, he would have abstained from voting on the decisions referred to within this minute)

INCLUSIVE GROWTH AND CULTURE

57 Update on Leeds City Council's Preparations for the UK's Exit from the European Union

Further to minute 179 of the meeting held 20th March 2019, the Chief Executive submitted a report on the preparations that Leeds City Council, working with partners, has been making to prepare for the UK's exit from the European Union scheduled to take place on 31st October 2019.

The report included the following documents:
Appendix A – Leeds Strategic Response Plan
Appendix B – Leeds Brexit Impact Assessment Report May 2019

In presenting the report, the Leader of Council highlighted the continued work of the cross party working group and noted an increase nationally in preparatory work, following the new Government administration in July 2019.

The Chief Executive reported on work undertaken at a regional and national level; and the collaborative approach being taken with partner organisations across a range of sectors; taking the opportunity to highlight the breadth of issues and range of eventualities to be addressed. Specifically, Members discussed the recent work undertaken focussing on the EU Settlement Scheme and within the agricultural and health and social care sectors where the impact on the EU workforce had been identified as a common risk.

In response to a comment regarding the timing of the presentation of the item, the Board noted the report provided as comprehensive response as possible to the findings of the Hatch Regeneris Impact Assessment across a range of issues and possible scenarios, with Leeds' approach being endorsed both locally and nationally. Members also considered the recommendation to refer this matter to the full Council meeting on 11th September 2019, with Members highlighting the need to consider such a significant issue at that meeting as a stand-alone item of business, in response to a concern which had been raised.

With the agreement of the Chair, the submitted report had been circulated to Board Members as a late item of business prior to the meeting for the reasons as set out in section 4.5.2 of the submitted report, and as detailed in Minute No. 54.

RESOLVED

- a) That the work ongoing to prepare the council and the city for the UK's exit from the European Union be noted;
- b) That the contents of the strategic response plan, as attached at Appendix A to the report, be noted;
- c) That the strategic response plan (as attached at Appendix A to the report) be agreed and that agreement be given for the approach outlined in the report to continue, including that further updates be provided to Executive Board, Scrutiny Board and Members as appropriate.
- d) That the ongoing work by the council and partners to support EU citizens based in Leeds to apply to the EU Settlement Scheme be noted;
- e) That the findings of the Brexit Economic Impact Assessment (attached at Appendix B to the report) which will be used to inform the city's inclusive growth ambitions as highlighted in the Leeds Inclusive Growth Strategy be noted;
- f) That Executive Board agree that Full Council be invited to debate the above resolutions a) to e) above at its next meeting on the 11th September 2019;
- g) That it be agreed that the recommendations in this report are exempt from call-in for the reason outlined in section 4.5.4 of the submitted report.

(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 take if it is considered that 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 (g) above, and for the reasons as detailed within sections 4.5.4 of the submitted report)

(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).

DATE OF PUBLICATION: FRIDAY 6TH SEPTEMBER 2019

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: NOT APPLICABLE

EXECUTIVE BOARD

WEDNESDAY, 18TH SEPTEMBER, 2019

PRESENT: Councillor J Blake in the Chair

Councillors A Carter, R Charlwood,
D Coupar, S Golton, J Lewis, L Mulherin,
J Pryor, M Rafique and F Venner

58 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) That Appendix 1 to the report entitled, 'Disposal of Land located on Westerton Walk, Ardsley and Robin Hood, for Extra Care Housing Delivery and Final Terms of Delivery Agreement', referred to in Minute No. 78 be designated as being 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 appendix contains information relating to the financial or business affairs of a particular person (including the authority holding that information). It is considered that since this information was obtained through one to one negotiations for the property/land then it is not in the public interest to disclose this information at this point in time as this could affect the integrity of the disposal of the property/land. It is considered that the public interest in maintaining the content of the Appendix 1 as being exempt from publication outweighs the public interest in disclosing the information, as doing so would prejudice the Council's commercial position and that of third parties, should they be disclosed at this stage;
- (b) That Appendix 1 to the report entitled, 'Disposal of Site of Former Matthew Murray School', referred to in Minute No. 79 be designated as being 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 appendix contains information which relates to the financial or business affairs of a particular person, and of the Council. This information is not publicly available from the statutory registers of information kept in respect of certain companies and charities. It is considered that since this information was obtained through one to one negotiations for the property/land then it is not in the public interest to disclose this information at this point in time as this could affect the

Draft minutes to be approved at the meeting
to be held on Wednesday, 16th October, 2019

integrity of the disposal of the property/land. Also, it is considered that the release of such information would, or would be likely to prejudice the Council's commercial interests in relation to other similar transactions in that prospective purchasers of other similar properties would have access to information about the nature and level of offers which may prove acceptable to the Council. It is considered that whilst there may be a public interest in disclosure, much of this information will be publicly available from the Land Registry following completion of this transaction and consequently the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

59 Late Items

There were no late items of business for consideration at this meeting.

60 Declaration of Disclosable Pecuniary Interests

With regard to agenda item 23 (Disposal of Site of Former Matthew Murray School), Councillor Lewis drew the Board's attention to the fact the he was a season ticket holder at Leeds United Football Club (Minute No. 79 refers).

61 Minutes

RESOLVED – That the minutes of the meeting held on 4th September 2019 be approved as a correct record, and that the minutes of the meeting held on 24th July 2019 be approved as a correct record, subject to the correction of a typographical error in the first paragraph of Minute No. 40, 24th July 2019 (Council Housing Growth – Property Acquisitions Programme), to replace 'up to 180 property acquisitions' with 'circa 150-200 property acquisitions'.

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

62 Cookridge Street Public Realm Proposals and Design Cost Report

The Director of City Development submitted a report which presented proposals regarding the redevelopment of Cookridge Street as a new area of public realm, being brought forward through the opportunity provided by The Leeds Public Transport Investment Programme (LPTIP) Headrow Gateway scheme, and which was in line with the vision and ambition set out within the 'Our Spaces' Strategy.

RESOLVED –

- (a) That the progress which has been made regarding the development of the public realm schemes for Cookridge Street, linked to the delivery of the LPTIP Programme for the Headrow Gateway, be noted;
- (b) That the proposed injection of the S106 contributions of £94,197 be approved, and that approval also be given for the authority to spend of up to £1.7m from the LPTIP programme, S106 and existing public realm feasibility fund within the existing Capital Programme;
- (c) That subject to ongoing consultation with relevant Executive Members as appropriate, it be noted that the Chief Officer for Highways and

Draft minutes to be approved at the meeting to be held on Wednesday, 16th October, 2019

Transportation will be responsible for the implementation of the resolutions arising from the submitted report.

COMMUNITIES

63 Financial Inclusion Update

Further to Minute No. 130, 19th December 2018, the Director of Communities and Environment submitted a report providing an update on the current financial inclusion projects which were taking place across the city, whilst the report also outlined the significant amount of work which was ongoing in Leeds to both reduce poverty and mitigate its impact on people's lives.

Responding to a Member's enquiry, the Board received further information on the actions being taken to ensure that the accessibility of the service provision in this area was being maximised for all who needed it. Members also noted that 100% of the income received from the Social Inclusion Fund was being invested into this area, with some of it being utilised to support projects which looked to mitigate against the possible harmful effects of gambling.

In conclusion, the Board paid tribute to the officers who continued to undertake the valuable work in this area.

RESOLVED –

- (a) That the significant progress being made and the projects being developed through the partnerships between the Council and the third sector, as outlined in the submitted report, which has helped in the delivery of the Council's strategic objectives on financial inclusion and poverty alleviation, be noted and welcomed;
- (b) That it be noted that future reports regarding the progress of the Illegal Money Lending Team will be included as part of the annual report to the Executive Board which provides an update on progress regarding financial inclusion and poverty alleviation, rather than as a free standing item;
- (c) That the Board's agreement be given that the future reporting on the Social Inclusion Fund will be considered by the Executive Member for Communities.

64 Domestic Violence and Abuse Progress Report 2018/19

Further to Minute No. 117, 13th December 2017, the Director of Communities and Environment submitted a report which provided details of the work being undertaken and the progress being made across the city in response to domestic violence and abuse, with details of some of the ongoing challenges being highlighted.

Responding to a Member's enquiry, the Board received further detail on the provisions in place regarding the re-housing of victims of domestic violence and abuse, and in which cases victims would qualify for 'statutory homeless'

status. It was noted that the Council also offered a 'sanctuary scheme' which enabled victims and children to stay put if they consider it safe to do so.

In noting the significant increase from 2017 to 2018 in the number of victims being supported who were at high risk of harm from domestic violence, it was acknowledged that although there was a range of socio-economic factors contributing towards this increase, it was highlighted how actions had been taken to reduce underreporting and raise the profile of this agenda.

Responding to a Member's comments regarding the level of criminal prosecutions which had been taken in this area, officers undertook to provide the Member in question with further information on this.

The effectiveness of the Front Door Safeguarding Hub initiative was also highlighted, and the multi-agency approach it took towards addressing this issue.

RESOLVED –

- (a) That the progress made in this area, as detailed within the submitted report, be noted, and that in considering the continued challenges, as highlighted in the submitted report, specifically those detailed at paragraph 5.3, the comments made by the Board during discussion on such matters, be noted;
- (b) That it be noted that the Director of Communities and Environment is responsible for the implementation of the resolutions arising from the submitted report.

ENVIRONMENT AND ACTIVE LIFESTYLES

65 Adapting Parks and Green Spaces for Climate Change

The Director of Communities and Environment submitted a report which outlined the proposed approach being taken in Parks and Countryside for the adaptation of parks and green spaces across the city to help address the effects of climate change and make contributions towards the corporate targets to make Leeds carbon neutral by 2030.

Members highlighted the need to ensure that an effective communications strategy accompanied this initiative, to ensure that the public were made aware of the reasons for taking the proposed actions.

Responding to a Member's enquiry regarding the resource implications of this proposal, it was noted that where appropriate, funding may need to be sought in order to deliver specific improvement projects. A Member also highlighted the importance of the Authority looking to maximise any potential funding opportunities which may be available in this area.

Also in response to a Member's enquiry regarding the provision of staffing resource in this area, it was highlighted that the submitted report was the beginning of the process to set out the Council's ambitions, and specifically, it

was emphasised that appropriate training for officers would be provided where required to ensure the delivery of the new approach.

In acknowledging the importance of Ward Member engagement as part of this process, it was noted that in addition to any liaison with Community Committee sub groups and 'Champions', officers would look to schedule a Member seminar on this issue.

RESOLVED –

- (a) That the approach, as outlined within the submitted report, which looks to adapt and improve parks and green spaces so as to contribute towards the Council's commitment to make Leeds carbon neutral by 2030, be approved;
- (b) That it be noted that the Chief Officer, Parks and Countryside is responsible for the implementation of the resolutions arising from the submitted report;
- (c) That a Member seminar to inform Councillors of the proposals in this area be scheduled.

66 Approval for the design and construction of a scheme to reduce flood risk to properties in Mickletown

The Director of City Development submitted a report which provided an update of the work that had already been undertaken in respect of the scheme to reduce flood risk in Mickletown and which specifically highlighted the flooding issues within the area. Also, the report sought authority to incur expenditure which was required to take the scheme through to completion.

The Board noted a Member's comment that the proposals would be welcomed by the local Flood Group who had been engaged throughout the process.

RESOLVED –

- (a) That authority be provided to incur expenditure of £1,159,000 for a capital scheme to develop a design for a flood alleviation scheme at Mickletown and for the construction of the scheme;
- (b) That the authority required to drawdown the Section 106 contribution to fund the delivery of this scheme, be approved;
- (c) That the necessary authority be delegated to the Director of City Development, to enable the Director to agree authority to spend (ATS) approvals for the scheme, subject to agreement with the Executive Member for Environment and Active Lifestyles.

67 'Get Set Leeds – Local' – Physical Activity Localities project

Further to Minute No. 68, 19th September 2018, the Director of City Development submitted a report which provided an update on the development of the new physical activity ambition as well as presenting an

overview of the Active Leeds, 'Get Set Leeds – Local' project application to Sport England, with the report also seeking support to accept the funding, should the submission be successful.

As part of the introduction to the submitted report, the Board viewed a video which accompanied the initiative, and which looked to promote a conversation about making Leeds a more active city.

A Member highlighted the importance of linking the initiative to the appropriate planning and highways processes in order to look to maximise the delivery of related infrastructure and facilities. Responding to this, emphasis was placed upon the actions which were being taken in this area, with the promotion of the 'Active Travel' agenda being highlighted.

Responding to an enquiry regarding the outcomes which were envisaged, it was noted that the aim of the submitted report, the video and other actions such as liaison with Community Committees was to consult with local communities and Members in order to gain a better understanding of the issues involved and the needs of specific communities so that the initiative could look to respond to them.

Regarding timescales, the Board was advised that it was envisaged that a response from Sport England in relation to the Council's bid would be received by the end of October 2019, with the Chair inviting that the matter be brought back to the Board when the outcome was known.

RESOLVED –

- (a) That the overview of the Sport England project application, as detailed within the submitted report, be noted;
- (b) That the Board's support be provided for the submission of a bid to Sport England for £475k, to develop understanding of locality based approaches to improving levels of Physical Activity;
- (c) That the Board's agreement be given to the delivery of the project commencing before the end of 2019, with the project being delivered over a three year period up until the end of 2022;
- (d) That it be noted that the Head of Active Leeds is the officer responsible for this project.

68 All-Weather Pitch Provision in Leeds and Parklife Programme Update

Further to Minute No. 111, 13th December 2017, the Director of City Development submitted a report providing an update on the progress made regarding the delivery of the proposed Parklife Programme, particularly with regards to the Fullerton Park project, and which noted the interdependency of this scheme with the proposed disposal of land at Brown Lane East (former Matthew Murray school site) to Leeds United Football Club, which is subject to a separate report submitted to this Executive Board (Minute No. 79 refers).

With regard to the proposals for the Woodhall Lane site, emphasis was placed upon the need to ensure that a consultation exercise with the local community was undertaken.

In response to an enquiry regarding the proposals for the Fullerton Park site, assurance was provided in terms of the sufficient levels of car parking provision which would remain on the site, with it also being highlighted that Leeds United FC were currently working on an updated travel plan, which would look to establish a range of more sustainable match day travel arrangements.

RESOLVED –

- (a) That the progress made with the development of the Parklife Programme to date, be noted;
- (b) That the selection of the four shortlisted Parklife sites, as contained within the submitted report, be approved;
- (c) That approval be given to the principle that the funding for the City Council's financial contribution for Fullerton Park will be funded as part of the Capital Programme, to be agreed in February 2020, with approval also being given to the proposal that a detailed Design and Cost Report will be presented to Executive Board in due course;
- (d) That approval be given to authorise the ongoing design progression at the Woodhall Lane and Green Park Parklife projects, with it being noted that the match funding for the City Council's contribution for the Parklife projects at these sites will be considered as a pressure as part of the Capital Programme report in February 2020;
- (e) That the Director of City Development, in discussion with the Executive Member, be authorised to support the submission of planning applications for Fullerton Park and Woodhall Lane Parklife projects, based upon the facilities mix, as contained within the submitted report;
- (f) That it be noted that the Director of City Development and the Director of Communities and Environment are responsible for the delivery of the programme.

HEALTH, WELLBEING AND ADULTS

69 Leeds Drug & Alcohol Strategy & Action Plan 2019-2024

The Director of Public Health submitted a report which presented the updated Leeds Drug & Alcohol Strategy and Action Plan 2019 – 2024 for the purposes of the Board's approval.

As part of the introduction to the report, the Executive Member for Health, Wellbeing and Adults extended her thanks to organisations such as 'Forward Leeds' and others for the key role that they played in supporting those with drug and alcohol issues across the city.

Members considered the proposed main outcomes from the 2019-2024 Action Plan and Strategy when compared with its predecessor, with it being highlighted that although the focus of the refreshed outcomes remain similar, the delivery of provision was constantly being reviewed to ensure that the most effective intervention was provided. The positive recovery rates which had been achieved in this area were also highlighted.

With regard to a Member's enquiry regarding drug related crime and disorder, officers undertook to provide the Member in question with further data in this.

RESOLVED –

- (a) That the Leeds Drug and Alcohol Strategy and Action Plan 2019-2024, as appended to the submitted report, be approved;
- (b) That the proposed governance arrangements for the strategy, as detailed within the submitted report, be noted, with the Board specifically noting the connections made to key partnerships, including Safer Leeds and the Children and Families Trust Board;
- (c) That it be noted that the officer responsible for the implementation of such matters is the Chief Officer/Consultant Public Health, Adults and Health.

CHILDREN AND FAMILIES

70 The Leeds – Kirklees Children's Services Improvement Partnership and next steps in sector led improvement

The Director of Children and Families submitted a report providing an update on the Kirklees – Leeds Improvement Partnership, and which set out the current position in respect of Leeds' continued role in the area of sector led improvement.

In response to a Member's enquiry, officers undertook to provide the Member in question with information on the other Local Authorities judged as 'requiring improvement' by Ofsted that Leeds was to support.

Responding to a Member's comment and in reviewing the performance of the Children and Families directorate in Leeds during the period of the improvement partnership with Kirklees, it was highlighted that during this time Ofsted reviewed its rating of Leeds from 'Good' to 'Outstanding'.

With regard to the peer led process generally, emphasis was placed upon the value for money it could provide, and how potentially this model could be more widely utilised across the public sector, with reference being made to the NHS.

In terms of the lessons learned from this exercise, the Board noted that further consideration would need to be given to ensuring that robust arrangements were in place to mitigate against any associated risks, with specific reference

being made to ensuring sufficient capacity always remained at a leadership level, so as to continue to ensure that any involvement in such partnerships was not at the detriment to the services provided in Leeds.

In conclusion, it was requested that Leeds' experiences in this area be relayed to the Local Government Association in support of the sector led approach, in order to contribute towards related reviews and so that it could be used as a case study to demonstrate the benefits of the model.

RESOLVED –

- (a) That the contents of the submitted report, be noted;
- (b) That Leeds' experiences in this area be relayed to the Local Government Association in support of the sector led approach, in order to contribute towards related reviews and so that it can be used as a case study to demonstrate the benefits of the model.

LEARNING, SKILLS AND EMPLOYMENT

71 Local Government and Social Care Ombudsman report on the provision of suitable education for a child absent from school due to anxiety

The Director of Children and Families submitted a report which provided the outcomes arising from a recent Local Government and Social Care Ombudsman report and which also provided the Board with assurances regarding the actions which had been taken by the Council in response to this matter.

In presenting the submitted report, it was highlighted by the Executive Member for Learning, Skills and Employment that the matter was scheduled to be considered by the Scrutiny Board (Children and Families) at its next meeting, however, it was suggested by the Executive Member that it returns to the Scrutiny Board in the new year to provide Scrutiny with an opportunity to review the progress being made on the recommendations for improvement. It was also requested that details of the actions taken in response to the associated recommendations be submitted to Executive Board in due course.

RESOLVED –

- (a) That the report of the Local Government and Social Care Ombudsman, together with the recommendations for improvement, as appended to the submitted report, be noted;
- (b) That it be noted that the Deputy Director for Learning, Children and Families, is responsible for ensuring that all actions agreed in response to this matter are completed;
- (c) That in noting that the matter is scheduled to be considered by the Scrutiny Board (Children and Families) at its next meeting, it be recommended that the matter returns to the Scrutiny Board in the new year in order to provide Scrutiny with the opportunity to review the progress being made on the recommendations for improvement, and

that details of the actions being taken in response to the associated recommendations be submitted to Executive Board also, in due course.

72 Exclusions, Elective Home Education and Off-rolling

The Director of Children and Families submitted a report which presented data regarding patterns of exclusions and elective home education in Leeds over the past three years, and the progress being made in this area, with particular reference to permanent exclusions. The report also outlined the work that would be undertaken through the '3A's Strategy' to work with schools to reduce exclusions and to improve outcomes for children and young people.

In presenting the report, the Executive Member for Learning, Skills and Employment proposed that in addition to sharing the data contained within the submitted report with both the Department for Education and the Children's Commissioner, all schools be contacted with the aim of the Council working in partnership with them to protect the most vulnerable children and young people.

Members welcomed the submitted report and the approach being taken to bring the fact based information to the Board's attention, to enable the Council to provide challenge in this area.

Responding to a Member's specific enquiry, officers undertook to provide the Member in question with further information regarding the issue of elective home education.

Members highlighted the statutory responsibilities of the Local Authority in this area, and the need to ensure that the Council continued to fulfil its role as required. As such, it was requested that further reports be submitted to the Board on such matters, as appropriate.

Responding to Members' comments, the Board received further details of the range of ongoing actions being taken by the directorate to monitor and address the issues highlighted within the report.

RESOLVED –

- (a) That the information contained within the submitted report, together with the recommendations in the Timpson Review (as detailed at Appendix 2) and the issues raised by the Children's Commissioner in her report "Skipping School: Invisible Children - How children disappear from England's schools", as referenced in the submitted report, be noted;
- (b) That it be noted that the Children and Families directorate will produce an annual report on the issue of exclusions and elective home education;
- (c) That it be noted that the remit for monitoring exclusions and elective home education falls under the Head of Learning Inclusion;

- (d) That the Board's support be provided to the Children and Families directorate as it seeks to drive down the rate of fixed term exclusions across the city and to reduce the average length of time pupils are excluded for;
- (e) That the Board confirms its ambitious expectations towards ensuring that the city's most vulnerable children and young people are not prevented from accessing a full education through any of the methodologies listed in the submitted report;
- (f) That agreement be given for the data contained within the submitted report to be shared with both the Department for Education and the Children's Commissioner, as they both have a clear interest in this issue, and that all schools also be contacted with the aim of the Council working in partnership with them to protect the most vulnerable children and young people;
- (g) That further update reports be submitted to the Board on this matter, as appropriate.

73 Leeds City Council vote in the Leeds Business Improvement District 2020-2025 renewal ballot

Further to Minute No. 10, 26th June 2019, the Director of City Development submitted a report that presented the completed business plan from LeedsBID (Business Improvement District), as appended, for the consideration of Executive Board, in order to inform the recommendation that the Council vote in favour of the renewal of LeedsBID in the upcoming ballot.

RESOLVED –

- (a) That LeedsBID business plan (2020-2025), as appended to the submitted report, which sets out the organisation's plan of delivery in its second term, be noted;
- (b) That approval be given for Leeds City Council, as a BID levy payer, to vote in favour of the renewal of LeedsBID for its second term (2020-2025), based upon the business plan appended to the submitted report, thereby enabling the opportunity for significant investment of circa £15m in Leeds city centre through the activities and themes of LeedsBID;
- (c) That the responsibility for the vote be delegated to the Director of City Development;
- (d) That the Director of City Development be requested to write to LeedsBID to ask for a greater emphasis on supporting the city's 'Leeds 2023' programme as part of their planned activities.

74 Outcome of consultation to establish a new secondary School in East Leeds from September 2021

Further to Minute No. 177, 20th March 2019, the Director of Children and Families submitted a report presenting the outcome of the consultation undertaken regarding a proposal to establish a new 8 form entry secondary free school (1,200 places – 240 pupils per year group) for learners aged 11-16, including a Resourced Provision for young people with Autism Spectrum Condition and Moderate Learning Difficulties. In addition, the report sought permission to launch the competition stage of the free school presumption process in order to identify a preferred sponsor to run the new school. Finally, the report sought a decision to fund delivery of a scheme to create the additional learning places required.

In response to a Member's enquiries, and having noted that the proposals did not include sixth form provision, the Board received details of the current position regarding such provision in the area. Also, the Board received information relating to the ongoing negotiations with relevant parties regarding the potential purchase of the site, with Members requesting that should there be any problems experienced in this area then Board Members be informed as appropriate.

With regard to the development of education provision to accommodate demand arising from the East Leeds Extension, officers undertook to provide the Member in question with a briefing on the actions being taken in this area, with a request being made that a further report be submitted to the Board on such matters in due course.

RESOLVED –

- (a) That the outcome of the consultation undertaken on the proposal to establish a new 8 form entry (1,200 place – 240 pupils per year group) secondary free school for pupils aged 11-16, including a Resourced Provision for young people with Autism Spectrum Condition and Moderate Learning Difficulties, within the boundary of a 2.7 hectare parcel of unused land close to Torre Road and Trent Road, from September 2021, be noted;
- (b) That the commencement of a free school presumption process, be approved, under the terms set out in the Education and Inspections Act 2006 (section 6a), allowing the Local Authority to launch a competition seeking to identify a preferred sponsor to run the new free school;
- (c) That provisional approval be granted for authority to spend (ATS) £25-30m in order to deliver the proposed new free school;
- (d) That it be noted that the implementation of the proposal is subject to funding being agreed, based on the outcome of further detailed design work and planning applications, as indicated in section 4.4.2 of the submitted report, and that the proposal has been brought forward in time for places to be delivered for 2021;

- (e) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems;
- (f) That a further report be submitted to the Board in due course regarding the work being undertaken to develop education provision to accommodate demand from the East Leeds Extension.

75 Outcome of consultation on the expansion of East SILC onto two additional sites

The Director of Children and Families submitted a report presenting the outcome of a consultation exercise undertaken regarding a proposal to expand generic specialist school provision at East SILC (Specialist Inclusive Learning Centre) – John Jamieson at two new additional sites, creating an additional 150 places, with a proposal of 50 primary places at the Oakwood building and 100 secondary places at the former Shakespeare site.

RESOLVED –

- (a) That the publication of a Statutory Notice on a proposal to permanently expand specialist provision at East SILC – John Jamieson by a combined total of 150 additional places, accommodated across two new additional sites, with effect from January 2020, be approved;
- (b) That it be noted that the implementation of such proposals is subject to funding being agreed based upon the outcome of further detailed design work, as indicated at section 4.4.1 of the submitted report;
- (c) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

76 Approval to Spend for the Learning Places Programme 1FE Permanent Expansion at Cockburn John Charles Academy

The Director of Children and Families and the Director of City Development submitted a joint report presenting details of a proposed expansion at Cockburn John Charles Academy. Also the report sought provisional ‘Approval to Spend’ for the high level budget, in order to undertake the related works, as detailed.

In noting that the school was currently operating under a PFI contract, and in response to a Member’s enquiry, officers undertook to provide the Member in question with details of any fees which would be incurred as a result of the proposals.

RESOLVED –

- (a) That capital expenditure be authorised for the ‘provisional sum’ of £2,278,732 from Capital Scheme number 33178/JCA/000 for the construction work and associated fees to facilitate a permanent increase of the Published Admission Number by 30 pupils at Cockburn John Charles Academy, with the ‘provisional sum’ including the value for the main hall expansion as detailed within the submitted report, the interim solution as approved via a previous Design and Cost Report,

legal costs for all parties, ICT related costs and a client held contingency commensurate with a project of this complexity;

- (b) That it be noted that a subsequent Design and Cost Report / Tender Acceptance Report will be submitted following the design freeze and final confirmation of budget requirements;
- (c) That the implementation of a City Council Change under the PFI contract with Investors in the Community (Leeds Schools) Limited for the works at the Cockburn John Charles Academy School PFI building, be noted, together with the requirement to approve the entering in to of any associated documentation including without limitation a deed of variation (if required), with the relevant authority being provided to the Head of Service, Learning Systems to enable the Head of Service to review and approve any such documentation;
- (d) That the programme dates, as identified in section 3.2 of the submitted report in relation to the implementation of the Board's resolutions, be noted;
- (e) That it be noted that the lifecycle and maintenance allowance, under the Unitary Charge, will increase as a consequence of the works detailed within the submitted report, with it also being noted that the increase will reflect the changes in additional catering / cleaning staff and the associated 'life cycling', as identified in the terms of the existing PFI contract. This value however will be the responsibility of the academy and is a 'straight through charge' that will not burden the authority;
- (f) That it be noted that the officer responsible for the implementation of such matters is the Head of Projects and Programmes.

RESOURCES

77 Improving Air Quality in the City (Clean Air Zone update)

Further to Minute No. 15, 26th June 2019, the Director of Resources and Housing and the Director of City Development submitted a joint report which presented the outcomes from the recent Statutory Consultation exercise undertaken on several areas regarding the Clean Air Zone (CAZ) and as a result, sought approval of specific consequential amendments which were required for certain elements of the CAZ Charging Order. The report also provided a progress report on both the implementation of the CAZ, including an update on the 'go-live' date, confirmed progress on the distribution of financial support to affected sectors and provided an update on other air quality measures which continued to be progressed.

Members discussed the proposed road signage which was to be used for the Clean Air Zone (CAZ). It was noted that although there was no flexibility around the signage given that it was provided by the Department for Transport, it was emphasised that a communications campaign needed to be

put in place, especially with the most affected industries, to raise awareness of the CAZ and its associated branding.

RESOLVED –

- (a) That the outcome of the Statutory Consultation exercise, as detailed within the submitted report, be noted, and that the resulting amendments to the Charging Order as detailed within the submitted report and as follows, be approved:-
- The creation of a local Specialist Heavy Goods Vehicle exemption and “qualifying criteria”;
 - The widening the scope of sunset periods in the taxi and private hire sector, to include out-of-town vehicles;
 - The extension of the Wheelchair Accessible Vehicle (WAV) sunset period to 2028; and
 - The making of formal amendments to the Leeds Clean Air Zone Charging Order arising from the outcome of the consultation process.
- (b) That the implementation progress update, as detailed within the submitted report, and the revised ‘go-live’ date of no earlier than 1 July 2020, be noted;
- (c) That regarding the consultation feedback in relation to setting the future emissions standard at zero in 2028, it be noted that it is the intention to consider this matter at the first CAZ annual review.

78 Disposal of land located on Westerton Walk, Ardsley and Robin Hood, for Extra Care Housing delivery and final terms of Development Agreement

Further to Minute No. 131, 19th December 2018, the Director of City Development, the Director of Adults and Health and the Director of Resources and Housing submitted a joint report seeking approval to dispose of a Council owned site on Westerton Walk in Ardsley and Robin Hood Ward, to facilitate the development of new Extra Care Housing in support of the ‘Better Lives Programme’. Specifically, approval was sought to sell the land to the recommended Consortium at the less than best purchase price, as identified in Appendix 1 to the submitted report, which had been designated as being exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3).

In her capacity as a local Ward Member for Ardsley and Robin Hood Ward, the Executive Member for Climate Change, Transport and Sustainable Development welcomed the proposal.

Following the consideration of Appendix 1 to the submitted report, designated as being exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, it was

RESOLVED –

- (a) That the sale of the subject land to the Consortium, as identified within exempt Appendix 1 to the submitted report, at a less than best purchase price and on the terms as detailed, be approved;
- (b) That it be noted that the Director of City Development, in consultation with the Executive Member for Resources, will progress with the disposal of the subject land;
- (c) That in principle approval be given to the final terms of the Development Agreement for use on all Package One sites, as detailed in exempt Appendix 1 to the submitted report;
- (d) That approval be granted to enter into the Development Agreement with the Consortium;
- (e) That agreement be given for any subsequent amendments to the terms of the disposal to be delegated to the Director of City Development, to enable the Director to approve such matters under the scheme of officer delegation, in consultation with the Executive Member for Resources;
- (f) That it be noted that following a successful procurement exercise, the Director of Resources and Housing has entered into an agreement with the Consortium, under the necessary delegated authority, in respect of delivering Package One: *Extra Care Housing for Older People contract DN336766*;
- (g) That the use of s106 commuted sums, as previously allocated by Executive Board, be noted.

79 Disposal of Site of former Matthew Murray School

Further to Minute No. 80, 18th October 2017, the Director of City Development submitted a report which sought approval to the provisionally agreed Heads of Terms for the freehold disposal of the Matthew Murray site, which would facilitate Leeds United Football Club's (LUFC) proposals to relocate its training facilities and the Leeds United Foundation (LUF) and Academy facilities back into the heart of the city and the Elland Road environment.

Responding to a Member's enquiry, the Board received an update on the current position regarding the remaining term of LUFC's current lease at the Thorp Arch site and the relationship between this and the proposals regarding the use of the Matthew Murray School site.

Members discussed the current position regarding what facilities the club intended to relocate to the Matthew Murray site, with it being highlighted that further clarity was required in this area. In response, it was noted that such matters could be picked up as part of the ongoing negotiations with the club.

With regard to the commitment of the club around the support it was proposing

to provide for the benefit of the local community as part of this relocation, it was requested that further discussion be held with the club in order to enable such commitments to be confirmed in writing.

With regard to how the proposals would potentially affect the Thorp Arch site, a request was made that relevant Ward Members be kept informed of developments.

In conclusion, the Board was assured that the Executive would be kept up to date with developments on such matters, as appropriate.

Following the consideration of Appendix 1 to the submitted report, designated as being exempt from publication under the provisions of Access to Information Procedure Rule 10.4(3), which was considered in private at the conclusion of the meeting, and in taking into consideration all of the matters raised during the discussion on this item, it was

RESOLVED –

- (a) That the disposal of the Council's freehold interest in the Matthew Murray site, for use as a training facility for LUFC to Greenfield Investments (a wholly owned company of the owner of LUFC), on the draft terms as set out in exempt Appendix 1 to the submitted report, be approved;
- (b) That the approval of the final disposal boundary and terms, including that relating to part of the playing fields of the Ingram Road Primary School and any requirement by Highways England, be delegated to the Director of City Development, with the concurrence of the Executive Member for Resources and, where applicable, the Head Teacher of Ingram Road Primary School;
- (c) That it be noted that the receipt from the disposal of the Matthew Murray site has already been ring-fenced to the Consolidation Schools Programme;
- (d) That it be noted that a separate report is being presented to this Executive Board regarding the 'Parklife Project', which is proposed on Council owned land at Fullerton Park adjacent to LUFC's stadium, which provides for associated training facilities.

(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)

80 Best Council Plan Annual Performance Report - Looking Back on 2018/19

The Director of Resources and Housing submitted a report presenting a year-end review which looked back on performance during 2018/19 with regard to the delivery of the Best Council Plan.

The '*What we set out to do*' and '*How did we perform?*' commentary for each Best City Priority was welcomed.

RESOLVED – That the Best Council Plan 2018/19 Annual Performance Report, as submitted, be received, and that the progress made during 2018/19 in delivering the ambitions and priorities set out in the Best Council Plan, as detailed in the submitted report, be noted.

81 Financial Health Monitoring 2019/20 – Month 4

The Chief Officer (Financial Services) submitted a report which presented the Council's projected financial health position for 2019/20 as at Month 4 of the financial year, detailed proposals identified by the Director of Children and Families to address the projected directorate overspend and which sought approval of a proposed release from the Council's General Reserve.

In noting that Veolia had failed to meet agreed recycling targets and as such there may be an obligation on Veolia to pay a penalty to the Local Authority subject to DEFRA's agreement (Department for Environment, Food and Rural Affairs), a Member made an enquiry about how such a potential sum would be invested. In response, it was noted that discussions with relevant parties were ongoing and that once further clarity had been received, officers undertook to ensure that Executive Members would be fully briefed on such matters prior to any proposals being progressed.

RESOLVED –

- (a) That the projected financial position of the authority, as at Month 4 of the financial year, as detailed within the submitted report, be noted;
- (b) That the proposals identified by the Director of Children and Families to address the projected overspend, as reported to the Board in July 2019 and as detailed within the submitted report, be noted;
- (c) That the release of £1m from the General Reserve, be approved in order to take advantage of record low interest rates, and to create savings for the Medium Term Financial Strategy, with it being noted that the officer responsible for the implementation of this resolution is the Chief Officer (Financial Services) and that the release from the reserves will be actioned before the next reporting period.

DATE OF PUBLICATION: FRIDAY, 20TH SEPTEMBER 2019

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00 P.M., FRIDAY, 27TH SEPTEMBER 2019