

## EXECUTIVE BOARD

WEDNESDAY, 23RD SEPTEMBER, 2015

**PRESENT:** Councillor L Yeadon in the Chair

Councillors D Coupar, M Dobson, J Lewis,  
R Lewis and L Mulherin

**SUBSTITUTE MEMBERS:** Councillors J Bentley and J Procter

**APOLOGIES:** Councillors J Blake, A Carter, S Golton and M Rafique

**35 Chair of the Meeting**

In accordance with Executive and Decision Making Procedure Rule 3.1.5, in the absence of Councillor Blake who had submitted her apologies for absence from the meeting, Councillor Yeadon presided as Chair of the Board for the duration of the meeting.

**36 Substitute Member**

Under the terms of Executive and Decision Making Procedure Rule 3.1.6, Councillors J Procter and J Bentley were invited to attend the meeting on behalf of Councillors A Carter and Golton respectively, who had submitted their apologies for absence from the meeting.

**37 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 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) Appendix 1 to the report entitled, 'Redevelopment of Kirkstall Road Household Waste Recycling Site and Transfer Station', referred to in Minute No. 47 is designated as exempt from publication in accordance with paragraph 10.4(3) of Schedule 12A(3) of the Local Government Act 1972 on the grounds that the information contained within the submitted appendix contains the price evaluation scores for each of the tenderers, and which therefore relates to the financial or business affairs of each of the tenderers. Keeping this information exempt from publication also relates to the business affairs of the Council, where the disclosure of such information could damage confidence in the Council's procurement processes. Consequently, it is considered that the public interest in maintaining the exemption from publication outweighs the public interest in disclosing the information.

**38 Declaration of Disclosable Pecuniary Interests**  
There were no declarations of Disclosable Pecuniary Interests made at the meeting.

**39 Minutes**  
**RESOLVED** – That the minutes of the meeting held on 15<sup>th</sup> July 2015 be approved as a correct record.

## **HEALTH, WELLBEING AND ADULTS**

**40 Delivering the Better Lives Strategy in Leeds - Proposed Next Steps - Progress Report**

Further to Minute No. 104, 19<sup>th</sup> November 2014, the Director of Adult Social Services submitted a report which provided an account of the further work which had been undertaken in support of the “Delivering the Better Lives Strategy in Leeds – Proposed Next Steps”. The report identified the progress which had been made since November 2014 when the Board previously considered the matter, and which also sought approval to proceed with further proposals, including the structure of the proposed consultation process.

Members noted that the purpose of the submitted report was to gain the Board’s approval to undertake a consultation exercise on the proposals detailed, with assurances being provided that such consultation would be genuine, comprehensive and would involve all relevant parties.

Furthermore, it was emphasised that whilst noting the significant reduction in the Council’s budget over the last five years, the aim was to ensure that modern, personalised services were offered which provided the individual with a range of choices and enabled them to maintain their independence for as long as possible. Also, it was highlighted that should any actions be implemented following the consultation period, the Council guarantees that individuals affected would have the same level of service, that there is sufficient residential care provision in the city and that the Council would support all relevant parties throughout the accompanying processes.

Responding to a Member’s enquiry, it was reiterated that current and projected figures indicated that there were sufficient levels of residential care provision to meet demand in Leeds. Furthermore, Members were also provided with information on the work which had been undertaken on the viability of alternative models of provision.

### **RESOLVED –**

- (a) That the work which has been undertaken in compliance with the requirements of the agreement given by the Executive Board on 19th November 2014, be noted;
- (b) That the following proposals be agreed:-
  - (i) To begin consultation on the recommended proposals to decommission the three remaining care homes (Middlecross, Siegen Manor and The Green) and associated day centres

(Middlecross, Siegen Manor and The Green) and Springfield day centre for older people, with consultation on these services commencing on 1st October 2015 and being completed on 23<sup>rd</sup> December 2015. (It was noted that the related recommendation within the report remained unchanged from that which featured in the November 2014 report);

- (ii) To begin consultation on the recommended proposal to decommission Radcliffe Lane Day Centre, with consultation taking place in the same timescale as the services listed above. (It was noted that the related recommendation within the report had been altered from that which featured in the November 2014 report, with explanatory details set out at sections 3.36-3.41 of the submitted report);
- (iii) To consult on the proposal to remodel Wykebeck Valley day centre over time as a complex needs hub for the East of the city, taking a phased approach to accommodate the needs of existing and future customers, with consultation taking place in the same timescale as the services listed above. (It was noted that the related recommendation within the report had been altered from that which featured in the November 2014 report, with explanatory details set out at sections 3.42-3.45 of the submitted report);
- (iv) To continue and complete the review of the Council's long term community support service (home care) which is currently underway;
- (v) That officers be asked to submit a further report to Executive Board in Spring 2016 detailing the outcomes from the consultation process on the proposals outlined in the submitted report and in relation to the outcomes from the review of options for the residual Community Support Service and making further recommendations in relation to the next steps;
- (vi) To note that a further report has been submitted to the Executive Board that sets out proposals in relation to Frederick Hurdle and Apna Day Centres (Minute No. 53 refers);
- (vii) To note that the lead officer responsible for the implementation of such matters is the Director of Adult Social Services.

(At the conclusion of this item, the meeting was adjourned at 1.25 p.m., and subsequently reconvened at 1.35 p.m.)

## **CHILDREN AND FAMILIES**

### **41 Outcome of consultation to increase Primary School Places in Pudsey/Swinnow**

The Director of Children's Services, the Director of City Development and the Deputy Chief Executive submitted a joint report on proposals which related to the Local Authority's duty to ensure sufficiency of school places. Specifically, the report made reference to the outcome of the consultation exercise which had been undertaken on proposals to expand primary school provision at Park Spring Primary School, and sought permission to publish a statutory notice in respect of such proposals.

#### **RESOLVED –**

- (a) That the publication of a Statutory Notice to expand Park Spring Primary School from a capacity of 315 pupils to 420 pupils, with an increase in the admission number from 45 to 60, with effect from September 2017, be approved;
- (b) That it be noted that the responsible officer for the implementation of such matters is the Capacity Planning and Sufficiency Lead.

### **42 Outcome of statutory notices on proposals to expand secondary provision at Roundhay Through-School**

Further to Minute No. 10, 24<sup>th</sup> June 2015, the Director of Children's Services, the Director of City Development and the Deputy Chief Executive submitted a joint report detailing the outcomes from the publication of statutory notices regarding proposals to expand secondary provision at Roundhay Through-School and which sought approval to implement such expansion.

Responding to an enquiry, Members were advised that the school's Board of Governors had considered and agreed to the proposals.

#### **RESOLVED –**

- (a) That changes to Roundhay Through-School by increasing its capacity from 1250 pupils to 1500 pupils in years 7 – 11, with an increase in the cohort sizes from 250 to 300, with effect from September 2017, be approved;
- (b) That the increase to the year 7 admissions number in 2017 and 2018 to 300, then its reduction to 240 in 2019, be approved, given that the primary children are already on the roll of the school and the admission number is the number of additional children from other primary schools that would be admitted;
- (c) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

## **COMMUNITIES**

### **43 Migration and Refugee Update**

The Assistant Chief Executive (Citizens and Communities) submitted a report which provided an update on a range of issues relating to migration in Leeds as well as Leeds' response to the current Middle East refugee crisis. In addition, the report provided context on migration and asylum issues as they historically and presently affected the demography of the city as well as responding to the current refugee crisis.

Responding to a Member's enquiry, it was confirmed that the proposed use of up to £100,000 of local welfare scheme funding to support third sector organisations in dealing with capacity challenges would not impact upon the delivery of the Council's welfare service provision. Furthermore, it was noted that the Council would continue to work in partnership with the third sector in order to ensure that the outcomes provided by such organisations were maximised.

A discussion then took place on the detail of the Council's response to the Home Office's consultation paper: 'Reforming Support for Failed Asylum Seekers and other Illegal Migrants'.

#### **RESOLVED –**

- (a) That the Assistant Chief Executive (Citizens and Communities) be authorised to liaise with Home Office colleagues in order to seek to agree the terms and funding arrangements for the relocation of up to 200 Syrian refugees in Leeds over the next two years;
- (b) That the Board endorse the use of up to £100,000 of local welfare scheme funding in order to support third sector organisations in dealing with current capacity challenges, with the Assistant Chief Executive (Citizens and Communities) agreeing specific proposals in consultation with the relevant Executive Member.

### **44 Future Policy Direction for the Regulation of the Private Rented Sector and tackling empty homes**

The Director of Environment and Housing submitted a report presenting the issues currently affecting the Private Rented Sector (PRS) in Leeds, and outlined a number of potential policy directions in this area. Furthermore, the report responded to the deputation presented to the 1<sup>st</sup> April 2015 Council meeting by the Trade Unionist and Socialist Coalition (TUSC) regarding private sector housing and letting agencies.

In discussing the available options for the regulation of the private rented sector, and also the emerging issue of properties being purchased as part of the 'Right to Buy' initiative and subsequently being privately rented, it was noted that comments made by Members would be taken into consideration as such matters were progressed.

**RESOLVED** – That the Director of Environment and Housing be requested to report back to the February 2016 Executive Board on the development of a range of options for the improvement and the regulation of the PRS in Leeds, specifically:-

- (i) A self-regulation agreement with members of Accreditation Schemes;
- (ii) Establishing a “Rogue Landlord” unit;
- (iii) Lobbying government for changes to the operation of Housing Benefit or Universal Credit within the sector;
- (iv) Refining the approach to prosecutions of failing landlords;
- (v) Establishing an “Ethical Lettings Agency”; and
- (vi) Targeting the Leeds Neighbourhood Approach (LNA) within a Neighbourhood Improvement programme.

**45 Approval to grant thirteen 99 year leases at less than best consideration to Leeds Action to Create Homes (LATCH)**

Further to Minute No. 35, 4<sup>th</sup> July 2007, the Director of Environment and Housing submitted a report which sought approval to surrender 13 existing leases and grant 99-year leases at ‘less than best’ consideration to LATCH (Leeds Action to Create Homes). The report detailed how this would enable LATCH to secure additional finances in order to undertake a programme of acquisition and refurbishment of privately owned empty properties across the city.

Responding to a Member’s enquiry, officers undertook to ensure that the Council would work with the relevant organisations in order to ensure that any properties involved in this and similar schemes would be brought back into use within a specified timescale.

**RESOLVED –**

- (a) That a recommendation to surrender 13 existing leases to LATCH, be approved;
- (b) That approval be given to enter into new 99-year Leases at ‘Less Than Best’ consideration in order to enable LATCH to secure additional finances and enter into a programme of acquisition and renovation of empty properties in Leeds;
- (c) That the necessary authority be delegated to the Director of City Development in order to approve the terms of the new leases at ‘Less than Best’ consideration, based upon a peppercorn rent calculated at £1 per annum per property by January 2016.

**ENVIRONMENTAL PROTECTION AND COMMUNITY SAFETY**

**46 Draft Safer Leeds Strategy 2015/16**

The Director of Environment and Housing submitted a report which presented the draft Safer Leeds Strategy for 2015-2016 for the Board’s consideration and support, prior to the Strategy being submitted for the purposes of formal approval to the meeting of full Council on 11<sup>th</sup> November 2015.

Responding to a Member's enquiry, the Board was advised that although the issue of road safety was not included within the strategy, it did feature within the West Yorkshire Local Transport Plan, and it was emphasised that collaborative work between relevant partners would continue in order promote all aspects of the issue.

**RESOLVED** – That the draft Safer Leeds Strategy be supported as the city's Crime and Disorder Strategy for 2015-16, and that the Strategy be submitted to full Council on 11th November 2015 for the purposes of approval.

(In accordance with the Council's Executive and Decision Making Procedure Rules, the matters referred to within this minute were not eligible for Call In as the power to Call In decisions does not extend to those decisions made in accordance with the Budget and Framework Procedure Rules, which includes the resolution above)

#### **47 Redevelopment of Kirkstall Road Household Waste Recycling Site and Transfer Station**

Further to Minute No. 217, 5<sup>th</sup> March 2014, the Director of Environment and Housing submitted a report which sought approval to proceed with the redevelopment of the Kirkstall Road recycling site. The report highlighted how the proposed scheme would provide major enhancements to recycling facilities and services for residents in this area of the city, and which aimed to support a further increase in recycling performance.

The submitted report and the exempt appendix provided Members with details of 2 options: Option 1 included the development of a 're-use shop' within the project, whilst Option 2 excluded it.

Members discussed the updated costings and the factors which had led them to be revised.

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

#### **RESOLVED –**

- (a) That the appointment of the preferred contractor, to complete the design and carry out construction of the proposed Kirkstall Road recycling site, in accordance with the details contained within the submitted exempt appendix 1 (i.e. Option 1 - including the development of a re-use shop), be approved;
- (b) That a further injection into Capital Scheme No. 16169 of £943k, to be funded through a combination of additional unsupported borrowing and grant, be approved, giving a total approved budget of £5.243m;
- (c) That authority to spend up to a total of £5.243m on the re-development of Kirkstall Road recycling site be approved;

- (d) That the necessary authority be delegated to the Director of Environment and Housing in order to approve the completion of the contract award, and to take any necessary action associated with the contract and/or contract award.

## **ECONOMY AND CULTURE**

### **48 Best Council Plan - Strong Economy and Compassionate City**

Further to Minute No. 30, 15<sup>th</sup> July 2015, the Deputy Chief Executive submitted a report which sought agreement to a renewed ambition for Leeds. In doing so, the report presented the draft 'best city' outcomes and the updated breakthrough projects, which would inform the 2016/17 Best Council Plan together with the Council's financial strategy, and which would also aim to build upon the progress previously reported to the Board.

Responding to Members' enquiries, it was emphasised that focus would be placed upon the delivery of the ambitions presented within the submitted document, and that Members would be kept informed of the progress being made against such ambitions.

### **RESOLVED –**

- (a) That a renewed ambition for Leeds: to be the 'best city', as set out in the '*Vision for Leeds 2011-30*' be agreed, which means that it must be a compassionate, caring place that helps all of its residents contribute to and benefit from the effects of economy growth, thereby tackling poverty and reducing the range of inequalities that still exist;
- (b) That the draft 'best city' outcomes and updated 'breakthrough projects', as presented at Appendix 1 to the submitted report be noted, which are in support of the twin aims of Leeds having a 'strong economy' and being a 'compassionate city'. It also be noted that these will be finalised in the coming months through developing the 2016/17 Best Council Plan and aligned budget, both of which are scheduled to be presented to the Board in February 2016.
- (c) That it be noted that the officers responsible for such matters are the Chief Executive (for the Best Council Plan) and the Deputy Chief Executive (for the Council budget).

## **RESOURCES AND STRATEGY**

### **49 Financial Health Monitoring 2015/16 – Month 4**

The Deputy Chief Executive submitted a report presenting the Council's projected financial health position after 4 months of the 2015/16 financial year. Furthermore, the submitted report sought approval of the proposed changes to the budget and the associated savings detailed at Appendix 2, in order to reflect the potential reduction in the Public Health grant. Finally, the report provided an update on the Council's procurement activity during the first quarter of the financial year.

Responding to an enquiry, the Board received an update on the factors which had led to the current forecasting of a year-end overspend within the Children's Services directorate, together with the actions being taken to address it.

Members also received an update on the current position regarding the national in-year reduction in Public Health grant, and in relation to this, discussed the details within Appendix 2, which presented proposals to change the budget and make savings in order to accommodate such a grant reduction.

Responding to a Member's enquiry, the Board was advised that dialogue with the Home Office would continue, both on the collaborative work which the Council was undertaking to assist with the current refugee crisis and also in respect of associated Government funding to support such work.

**RESOLVED –**

- (a) That the projected financial position of the Authority for 2015/16 be noted;
- (b) That in line with the Budget and Policy framework, approval be given to the changes to the budget in order to reflect the potential reduction to the Public Health grant, together with the proposed savings, as outlined in Appendix 2 of the submitted report, which are subject to confirmation of the final in-year grant, and which are for implementation by the Director of Public Health in line with the Council's decision-making processes.

**50 Paying a Real Living Wage**

The Deputy Chief Executive submitted a report which recommended that the Council established a real Living Wage for staff of £8.01 per hour from 1st April 2016, in line with the West Yorkshire Combined Authorities' Low Pay Charter, which the Council signed up to in April 2015 (Minute No. 191 of Executive Board, 22<sup>nd</sup> April 2015 refers).

Responding to an enquiry, it was confirmed that the real Living Wage initiative would apply to all staff, other than in exceptional circumstances, and would not include an age threshold.

In addition, Members noted the estimated financial impact that the establishment of the real Living Wage would have upon schools, and received information on the dialogue which continued with schools, together with other partners, on the wider implications of the initiative.

**RESOLVED –**

- (a) That it be noted that Council staff will be paid a real Living Wage at £8.01 per hour from 1<sup>st</sup> April 2016;

- (b) That the budget strategy be developed in order to accommodate this, with the minimum pay rate being annually reviewed as part of the budget strategy, and with increases being considered in terms of affordability, impact on pay structures and national pay settlements;
- (c) That it be noted that the Deputy Chief Executive is the responsible officer for the implementation of resolutions (a) and (b) (above);
- (d) That Leeds City Council engage with partners and the business community in Leeds in order to demonstrate how this change will help build a stronger economy and a compassionate city, with the Deputy Chief Executive reporting back to the Board on this, together with other key national developments regarding pay and benefit changes that affect low paid staff.

## **REGENERATION, TRANSPORT AND PLANNING**

### **51 Project to establish a Leeds domestic energy services company (LESCo)**

The Director of Environment and Housing submitted a report which introduced the underpinning concepts of the Leeds Domestic Energy Services Company (LESCo) project and which outlined the proposed next steps, with the intention of securing the support of the Executive Board to proceed as planned with the scheme. In addition, the report also focused upon some of the cross linkages and interdependencies that this project shared with the Council's wider objectives around the breakthrough projects programme.

The Board welcomed the proposals detailed within the submitted report. In addition, Members emphasised the importance of ensuring that there was transparency around the tariffs and offers provided by LESCo. Having noted that Council houses would be automatically switched to the new energy company during the voids process, it was suggested that consideration be given to the service being eventually extended to as wide a customer base as possible.

#### **RESOLVED –**

- (a) That the contents of the submitted report be noted;
- (b) That approval be given to the Council conducting an open competition in order to enable the identification of a suitable organisation to partner with, under formal contract;
- (c) That the necessary authority be delegated to the Director of Environment and Housing in order to conduct the competitive process referred to above, and also to negotiate and agree the resulting formal contract and all ancillary matters/documents.

### **52 Hunslet Riverside Regeneration Plan**

Further to Minute No. 19, 15<sup>th</sup> July 2015, the Director of City Development submitted a report outlining a proposed approach which aimed to secure the

regeneration of the Hunslet Riverside area. The report highlighted the scope of the opportunities available and the need for an agreed Regeneration Plan. Additionally, the report also identified how the Council proposed to use its' assets in order to support growth aspirations in the area.

**RESOLVED –**

- (a) That the principles as set out at section 3.7.1 of the submitted report be agreed, in order to guide the delivery of regeneration in the Hunslet Riverside area;
- (b) That approval be given for the Head of Regeneration to undertake stakeholder consultation and prepare a Regeneration Plan for Hunslet Riverside, with the associated matters being submitted to Executive Board in Spring 2016 for the purposes of approval.

**HEALTH, WELLBEING AND ADULTS**

**53 Delivering the Better Lives Strategy Adult Social Care - BME Day Services**

Further to Minute No. 104, 19<sup>th</sup> November 2014, the Director of Adult Social Services submitted a report providing an update on the progress made regarding consultation on the future of the Adult Social Care day centres for older people from Black and Minority Ethnic (BME) communities at Apna (Hyde Park & Woodhouse) and Frederick Hurdle (Chapel Allerton).

The report also provided details regarding the current and future demand for BME services and presented a number of potential options for the future delivery and management of the provision, all of which had been the subject of the associated consultation exercise.

Responding to a Member's enquiry, it was highlighted that as part of the Better Lives Strategy, the aspiration of re-designing this service model was to ensure that users were provided with a range of choices in terms of service provision.

**RESOLVED –**

- (a) That the outcomes of the extensive consultation exercise on the future delivery of services at Apna and Frederick Hurdle day centres, be noted;
- (b) That a two stage approach to service change be approved:
  - In Phase One between October 2015 and March 2016, the service model be re-designed in co-production with service users, carers, staff, and the wider communities working with ASC Commissioning;
  - Phase Two to involve the transition to the new service model and the services being managed by one or more external providers. This phase to take place between April and December 2016;

- (c) That the new service model and costs be confirmed as the detailed proposals are developed, which will be approved through a delegated decision when the new arrangements are finalised;
- (d) That approval be given to the existing approach continuing into the Commissioning phase of the project, whereby service users, carers, staff and the wider communities work in co-production with Leeds Adult Social Care in order to develop proposals for these services;
- (e) That it be noted that the lead officer responsible for the implementation of such matters is the Director of Adult Social Services.

#### **54 Director of Public Health Annual Report 2014/15**

The Director of Public Health submitted a report which provided a summary of the background, context and key issues from the Director's Annual Report 2014/15. Full copies of the Director's Annual report were also provided to Board Members for their consideration.

The Board noted the objectives of the Director's report: namely the health benefits of good urban design and also to ensure that communities were able to effectively contribute towards the planning process.

In addition, Members highlighted the importance of ensuring that the necessary infrastructure, including public health provision, accompanied new housing developments. Furthermore, the Board welcomed the aspiration of ensuring that communities and stakeholders were able to have greater input into the planning process, but highlighted how current procedures did not always help to facilitate this, and as a result suggested that representations could be made to Government on such matters.

#### **RESOLVED –**

- (a) That the contents of the submitted report be noted;
- (b) That the recommendations, as detailed within the Director of Public Health's Annual Report 2014/15, be supported;
- (c) That the Scrutiny Board (Adult Social Services, Public Health and NHS) be recommended to receive the Director of Public Health's Annual Report 2014/15.

#### **55 Endorsing the national "Mental Health Challenge"**

The Director of Public Health submitted a report regarding the national 'Mental Health Challenge', which provided the Board with the opportunity to consider the commitments lying behind the initiative, and to signal its commitment to this agenda by signing up to the 'challenge'.

On behalf of the Board, the Executive Member for Health, Wellbeing and Adults highlighted the importance of promoting good mental health and wellbeing in city's schools, colleges and workplaces, and also thanked all of

those who had participated in and contributed to the recent seminar attended by Elected Members on the issue of mental health.

Furthermore, the Chief Executive highlighted that as part of the activities of National Inclusion Week this week, he had addressed senior officers on such matters, with all senior officers adopting an 'inclusion objective'. It was highlighted that these activities, together with the recent Members' seminar and the consideration of such matters by Executive Board were all part of the proactive and co-ordinated approach being taken by the Council.

In conclusion, the Chief Executive offered to take up the role of lead officer for promoting the Mental Health Challenge in Leeds, alongside the Executive Member for Health, Wellbeing and Adults' role as Member Champion for this initiative.

**RESOLVED** – That the Executive Board endorse and sign up to the 'Mental Health Challenge' initiative.

**DATE OF PUBLICATION:** FRIDAY, 25<sup>TH</sup> SEPTEMBER 2015

**LAST DATE FOR CALL IN  
OF ELIGIBLE DECISIONS:** 5.00P.M., FRIDAY, 2<sup>ND</sup> OCTOBER 2015

(Scrutiny Support will notify Directors of any items called in by 12.00noon on Monday, 5<sup>th</sup> October 2015)