

EXECUTIVE BOARD

THURSDAY, 24TH SEPTEMBER, 2020

PRESENT: Councillor J Blake in the Chair
(REMOTELY) Councillors A Carter, R Charlwood,
D Coupar, S Golton, J Lewis, L Mulherin,
J Pryor, M Rafique and F Venner

32 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 2 to the report entitled, 'Estate Realisation and Accelerated Capital Receipts', referred to in Minute No. 46 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 it contains information relating to the financial and business affairs of the Council. 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. It is considered that the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time. (Minute No. 46 refers).

33 Late Items

Agenda Item 10 - Update on Coronavirus (Covid-19) Pandemic - Response and Recovery Plan

With the agreement of the Chair, a late item of business was admitted to the agenda entitled, 'Update on Coronavirus (COVID-19) Pandemic – Response and Recovery Plan'.

Given the scale and significance of this issue, it was deemed appropriate that a further update report be submitted to this remote meeting of the Board. However, due to the fast paced nature of developments on this issue, and in order to ensure that Board Members received the most up to date information as possible, the report was not included within the agenda as originally published on 16th September 2020. (Minute No. 40 refers).

34 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

35 Minutes

RESOLVED – That the minutes of the previous meetings held on 20th July 2020 and 1st September 2020 be approved as a correct record.

LEARNING, SKILLS AND EMPLOYMENT

36 Design and Cost Report for the Allerton Grange School Permanent Expansion of 60 Places for September 2021

Further to Minute No. 11, 24th June 2020, the Director of Children and Families and the Director of City Development submitted a joint report which set out the context regarding the proposed permanent expansion of Allerton Grange School and which sought approval for the necessary authority to spend and to incur related expenditure to facilitate the delivery of works for the permanent expansion of Allerton Grange School from September 2021.

In response to a Member's enquiries, the Board received further information regarding the extent of the PFI and other associated fees which would be incurred as a result of the proposals and also in respect of the level of costs for the project.

With regard to the highways considerations associated with the scheme and the finalised details regarding fees incurred, officers respectively undertook to provide the Member in question with further information on these matters.

In addition, Members also discussed the approach nationally towards the provision of schools and school places.

RESOLVED –

- (a) That authority to spend and incurring expenditure of £5,051,606 from Capital Scheme number 33177/AGR/000 for the redevelopment and expansion of Allerton Grange School for September 2021, be approved;
- (b) That the overall scheme costs of £7,202,806, which incorporates the existing approval of £2,151,200.80 for the bulge expansion for September 2020, be noted;
- (c) That it be noted that the expenditure for the construction of the permanent expansion works are subject to planning approval;
- (d) That it be noted that the former CLC building is in the ownership of Leeds City Council and not part of the PFI; with it also being noted that the extension to the former CLC building will be subject to a deed of variation to remove this section of the site from the PFI agreement such that the extended building remains wholly in Leeds City Council ownership. Finally, it be noted that a further deed of variation will be required for PFI approval to undertake remodelling works within the main school building;

- (e) That the implementation of a City Council Change under the PFI contract, be approved, and that approval also be given to the entering in to of any associated documentation, including without limitation a deed of variation (as required), with the Head of Service, Learning Systems being authorised to review and approve any such documentation;
- (f) That the programme dates, as identified in section 3.2 of the submitted report, in relation to the implementation of this decision, be noted, with it also being noted that this represents the critical path for project success and must be adhered to where possible;
- (g) That it be noted that the officer responsible for the implementation of such matters is the Head of Service Learning Systems in Children's and Families Directorate.

HEALTH, WELLBEING AND ADULTS

37 Asset Based Community Development and Asset Based Approaches

The Director of Adults and Health submitted a report which provided an update on Asset Based Community Development (ABCD) activity in Leeds, highlighting achievements and challenges experienced to date. The report also detailed the importance of ABCD in supporting the city's response to Covid-19 and community resilience and which presented an outline plan for the further proliferation of ABCD, with details also being provided on the potential for this way of working to further deliver the Council's ambitions.

As part of the introduction to the report, the Executive Member for Health, Wellbeing and Adults introduced the newly appointed Chief Officer for Transformation and Innovation.

Responding to a Member's enquiries, it was noted that a further report to the Board presenting the outcomes from the evaluation work being undertaken by Leeds Beckett University would be submitted either in December 2020 or early in 2021.

A Member highlighted the importance of the approach being further embraced by other services within the Council, such as the Communities team, in order to maximise the benefits from the initiative. In response to this, the Board was provided with further detail on the actions being taken to develop the ABCD approach in the short to medium term, specifically with regard to greater partnership working both internally and with external organisations.

In conclusion, Members highlighted how this work was crucially important in helping to address the issues being faced across the city during the current time.

RESOLVED –

- (a) That the positive impact that Asset Based Community Development and asset based approaches have made across the city, be noted

together with the important role that they have played in the Covid-19 response;

- (b) That the outline plan for the development of Asset Based Community Development in Leeds, be noted;
- (c) That agreement be given to work with key partners across the city in order to develop Asset Based Community Development and asset based approaches as a key vehicle for meeting the city's priority outcomes;
- (d) That it be noted that the officer responsible for the development of ABCD is the Chief Officer for Transformation and Innovation in Adults and Health, working with key partners within the Council and externally.

ENVIRONMENT AND ACTIVE LIFESTYLES

38 Temple Newsam Indoor Play Barn

The Director of Communities and Environment submitted a report highlighting an opportunity to conserve and transform heritage buildings to develop an all year round visitor attraction at Home Farm, Temple Newsam, which would be achieved by creating an indoor play barn, café and retail facility within the heart of the existing farm attraction. The report also set out the business case to achieve a financially sustainable future for the buildings, improve the visitor experience as well as continue to conserve rare breeds.

A Member raised concerns regarding the timing of the proposal given the current financial challenges being faced by the Council, the potential impact on such a scheme by restrictions introduced in response to the pandemic and whether the matter would be further considered by the Board. In response, Members received further detail regarding the business case for the proposals and also an undertaking that the proposals would be reviewed in February 2021, to ensure that it remained financially viable before an award of tender was progressed.

During the discussion it was emphasised that local Ward Councillors were supportive of the proposals.

Responding to a specific enquiry, officers undertook to provide the Member in question with information regarding the interest that would be charged on the proposed £3.68m prudential borrowing.

RESOLVED -

- (a) That approval be given to implementing the proposals as contained within the submitted report, subject to a review being conducted before the award of tender (anticipated in February 2021) in order to assess the potential impact of COVID-19;
- (b) That agreement in principle be given to inject £3.68 million investment into the Capital Programme, with approval also being given to delegate

the authority to spend approvals for the full scheme to the Director of Communities and Environment following the associated review in February 2021;

- (c) That it be noted that the Chief Officer Parks and Countryside will be responsible for implementation of this scheme.

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

39 Proposals for Road Safety Park, Family Cycle Trails, Children's Play Area, Cafe, Remodelled Golf Provision and Landscape Improvements at Temple Newsam

Further to Minute No. 86, 16th October 2019, the Director of Communities and Environment submitted a report outlining the findings of the recent public consultation exercise undertaken in respect of proposals for the land currently occupying the golf course at Temple Newsam Estate, with the report making proposals for the future of this area of land based upon the consultation findings.

Responding to a Member's enquiries, officers provided an update on the liaison which had taken place to date with Temple Newsam Golf Club regarding the golf course layout proposals, and with a view to progressing such matters and provide the club with any further clarification as necessary, it was requested that dialogue between the Council and the club continued. Also, officers undertook to provide Board Members with the associated plans which had been shared with the club for their consideration.

As part of the discussion on such matters, the Board was provided with further details of the consultation exercise which had taken place.

A Member highlighted the vital role played by community parks throughout the city, especially during the current pandemic, with it being noted that the work in the community parks across Leeds would continue.

RESOLVED –

- (a) That the following changes to the area of Temple Newsam that is currently a golf course be approved:-
- (i) A reduction in the size of Temple Newsam golf course from 27 to 18 holes;
 - (ii) The re-development of the building which currently serves as the golf clubhouse to include an attractive and accessible café, toilets and other supporting recreational facilities alongside golf provision;
 - (iii) The development of a road-safety park, children's play area, walking and cycling trails and other historical, educational and environmental landscape improvements;

- (b) That approval be given to inject £1.2m into the Capital Programme for the delivery of the scheme;
- (c) That the necessary 'authority to spend' approvals for the full scheme be delegated to the Director of Communities and Environment, subject to consultation with the Executive Member for Environment and Active Lifestyles;
- (d) That it be noted that the Chief Officer Parks and Countryside will be responsible for the implementation of the scheme.

(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)

INCLUSIVE GROWTH AND CULTURE

40 Update on Coronavirus (COVID-19) Pandemic - Response and Recovery Plan

Further to Minute No. 21, 20th July 2020, the Chief Executive submitted a report which provided an update on the continued Coronavirus (COVID-19) work being undertaken across the city including the recovery approach, outbreak management, and current issues and risks. The report also noted that the city's multi-agency command and control arrangements continued to be used alongside the Response and Recovery plan with the aim of mitigating the effects of the outbreak on those in the city, especially the most vulnerable, and to help prepare for the longer term stages of recovery planning.

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 9 of the submitted report, and as detailed in Minute No. 33.

By way of introduction to the report, the Chair paid tribute on behalf of the Board to Council officers, all partners, the community and Councillors for the continued work being undertaken right across the city to address the challenges continuing to be faced as a result of the pandemic.

Members were provided with an update on the latest developments, both locally and nationally which had occurred since the publication of the submitted report, which included the introduction of new national restrictions, the launch of the NHS Covid-19 App and the current position regarding testing provision. The Board also received an update regarding the latest infection rates in Leeds, with it being noted that Members and relevant parties would continue to be kept informed of any developments or announcements from Government which impacted upon the city.

Emphasis was also placed upon the unprecedented challenges that the Council and the city continued to face and the 'asks' such as funding, improved testing and more local contact tracing, which were being made to

Government to help address such challenges. Members also reiterated the crucial role played by local government and partners in such circumstances and the benefits that a localised approach could often provide. Regarding the approach being taken in Leeds, emphasis was placed upon the need to ensure that the correct balance was struck between preventing infection whilst at the same time also looking to maintain people's broader health and wellbeing needs.

In addition, it was noted that communication continued with neighbouring Local Authorities in order to ensure that a partnership approach was being taken, whilst Members also received information on the work being undertaken across a range of sectors, including care homes, schools and work places to address the specific challenges within those settings.

In conclusion, the Chair reiterated the unprecedented financial challenges that the Council continued to face and the importance of a cross-party approach being taken when making representations to Government for further support. Also, emphasis was placed upon the key importance of ensuring that clear communications and messaging on the current regulations to all communities in Leeds was consistently delivered.

RESOLVED –

- (a) That the updated context, progress and issues as we move into a new phase of dealing with the Covid-19 pandemic, as detailed within the submitted report, be noted;
- (b) That the emerging issues for consideration during the next phase of recovery, including the new school and university term, winter pressures, and the concurrent pressure of EU exit, be noted;
- (c) That the need for new levels of engagement with the public, and everybody taking ownership of the need to be safe and responsible in order to reduce levels of transmission and avoid further restrictions, be recognised;
- (d) That in respect of the financial implications for the Council arising from the Coronavirus pandemic, the contents of the submitted report be used as context when the Board considers the more detailed financial health monitoring report, as detailed at Minute No. 41.

RESOURCES

41 Financial Health Monitoring 2020/21 - Month 4

The Chief Officer (Financial Services) submitted a report providing the projected financial health position of the Authority for 2020/21, as at month 4 of the financial year.

As part of the introduction to the report, the Board received an update on the ongoing discussions which continued with Government regarding the provision of further financial support for the current financial year, with it being

noted that the Government's response was expected in mid-October, and it would be at this point when it would be known whether or not the Council would need to consider an emergency budget.

Responding to a Member's enquiry, the Board was provided with further information regarding the proportion of the current year's deficit which related to the Minimum Revenue Provision and the proportion which could be attributable to the impact of Covid-19.

Members discussed a number of issues relating to the Council's Medium Term Financial Strategy and also regarding the approaches being made to Government for further support. Members also discussed whether the Government could potentially be approached in relation to support for the Council's loss of income, whilst emphasis was placed upon the key 'ask' of spreading the unprecedented costs associated with the pandemic over a longer term, an approach which it was noted, would be consistent with much of the public sector.

RESOLVED –

- (a) That the projected financial position of the Authority, as at Month 4 of the financial year, be noted, together with the projected impact of COVID-19 on that position;
- (b) That it be noted that the remaining gap will still require significant savings and further support from Central Government;
- (c) That it be noted that the Authority is awaiting confirmation of further Government financial support this year, which will inform the action the Council will need to take in terms of how a balanced budget position can be delivered.

42 Medium Term Financial Strategy 2021/22-2025/26

The Chief Officer (Financial Services) submitted a report which presented an updated Medium Term Financial Strategy for the period 2021/22 to 2025/26, together with the budget assumptions underlying that Strategy.

Members discussed the uncertainty around the funding basis for Local Authorities moving forward, and highlighted the importance of a Spending Review announcement by the Government in order to provide the Council with as much certainty as possible.

A Member highlighted the need for the Council to approach the financial challenges which it continued to face in an agile way, so that it could adapt as required.

RESOLVED – That the updated Medium Term Financial Strategy for 2021/22 to 2025/26, as detailed within the submitted report, be noted.

(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)

43 Revenue Budget Update 2021/22 and Budget Savings Proposals

The Chief Officer (Financial Services) submitted a report detailing the actions underway and proposed to address the financial gap for 2021/22, currently estimated at £118.76m. The report presented a series of savings proposals to contribute towards the Council achieving a balanced budget for 2021/22 Budget and where appropriate, sought agreement to begin meaningful consultation with staff, trade unions, service users and the public as required. The report also outlined the budget savings proposals that will contribute towards the Housing Revenue Account delivering a balanced budget position for 2021/22.

In introducing the report, the Executive Member for Resources highlighted that the proposals in the submitted report were the first step in a process towards the submission of the initial budget proposals later in the year.

In response to a Member's enquiries, the Board was provided with further information on the anticipated reduction in the workforce as part of the proposals in terms of the number of full time equivalent posts, received an update on the Early Leavers initiative ahead of the deadline for employees to reaffirm their expression of interest, and in response to an enquiry regarding the provision of funding for the 'Year of Culture 2023' initiative, it was noted that such matters would be taken into consideration as part of the budget setting process moving forward.

Members also discussed the approach being taken across directorates towards meeting the financial challenges being faced in each respective area and how that formed part of the budget setting process.

RESOLVED –

- (a) That the financial position for 2021/22, as outlined within the submitted report, be noted, with it also being noted that further savings are required to deliver a balanced budget position;
- (b) That it be noted that the 'Business as Usual' savings and decisions to give effect to them shall be taken by the relevant Director or Chief Officer in accordance with the Officer delegation scheme (Executive functions);
- (c) That agreement be given that consultation is commenced with regard to the 'Service Review' proposals, and that it be noted that the decisions to give effect to them shall be taken by the relevant Chief Officer, following the consultation period, in accordance with the Officer delegation scheme (Executive functions);
- (d) That the savings proposals in respect of the Housing Revenue Account, be noted.

(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)

44 Capital Programme Review

The Chief Officer (Financial Services) submitted a report providing the outcome of the review of the Capital Programme which had been undertaken during the summer. The aim of the review was to reduce the level of borrowing undertaken by the Council in the short term in order to enable a revenue saving to be achieved which would help to address the financial impact of Covid-19.

Responding to a Member's enquiry regarding details in the submitted report which noted that since 2010/11 significant capital investment, funded by borrowing, had occurred which had led to an increase in the quantum of debt and the cost of maintaining that debt, officers undertook to provide the Member in question with details of the quantum of that debt and the cost of the related interest payments per year.

In addition, the Board noted a Member's comments highlighting the importance of continuing to invest in local town and district centres during the current time.

Also, by way of a correction to the submitted report, it was noted that section 57 within Appendix A should read, 'Section106 Schemes' rather than 'Climate Emergency'.

RESOLVED –

- (a) That subject to the correction as detailed above, the contents of the submitted report, together with the following be noted:-
 - (i) That the Capital Programme review has identified a number of schemes which are proposed to be stopped £81.989m; allow alternative funding £30.021m; or can be re-phased into future years of £19.511m. Totalling £131.5m of proposed changes, which are detailed within Appendix A to the submitted report;
 - (ii) That the aspiration is to limit the increase in debt.
- (b) That the following injections into the Capital Programme be approved:-
 - (i) £7.7m of CIL funding split £5.0m for Basic Need and £2.7m of CIL for flood alleviation; and
 - (ii) £8.58m of capital receipts to fund the Core Systems Review;
- (c) That the above resolution to inject funding of £16.28m will be implemented by the Chief Officer (Financial Services).

(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)

45 Annual Performance Management Report

The Director of Resources and Housing submitted a report presenting a year-end review, both looking back on how the Council has performed during 2019/20 in delivering the Best Council Plan, but also signposting to future performance challenges. The report also considers how the Council's performance has, and will continue to be, affected by the COVID-19 pandemic.

RESOLVED –

- (a) That the annual performance report, as submitted, be noted, together with the progress made during 2019/20 in delivering the ambitions and priorities set out in the Best Council Plan;
- (b) That the details in the submitted annual performance report indicating how performance has, and will be affected by the COVID-19 pandemic, be noted.

46 Estate Realisation and Accelerated Capital Receipts

The Director of City Development submitted a report which sought support for the estate rationalisation and remodel approach, as detailed, in addition to the accelerated capital receipt programme through a series of targeted auction disposals. By way of background, the report also provided details around the Council's home working approach, given that this underpinned the Council's core office estate rationalisation.

In considering the submitted report, a Member highlighted the need to ensure that local Ward Members were kept informed and included in dialogue as part of any proposals relating to this programme which affected their respective Wards.

Also, a Member highlighted the importance of maintaining the city's heritage assets.

Following consideration of Appendix 2 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 public part of the meeting, it was

RESOLVED –

- (a) That the approach proposed within the submitted report to rationalise and remodel the estate, be supported;
- (b) That the acceleration of the Capital Receipt Programme through a targeted number of disposals by auction and through one to one negotiations, be agreed, with agreement also being given for the first tranche of properties, as set out in exempt Appendix 2 to the submitted

report, being taken to auction in October 2020; with it being noted that a further report detailing additional properties to be included in the Capital Receipt Programme will be brought back to Executive Board for consideration;

- (c) That the work ongoing to explore opportunities to extract additional value from the Council's estate, as set out within exempt Appendix 2 to the submitted report, be noted;
- (d) That it be noted that the draft Estate Management Strategy will be brought to Executive Board at a later date;
- (e) That it be noted that the rationalising workstream is ongoing and that further reports will be presented throughout the course of the workstream;
- (f) That it be noted that the disposal of properties and bringing forward an updated Estate Management Strategy which reflects the Council's future operational requirements is the responsibility of the Director for City Development;
- (g) That the engagement work undertaken so far with staff on both current and future working from home, which is being overseen by the Director for Resources and Housing, be noted.

47 Core Business Transformation: Technology Refresh

The Director of Resources and Housing submitted a report which sought approval to proceed with the Core Business Transformation programme to the next stage, which would be the procurement phase, and in doing so the report also sought approval to provide the necessary 'authority to spend' in order to enable the required procurement activity.

In considering the proposals detailed within the submitted report, it was suggested that the Chief Digital and Information Officer be included in this process, in order to maximise the benefit of the initiative.

RESOLVED –

- (a) That approval be given for the Core Business Transformation programme to proceed to the next stage, which is the procurement phase, and in doing so, approval also be given to the authority to spend £1.01M on the required procurement activity;
- (b) That it be noted that the Chief Officer (Financial Services) is responsible for this matter (such as supporting the programme to the next stage and steering the £1.01m spend), together with adhering to any timescales involved;
- (c) That a report be brought back to Executive Board in 12 months' time (September 2021), prior to the awarding of a contract to the successful bidder.

DATE OF PUBLICATION:

MONDAY, 28TH SEPTEMBER 2020

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:**

5.00 P.M. ON MONDAY, 5TH OCTOBER
2020