

EXECUTIVE BOARD

WEDNESDAY, 30TH MARCH, 2011

PRESENT: Councillor K Wakefield in the Chair

Councillors A Blackburn, J Blake, S Golton,
P Gruen, R Lewis, T Murray, A Ogilvie and
L Yeadon

Councillors J Dowson and R Finnigan – Non-Voting Advisory Members
Councillor J Procter – Substitute Member

192 **Substitute Member**

Under the terms of Executive Procedure Rule 2.3, Councillor J Procter was invited to attend the meeting on behalf of Councillor A Carter.

193 **Appeals Against Refusal of Inspection of Documents**

The Board noted that a request to access relevant background papers relating to agenda item 13, entitled, 'Garforth Squash and Leisure Centre' (Minute No. 205 refers) had been made by Councillor J Procter.

In response, the Board was advised that the provision for an appeal to access information, as set out within the first item on the agenda and within the Council's Access to Information Procedure Rule 25.2, related solely to appeals made by members of the public in respect of information which formed part of a report to be considered at this meeting. However, responding to the Member's request, the Acting Director of City Development undertook to collate all relevant data in respect of this matter and provide to Councillor J Procter those parts which were deemed eligible for disclosure.

In conclusion, the Chair advised that a Member who had been denied inspection of a relevant document could appeal to access such documentation via the procedures as set out within the Council's Access to Information Procedure Rule 25.3.

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

RESOLVED – That 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 referred to in Minute No. 198, under the terms of Access to Information Procedure Rule 10.4(3) and on the grounds that in the Council's judgment, the commercial information relating to this proposal should not be disclosed for two reasons: Firstly, disclosure may prejudice negotiations yet to be concluded between the

Council, Community Energy Solutions (CES) and their funding partners Empower Community Management (ECM). Secondly, CES and ECM's commercial interests could be prejudiced if these financial terms became available to their competitors. Therefore, the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

195 Late Items

There were no late items as such, however, it was noted that supplementary information had been circulated to Board Members following the despatch of the agenda, in the form of the Local Transport Plan Executive Summary, which accompanied the report entitled, 'West Yorkshire Local Transport Plan 2011-2026' (Minute No. 211 refers).

196 Declaration of Interests

Councillors Golton, Murray, Ogilvie, R Lewis, Blake, A Blackburn and Finnigan all declared personal interests in the item entitled, 'ALMO Review Update and Use of Reserves', due to their respective positions as either a Board Director or an Area Panel member of an Arms Length Management Organisation (ALMO) or Belle Isle Tenant Management Organisation (BITMO) (Minute No. 200 refers).

Councillor Dowson declared personal interests in the items entitled, 'Basic Need Programme 2012' and 'Annual Consultation on Admission Arrangements for September 2012', due to her position as a governor of Bracken Edge Primary School. (Minute Nos. 203 and 204 refer respectively).

Councillor Murray declared a personal and prejudicial interest in the item entitled, 'Young People's Employability Initiative', due to his position as Chief Executive of the Learning Partnerships organisation. (Minute No. 201 refers).

Councillors Murray and Blake both declared personal interests in the item entitled, 'Garforth Squash and Leisure Centre', due to their respective positions as a governor of Garforth College and as a trustee of South Leeds Academy. (Minute No. 205 refers).

197 Minutes

RESOLVED – That the minutes of the meeting held on 9th March 2011 be approved as a correct record.

ENVIRONMENTAL SERVICES

198 Solar Photovoltaic (PV) Initiative - Use of Income to Fund Home Insulation Scheme

The Director of Environment and Neighbourhoods submitted a report providing an update on the progress made in respect of the Solar Photovoltaic (PV) Panels Initiative whilst also outlining proposals regarding the ring-fencing of income generated by the initiative to fund a city wide, private sector free insulation scheme and other energy efficiency and carbon reduction projects.

The Board thanked the members of the cross party working group which had been established in relation to this matter for all of their contributions, and received further details in respect of proposals regarding private housing stock.

Following consideration of appendix 1 to the submitted report, designated as exempt under 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 income generated from the Solar PV Initiative be ring fenced to finance Prudential Borrowing for the Home Insulation scheme and/or energy efficiency/carbon reduction works to the HRA stock, as set out within the exempt appendix 1 to the submitted report.
- (b) That authority be delegated to the Director of Environment and Neighbourhoods to conclude negotiations with Community Energy Solutions (CES) and Empower Community Management (ECM), to secure Prudential Borrowing against the Solar PV Initiative income and to secure delivery partners for the Home Insulation scheme.

NEIGHBOURHOODS AND HOUSING

199 Delegation of Executive Functions in relation to Street Scene Management to Area Committees

The Director of Environment and Neighbourhoods submitted a report outlining proposals in respect of amendments to the Constitution, in order to expand the delegations from Executive Board to Area Committees, with effect from the commencement of the new municipal year.

RESOLVED –

- (a) That the revisions to the Area Committee Function Schedules, as shown within Appendix 1 to the submitted report, together with the amendment to the Area Committee Procedure Rules, as shown in Appendix 2 to the submitted report be approved with effect from Thursday, 26th May 2011.
- (b) That all Area Committees be asked to establish a Members' Environment Working Group to manage the detailed oversight of the delegated services with officer support.

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

200 ALMO Review Update and Use of Reserves

The Director of Environment and Neighbourhoods submitted a report outlining proposals regarding the use of Housing Revenue Account reserves, providing an update on the progress made in relation to the implementation of the key reforms to the three ALMO model and detailing the key principles contained

within the government's proposals for a self financing Housing Revenue Account.

In presenting the report, the Executive Member for Neighbourhoods and Housing paid tribute to and thanked the staff of the Strategic Landlord, for the work which they had undertaken on this matter.

RESOLVED –

- (a) That the allocation of the transferred Housing Revenue Account reserves in line with the arrangements as set out within the submitted report, be approved.
- (b) That the progress made in respect of implementing the key reforms to the ALMO model in Leeds be noted.
- (c) That the Director of Environment and Neighbourhoods submit a report to the June 2011 Executive Board meeting setting out the detailed implications for Leeds of the government's proposals for a self financing Housing Revenue Account.

201 Young People's Employability Initiative

The Director of Environment and Neighbourhoods and the Director of Children's Services submitted a joint report detailing proposals regarding an employability initiative targeted at young people, offering a tailored programme of skills training, work experience and continued support enabling up to 600 young people between the ages of 16 – 24 to move into employment, an apprenticeship or accredited learning.

In response to Members' enquiries, assurances were received in respect of the involvement of the private sector, together with third sector organisations and the manufacturing sector in the initiative.

RESOLVED –

- (a) That the proposed programme be agreed, and that expenditure of up to £500,000 from the Council's revenue budget for 2011/12 be authorised.
- (b) That further update reports on the progress made in relation to the initiative be submitted to the Board in due course.

(Having declared a personal and prejudicial interest in this item, Councillor Murray left the meeting for the duration of this item).

CHILDREN'S SERVICES

202 Deputation to Council: Mayor For A Day: The Winning Manifesto: 'Don't Get Ill, Get Soap'

The Director of Children's Services submitted a report in response to the 'Mayor for a Day' deputation to Council on 19th January 2011 entitled, 'Don't

Get Ill, Get Soap', which had been presented by Emily Humphreys of Bramley St. Peter's Church of England Primary School.

RESOLVED –

- (a) That a letter be sent on behalf of the Executive Board to Emily, thanking and congratulating her for bringing the issue of hand hygiene to our attention and for highlighting the important work of the charity WaterAid.
- (b) That support be given to the work of Children's Services Participation Officers in helping Emily and her peers raise awareness of hand washing through a school based competition and other appropriate initiatives.
- (c) That the importance of good hand washing hygiene be recognised and that Emily's message be endorsed.

203 Basic Need Programme 2012

The Director of Children's Services submitted a report presenting the outcome of statutory consultation on six proposals to increase primary provision in Leeds from September 2012, detailing proposals to publish the relevant statutory notices for three of these proposals, whilst outlining the further work to be completed prior to making a recommendations in respect of the remaining three. In addition, the report also provided details in relation to the related expenditure required.

RESOLVED –

- (a) That the responses to the statutory consultation on the six proposals be noted.
- (b) That individual approval be given to the publication of statutory notices for the following:-
 - i) **Proposal one:** Expand the capacity of Wykebeck Primary School from 315 places to 420 places on its existing site
 - ii) **Proposal four:** Change the age range of Carr Manor High School to 4-18, with a reception admission limit of 30, and use land next to the school for the primary provision
 - iii) **Proposal five:** Expand the capacity of Bracken Edge Primary School from 315 places to 420 places on its existing site
- (c) That it be noted that further work will be completed by officers prior to bringing forward recommendations to the May 2011 Executive Board on the following proposals:-
 - i) **Proposal two:** Change the age range of Roundhay School Technology and Language College to 4-18, with a reception admission limit of 60, and use land off Elmete Lane for the primary provision.
 - ii) **Proposal three:** Change the age range of Allerton Grange School to 4-18, with a reception admission limit of 60, and use land next to the school for the primary provision.

iii) **Proposal six:** Expand the capacity of Little London Primary School from 210 to 630 using land off Cambridge Road

- (d) That expenditure of £839,000 from scheme number 15822 be authorised to allow the development of the designs of the capital proposals for the expansions for 2012 at risk and to allow the basic need programme for 2012 to be delivered.

204 Annual Consultation on Admission Arrangements for September 2012

The Director of Children's Services submitted a report on the proposed admission numbers, the Local Authority admission policy and the related arrangements for September 2012.

RESOLVED –

- (a) That the following proposals, as detailed within the submitted report, be approved for implementation in the 2012 admission round:-

- Coordinated scheme – primary annual cycle
- Coordinated scheme – secondary annual cycle
- Coordinated scheme – in year allocations
- Introduction of in year waiting lists
- No changes to the sibling priority

- Changes to school admission numbers, as follows:

Middleton St Mary's	50	to	60
Middleton St Phillips	25	to	30
Micklefield CE Primary	30	to	20
Corpus Christi Primary	50	to	45
Oulton Primary	50	to	60
Richmond Hill Primary	60	to	90
Wykebeck Primary	45	to	60
Bracken Edge	45	to	60
Cottingley Primary	40	to	45
Secondary			
Allerton High	180	to	185

- (b) That the requested increase to the admission number at Rodillian not be progressed at this time.
- (c) That permission be granted to publish the relevant statutory notice where the planned admission numbers are below the indicated admission numbers.

LEISURE

205 Garforth Squash and Leisure Centre

The Acting Director of City Development submitted a report outlining proposals regarding the granting of a lease to the School Partnership Trust in respect of Garforth Squash and Leisure Centre from a date to be agreed and seeking approval to delegate the necessary authority to the Acting Director of City Development in order to finalise and conclude the lease.

The report noted that an Equality Impact Assessment had been completed in relation to this matter, which had been published within the Equalities Section of the Council's website.

RESOLVED –

- (a) That the proposed method of disposal via direct negotiation with the Schools Partnership Trust, together with the aims of the proposed transfer and the risks and mitigations identified within the submitted report, be noted.
- (b) That the principle of a community asset transfer of Garforth Squash and Leisure Centre to the School Partnership Trust at less than best consideration be approved.
- (c) That the Acting Director of City Development, in consultation with the Executive Member for Leisure, be authorised to finalise a lease agreement in keeping with the principles and terms outlined within the submitted report and subject to receipt of a suitable and robust business plan to conclude a lease with the School Partnership Trust.

RESOURCES AND CORPORATE FUNCTIONS

206 Driving the City Forward: City Marketing, Supporting Investment and Engaging Business

The Acting Director of City Development and the Assistant Chief Executive (Planning, Policy and Improvement) submitted a joint report providing an update on the work undertaken since December 2010 on the marketing and promotion of the city. In addition, the report also sought approval to the secondment of City Council staff to the public-private partnership company, Marketing Leeds, the transfer of relevant operational budgets and the development of a detailed service specification and business plan which would form the basis of the formal agreement between the Council and Marketing Leeds.

The report noted that an equality impact assessment had been undertaken in respect of this matter, and highlighted that further work would be required once a new structure had been determined and before staff were finally seconded to the new organisation.

RESOLVED –

- (a) That the progress made and the timetable for the appointment of a Chief Executive be noted.
- (b) That the secondment of staff to Marketing Leeds be approved, with the relevant authority being delegated to the Acting Director of City Development in order to enable him to determine the detailed arrangements.

- (c) That the destination marketing, tourism and inward investment activities required by the Council be delivered in partnership with the Council by Marketing Leeds, from a date to be determined by the Acting Director of City Development.
- (d) That the level of operational budget to be provided to Marketing Leeds to deliver the services associated with the staff to be seconded, be delegated to the Acting Director of City Development, in consultation with the Director of Resources.

207 The Illegal Money Lending Project - Tackling Loan Sharks

The Assistant Chief Executive (Corporate Governance) submitted a report outlining proposals regarding the extension of existing delegations to Birmingham City Council, to enable the arrangements in respect of the Illegal Money Lending Project, which had been operating in partnership with West Yorkshire Trading Standards Service, to continue from March 2011 to 31st March 2015.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That in the light of the extension of funding for the project from the Department of Business Innovation and Skills, the authority delegated to Birmingham City Council to undertake investigations and institute proceedings against illegal money lenders operating within the Leeds district, be extended from March 2011 to 31st March 2015.
- (c) That Executive Board receives an annual update report on the outcomes arising from this delegation.

DEVELOPMENT AND REGENERATION

208 Deputation to Council: Wood Lane Neighbourhood Residents' Association regarding Safety Issues for Local Residents in relation to Traffic Management and Parking

The Acting Director of City Development submitted a report in response to the deputation to Council on 19th January 2011 from Wood Lane Neighbourhood Residents' Association regarding Safety Issues for Local Residents in relation to Traffic Management and Parking.

Members advised that correspondence which had been received from local Ward Members in relation to this matter would be submitted to the Acting Director of City Development for his consideration.

In line with the Council's Equality, Diversity, Cohesion and Integration Impact Assessment Guidance, the report provided details of the screening process which had been undertaken in respect of the proposals against the Equality Impact Assessment (EIA) criteria.

RESOLVED –

- (a) That the contents of the submitted report be noted.
- (b) That the actions outlined within paragraph 3.3 of the submitted report be supported, including the maintenance of the existing road markings, arranging appropriate traffic parking surveys, subsequent consideration of changes to parking restrictions and advising the organisers of the process and costs of introducing a parking restriction traffic order on the private section of Wood Lane.

209 Deputation to Council: Horsforth Residents' Association regarding the Impact of Planning Consents within Horsforth and the Wider Area

The Acting Director of City Development submitted a report in response to the deputation to Council on 19th January 2011 from Horsforth Residents' Association regarding the Impact of Planning Consents within Horsforth and the Wider Area.

RESOLVED – That the contents of the submitted report be noted.

210 City Centre Commuter Car Parking Policy

The Acting Director of City Development submitted a report regarding proposals to introduce an informal interim policy to deal with commuter car parking sites within Leeds city centre.

The report provided details of the screening process which had been undertaken in respect of the proposals against the Strategic Environmental Assessment (SEA) and Equality Impact Assessment (EIA) criteria.

RESOLVED – That the draft city centre commuter car parking policy be approved for the purposes of public consultation.

(Under the provisions of Council Procedure Rule 16.5, Councillor A Blackburn required it to be recorded that she abstained from voting on this matter).

211 West Yorkshire Local Transport Plan 2011 - 2026

The Acting Director of City Development submitted a report regarding the production of a new West Yorkshire Local Transport Plan (WYLTP) for the period 2011-2026, as considered by the West Yorkshire Integrated Transport Authority on the 25th March 2011.

Upon being made available, copies of the Local Transport Plan Executive Summary had been circulated to Board Members for their consideration following the publication and despatch of the agenda papers.

The report noted that an Integrated Sustainability Assessment of the proposals had been undertaken, which had incorporated a Strategic Environmental Assessment (SEA), Health Impact Assessment (HIA), Equalities Impact Assessment (EQIA) and a Habitats Regulation Assessment (HRA).

RESOLVED –

- (a) That the contents of the submitted report, together with the proposed West Yorkshire Local Transport Plan for the period 2011-2026, be noted.
- (b) That the decision made by the West Yorkshire Integrated Transport Authority at its meeting on 25th March 2011, to approve the WYLTP, be noted.

212 Carbon and Water Management Plan 2011 - 2021

The Acting Director of City Development submitted a report outlining the Council's proposed approach towards the reduction of operational energy and water consumption and costs, together with associated carbon dioxide emissions over the next decade, whilst also presenting for approval the Council's Carbon and Water Management Plan for the period 2011-2021.

The report provided details of the Equality, Diversity, Cohesion and Integration screening process which had been undertaken in respect of the proposals. The report concluded that both the current and the proposed measures had given proper consideration to equality, diversity, cohesion and integration and that a full impact assessment was not required.

RESOLVED – That in order to meet the Council's aim of reducing its carbon emissions by 40% from its own operations by 2021, the Carbon and Water Management Plan for the period 2011-2021 be approved.

213 Retirement of Chief Officer (Legal, Licensing and Registration) - Stuart Turnock

On behalf of the Board, the Chair paid tribute to and thanked the Chief Officer (Legal, Licensing and Registration), Stuart Turnock, as this marked the final Board meeting in which he would be in attendance prior to his retirement on the 31st March 2011.

DATE OF PUBLICATION: 1ST APRIL 2011

**LAST DATE FOR CALL IN
OF ELIGIBLE DECISIONS:** 8TH APRIL 2011 (5.00 P.M.)

(Scrutiny Support will notify Directors of any items called in by 12noon on 11th April 2011)