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Leeds CITY COUNCIL

SCRUTINY BOARD (CHILDREN AND FAMILIES)

Meeting to be held in Civic Hall, Leeds, LS1 1UR on

Wednesday, 22nd January, 2020 at 10.00 am

(A pre-meeting will take place for ALL Members of the Board at 9.45 a.m.)

MEMBERSHIP

Councillors

H Bithell	-	Kirkstall;
P Drinkwater	-	Killingbeck and Seacroft;
B Flynn	-	Adel and Wharfedale;
A Forsaith	-	Farnley and Wortley;
C Gruen	-	Bramley and Stanningley;
C Howley	-	Weetwood;
A Hussain	-	Gipton and Harehills;
J Illingworth	-	Kirkstall;
W Kidger	-	Morley South;
A Lamb (Chair)	-	Wetherby;
J Lennox	-	Cross Gates and Whinmoor;
A Marshall-Katung	-	Little London and Woodhouse;
K Renshaw	-	Ardsley and Robin Hood;
R. Stephenson	-	Harewood;

Co-opted Members (Voting)

Mr E A Britten	-	Church Representative (Catholic)
Mr A Graham	-	Church Representative (Church of England)
Mrs K Blacker	-	Parent Governor Representative (Primary)
Ms J Ward	-	Parent Governor Representative (Secondary)
Vacancy	-	Parent Governor Representative (SEN)

Co-opted Members (Non-Voting)

Ms C Foote	-	Teacher Representative
Ms H Bellamy	-	Teacher Representative
Mrs A Kearsley	-	Early Years Representative
Ms E Holmes	-	Young Lives Leeds
Ms D Reilly	-	Looked After Children and Care Leavers

Principal Scrutiny Adviser:
Angela Brogden
Tel: (0113) 37 88661

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A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			**APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS** 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). (* 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).	
2			**EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC** 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. 2. To consider whether or not to accept the officers recommendation in respect of the above information. 3. If so, to formally pass the following resolution:- **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: **No exempt items have been identified.**	

3			**LATE ITEMS** To identify items which have been admitted to the agenda by the Chair for consideration. (The special circumstances shall be specified in the minutes.)	
4			**DECLARATION OF DISCLOSABLE PECUNIARY INTERESTS** 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.	
5			**APOLOGIES FOR ABSENCE AND NOTIFICATION OF SUBSTITUTES** To receive any apologies for absence and notification of substitutes.	
6			**MINUTES - 27TH NOVEMBER 2019** To approve as a correct record the minutes of the meeting held on Wednesday 27th November 2019.	7 - 16
7			**THE POST-16 MEADOWS PARK PARTNERSHIP AND WIDER STRATEGIC REVIEW OF POST-16 EDUCATION IN LEEDS.** To receive a report from the Head of Democratic Services regarding an update on the Scrutiny Board's consideration of the Post-16 Meadows Park Partnership linked to the wider strategic review of Post-16 education in Leeds.	17 - 20
8			**PERFORMANCE UPDATE FOR APRIL 2019 TO SEPTEMBER 2019** To receive a report from the Director of Children and Families which provides a summary of performance information relating to outcomes for Leeds children and young people. This includes an update on the 2018-23 Children and Young People's Plan (CYPP) and a position statement on the new 3As Strategy.	21 - 60

9			**FINANCIAL HEALTH MONITORING 2019/20 - MONTH 7 (OCTOBER)** To consider a report from the Head of Democratic Services that introduces information regarding the projected 2019/20 financial health position of those service areas that fall within the Board's remit at Month 7 (October 2019).	61 - 94
10			**INITIAL BUDGET PROPOSALS FOR 2020/2021** To consider a report from the Head of Democratic Services that introduces the Executive Board's initial budget proposals for 2020/21 for consideration, review and comment on matters and proposals that fall within the Scrutiny Board's remit.	95 - 160
11			**BEST COUNCIL PLAN REFRESH 2020/21 TO 2024/25** To consider a report from the Head of Democratic Services that introduces proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25 and provides an opportunity for the Scrutiny Board to consider and comment on any specific aspects that fall within the Board's remit.	161 - 172
12			**REFERRAL TO SCRUTINY BOARD** To receive a report from the Head of Democratic Services presenting a referral from the Executive Board in relation to the inspection of Youth Justice Services in Leeds.	173 - 178
13			**WORK SCHEDULE** To consider the Scrutiny Board's work schedule for the 2019/20 municipal year.	179 - 214
14			**DATE AND TIME OF NEXT MEETING** Wednesday, 5th February 2020 at 10.00 am (pre-meeting for all Board Members at 9.45 am)	

THIRD PARTY RECORDING

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.

Use of Recordings by Third Parties – code of practice

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.

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SCRUTINY BOARD (CHILDREN AND FAMILIES)

WEDNESDAY, 27TH NOVEMBER, 2019

PRESENT: Councillor A Lamb in the Chair

Councillors H Bithell, P Drinkwater,
B Flynn, A Forsaith, M Harland, C Howley,
A Hussain, J Illingworth, P Latty, J Lennox,
D Ragan and K Renshaw

CO-OPTED MEMBERS (VOTING)

Mr E A Britten – Church Representative (Catholic)
Mr A Graham – Church Representative (Church of England)
Ms J Ward – Parent Governor Representative (Secondary)

CO-OPTED MEMBERS (NON-VOTING)

Ms C Foote – Teacher Representative
Ms D Reilly – Looked After Children / Care Leavers Representative

49 Appeals Against Refusal of Inspection of Documents

There were no appeals against refusal of inspection of documents.

50 Exempt Information - Possible Exclusion of the Press and Public

There were no exempt items.

51 Late Items

There were no late items. However, there was supplementary information in relation to agenda item 9 – Scrutiny Inquiry into Exclusions, Elective Home Education and Off-rolling draft terms of reference.

52 Declaration of Disclosable Pecuniary Interests

No declarations of disclosable pecuniary interests were made. However, it was noted that Debbie Reilly, a co-opted member representing Looked After Children and Care Leavers, made a declaration that in relation to item 8 – Future in Mind: Leeds Strategy and Local Transformation Plan for Children and Young People's Mental Health and Wellbeing, she was directly employed by Leeds Community Healthcare NHS Trust.

53 Apologies for Absence and Notification of Substitutes

Apologies for absence had been received from Councillors C Gruen, A Marshall-Katung, W Kidger and R Stephenson.

The following Councillors were in attendance at the meeting as substitutes:

- Cllr M Harland for Cllr C Gruen
- Cllr D Ragan for Cllr A Marshall–Katung
- Cllr P Latty for Cllr R Stephenson

Apologies were also received from the following co-opted members; Helen Bellamy, Anne Kearsley, Kate Blacker and Emma Holmes.

54 Minutes - 23rd October 2019

RESOLVED – That the minutes of the meeting held on 23rd October 2019 be approved as a correct record.

55 Scrutiny Inquiry 'Is Leeds a Child Friendly City?' - Formal response to scrutiny recommendations

The report of the Head of Democratic Services presented a formal response to the recommendations arising from the recent Scrutiny Inquiry 'Is Leeds a Child Friendly City?'

The Inquiry concluded in April 2019 with the Scrutiny Board's conclusions and recommendations published in August 2019. Appendix 1 of the submitted report provided the formal response from the relevant Directorates for Members' consideration.

In attendance at the meeting were:

- Councillor Jonathan Pryor – Executive Member for Learning, Skills and Employment
- Councillor Fiona Venner – Executive Member for Children and Families
- Steve Walker – Director of Children and Families
- James Rogers – Director of Communities and Environment
- Sharon Yellin – Chief Officer/ Consultant in Public Health
- Phil Mellen – Deputy Director for Learning
- Sue Rumbold – Chief Officer for Partnerships and Health
- David Feeney – Chief Planning Officer

The Chair expressed his view that this had been a good piece of work by the Scrutiny Board and in general had welcomed the positive responses to the recommendations.

The Board went through each of the recommendations as set out at Appendix 1 of the submitted report with the following key points highlighted:

Recommendation 1:

- The Board welcomed the ongoing commitment towards exploring engagement opportunities between children and young people and the Scrutiny function in general, which would involve the Youth Voice Summit events where appropriate;
- It was noted that the Youth Voice Summits during 2020 would be focused on climate change.

Recommendation 2:

- In welcoming this recommendation, it was acknowledged that a number of reviews were now being undertaken to identify and

strengthen engagement links with particular groups of children and young people.

Recommendation 3:

- Both the Chair and the Director of Children and Families spoke on behalf of the Chief Executive to relay his acceptance and support for this recommendation;
- As set out within the report, the Board noted the series of actions now being taken that were also linked to the ongoing Corporate Reporting Review.

Recommendation 4:

- The Chief Planning Officer welcomed this recommendation and confirmed that young people were being fully involved in revising the Council's Statement of Community Involvement (SCI), which is a statutory document that sets out how the Council consults on planning applications and planning policy documents;
- It was noted that the new SCI would be open to consultation next year.

Recommendation 5:

- Acknowledging the close links with recommendation 4, the Chief Planning Officer explained that the revised SCI will have a section dedicated to the engagement of children and young people. While it was noted that the Council is unable to set out requirements in this regard, the revised SCI is to set out why engagement and consultation with children and young people is important as well as showing how this can be done effectively and will include examples of good practice to inspire.
- The Board welcomed that the new SCI would also include greater emphasis around early engagement.

Recommendation 6:

- Reference was made to the Office of the Police and Crime Commissioner (OPCC) Your Views annual survey as a potential source of data to identify performance indicators and capture the views of young people in terms of feeling safe from harm. While it was noted that further work is being undertaken by the OPCC to attract more responses from young people, an offer was made by the Director of Children and Families to share good practice advice with the OPCC;
- Linked to this, particular reference was made to the success of the local My Health, My School (MHMS) survey that is undertaken within schools and the potential to utilise this already embedded approach to help capture any additional information from young people.

Recommendation 7:

- In welcoming this recommendation, it was highlighted that many of the communication channels already in place to communicate advice and information to parents will be maximised once the mapping of parenting advice and skills has been completed, as set out in recommendation 8.

Recommendation 8:

- As set out within the report, it was noted that a number of examples of good practices linked to parental engagement have been captured and will be disseminated to help achieve a consistent approach across the city. This will also help inform the development of a parental engagement strategy for the city.

Recommendation 9:

- Particular reference was made to the development of an Effective School Council Toolkit based on the annual training provided by the Health and Wellbeing Service, which will be made available (at cost) to Leeds schools.

Recommendation 10:

- As set out within the report, the Board welcomed the ongoing commitment of the Council linked to the 'You, Me, PSHE' scheme of work which has been mapped against the new statutory guidance for relationships education and health education.

Recommendation 11:

- In noting the availability of the findings arising from the recent evaluation of the MindMate Champion programme and MindMate lessons, it was agreed that the Scrutiny Board would be kept updated surrounding the review of the lessons arising from this evaluation.

Recommendation 12:

- The Board was pleased to note that an event was taking place in the Civic Hall that evening to enable young people to raise relevant issues and concerns directly with local bus providers, including issues on affordable fares, accessibility of buses in Leeds, appropriate conduct of drivers towards young people whilst using public transport and also climate change. It was highlighted that any recommendations arising from this event would be shared with Scrutiny.
- The Board's co-opted representative for Looked After Children and Care Leavers shared a particular suggestion put forward by care leavers which aimed to make travelling to employment and training opportunities across the city more accessible for care leavers. This involved care leavers utilising any free bus passes that older people would ordinarily be eligible to access but have chosen not to. The Chief Officer for Partnerships and Health agreed to raise this during the event.

Recommendation 13:

- It was noted that initial 'Partners in Play' meetings have now taken place to help shape the action plan linked to the Play Partnership and that this action plan will be shared with the Scrutiny Board once available.

The Board requested that a further recommendation tracking report be brought to the first meeting of the Children and Families Scrutiny Board in the new municipal year.

RESOLVED –

(a) To note the content of the report and the formal responses to the recommendations.

(b) That a further tracking report is scheduled for June 2020 as part of the first meeting of the Children and Families Scrutiny Board in the new municipal year.

56 Future in Mind: Leeds Strategy and Local Transformation Plan for Children and Young People's Mental Health and Wellbeing

The report of the Head of Democratic Services presented information around the Future in Mind: Leeds Strategy and Local Transformation Plan 2015-2020. It sets the city's vision, progress and next steps to improve the social, emotional and mental health and wellbeing of children and young people aged 0-25.

In attendance at the meeting were:

- Councillor Jonathan Pryor – Executive Member for Learning, Skills and Employment
- Councillor Fiona Venner – Executive Member for Children and Families
- Steve Walker – Director of Children and Families
- Sue Rumbold – Chief Officer for Partnerships and Health
- Saira Mumtaz Jones – Health and Wellbeing Lead
- Michelle Kane – Health Improvement Principal, Public Health
- Dr Jane Mischenko – Lead Strategic Commissioner: Children and Maternity Care, NHS Leeds CCG
- Hannah Beal – CAMHS, Leeds Community Healthcare NHS Trust

The Board was shown a presentation by Dr Jane Mischenko which provided Members with an overview of the progress that has been made against the 11 priorities set out within the Strategy and Plan. It was highlighted that all the work achieved could not have been undertaken without the assistance of all partners from across the city.

In consideration of the report and presentation, the following key points were raised:

- *The impacts of social media* - it was acknowledged that social media was a complex area as increased accessibility to a digital world will have positive benefits in terms of learning and communication opportunities as well as the potential to be harmful, particularly to vulnerable young people. While recognising the need for social media providers to be made more accountable for the content of sites, particular importance was placed upon educating children and parents in the use of social media and making sure children have the resilience, information and power they need to make safe and informed choices about their digital lives.

- *Planned local event involving the Children's Commissioner* – linked to the above, it was noted that the Children's Commissioner had produced a number of reports regarding children's exposure to the digital world and that an invitation has been extended to the Commissioner to attend a planned local event themed on this issue in February 2020.
- *Effective transition from child to adult service provision* – this was recognised as a challenging area with a need for significant review and transformation, as set out in the NHS Long Term Plan. While acknowledging that this is a key priority within the current Transformation Plan, reference was also made to the developing all-age Leeds Mental Health Strategy and the expressed interest of the Adults, Health and Active Lifestyles Scrutiny Board to continue monitoring progress with the delivery of this new Strategy.
- *CAMHS support* - Members were advised that the waiting list for CAMHS had reduced and was now 13.5 weeks. The Board was also informed about the ongoing work aimed at continuing to reduce this waiting time further and to also intervene early to identify other appropriate alternative support provision.
- *Roll out of the Young People's Resilience Programme across schools* – The Board was particularly pleased to note that the Young People's Resilience Programme will continue to be rolled out in educational settings to secondary age young people at risk of poor mental health and wellbeing. In recognising some of the pressures faced by schools, particular emphasis was placed on schools sharing advice and good practice with each other too.
- *The role of MindMate* – The Board welcomed that the MindMate Champion Programme will be further embedded into the Healthy Schools programme and particularly recognised the valuable role of the MindMate Ambassadors.
- *MindMate Single Point of Access (SPA)* – Through the MindMate SPA team, it was noted that each referral is carefully considered and the team liaises with a range of local health, education, social care services and third sector agencies to ensure that the most appropriate service is identified.
- *Self-referral approach* - Since the MindMate SPA introduced self-referrals in October 2018, a total of 511 self-referrals had been received. Whilst taking a self-referral, it was highlighted that the clinician will explain the process and indicate potential time frame for triage. The parent/carer or young person are also offered advice and sign posted to other support i.e. Market Place, Kooth, Teen Connect. This process is well received and often receives positive feedback and comments.
- *Assessments for Autism and Attention Deficit Hyperactivity Disorder (ADHD)* - Members were advised of the new Neurodevelopmental (ND) Pathway that will group children with both a query around Autism and/or ADHD, in addition to other complex ND needs, into one ND pathway to help shorten waiting times. However, in light of increased service demand and dual running of 'old and new' pathways, it was reported that additional funding has been allocated to the service to

provide additional capacity for assessments to be undertaken within the ND pathway, notably Autism assessments.

- *Forthcoming SEMH Conferences* – The Executive Board Member for Children and Families highlighted that a number of local SEMH conferences were being planned and would welcome Scrutiny Board representation too.

The Chair welcomed the level of work that has been undertaken, as well as the ongoing commitment of all partners, in delivering the key priorities set out within the Future in Mind: Leeds Strategy and Local Transformation Plan. It was agreed that the Board would maintain a watching brief of progress, with particular interest surrounding crisis support provision and the transitions programme of work.

In the meantime, it was felt that there would be added value for the Scrutiny Board to further explore how the Council and partners can help children and parents/carers to have the resilience, information and power they need to make safe and informed choices within the existing digital world. The Chair agreed to work with the Principal Scrutiny Adviser and other relevant officers to consider how best to undertake this piece of work during this municipal year.

RESOLVED –

(a) To note the content and recommendations in the submitted report, including the content of the recently refreshed Future in Mind: Leeds Strategy and Local Transformation Plan (2015-2020)

(b) That the Chair works with the Principal Scrutiny Adviser and other relevant officers to consider how best to undertake a piece of work this year aimed at helping children and parents/carers to have the resilience, information and power they need to make safe and informed choices within the existing digital world.

57 Scrutiny Inquiry into Exclusions, Elective Home Education and Off-rolling - draft terms of reference

The report of the Head of Democratic Services set out the draft terms of reference relating to the Scrutiny Board's forthcoming Inquiry into Exclusions, Elective Home Education and Off-rolling.

In attendance at the meeting were:

- Councillor Jonathan Pryor – Executive Member for Learning, Skills and Employment
- Steve Walker – Director of Children and Families
- Phil Mellen – Deputy Director for Learning

At the Board's meeting in October 2019, the Director of Children and Families had presented a report setting out national concerns regarding the rising level of exclusions and elective home education as well as reflecting the position in Leeds linked to school based data. The Board agreed to undertake further scrutiny surrounding the issues linked to exclusions, elective home education and also off-rolling.

The draft terms of reference had been circulated and published in advance of the meeting as part of a supplementary information pack.

The Chair explained that following a request made by the Executive Member for Learning, Skills and Employment, the Board was happy to incorporate the following amendments to the draft terms of reference:

- That 'fixed term exclusions' be used throughout paragraph 1.11 rather than just 'exclusions';
- That the scope of the inquiry includes specific reference to addressing the practice of off-rolling;
- That the words 'or off-rolled' be added after 'number of children excluded…' in paragraph 3.2;
- Linked to the witnesses list, the reference to Head Teacher representation from local primary and secondary schools includes local authority and academy schools.

In consideration of the draft terms of reference, the Board also discussed the potential impacts surrounding excessive use of internal isolation, which could also lead to exclusions, and therefore requested that this be captured within the scope of the Inquiry too.

RESOLVED – That, subject to the above amendments being incorporated, the Board agrees the terms of reference relating to the forthcoming Inquiry into Exclusions, Elective Home Education and Off-rolling.

58 Work Schedule

The report of the Head of Democratic Services was presented by the Principal Scrutiny Adviser, and set out the Scrutiny Board's work schedule for the remainder of the current municipal year.

The work schedule was appended to the submitted report for Members consideration and agreement.

Further to item 9 of the agenda, the work schedule would be updated to include the Inquiry into Exclusions, Elective Home Education and Off-rolling. Linked to this, the Chair had requested an additional meeting in February to assist in completing this piece of Scrutiny work before the end of the municipal year. It was agreed that this would be held on 5th February 2020 at 10.00 am.

With regard to the Board's next meeting in January 2020, the Principal Scrutiny Adviser gave an overview of the expected agenda items. Linked to the item surrounding the Leeds Offer for Post 16 education, including vulnerable learners, the Board was informed that it had been proposed that a small number of Board Members undertake a visit in early January to the Post 16 Meadows Park Partnership hosted at Benton Park School. However, this visit still remained subject to confirmation. The Principal Scrutiny Adviser

therefore advised that further details on this would be shared with Board Member in due course.

RESOLVED –

(a) To note the content of the report and agree the work schedule for the remainder of the municipal year.

(b) To hold an additional meeting of the Scrutiny Board on Wednesday 5th February 2020 at 10:00 am (pre-meeting at 9.45 am).

59 Date and Time of Next Meeting

The next meeting of the Children and Families Scrutiny Board will be on 22nd January 2020 at 10:00 am, with all Members invited to a pre-meeting at 9:45 am.

CHAIRS COMMENT

The Chair wished the Members of the Board a Merry Christmas and best wishes for the New Year.

(The meeting concluded at 11.45 am)

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Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 3788661

Report of Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22nd January 2020

Subject: An update on the Scrutiny Board's consideration of the Post-16 Meadows Park Partnership linked to the wider strategic review of Post-16 education in Leeds.

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

1. Purpose of this report

1.1 During today's meeting, Members will receive feedback following the Scrutiny Board's working group meeting on 14th January 2020 regarding the Post-16 Meadows Park Partnership provision. As agreed, this will link into the forthcoming strategic review of Post-16 education in Leeds. The Board will therefore also be updated on the arrangements linked to this broader piece of work.

2. Background information

2.1 The North West SILC has partnerships with four mainstream schools across the north west of Leeds (Brudenell Primary; Rawdon St Peters Primary; Allerton High School; and Benton Park High School). Pupils in these settings are on the roll of the North West SILC and work with specialist teaching and support staff who are also part of the SILC.

2.2 The North West SILC partnership with Benton Park High School – Meadows Park – was the first secondary school inclusive partnership to be developed in Leeds. It was established to give those children based at the Rawdon St Peter's Primary School partnership the opportunity to transition into a secondary school so that they could continue and enjoy mainstream opportunities.

2.3 During its September 2019 meeting, the Scrutiny Board received a briefing from the Children and Families Directorate on its understanding and position in relation to a

decision made by the North West SILC and Benton Park High School to cease the Post-16 Meadows Park partnership arrangement. The Board resolved to undertake further scrutiny to better understand the rationale associated with the decision to cease this particular Post-16 provision as it felt there may be broader implications. It therefore agreed to consider this matter within the context of reviewing the city's Post-16 education offer for individuals with SEND.

2.4 Linked to this, the Board acknowledged the intention of the Children and Families Directorate to hold Outcome Based Accountability (OBA) sessions with a range of key stakeholders on the provision of Post-16 education in Leeds, which would include a focus on vulnerable learners and young people with SEND. It was therefore agreed that the Board would feed into and closely monitor this particular strategic review.

3 Main issues

3.1 Arrangements were made for members of the Scrutiny Board to meet as a working group with representatives of the Post-16 Meadows Park Partnership and the Children and Families Directorate to discuss the rationale associated with the decision to cease this particular Post-16 provision and to also consider any broader implications surrounding this decision. Feedback from this meeting with be shared with the full Scrutiny Board during today's meeting.

3.2 During today's meeting, the Board will also receive an update on the forthcoming arrangements linked to the broader OBA work and strategic review of Post-16 education in Leeds.

4.1 Consultation and engagement

4.1.1 The Scrutiny Board will be asked to consider the feedback provided by members of the working group meeting held on 14th January 2020.

4.1.2 The Scrutiny Board will also be briefed on the forthcoming arrangements linked to the broader OBA work and strategic review of Post-16 education in Leeds.

4.2 Equality and diversity / cohesion and integration

4.2.1 Improving learning outcomes is a key priority in the Children and Young People's plan, raising attendance, achievement and attainment for all while closing the gaps that exist.

4.3 Council policies and the Best Council Plan

4.3.1 Learning is central to improving future outcomes for citizens and the city and is a priority reflected in all city strategies, including the Best Council Plan 2018/19 – 2020/21, in terms of contributing to a strong economy and compassionate city.

Climate Emergency

4.3.2 There are no specific climate change implications arising from this report.

4.4 Resources, procurement and value for money

4.4.1 This report has no specific resource implications.

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 During today's meeting, Members will receive feedback following the Scrutiny Board's working group meeting on 14th January 2020 regarding the Post-16 Meadows Park Partnership provision. As agreed, this will link into the forthcoming strategic review of Post-16 education in Leeds and therefore the Board will also be updated on the arrangements linked to this broader piece of work.

6 Recommendations

6.1 In consideration of the feedback and update provided during today's meeting, the Board will be asked to formally agree its next steps.

7 Background documents[1]

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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Leeds CITY COUNCIL

Report author: Peter Storrie / Chris Hudson

Tel: 07891 277 053 / 378 5515

Report of Director of Children and Families

Report to Scrutiny Board (Children and Families)

Date: Wednesday 22 January 2020

Subject: Performance update for April 2019 to September 2019

Are specific electoral wards affected? If relevant, name(s) of ward(s):	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☒ Yes	☐ No
Is the decision eligible for Call-In?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	☐ Yes	☒ No

1. Summary of main issues

1.1. This report provides a summary of performance information relating to outcomes for Leeds children and young people. It provides Scrutiny with an update on the 2018-23 Children and Young People's Plan (CYPP).

2. Recommendations

2.1. Members are recommended to:

- Consider and comment on the most recent performance information.
- Use the data and comments in this report as additional, contextual information to inform the Scrutiny Board's discussions on its work programme for the year.

3. Purpose of this report

3.1. Scrutiny Board (Children and Families) receives a biannual performance update that provides a broad and succinct summary in terms of what difference is being made in the delivery of the CYPP and the Best Council Plan (BCP). The CYPP is a partnership plan that supports the Leeds Health and Wellbeing Strategy and the Leeds Inclusive Growth Strategy. The report summarises data and progress from a number of reports and dashboards used within Leeds City Council and in Leeds Children and Families Trust arrangements.

3.2. The CYPP was refreshed in 2017 to maintain momentum and commitment to improving outcomes for Leeds children and young people, integral to our best city aspirations. Central to this is that we remain focused on the children, young people, and families who most require support, on the impact of child poverty, and on ensuring all children make good progress in their learning.

3.3. This report is the second update of the 2019/20 financial year. It provides the latest performance data - both strategic, and operational, to offer assurances around the health of the social care system in Leeds - and a position statement for the end of the calendar year on our progress against our CYPP ambitions for the Council and for the wider children's partnership in Leeds.

4. Background information

4.1. The CYPP is the strategic document that guides the work of Children and Families. The current iteration covers the period 2018 to 2023 and takes account of the current national picture, and evolving local challenges, placing challenging child poverty at the heart of our work. It is part of the family of strategies that focus on delivering the 'best city' ambition. Work has been undertaken to ensure that the CYPP and BCP reference each other, and that key measures from the CYPP appear in the BCP.

4.2. Selected comparator information is mentioned throughout this report. Further data are available in a range of online sources, including the DfE LAIT[1], school performance tables[2], the Annual Standards report[3], and the Leeds Observatory[4].

4.3. Ofsted provide external validation through their inspection programme of local authorities' children's services. The November 2018 inspection awarded Leeds an outstanding rating[5].

4.4. Children and Families remains committed to the Outcomes Based Accountability model of reporting, asking at city and partnership level what impact are we having, are we 'turning the curve'; and at a service context how much did we do, how well did we do it, and what difference did it make? This is reflected in the design of the

[1] https://www.gov.uk/government/publications/local-authority-interactive-tool-lait
[2] https://www.compare-school-performance.service.gov.uk/
[3] http://democracy.leeds.gov.uk/mgChooseDocPack.aspx?ID=8546 (pp13-100)
[4] https://observatory.leeds.gov.uk/children-and-young-people/
[5] https://files.api.ofsted.gov.uk/v1/file/50045174

CYPP and the reporting approach (as seen in the summary table in appendix one). More in-depth, operational service information is provided through weekly and monthly reports, ensuring that children and young people are safeguarded and receive appropriate support in a timely manner.

5. Main issues

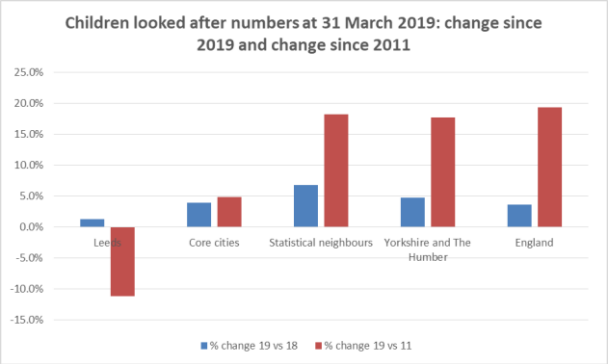
The 2018-23 Children and Young People's Plan (supporting data in appendices one, two, and three)

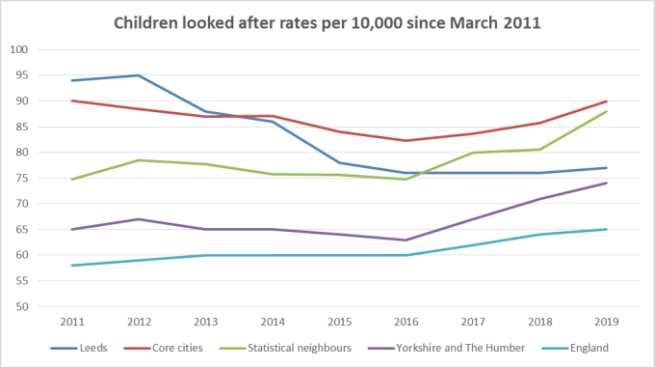
5.1. Appendix one provides the latest data for all measures in the 2018-23 CYPP, as well as contextual comments, and key insights. The summary table is presented biannually to Children and Families Trust Board, the strategic board where CYPP performance is discussed and challenged. Further contextual information is provided in appendix two (a and b), showing change over time, comparator data, and - where possible - cluster-level performance data.

5.2. This section of the report contains an update against the five outcomes in the CYPP, including a position statement on the new 3As Strategy.

All children and young people are safe from harm

5.3. *Obsession: safely and appropriately reduce the number of children to be looked after.* The number of children looked after in Leeds has safely and appropriately reduced over the last nine years. The charts, below, show the change in Leeds against comparators between 2011 and 2019. Leeds' rate per ten thousand figure is now below core cities and statistical neighbours, and has significantly closed the gap to the regional and national figures.





Data source: SSDA903 return (DfE)[6]

5.4. At the end of March 2019, 1,288 children and young people were looked after in Leeds. This is a 1.3 per cent rise in the last 12 months, broadly in line with the rising under-18 population in Leeds (1.1 per cent higher in the latest Office for National Statistics population estimates). Section six of this report provides detail about population changes in Leeds.

[6] https://www.gov.uk/government/collections/statistics-looked-after-children

5.5. 1,316 children were looked after in Leeds at the end of September 2019. The rise since March is reflected regionally: unverified, in-year data collected regionally through the regional Association for Directors of Children's Services partnership shows that ten of the fifteen local authorities in Yorkshire and The Humber have seen a rise in looked after numbers since the end of the 2018/19 financial year.

5.6. Analysis shows that the increase in the Leeds looked after population is not due to more children becoming looked after, but fewer children leaving care as more children are remaining in care for longer in Leeds.

5.7. Fewer children were subject to a child protection plan (399, compared to 522), and fewer had an open child in need case (5,472, compared to 5,896) at the end of March 2019 than at March 2018. Increasingly, the range of early help options available suggest that appropriate alternatives to social care intervention are being taken up, such as early help assessments and the developing Restorative Early Start (RES) teams.

5.8. Leeds' child in need case rate per ten thousand (RPTT) at the end of March was 325.4, which is below all comparator groups, having reduced by 8.2 per cent throughout 2018/19. The England RPTT reduction was 2.0 per cent. Child protection plans in Leeds reduced to a RPTT of 23.7, from 31.4. The current rate is lower than all comparators. Since April, child protection numbers have steadily risen and at the end of September were 519. This figure is broadly in line with the Leeds position at the end of March 2018, still below all comparator groups.

Indicator	Key message
Number of children looked after	Leeds is now seeing fewer babies in care, which implies implementation of the Leeds Practice Model, Rethink Formulation, Restorative Early Support Teams, family group conferencing, restorative practice, targeted placement support for reunification and the Futures service are making a difference.
Number of children and young people subject to a child protection plan	Fewer children became subject to a child protection plan during the year as more early help alternatives are identified, and a number of large sibling groups ceased to be subject to a plan, contributing to the reduction seen across the financial year.
Number of parents that have had more than one child enter care at different times	'Futures' provides intensive support to mothers and fathers who are under 25, who are care experienced, and have had a previous child removed. This is part of phase two of the Innovation Programme and has been in place for two years; during this time, there has been a reduction of babies entering care.
Number of children and young people with a child in need plan	The continued use of early help assessments and other early help options with children and families who most need social work support help to provide appropriate support child in need plans and other social work options

All children and young people do well at all levels of learning and have skills for life

5.9. *Obsession: improve achievement, attainment and attendance at school.* The **3As Strategy** passed through Executive Board in July 2019 and thus has not had a

significant impact on outcomes in 2019, but we would expect it to be making a difference in 2020, 2021 and 2022. Appendix three shows improvement in attainment outcomes across a number of key stage measures, but there is still much to do. The strategy aims to activate the city and relevant partners to ensure that sustainable, long-term improvements in educational experiences and outcomes occur. Three outcomes were chosen because they are vital issues in themselves but also because change in these areas should lead to change in the wider city and system.

5.10. **All children make the best start to school (attend, attain, achieve).** We have identified the areas where early years outcomes are worst so that resources and support are appropriately targeted. Reading resources and training have been targeted to providers who are graded requires improvement and below. As Newcastle is the core city with the best Early Years outcomes in recent years, we have been liaising with them about best practice and are now applying that to our approach to the two year-old offer in order to raise take up from 67 per cent to above 90 per cent. We will also offer support to schools who wish to open or expand two year-old provision. We are also targeting subsidised training and resources to private providers across target areas to ensure a consistent quality of provision. The offer will also involve support with moderation.

Key measure: the percentage of five year-olds achieving a good level of development in the Foundation Stage Profile.

5.11. **All children in need are safe, supported and successful in school (attend, attain, achieve).** We are restructuring part of the Learning Inclusion Service to include a head of virtual school for children in need, who will work closely with the exclusions and attendance teams as well as the existing head of virtual school for children looked after. We know that having a role with a clear focus on this specific group of children and young people will have a positive effect on their outcomes as it has for children looked after. As children in need are an over-represented group in exclusions, our work in this area will have a positive effect on their school attendance and other outcomes. All of our school improvement teams are aware of our focus on this key group and are therefore supporting and challenging schools to ensure their inclusion.

Key measure: the attendance of children in need.

5.12. **All children in Leeds read for learning and fun (attain and achieve).** The Year of Reading began in September and has generated an enormous amount of interest and activity. More than 15,000 books have been brought into the city via various partnerships and have been given out to schools, settings, families and community groups in areas where reading outcomes are low and resources are limited. A three-year partnership with BookTrust will bring over £1 million worth of books and resources into Leeds in the period up to 2022. Over 100 social workers, health workers and others have been trained in programmes to support families with early reading and more will undergo training in January and April 2020. Library service story buses will also be launched in January and targeted predominantly at areas of highest need.

5.13. A Year of Reading steering committee has been set up, with representation from across the council and beyond. We have established online resources and social media, which is raising the profile of reading and has led to authors, businesses, bookshops and others offering their help and time to support our efforts. Coming up in 2020: a reading event at Elland Road with over one thousand primary pupils and three authors from BAME backgrounds, including story reading, book-signing and all pupils receiving three books each; development of reading partnerships with Leeds United and Leeds Rhinos; author events across the city; and the launch of the Cafés for All project.

Key measure: the percentage of children achieving the expected standard in reading at age seven in Key Stage 1 tests.

5.14. Attainment data in this report are for the 2018/19 academic year. Ward and children's cluster data for 2018/19 by pupil's home address are not yet available. The 2018/19 Annual Standards Report, which will be produced in the spring, will provide a comprehensive breakdown of attainment across all key stages by various pupils groups. Headline performance by key stage includes:

- 66.4 per cent of pupils achieved a good level of development at the end of the Early Years Foundation Stage, 0.7 percentage points above last year's result. The core cities result is 67.9 per cent, leaving Leeds 1.5 points below this. Last year, the gap to core cities was 2.3 points. More children in Leeds are assessed as exceeding across all early learning goals compared to national. However, there is a greater proportion of pupils in Leeds than national in the 'emerging' category for 'reading', 'writing', 'numbers' and 'shapes, space and measures' and this contributes to lower GLD outcomes in Leeds.
- 62 per cent of Key Stage 2 pupils achieved the expected standard in reading, writing and maths, one percentage point better than last year's result. Leeds is one point behind the core cities result, having halved this gap in the last 12 months.
- 41.2 per cent of Key Stage 4 pupils achieved a strong pass (grades 9-5) in English and Maths, up by 0.3 of a percentage point from 2017/18. This result is 3.5 points above the core cities result, with the gap widening from 2.6 points in 2017/18, as the increase in the Leeds result was greater than the average core cities result.
- The average Progress 8 score for Leeds was +0.02, placing the city above all comparator groups (including national) and ranking Leeds equal 52/150 local authorities, which is a significant improvement from last year's ranking of 65/151 local authorities. The core cities average Progress 8 score was -0.10, with Leeds' result the second highest of the eight core cities.

5.15. Primary attendance in Leeds remains good with Leeds slightly above national for the second year running; secondary attendance has remained stable over the last three years with a 96.0 per cent attendance rate. The attendance team is building stronger links with school improvement and are offering review and recommendations on attendance processes to schools as preparation for Ofsted. A new schools toolkit on attendance has been developed to ensure all schools and academies have complete information on attendance processes.

5.16. Two DfE-led projects to build new schools in Leeds are delayed. One project is a seven-form entry free school in the south of the city; the other is a 200-place SEND school at Elmete Lane. The delay in the latter project - which is outside the local authority's control - places a risk on available SEND places for the 2021/22 academic year. The purchase of Rose Court, on Otley Road, will help alleviate the pressure for SEND places, although this remains an area of focus due to rising numbers of pupils with SEND. Strong cross-council partnerships are in place to respond to these challenges and adequate controls are in place to provide appropriate levels of governance and oversight of the programme.

Indicator	**Key message**
Percentage of pupils achieving a good level of development at the end of the EYFS	The introduction of the Year of Reading from September 2019 is raising community and professional awareness of the value of literacy
Infant mortality rates	Early Years is the optimal time for investment in order to improve lifelong social, economic and health outcomes
Newly created school places in good and outstanding schools	Strong cross-council partnerships are in place to respond to the challenges brought about by the delays to DfE-led new school projects in the city. Adequate controls are in place to provide appropriate levels of governance and oversight of the programme. Partnership working with schools and multi academy trusts create a joined up and shared approach to addressing the need both in the short and longer term
Attendance at primary and secondary schools	To support safeguarding and to help ensure all children and in learning there is intention of creating a live Leeds school roll. School leadership and governor support is welcomed.
Number of fixed-term exclusions from primary and secondary schools	We are restructuring part of the Learning Inclusion Service to include a head of virtual school for children in need, who will work closely with the exclusions and attendance teams as well as the existing head of virtual school for children looked after.
Percentage of pupils reaching the expected standard in reading, writing, and maths at the end of Key Stage 2	Continue to support all vulnerable pupils when they are not in school, for example, in providing a quiet place to study, creating cultural opportunities and helping them to stay safe. Ongoing support for the Year of Reading will also be beneficial.
Progress 8 score for Leeds at the end of Key Stage 4	
Destinations of young people with special educational needs and/or disability when they leave school	A new strategy, *Making a Difference: Improving the attendance, achievement and attainment of children and young people in Leeds*, will help young people engage positively with education, and create opportunities that lead to positive, lifelong pathways.

All children and young people enjoy healthy lifestyles

5.17. Obesity rates in for children in year 6 (age 11) in Leeds are comparable to national and regional rates. However, obesity rates for children within the most deprived quintile are almost double the rate of children living in the least deprived areas (24.3 per cent compared to 12.7 per cent); this is also the case nationally where the rate is 25.4% in equivalent areas. The Health and Wellbeing Service (Healthy Schools) are working with 77 per cent of Band 1 (deprived areas) schools with their School Health Check, including promoting healthy weight as a priority. The implementation of the Leeds Child Healthy Weight Plan continues to drive

partnership effort. The implementation of HENRY (0-5 age) has led to a reduction in obesity among reception-aged children.

5.18. The government is introducing compulsory Relationships Education for primary pupils, and Relationships and Sex Education (RSE) for secondary pupils from September 2020. It will also be compulsory for all schools to teach Health Education. Whilst these new requirements will teach a range of issues to pupils it is hoped that the RSE curriculum in secondary schools will support and improve communications aimed at young people to ensure that they receive accurate, trustworthy information on relationships and sexual health issues so they make informed choices, for example on the contraception that they choose.

5.19. Over the next quarter, developments across the Future in Mind programme of work include further development of the children and young people's mental health crisis service, including the launch of a safer space service; and the launch of the CAMHS community crisis service. A review and redesign of the cluster SEMH offer and the review of the MindMate Single Point of Access (SPA) is also underway.

Indicator	Key message
Progress against measures in the Future in Mind dashboard	There is continued focus from across the partnership to improve waiting times into services. Several initiatives are being developed including increased capacity to our Kooth online counselling offer and the redesign of MindMate SPA
Children that are a healthy weight at age 11	Work must continue to make Leeds a less obesogenic environment. All organisations should consider a range of options including offering healthy choices, the restriction of food advertising, better provision of healthy food and drinks, and physical activity programmes

All children and young people have fun growing up

Indicator	Key message
Young offenders who re-offend	Ensuring that the Youth Justice Service is linked in with the new Early Help Hubs and supporting the universal preventative approach within the city through the refreshed Safer Schools programme in Leeds
Under-18 conception rates	Work to ensure that those who are most vulnerable are able to avoid unplanned pregnancy should still be a priority, with a continued effort to provide universal support and services
Under-18 alcohol-related hospital admissions	Continue the rollout of alcohol awareness training to the children's workforce, providing them with the skills to give brief advice to young people using the locally developed under-18s Pocket Guide to Alcohol tool

All children and young people are active citizens who feel they have a voice and influence

5.20. *Obsession: reduce the number of young people not in education, employment and training.* Work is ongoing to address the inaccuracies in the data capture process. By the end of July 2019, the not known figure had reduced from 7.9 per cent (January) to 3.3 per cent. A tracking duty strategy group has been established and there is robust monitoring. This has enabled a cross-service response to

identified issues; for example, the Pathways support team undertook a "day of action" in the city to identify the activity of those who were not known and support them into education, employment and training where required.

5.21. In 2017, the Make Your Mark youth ballot highlighted better transport for young people as the top priority. This became the eleventh priority of the refreshed Children and Young People's Plan following consultation with young people in late 2017. Annual meetings now take place between youth councillors and transport representatives from the West Yorkshire Combined Authority, First, Arriva and Transdev. In the last year:

- Bus fare rises for young people were frozen.
- The 'school uniform policy', where young people do not need to show a half-fare pass if they are in school uniform, has been implemented and won national acclaim in a Transport Focus research publication[7].
- Young people have participated in mystery shopper exercises, with the findings fed back to transport operators.

Indicator	Key message
Students achieving a Level 3 qualification at age 19	Whilst there is an increase in the percentage of pupils achieving a Level 3 qualification, too many pupils are starting Level 3 courses but are failing to complete them.
Young people who are NEET, or whose employment status is 'not known'	Consider how agencies from across the partnership can support with the tracking duty and the capture of data. Accurate tracking is not just about compliance with a statutory duty; it also ensures that young people can be identified for their statutory entitlement to targeted information advice and guidance.
Transport for young people indicator to be developed after further discussions with young people	We continue to be well placed and build relationships that enable us to work in partnership with West Yorkshire Combined Authority and transport operators to ensure that children and young people in the city continue to see improvements to local public transport systems

6. Population changes

6.1. There are approximately 10,000 births each year in Leeds. Between 2011 and 2018, the under-18 population in Leeds rose by 7.2 per cent, compared to a 4.7 per cent rise across England. The year-on-year growth in Leeds is higher than the England growth for each of the last five years, and has been concentrated, although not exclusively, in Leeds' poorer communities, especially in areas considered in the most deprived nationally. Leeds had the greatest rate of child population growth in areas considered in the three per cent most deprived nationally. 32 per cent of the Leeds under-18 population lives in the ten per cent most deprived areas of the city.

6.2. The population of 0 to 17 year olds in Leeds was estimated to have increased by 9,443 (six per cent) between 2012 and 2017 (156,825 to 166,268). Numerically,

[7] http://d3cez36w5wymxj.cloudfront.net/wp-content/uploads/2019/05/16190124/Making-bus-a-better-choice-for-young-people-FINAL-WEB-VERSION.pdf

this is the fourth largest increase among local authorities in England. Only Birmingham, Tower Hamlets, and Manchester have a greater numeric increase.

6.3. What is really striking, though, is that Leeds had the highest numeric increase in the 0 to 17 year old population living within the three per cent most deprived LSOAs, at 3,198 (a 15 per cent increase). This accounted for one-third of the total increase in the Leeds 0 to 17 population. Leeds also had the second highest numeric increase in the 10 per cent most deprived LSOAs, at 5,104 (an 11.3 per cent increase).

6.4. Local analysis, using data from the Office for National Statistics, indicates that the England under-18 population is projected to grow at the same rate as for the total population by 2026: 5.9 per cent. Across the same period, the Leeds under-18 population is projected to grow by 9.5 per cent. Within this growth, there will be a substantial increase in the 11 to 17 population in Leeds, with projections suggesting a growth of approximately 25 per cent.

6.5. Changes are also apparent in the school population. 34 per cent of the school population is from Black, Asian, or Minority Ethnic groups; 16.5 per cent of children are eligible for free school meals; and 13.8 per cent of children have special educational needs and disability.

7. Supporting children and families, strengthening social care (supporting data in appendix four)

7.1. Appendix four provides an overview of operational performance measures for the Children's Social Work Service. We continue to monitor closely that the simple things, such as timeliness and contact, are being done well. The report in appendix four is an extract from a monthly performance report that is provided to senior leaders within the Children's Social Work Service.

7.2. The report contains information for the safeguarding journey on a monthly basis, providing a snapshot into the system. From contact at the Front Door, to decision-making by social work professionals, to assessments that identify the level of intervention required to the monitoring of open cases, the report provides senior leaders with the latest data, but also includes performance data for the preceding 12 months to contextualise and address changes in performance.

7.3. Providing this report to Scrutiny supports our culture of being open and honest with the information. The report is part of suite of tools used by managers to support their practice and to be accountable for performance. Any dips in performance are quickly identified and action is undertaken to fix the issue.

7.4. In line with Outcomes Based Accountability principles, the report identifies the main indicators that together signify the health of the system that supports children and young people currently experiencing vulnerabilities. More detailed, weekly operational information is scrutinised within social work teams and at management and leadership levels to make sure that small divergences from the norm are quickly identified and efficiently and effectively addressed.

7.5. Much of the data in the report shows improvement over time, supported by national comparator information through DfE statistical first releases. The strong and continued improvement in timeliness and process measures, as well as the headline measures such as children looked after, and children subject to a child protection plan - all of which indicate an improvement in children and young people's outcomes - have contributed, alongside service improvement initiatives, to the outstanding rating from the November 2018 Ofsted inspection.

Children in Need

7.6. Both the number of monthly contacts and referrals have reduced since the start of the financial year. The proportion of contacts accepted as referrals has reduced from 46.3 per cent in March to 42.7 per cent in September. This is likely due to the increasing range of early help alternatives available to children and families before statutory social care involvement. The proportion of referrals in the month that are a re-referral within 12 months has reduced from a high of 30 per cent in March, to 23.4 per cent in September (five points lower than September 2018).

Child protection

7.7. The number of children subject to a child protection plan reduced by almost a quarter during the 2018/19 financial year, as fewer children started to be subject to a plan, and a number of large sibling groups ceased to be subject to a plan. Since April, child protection plan numbers have steadily risen and at the end of September were 519. This is broadly in line with the figure reported at the end of March 2018. The number of children subject to a plan for more than two years is just seven, the lowest figure recorded for more than a year.

7.8. The proportion of initial child protection conferences (ICPCs) being carried out within timescales has reduced across the current financial year, to the current outturn of 72 per cent. Previous reports have shown this measure can be subject to short-term variation and Scrutiny should be reassured that these patterns are examined and appropriate action is taken to re-balance performance. Whilst timeliness is not where we would like it, ICPCs are carried out appropriately and no child is placed at risk because an ICPC is completed outside timescales.

Children looked after and moving on

7.9. Across the last two years both the number of children starting to be looked after and the number of children ceasing to be looked after have reduced. The number of children ceasing to be looked after, however, has reduced at a slower rate than children starting to be looked after. This has contributed to the slow but steady rise in looked after numbers in recent years. The long-term trend shows a significant reduction since 2011, with an 11.2 per cent reduction in Leeds numbers, compared to a 19.3 per cent rise nationally.

8. Mitigating the impact of child poverty

8.1. Some young people are statistically more likely to have relatively poor outcomes, for example those with learning difficulties and disabilities; those from some ethnic minority backgrounds; those with English as an additional language; those living in deprived areas; those with poor school attendance; and those in the social care system.

8.2. The purpose of all the strategic and operational activity relating to this this area of work is to keep all children and young people safe from harm and to enable them to achieve their full potential. A central element of this is to ensure that the needs of vulnerable children, young people, and families who experience inequality of opportunity or outcomes are identified and responded to at the earliest possible opportunity.

8.3. A national measure of child poverty indicates that 20.0 per cent of children, (33,485) in Leeds live in poverty, which is above the 17.0 per cent seen nationally (HMRC children in low income families measure, August 2016 snapshot, published in December 2018[8]). Whilst the impact of poverty can be found in all areas of the city, there are specific concentrations of poverty within the inner city. The city strives to mitigate both the causes and impact of poverty and this is integral to all work with children and families.

8.4. Leeds is working with a charity called Children Northeast on Poverty Proofing the School Day, a project that involves a comprehensive audit of a school's practices to ensure that no child is disadvantaged or prevented from accessing any part of the school's activities. This has been shown to make a tangible difference to the attendance of children eligible for free school meals. Children Northeast will be training a number of Council officers and school staff so that we can carry out these audits going forward and make a difference to the attendance, attainment, and achievement of our young people, particularly those from deprived backgrounds.

8.5. Period poverty is an area of poverty-led social exclusion that has had national attention over the last two years. Period poverty refers to having a lack of access to sanitary products due to financial constraints. A citywide approach, through a collaboration between Children and Families and Communities (including partnerships with the third, public, private, and academic sectors), has been in development for the past year. Period products that are in packaging that has been designed by a young person in Leeds will be supplied free in schools and community hubs from early 2020. Products in plain packaging have been supplied to schools and community hubs since autumn 2019

[8] https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/761922/LA.xlsx

9. Corporate considerations

9.1. Consultation and engagement

9.1.1. This is an information report and as such does not need to be consulted on with the public. However, all performance information is available to the public.

9.2. Equality and diversity/cohesion and integration

9.2.1. This is an information report, rather than a decision report and so due regard is not relevant. However, this report does include an update on equality issues as they relate to the various priorities. Mitigating the impact of child poverty is covered in section eight.

9.3. Council policies and city priorities

9.3.1. This report provides an update on progress in delivering the council and city priorities in line with the council's performance management framework. The CYPP supports, reflects, and complements the outcomes, priorities and indicators set out in the Best Council Plan 2019-21[9] and the Joint Health and Well Being Plan 2016-21[10].

9.4. Resources and value for money

9.4.1. There are no specific resource implications from this report.

9.5. Legal implications, access to information and call in

9.5.1. All performance information is publicly available. This report is an information update providing Scrutiny with a summary of performance for the strategic priorities within its remit and as such is not subject to call in.

9.6. Risk management

9.6.1. The six-monthly summary of CYPP report cards provided to Scrutiny includes an update of the key risks and challenges for each of the priorities. A comprehensive risk management process to monitor and manage key risks in the council supports this.

10. Conclusions

10.1. This report provides a summary of performance against the strategic priorities for the council relevant to Scrutiny Board (Children's Services). It also provides progress against the 2018-23 CYPP priorities, which are monitored through six-monthly reports to Children and Families Trust Board, and Scrutiny (Children and Families).

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[9] https://www.leeds.gov.uk/docs/Best%20council%20plan%20-%20in%20full.pdf
[10] https://www.leeds.gov.uk/docs/Health%20and%20Wellbeing%202016-2021.pdf

11. Recommendations

11.1. Members are recommended to:

- Consider and comment on the most recent performance information.
- Use the data and comments in this report as additional, contextual information to inform the Scrutiny Boards discussions on its work programme for the year.

12. Background documents[11]

12.1. Other regular sources of information about performance in relation to children's services are contained in: community committee datasets; the annual standards report to Executive Board, covering educational attainment; annual reports to Executive Board of the fostering and adoption services; and regular updates to Executive Board on proposals to increase school places as part of the basic need programme.

[11] 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.

Appendix one: indicator performance for the 2018-23 CYPP indicators as at the end of September 2019

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
Obsession Number of children looked after	*Story behind the numbers:* Leeds has been on a positive, long-term journey since 2012, with huge reductions in care year on year from a rate per 10,000 at its height of 95 in 2012 to its lowest at 76 in 2016. Since 2016, the numbers of children who are looked after has been increasing but at a rate that has kept pace with population changes. *Key insight*: The 16-18 age group make up the majority of the recent increases, with a 26 per cent increase in this age from since March 2018 (230 to 290). *Achievements/next steps:* Continue investing in restorative approaches to keep families together and look for opportunities for re-unification where it is safe and appropriate to do so.	**1,275** 76.7 per 10,000 Sept 2018	**1,284** 77.2 per 10,000 March 2019	**1,316** 78.3 per 10,000 Sept 2019
Number of children and young people subject to a child protection plan	*Story behind the numbers:* Between 2011 and 2019, the number of children subject to a child protection plan in Leeds reduced by 59 per cent, with the England figure rising by 22.4 per cent in the same period. Between March 2018 and March 2019, child protection numbers in Leeds safely reduced to 399 from 522. Since March, numbers have steadily risen to the September figure of 519 as fewer children are ceasing to be subject to a plan than are becoming subject to a plan. *Key insight*: A greater range of early help alternatives contributed to the reduction in child protection plans during the 2018/19 financial year. Additionally, a number of large sibling groups ceased to be subject to a plan, contributing to the reduction seen across the financial year. *Achievements/next steps:* The chief officer of Social Work is undertaking observations of child protection conferences to ensure that quality remains high, excellent social work practice takes place, and any learning points are shared throughout the service.	**480** 28.9 per 10,000 Sept 2018	**399** 23.9 per 10,000 March 2019	**519** 30.9 per 10,000 Sept 2019
Number of parents that have had more than one child enter care at different times	*Story behind the numbers:* Of the 206 parents who have had a child start to be looked after in the 12 months prior to 30 September 2019, 60 (29 per cent) have had at least one further child removed at a previous point. This is a slight deterioration on the previously reported figure but it is in the context of far fewer parents with removals, which is very positive. *Key insight*: Whilst there is a small rise in multiple removals from the previous 12 months, this is still a decrease on three of the last four years.	**28.2% (68 of)** Oct 2017 to Sept 2018	**25.6% (55 of 215)** Oct 2017 to Sept 2018	**29.1% (60 of 206)** March 2018 to February 2019

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
	Achievements/next steps: 'Futures', part of phase two of the Innovation Programme, has been in place for 2 years and during that time there has been a reduction of babies entering care. This provides intensive support to mothers and fathers who are under 25, who are care experienced, and have had a previous child removed.			
Number of children and young people with a child in need plan	*Story behind the numbers:* Using the national, DfE definition, child in need numbers in Leeds have reduced by nearly 12 per cent since 2011; England numbers have risen 4.5 per cent in the same period. Leeds' rate per 10,000 was 61 higher than the England average in 2011 and is now 8.8 points lower. *Key insight*: Increasingly, the range of early help options available suggest that appropriate alternatives to social care intervention are being taken up, such as early help assessments. These alternatives mean that children and families receive appropriate support to help them achieve sustainable outcomes. *Achievements/next steps:* Continue to have the right conversations at the right time to ensure that children and families receive the support most appropriate to their individual circumstances.	**2,838** 170.7 per 10,000 Sept 2018	**3,120** 187.6 per 10,000 March 2019	**3,007** 180.9 per 10,000 Sept 2019
Percentage of pupils achieving a good level of development at the end of the EYFS	*Story behind the numbers:* There has been a considerable increase in the proportion of Leeds children achieving a good level of development, from 58 per cent in 2014, to 66.4 per cent in 2019. *Key insight*: More children in Leeds are assessed as exceeding across all early learning goals compared to national. However, there are more pupils in Leeds than national in the 'emerging' category for 'reading', 'writing', 'numbers' and 'shapes, space and measures' and this contributes to lower outcomes in Leeds. *Achievements/next steps:* Improve take up of eligible two year-olds' early learning through: improved family awareness of play and learning opportunities; targeting of CIN, CP and CLA children not taking up early learning offer through Social Workers, Early Help Hubs RES teams, Early Start teams.	**64.8%** 2016/17 academic year	**65.7%** 2017/18 academic year	**66.4%** 2018/19 academic year
Infant mortality rates	*Story behind the numbers:* Leeds (4.2) remains above national (3.9) but the gap has closed in the latest reporting period by 0.2 points. *Key insight*: For 'Leeds deprived', the rate was 5.4 down from 6.0 in 2014-16, with a slight narrowing of the deprivation gap.	**4.4 per 1,000** 2014-16	**4.2 per 1,000** 2015-17	

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
	Achievements/next steps: Training for front line staff will be delivered with the aim of increasing pregnant smokers' engagement with the stop smoking service and the number of quits.			
Newly created school places in good and outstanding schools	*Story behind the numbers:* The Children and Families Learning Places programme delivers on key strategic outcomes for the city and must continue its success against the background of Council budget saving targets, the pace and scale of the Learning Places programme and the complex risks on projects. *Key insight*: The need for additional primary school places has reduced due to the birth rate levelling out, although in-year pressures continue within inner city areas. The demand for secondary school places continues to increase, as the high number of primary-aged children move into the secondary phase, plus increases to inward migration. *Achievements/next steps:* The next five years will see plans for over 33 forms of entry created at secondary level, which equates to approximately one thousand year seven places (the equivalent of five new secondary schools). Plans to address these pressures include the expansion of existing schools as well as new schools: a free school in the south and one in the east of the city.	**65%** Sept 2018 - reception	**84%** May 2019 - reception	**100%** Dec 2019 - reception
		52% Sept 2018 - year seven	**54%** May 2019 - year seven	**66%** Dec 2019 - year seven
Obsession Attendance at primary and secondary schools	*Story behind the numbers:* Primary attendance in Leeds remains good with Leeds slightly above national for the second year running. Secondary attendance has remained stable over the last three years. *Key insight*: Attendance teams have now been bought together into a one citywide team. Where schools have taken traded offers and taken recommendations, this has had a positive impact for/on vulnerable children *Achievements/next steps:* A new schools toolkit on attendance has been developed to ensure all schools and academies have complete information on attendance processes. Plans are being developed to allow live information from schools systems to flow from schools to the local authority, which will enable the attendance team to provide better support to schools.	**96.0%** Primary 2017/18 HT 1-4	**95.9%** Primary 2017/18 HT 1-6	**96.2%** Primary 2018/19 HT 1-4
		94.5% Secondary 2017/18 HT 1-4	**94.2%** Secondary 2017/18 HT 1-6	**94.5%** Secondary 2018/19 HT 1-4
Number of fixed-term exclusions from primary	*Story behind the numbers:* The number and rate of exclusions in Leeds primary schools is lower than comparators, and places Leeds in the first quartile, with a ranking of 27 out of 151 local authorities. There were less exclusions in secondary schools in 2017/18, but for those that were excluded there was an increase in the average number of days and this now stands at 6.69 days.	**463 (0.64%)** Primary 2015/16	**608 (0.82%)** Primary 2016/17	**571 (0.77%)** Primary 2017/18

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
and secondary schools	*Key insight*: Pupils eligible for free school meals have a higher rate of fixed term exclusion than non-eligible pupils. The rate of fixed term exclusion rate of pupils eligible for FSM was 23.71 in secondary schools (a marked decrease from 40.76 in 2016/17) and 0.23 in primary schools. *Achievements/next steps:* We are restructuring part of the Learning Inclusion Service to include a head of virtual school for children in need, who will work closely with the exclusions and attendance teams as well as the existing head of virtual school for children looked after.	**5,734 (12.89%)** Secondary 2015/16	**6,601 (14.52%)** Secondary 2016/17	**4,500 (9.64%)** Secondary 2017/18
Percentage of pupils reaching the expected standard in reading, writing, and maths at the end of Key Stage 2	*Story behind the numbers:* The percentage of children reaching the expected standard in reading decreased both nationally and in Leeds in 2019. Maths has the greatest percentage of children reaching the expected standard. The gap to national narrowed in all subject areas and is now three percentage points for reading and writing and two percentage points for maths. *Key insight*: Leeds performance remains in band D nationally, with an improved ranking to equal 121 of 151 authorities on the combined reading, writing and maths measure. *Achievements/next steps:* The 3As Strategy passed through Executive Board in July 2019. The strategy aims to activate the city and relevant partners to ensure that sustainable, long-term improvements in educational experiences and outcomes occur. Three outcomes were chosen because they are vital issues in themselves but also because change in these areas should lead to change in the wider city and system.	**61%** 2017/18 academic year (Confirmed)		**62%** 2018/19 academic year (Confirmed)
Progress 8 score for Leeds at the end of Key Stage 4	*Story behind the numbers:* Young people in Leeds are making more progress on average than their peers nationally. Leeds is ranked 52 of 151 local authorities. *Key insight*: More pupils in Leeds achieved the strong pass than all other comparator averages. *Achievements/next steps:* The 3As Strategy aims to activate the city and relevant partners to ensure that sustainable, long-term improvements in educational experiences and outcomes occur.	**-0.02** 2017/18 academic year (Confirmed)		**+0.02** 2018/19 academic year (Provisional)
Destinations of young people with special educational	*Story behind the numbers:* In 2018, 85 per cent of pupils with special educational needs had a sustained destination compared with 83 per cent in 2017, a rise of two percentage points. The gap to national has narrowed by one percentage point to a gap of five percentage points.	**83%** 2016/17		**85%** 2016/17

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
needs and/or disability when they leave school	*Key insight*: 2018, 92 per cent of pupils with an Education and Health Care Plan had a sustained destination compared with 86 per cent in 2017, which places Leeds one percentage point above national for that cohort. 83 per cent of young people with SEN support progressed to a sustained destination, six percentage points behind national (89 per cent). *Achievements/next steps:* Help support preparation for adulthood work including having effective careers guidance in all settings for pupils in year nine and above.			
Progress against measures in the Future in Mind dashboard	*Story behind the numbers/key insight:* There has been an increase in the number of young people accessing a number of services, which in turn has seen an increase in waiting times for some service areas. This is particularly evident in the increase in demand for Autism and/or ADHD (Attention Deficit Hyperactivity Disorder) assessments within CAMHS. *Achievements/next steps:* Over the next quarter, developments across the Future in Mind programme of work include further development of the children and young people's mental health crisis service, including the launch of a safer space service; and the launch of the CAMHS community crisis service. *Key message to the Children and Families Trust partnership:* There is continued focus from across the partnership to improve waiting times into services. Several initiatives are being developed including increased capacity to our Kooth online counselling offer and the redesign of MindMate SPA.	Individual measures are tracked and monitored through the Future in Mind dashboard		
Children that are a healthy weight at age 11	*Story behind the numbers:* Leeds rates are relatively stable and are comparable to national and regional rates. Approximately one in five children aged 10 to 11 are obese *Key insight*: The most recent data highlight that obesity levels among children living in the most deprived quintile are 24.3 per cent, almost double the rate for children living in the least deprived area, where the rate is 12.7 per cent. *Achievements/next steps:* The Leeds Child Healthy Weight Plan continues to drive the partnership and is monitored by the Child Healthy Weight Partnership group. The implementation of HENRY (for 0-5 year-olds) has led to a reduction in obesity among reception-aged children.	**64.6%** 2017/18 academic year		**63.2%** 2018/19 academic year

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
Young offenders who re-offend	*Story behind the numbers:* Fewer young people in Leeds are committing an offence, however, for those that do offend a high proportion go on to commit a further offence. *Key insight*: The introduction in 2016 of the Youth Panel in Leeds has seen a greater number of young people diverted away from the criminal justice system with intervention work and non-statutory outcomes. The remaining cohort of young people tend to have more complex issues with a greater likelihood of reoffending. *Achievements/next steps:* Leeds Youth Justice Service has specialist victim liaison officers co-located with area teams who are able to meet the needs of the victim whilst considering the circumstances of each young person and any realistic possibilities for a restorative outcome.	**42.9% (332)** Oct 2014 to Sept 2015	**44.6% (239)** Oct 2015 to Sept 2016	**42.2% (196)** Oct 2016 to Sept 2017
Under-18 conception rates	*Story behind the numbers:* Under-18 conception rates have fallen by 45.8 per cent in Leeds since 1998, though the Leeds rate remains above regional and national comparators. *Key insight*: The highest conception rates in the city tend to occur in the most deprived areas of the city. *Achievements/next steps:* September 2020 sees the start of the new statutory RSE curriculum. This should strengthen the already positive improvement in provision across the city.	**27.3** Rate per thousand 2015	**27.9** Rate per thousand 2016	**27.3** Rate per thousand 2017
Under-18 alcohol-related hospital admissions	*Story behind the numbers:* More secondary-age pupils are drinking. 50 per cent of respondents to the 2018/19 My Health My School survey have consumed an alcoholic drink, up from 30 per cent in 2011/12. *Key insight*: Under-18 alcohol-specific admissions are lower in the most deprived decile. Evidence indicates that young people in the least deprived areas are more likely to drink and more likely to drink regularly. *Achievements/next steps:* Continue the rollout of alcohol awareness training to the children's workforce, providing them with the skills to give brief advice to young people using the locally developed under-18s Pocket Guide to Alcohol tool.	**36.7** Rate per 100,000 2014/15 - 2016/17	**38.3** Rate per 100,000 2015/16 - 2017/18	
Students achieving a Level 3	*Story behind the numbers:* In line with a national trend (albeit by a greater margin in Leeds), the percentage of pupils eligible for free school meals attaining a Level 3 qualification declined by 2.5	**52.0%** 2017	**51.9%** 2018	

Indicator	Summary	Performance		
		Q2 2018/19	Q4 2018/19	Q2 2019/20
qualification at age 19	percentage points to 25.6 per cent in 2018, compared with a national decline of 1.0 percentage point. *Key insight*: Start in Leeds, a new on-line digital platform, has been established which brings together the best information and inspiration about careers and study in Leeds to support pupils in the transition from the end of Key stage 4 into education, employment and training. *Achievements/next steps:* Children and Families are developing a post-16 Strategy so that there is provision which meets the needs and aspirations of children and young people in Leeds and where outcomes are positive.			
Obsession Young people who are NEET, or whose employment status is 'not known'	*Story behind the numbers:* The combined percentage of 16-17 year olds who are NEET or whose activity is not known in Leeds increased from 7 per cent in 2017 to 9.9 per cent in 2017. The combined 9.9 per cent, breaks down to two per cent NEET and 7.9 per cent whose activity is not known. *Key insight*: The increase between the 2017 and 2018 not known figures can partially be explained by data capture issues which occurred during the reporting period. *Achievements/next steps:* Consider how agencies from across the partnership can support with the tracking duty and the capture of data. Accurate tracking is not just about compliance with a statutory duty; it also ensures that young people can be identified for their statutory entitlement to targeted IAG.	**7.0% (1,020)** (Dec 17 to Feb 18)	**9.9% (1,573)** (Dec 18 to Feb 19)	
Transport for young people indicator to be developed after further discussions with young people	*Key insight*: Annual meetings between youth councillors and transport representatives from West Yorkshire Combined Authority, First, Arriva and Transdev. These have been held in August 2018 and November 2019. Meetings are used as an opportunity to reflect on improvements and to hold transport providers to account. Because of the 2018 meeting, Ahead Partnership have been commissioned by WYCA and the West Yorkshire Bus Alliance to deliver public transport workshops in schools and colleges. *Achievements/next steps:* The 'school uniform policy' where young people do not need to show a half fare pass if they are in school uniform has won national acclaim in a Transport Focus research publication.	Measure to be developed		

Appendix two (a): CYPP key indicator dashboard - city level: September 2019

Measure	National	Stat neighbour	Result for same period last year	Result June 2019	Result July 2019	Result August 2019	Result September 2019	DOT	Data last updated	Timespan covered by month result
Number of children looked after	64/10,000 (2017/18 FY)	81/10,000 (2017/18 FY)	1275 (77.4/10,000)	1304 (78.4/10,000)	1306 (78.5/10,000)	1306 (78.5/10,000)	1316 (79.1/10,000)	▲	30/09/2019	Snapshot
Number of children subject to a child protection plan	43.7/10,000 (2018/19 FY)	54.7/10,000 (2018/19 FY)	480 (29.1/10,000)	464 (27.9/10,000)	511 (30.7/10,000)	545 (32.8/10,000)	519 (31.2/10,000)	▲	30/09/2019	Snapshot
Number of children and young people with a child in need (CIN) plan	Local indicator	Local indicator	2838 (172.2/10,000)	3162 (190.2/10,000)	3046 (183.2/10,000)	2927 (167.0/10,000)	3007 (180.9/10,000)	▼	30/09/2019	Snapshot
Percentage of parents that have had more than one child enter care at different times	Local indicator	Local indicator	24.2%	22.2%	24.8%	25.7%	27.2%	▲	30/09/2019	Rolling 12 months
Percentage of pupils achieving a good level of development at the end of the Early Years Foundation Stage	71.8% (2018/19 AY)	70.8% (2018/19 AY)	65.7% (2017/18 AY)	66.4% (2018/19 AY)				▲	Oct 19 SFR	AY
Infant mortality rates	3.9/1,000 2017	4.0/1,000 2017	4.4/1,000 2016	4.2/1,000 2017				▼	Mar-19 SFR	Calendar year
Primary attendance	96.1% (HT1-4 2018/19)	96.2% (HT1-4 2018/19)	96.0% (HT1-4 2018/19)	96.2% (HT 1-4 2018/19)				▲	Oct-19 SFR	HT 1-4 AY
Secondary attendance	94.8% (HT1-4 2018/19)	94.7% (HT1-4 2018/19)	94.6% (HT1-4 2017/18)	94.6% (HT 1-4 2018/19)				↔	Oct-19 SFR	HT 1-4 AY
Rate of fixed-term school exclusions: primary	1.40 per 100 pupils (2017/18)	1.33 per 100 pupils (2017/18)	0.82 per 100 pupils (2016/17)	0.77 per 100 pupils (2017/18)				▼	Aug-19 SFR	AY

Measure	National	Stat neighbour	Result for same period last year	Result June 2019	Result July 2019	Result August 2019	Result September 2019	DOT	Data last updated	Timespan covered by month result
Rate of fixed-term school exclusions: secondary	10.13 per 100 pupils (2017/18)	15.00 per 100 pupils (2017/18)	14.52 per 100 pupils (2016/17)	9.64 per 100 pupils (2017/18)				▼	Aug-19 SFR	AY
Percentage of pupils reaching the expected standard in reading, writing, and maths at the end of Key Stage 2	65% (2018/19)	64% (2018/19)	61% (2017/18)	61% (2018/19)				↔	Oct-19 SFR	AY
Progress 8 score for Leeds at the end of Key Stage 4	-0.03 (2018/19)	-0.16 (2018/19)	-0.02 (2017/18)	+0.02 (2018/19)				N/A	Oct-19 SFR	AY
Percentage of young people with special educational needs at KS4 remaining in education, employment or training[1]	90% (2017/18 AY)	88% (2017/18 AY)	83% (2016/17 AY)	85% (2017/18 AY)				▲	Oct 19 SFR	AY
Prevalence of children at age 11 who are a healthy weight	64.3% (2017/18)	62.9% (2017/18)	64.6% (2016/17)	64.5% (2017/18)				↔	Jan 19 SFR	AY
Proportion of young offenders who re-offend	40.9% (England and Wales)	40.4% (Core Cities)	41.6% (FY 2015/16)	45.7% (FY 2016/17)				▲	Jan 19 SFR	FY
Teenage conceptions (rate per 1000)	17.9 (2017)	20.9 (2017)	28.0 (2016)	27.3 (2017)				▼	April 19 SFR	Calendar Year
Alcohol-related hospital admissions for under-18s (rate per 100,000)	32.9 (2017/18)	33.4 (2017/18) Yorks & Humber	36.7 (2016/17)	38.3 (2017/18)				▲	2019	3 FY pooled (2015/16-2017/18)
Level 3 qualifications at 19	57.2% (2017/18)	55.7% (2017/18)	52.0% (2016/17)	51.9% (2017/18)				▼	Apr-19 SFR	AY

Key **AY** - academic year **DOT** - direction of travel **FY** - financial year **HT** - half term **SFR** - statistical first release (Department for Education / Department of Health data publication)
Comparative national data for academic attainment indicators are the result for all state-maintained schools
[1] Includes all pupils with a statement/EHC plan or on SEN Support

Appendix two (b): CYPP key indicator dashboard - cluster level: September 2019

	Deprivation Rank	Children Looked After[1 2 3]		Child Protection Plans[1 2 3]		Number of Children and Young People with a Child in Need (CIN) Plan[1 2 3]		Prevalence of children at age 11 who are a healthy weight[2]	Early Years Foundation Stage: % GLD[4 5]	Reaching the expected standard in RWM at the end of KS2[4]	Average Progress 8 Score[4]	Level 3 Quals at age 19[6]	Primary Attendance[4]	Secondary Attendance[4]
Time period	**IMD 2019**	**As at**	**30/09/2019**	**As at**	**30/09/2019**	**As at**	**30/09/2019**	**2017/18 AY**	**2018/19 AY**	**2018/19 AY**	**2018/19 AY**	**2017/18 AY**	**2018/19 HT1-4**	**2018/19 HT1-4**
Leeds		**1,316**		**519**		**3,007**		**64.5%**	**66.4%**	**61%**	**+0.02**	**51.9%**	**96.2%**	**94.6%**
Cluster	**1= most deprived; 23= least deprived**	**No.**	**RPTT**	**No.**	**RPTT**	**No.**	**RPTT**	**%**	**Provisional[7] %**	**Provisional[7] %**	**Average Score (Provisional)[7]**	**%**	**%**	**%**
ACES	4	67	125.0	21	39.2	192	358.2	55.6%	53.7%	58%	-0.49	32.1%	95.8%	89.1%
Aireborough	20	28	38.3	7	9.6	82	112.2	67.7%	74.8%	70%	0.12	68.3%	96.7%	95.0%
ARM	18	37	27.8	10	7.5	84	63.2	70.5%	73.9%	72%	-0.07	64.8%	96.6%	95.3%
Beeston, Cottingley and Middleton	5	122	141.5	47	54.5	208	241.2	57.6%	58.6%	50%	0.13	38.1%	96.0%	94.0%
Bramley	3	72	99.1	34	46.8	227	312.3	61.5%	61.5%	58%	-0.09	38.2%	95.9%	93.9%
Brigshaw	15	12	23.9	0	0.0	46	91.5	63.0%	74.6%	60%	-0.09	48.6%	96.3%	94.5%
EPOSS	23	8	11.1	<5	-	32	44.5	79.1%	79.8%	76%	0.21	57.6%	96.9%	94.8%
ESNW	17	22	44.2	10	20.1	47	94.5	70.8%	71.2%	68%	-0.32	50.9%	96.6%	94.6%
Farnley	9	21	60.4	9	25.9	101	290.5	72.8%	58.3%	52%	0.61	42.5%	95.6%	96.2%
Garforth	19	<5	-	11	31.5	18	51.6	67.5%	78.3%	68%	0.50	62.0%	96.6%	96.1%
Headingley - Kirkstall partnership	11	47	73.2	15	23.4	109	169.9	66.0%	69.9%	68%	0.04	64.5%	96.2%	94.6%
Horsforth	21	<5	-	5	12.5	54	135.1	80.5%	79.5%	76%	0.39	74.0%	97.2%	96.3%
Inner East	1	193	138.9	68	48.9	238	171.3	56.3%	59.1%	44%	-0.09	41.7%	95.9%	94.9%
J.E.S.S	2	186	164.0	74	65.2	277	244.2	56.6%	57.2%	49%	-0.08	31.5%	95.9%	94.1%
Lantern Learning Trust	8	38	93.5	12	29.5	74	182.0	54.1%	57.2%	51%	-0.24	28.4%	96.1%	95.0%
Leodis	16	11	33.3	7	21.2	37	112.0	62.9%	62.4%	69%	0.33	53.0%	96.5%	95.7%
Morley	12	50	60.3	12	14.5	119	143.5	65.7%	73.8%	70%	0.59	52.7%	96.2%	95.1%
Otley/Pool/Bramhope	22	9	22.4	0	0.0	36	89.7	65.3%	82.5%	71%	0.36	76.7%	96.8%	95.0%
Pudsey	13	24	23.1	6	5.8	123	118.6	67.9%	71.2%	67%	-0.10	49.2%	96.4%	94.4%
Rothwell	14	19	29.3	28	43.2	79	121.8	69.8%	68.5%	67%	-0.09	43.0%	96.6%	93.6%
Seacroft Manston	6	113	113.1	61	61.1	272	272.3	65.1%	61.0%	62%	-0.72	39.0%	95.6%	92.0%
Templenewsam Halton	10	36	66.8	5	9.3	92	170.7	55.9%	70.2%	56%	0.13	43.6%	95.6%	93.3%
2gether	7	101	79.5	34	26.8	224	176.4	62.3%	55.6%	49%	-0.54	49.2%	95.3%	94.3%

Key: AY - academic year FSM - free school meals FY - financial year RPT - rate per thousand RPTT - rate per ten thousand

Notes

CYPP indicators reported at a cluster level are not comparable with citywide results, as the data used are not always from the same period.

1 - Data by cluster for these indicators do not add up to the Leeds total, due to confidential records or an out of authority postcode. For children looked after the postcode used is where the child lived at the point of becoming looked after, not placement postcode.

2 - Data for this indicator show children and young people living in the cluster area, not attending schools in the cluster (or in the case of CLA, who lived in the cluster before becoming looked after)

3 - Data suppressed for instances of fewer than 5.

4 - Data for this indicator are by schools within the cluster, not by pupils living in the cluster area.

5 - GLD is Good Level of Development

6 - Based on the location of the school the young person attended when they were in Year 11; not where they gained the Level 3 qualification.

7- Confirmed data will be made available in the December 2019 dashboard.

Appendix three: 2018/19 attainment summary

Indicator	Academic Year					Trend	Change	Rank	National Quartile Position	Comparator Data					Data Status	Data Source	Future SFR Publication Date
	2015	2016	2017	2018	2019					National	Statistical Neighbour	Core Cities	Yorkshire & Humber	Core Cities Rank			
EYFS																	
Percentage achieving a Good Level of Development	61.8	62.5	64.8	65.7	66.4		0.7	146/151	Band D	71.8	70.8	67.9	70.0	6/8	Final	DfE SFR EYFSP 2019	No further SFR scheduled
Total Average Points Score	33.6	33.5	34.2	34.4	34.8		0.4	Equal 57/151	Band B	34.6	34.7	33.8	34.4	1/8	Final	DfE SFR EYFSP 2019	
Low Achievers Gap[1]	35.7	34.8	33.3	34.1	33.2		-0.9	Equal 82/151	Band C	32.4	34.6	35.5	33.6	6/8	Final	DfE SFR EYFSP 2019	
Key Stage 1																	
Phonics - Year 1	74	77	77	79	79		0	Equal 132/149	Band D	82	82	79	80	Equal 4/8	Provisional	DfE SFR KS1 2019	No further SFR scheduled
Phonics - Year 2	89	88	90	90	89		-1	Equal 138/149	N/A	91	91	89	90	Equal 4/8	Provisional	DfE SFR KS1 2019	
Reading - percentage reaching the expected standard	-	65	68	69	70		1	Equal 140/149	Band D	75	74	72	73	Equal 6/8	Provisional	DfE SFR KS1 2019	
Writing - percentage reaching the expected standard	-	54	59	63	63		0	Equal 147/149	Band D	69	68	66	67	8/8	Provisional	DfE SFR KS1 2019	
Maths - percentage reaching the expected standard	-	64	68	71	71		0	Equal 141/149	Band D	76	75	73	74	Equal 7/8	Provisional	DfE SFR KS1 2019	
Reading - percentage reaching greater depth	-	17	19	21	21		0	Equal 121/149	Band D	25	24	22	23	Equal 4/8	Provisional	DfE SFR KS1 2019	
Writing - percentage reaching greater depth	-	8	11	11	12		1	Equal 117/149	Band D	15	15	13	13	Equal 4/8	Provisional	DfE SFR KS1 2019	
Maths - percentage reaching greater depth	-	13	16	17	18		1	Equal 130/149	Band D	22	21	20	21	Equal 6/8	Provisional	DfE SFR KS1 2019	
Key Stage 2																	
Reading - percentage of pupils reaching the expected standard	-	61	68	72	70		-2	Equal 130/151	Band D	73	73	71	71	Equal 6/8	Confirmed	DfE SFR KS2 2019	No further SFR scheduled
Writing - percentage of pupils reaching the expected standard	-	67	70	74	75		1	'Equal 137/15	Band D	78	79	77	78	Equal 6/8	Confirmed	DfE SFR KS2 2019	
Maths - percentage of pupils reaching the expected standard	-	66	71	73	77		4	Equal 115/151	Band D	79	79	77	78	Equal 6/8	Confirmed	DfE SFR KS2 2019	
Reading, Writing and Maths - percentage of pupils reaching the expected standard	-	48	56	61	62		1	Equal 121/151	Band D	65	65	63	63	Equal 5/8	Confirmed	DfE SFR KS2 2019	
Grammar, punctuation and spelling test - percentage of pupils reaching the expected standard	-	70	75	75	76		1	Equal 114/151	Band D	78	78	77	77	Equal 6/8	Confirmed	DfE SFR KS2 2019	
Reading - percentage of pupils reaching the higher standard	-	17	23	27	25		-2	Equal 101/151	Band D	27	26	25	24	Equal 4/8	Confirmed	DfE SFR KS2 2019	
Writing - percentage working at a greater depth	-	10	13	17	18		1	Equal 102/151	Band D	20	20	19	19	6/8	Confirmed	DfE SFR KS2 2019	
Maths - percentage reaching the higher standard	-	15	21	22	26		4	Equal 69/151	Band C	27	26	26	25	Equal 3/8	Confirmed	DfE SFR KS2 2019	
Reading, Writing and Maths - percentage reaching the higher standard	-	4	7	9	10		1	Equal 73/151	Band C	11	10	10	9	Equal 3/8	Confirmed	DfE SFR KS2 2019	
Grammar, punctuation and spelling test - reaching the higher standard	-	20	28	33	35		2	Equal 71/151	Band C	36	35	35	33	Equal 4/8	Confirmed	DfE SFR KS2 2019	
Progress - Reading	-	-	0.1	0.2	0.2	N/A	N/A	Equal 67/151	Band C	0.0	0.1	0.2	-0.2	Equal 5/8	Confirmed	DfE SFR KS2 2019	
Progress - Writing	-	-	-0.6	-0.1	0.2	N/A	N/A	Equal 67/151	Band B	0.0	0.4	0.4	0.1	Equal 4/8	Confirmed	DfE SFR KS2 2019	
Progress - Maths	-	-	0.3	0.2	0.5	N/A	N/A	Equal 53/151	Band B	0.0	0.5	0.6	0.1	4/8	Confirmed	DfE SFR KS2 2019	

Indicator	Academic Year					Trend	Change	Rank	National Quartile Position	Comparator Data					Data Status	Data Source	Future SFR Publication Date
	2015	2016	2017	2018	2019					National	Statistical Neighbour	Core Cities	Yorkshire & Humber	Core Cities Rank			
Key Stage 4																	
Average Progress 8 Score	-	-	0.07	-0.02	0.02	N/A	N/A	Equal 52/150	Band B	-0.03	-0.16	-0.10	-0.02	2/8	Provisional	DfE SFR KS4 2019	Jan-20
Average Attainment 8 Score per pupil	-	-	45.1	44.8	44.8		0.0	Equal 98/150	Band C	46.5	45.2	44.1	45.2	Equal 2/8	Provisional	DfE SFR KS4 2019	
Percentage of pupils achieving a **strong pass** (grade 9-5) in English and mathematics	-	-	39.3	40.9	41.2		0.3	85/150	Band C	43.0	40.9	37.7	40.8	2/8	Provisional	DfE SFR KS4 2019	
Percentage of pupils achieving a **standard pass** (grade 9-4) in English and mathematics	-	-	60.5	62.1	61.6		-0.5	Equal 104/150	Band C	64.4	62.8	58.1	62.3	2/8	Provisional	DfE SFR KS4 2019	
English Baccalaureate Average Point Score	-	-	-	3.86	3.89	N/A	N/A	Equal 93/150	Band C	4.06	3.91	3.80	3.90	Equal 2/8	Provisional	DfE SFR KS4 2019	
Key Stage 5 covers all state-funded mainstream schools, academies, free schools & maintained special schools																	
Average point score per A level entry	-	28.43	30.16	31.28	31.20		-0.08	Equal 93/149	Band C	32.90	32.54	32.13	31.29	6/8	Provisional	DfE SFR KS5 2019	Jan-20
Average points score for a student's best three A levels	-	32.86	33.73	31.52	31.05		-0.47	Equal 100/149	Band C	32.98	31.85	32.63	32.15	7/8	Provisional	DfE SFR KS5 2019	
Percentage of students achieving grades AAB or higher (in at least two facilitating subjects)	-	13.9	13.9	13.1	11.0		-2.1	96/149	Band C	14.8	13.0	15.0	13.0	7/8	Provisional	DfE SFR KS5 2019	
Average point score per entry for Applied General students	-	-	-	26.53	26.70		0.17	Equal 127/144	Band D	29.21	29.33	29.46	29.35	8/8	Provisional	DfE SFR KS5 2019	
Average point score per entry for Tech level students	-	-	-	31.91	32.58		0.67	49/131	Band B	32.12	31.10	32.33	33.48	3/7	Provisional	DfE SFR KS5 2019	
Key Stage 5 covers all state-funded mainstream schools, academies, free schools, maintained special schools & FE sector colleges																	
Average point score per A level entry	-	28.14	29.92	31.16	31.26		0.10	96/149	Band C	32.64	32.70	31.73	32.35	6/8	Provisional	DfE SFR KS5 2019	Jan-20
Average points score for a student's best three A levels	-	31.64	32.87	31.15	30.28		-0.87	100/149	Band C	32.17	31.78	31.45	31.50	8/8	Provisional	DfE SFR KS5 2019	
Percentage of students achieving grades AAB or higher (in at least two facilitating subjects)[2]	-	11.2	12.0	12.0	10.4		-1.60	95/149	Band C	13.4	11.7	12.8	12.2	8/8	Provisional	DfE SFR KS5 2019	
Average point score per entry for Applied General students	-	-	-	27.90	26.10		-1.80	Equal 128/148	Band D	28.35	27.86	28.24	28.49	8/8	Provisional	DfE SFR KS5 2019	
Average point score per entry for Tech level students	-	-	-	31.46	31.32		-0.14	26/146	Band A	28.43	31.05	28.81	29.26	1/8	Provisional	DfE SFR KS5 2019	
Attainment at 19																	
Level 2 qualification	84.4	83.8	79.7	77.4													Apr-20
Level 3 qualification	52.7	51.4	52.0	51.9													
Level 2 qualification with English and maths	63.7	63.9	63.8	64.0													

Footnotes:

[1]Percentage gap in achievement between the lowest 20 per cent of achieving children in a local authority (mean score), and the score of the median.

[2]Facilitating subjects -biology, chemistry, physics, mathematics, further mathematics, geography, history, English literature, modern and classical languages. Data used is for GCE A level and Level 3 results of all state-funded students aged 16 to 19.

Appendix four: Safeguarding specialist and targeted services September 2019 monthly practice improvement report

(March 2019 figures - last data reported to Scrutiny - in brackets, where available.)

Performance summary: Child in need

<table>
<tr><th>How much did we do this month? (Last month in brackets)</th><th>How well did we do it?</th></tr>
<tr><td>

2,180 (2,560) contacts were received, of which 931 (1184) became referrals to Children’s Social Work Service.
218 (350) referrals this month were re-referrals within 12 months; this is 23.4% (29.6%) of all referrals this month.
633 (731) child and family assessments were completed.
5,077 (5,067) open cases.
Data quality issues:

143 (147) open cases had no ethnicity recorded.

</td><td>

28.1% (27.9%) of referrals within a 12-month period (rolling 12 months) were re-referrals.
72.7% (79.6%) child and family assessments undertaken in the month were carried out within 45 working days. The year-to-date from September performance is 78.8% (79.2%).
74 (76) days is the average time taken to complete Child and Family Assessments that took longer than 45 working days.
Of child and family assessments completed outside 45 working days (% of assessments outside 45 working days):

<table>
<tr><td>46–49 days</td><td>50-64 days</td><td>65-79 days</td><td>80+ days</td></tr>
<tr><td>25 (14)</td><td>80 (68)</td><td>28 (33)</td><td>38 (34)</td></tr>
<tr><td>14% (9%)</td><td>46% (46%)</td><td>16% (22%)</td><td>22% (23%)</td></tr>
</table>
</td></tr>
<tr><td>
What difference did we make?

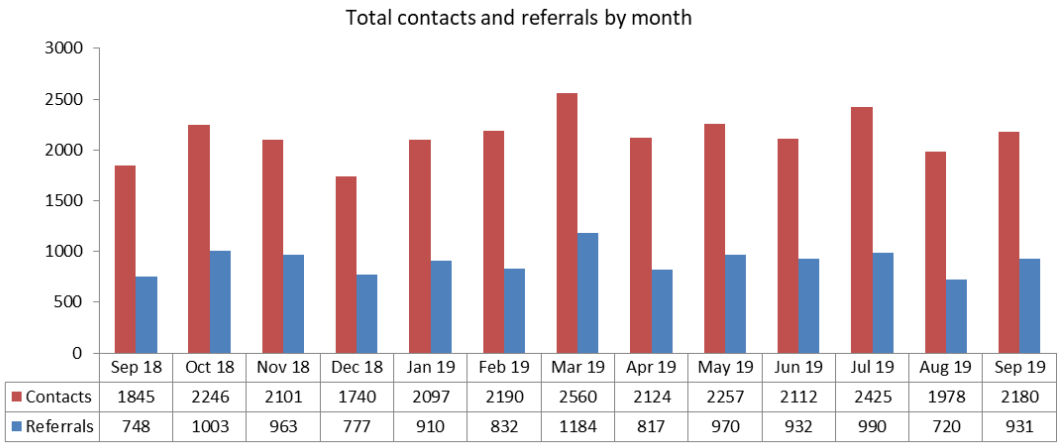
Reduction in percentage of re-referrals within 12 months (of referrals received in the month).
Fewer contacts and referrals to Children’s Social Work Service.

</td><td>
What do we want to improve?

Improve the rate of child and family assessments completed within 45 working days.
Further reduce the rate of re-referrals over 12 months into the service.

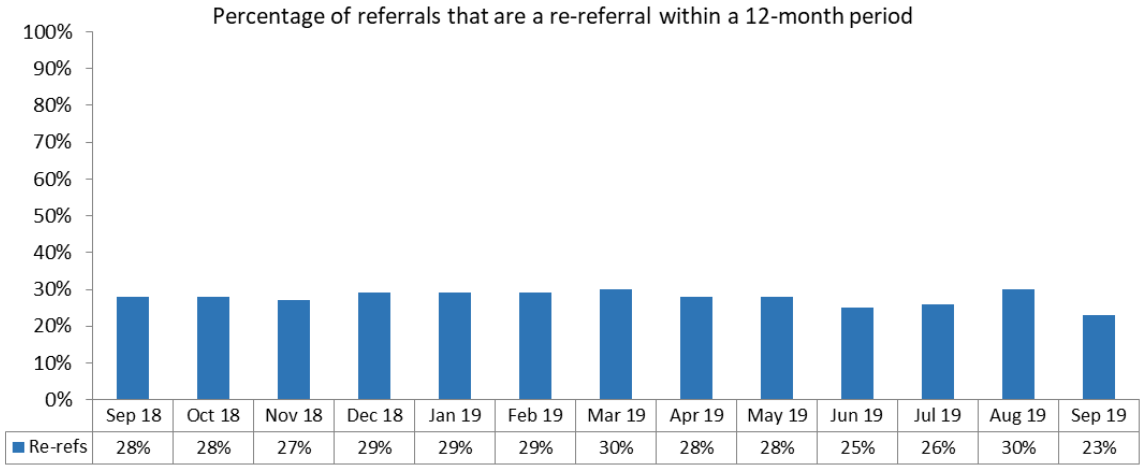
</td></tr>
</table>

Performance trends: Children in need



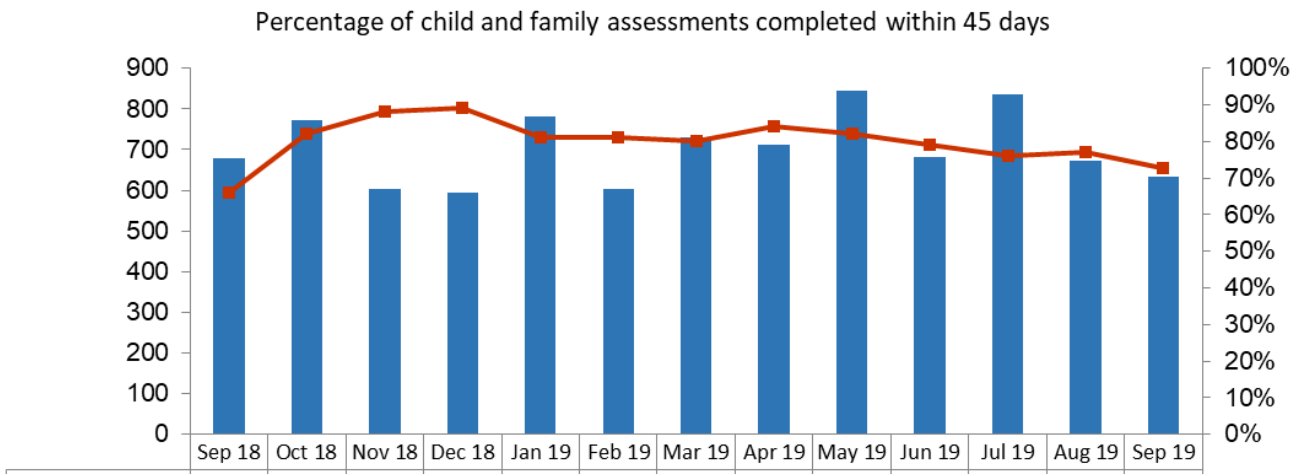
Commentary

This graph shows total contacts received by the Children's Duty and Advice Team and the number of referrals accepted by the Children's Social Work Service.



Commentary

This graph shows what percentage of referrals in the month were re-referrals within 12 months of previous referral.

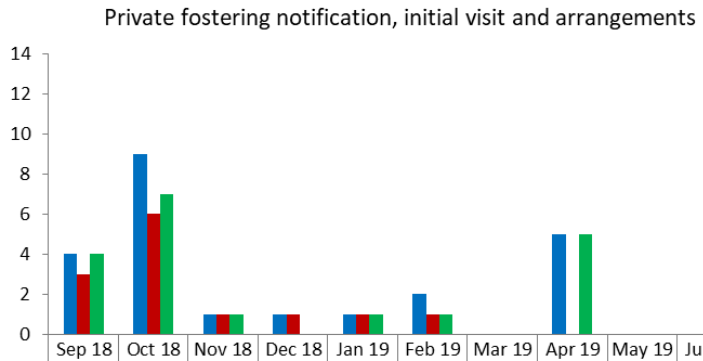


	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
No. CFAs	678	772	603	595	782	603	731	713	844	681	835	673	633
% in 45 days	66%	82%	88%	89%	81%	81%	80%	84%	82%	79%	76%	77%	73%

Commentary

This graph shows the total number of assessments completed in month and percentage completed within 45 days.

Performance trends: Private fostering



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
New' notifications	4	9	1	1	1	2	0	5	0	0	2	1	13
Initial visit within 7 working days	3	6	1	1	1	1	0	0	0	0	2	1	9
Became an arrangement	4	7	1	0	1	1	0	5	0	0	2	1	13

Commentary

This graph shows for each month the number of new notifications, initial visit within appropriate timescales and became private fostering arrangement.

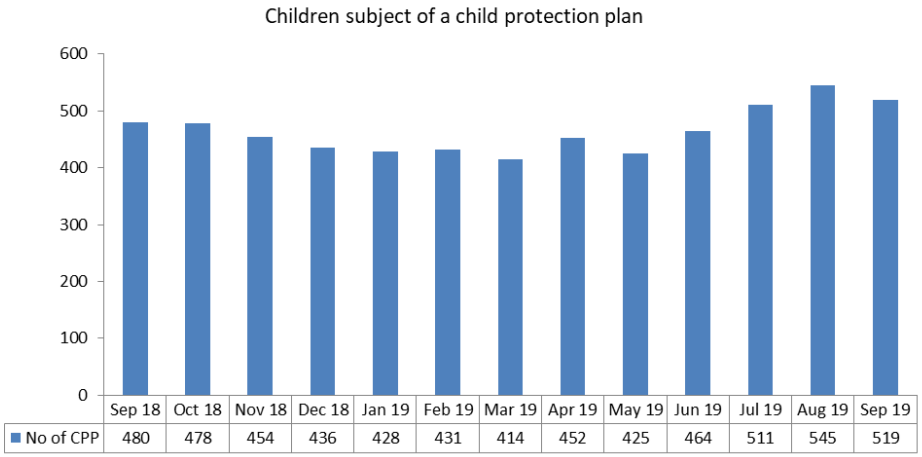
A private fostering arrangement is where a child or young person under the age of 16 (or under 18 if disabled) is cared for, for 28 days or more, by someone who is not their parent or 'close relative'.

This is a snapshot of the data and previously there have been delays in recording. However, delayed recording will be included within the end of year report.

Performance summary: Child protection

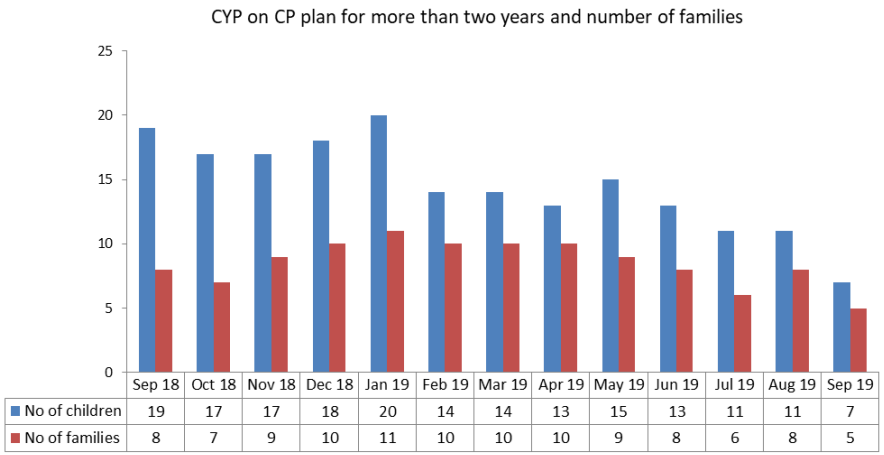
How much did we do this month? (Last month in brackets)	How well did we do it?
• **519** (414) children and young people subject to a child protection plan (CPP). • **313** (427) strategy discussions were held for **191** children. • **105** (139) section 47 enquiries were completed. • **66** (52) children and young people had an initial child protection conference (ICPC). • **70** (65) children and young people had a child protection review. • **400** (336) children and young people received a visit in the last 20 working days, as of the last day of the month.	• **100%** (98.3%) of children looked after were allocated to a qualified/ registered social worker (QSW). This is monitored and assured on a monthly basis - those cases recorded as without a qualified social worker are reviewed and followed up with the service. • **7** (14) children and young people from **5** (10) families were subject to a CPP for more than two years. • **9.1%** (8.0%) of children and young people becoming subject to CPP in the last 12 months were for a second or a subsequent time and within two years of their previous plan ending. • **71.2%** (75.0%) of ICPCs this month were held within statutory timescales. • **94.4%** (92.3%) of all child protection reviews this month were held within statutory timescale. • **85.1%** (91.3%) of children and young people who have been subject to a CPP for at least 20 working days received their statutory visit, as of last day of the recording month.
What difference did we make? • A decrease in the number of children and young people subject to a child protection plan for two years or more.	**What do we want to improve?** • CPP statutory visit timeliness. • ICPC timeliness.

Performance trends: Child protection



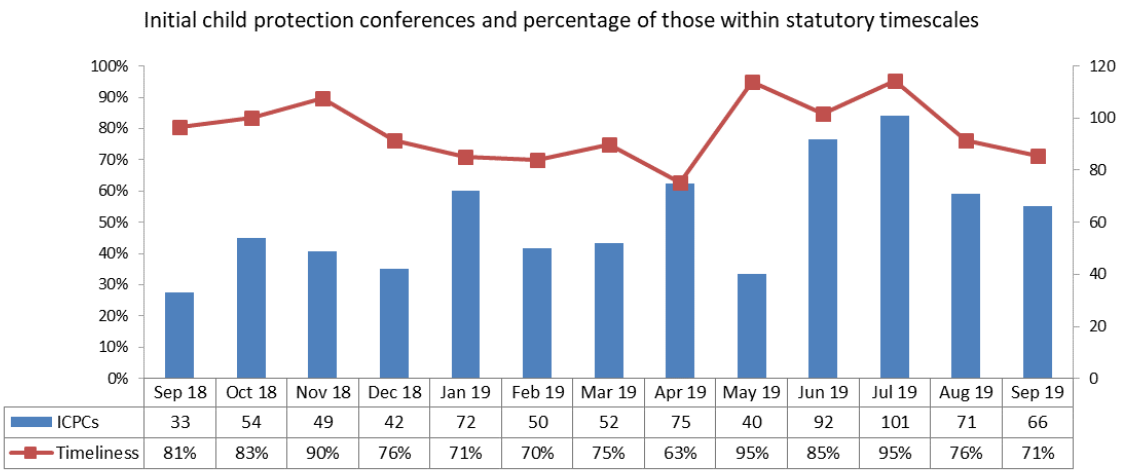
Commentary

The graph shows the number of children subject to CPPs at the month end.
This month the rate per 10,000 is **30.9** (32.4), compared to **28.9** (31.4) at the same time last year.



Commentary

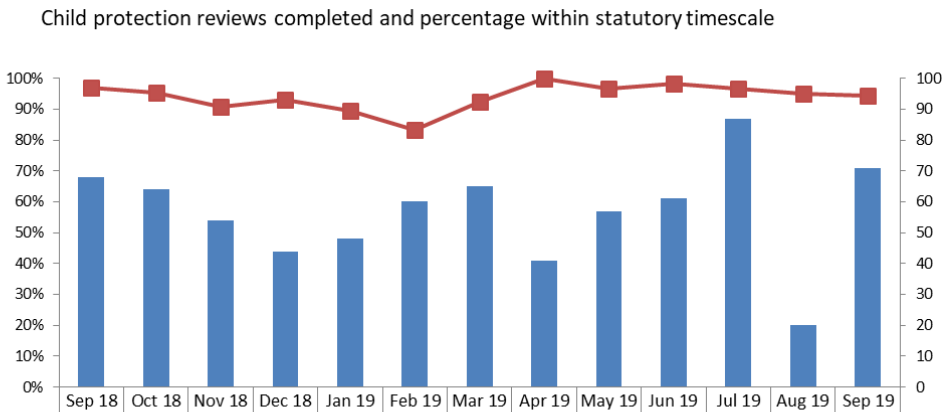
This graph shows the number of children who have been on a CPP for two years or more at the month end and the number of sibling groups to which these children belong.



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
ICPCs	33	54	49	42	72	50	52	75	40	92	101	71	66
Timeliness	81%	83%	90%	76%	71%	70%	75%	63%	95%	85%	95%	76%	71%

Commentary

The graph shows the number of children for whom ICPCs were held, together with the percentage held within 15 working days of the strategy discussion meeting.

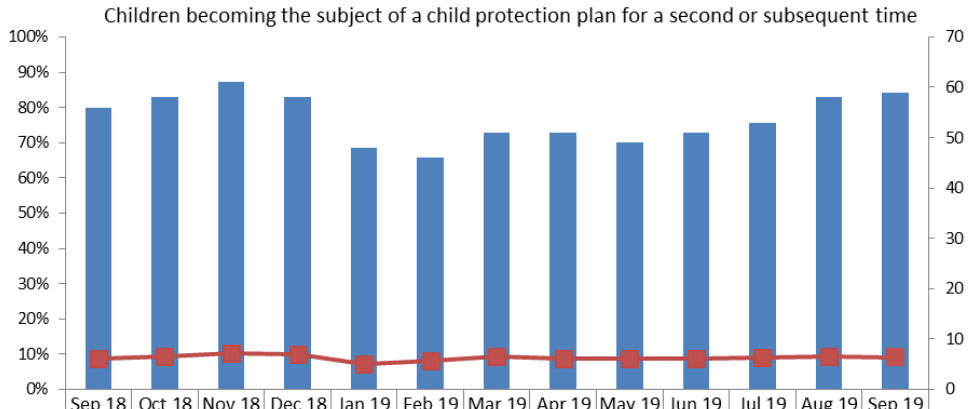


	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
No of reviews	68	64	54	44	48	60	65	41	57	61	87	20	71
Timeliness	97%	95%	91%	93%	90%	83%	92%	100%	96%	98%	97%	95%	94%

Commentary

The graph shows the number of children for whom child protection reviews were completed in month, together with the percentage held within statutory timescales.

Performance trends: Child protection



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
Re-reg CPP	56	58	61	58	48	46	51	51	49	51	53	58	59
% re-regs	9%	9%	10%	10%	7%	8%	9%	9%	9%	9%	9%	9%	9%

Commentary

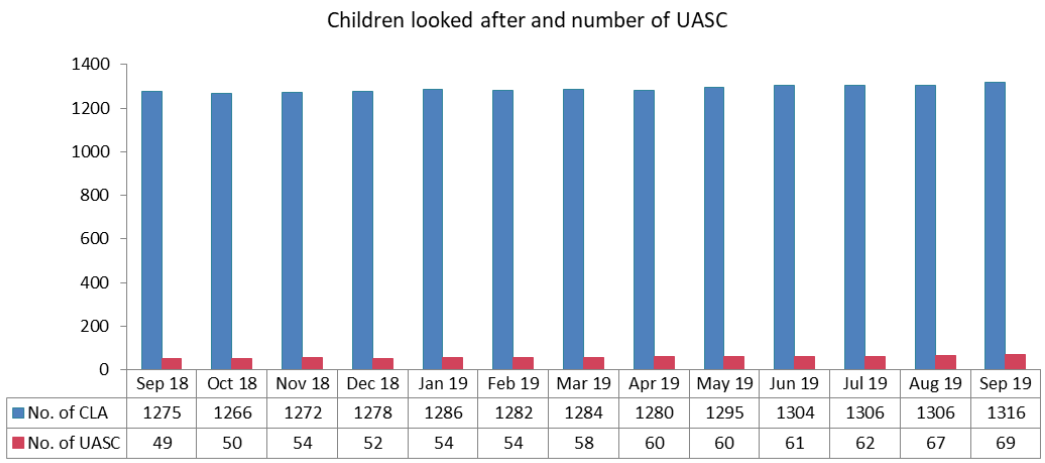
This graph shows children becoming subject to a CPP within 2 years of their previous plan ending ("re-registrations") and as a percentage of all children coming onto plan in the last 12 months.

This month the rate per 10,000 is **4.0** (3.3).

Performance summary: Children looked after and moving on

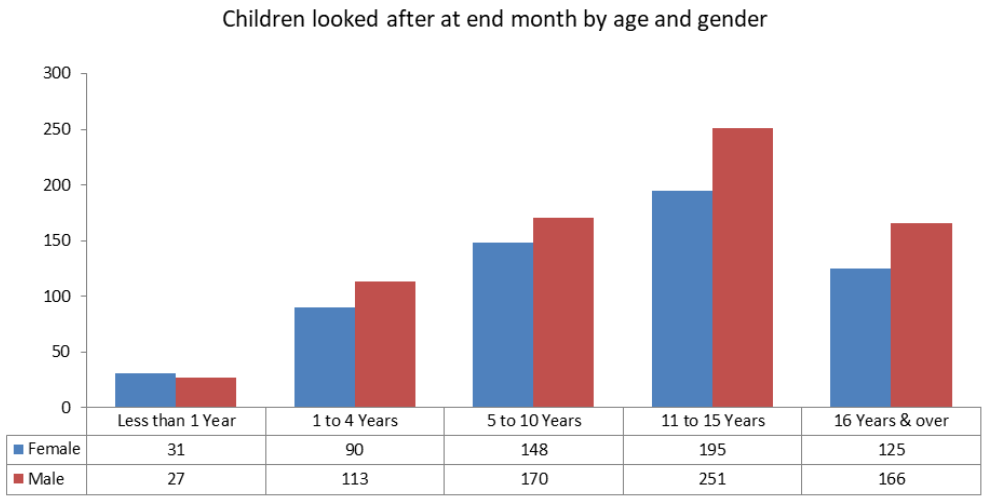
How much did we do this month? (Last month in brackets)	How well did we do it?
• **1,316** (1,284) children are looked after, **69** (58) children are UASC. • **359** (360) children looked after had a looked after child review. • **31** (33) CYP who became looked after. • **17** (27) CYP ceased to be looked after.	• **100%** (99.5%) of children looked after were allocated to a qualified/ registered social worker (QSW). This is monitored and assured on a monthly basis. • **94.8%** (94.3%) of children looked after, who have been in care for at least 12-month continuously, have an up to date HNA recording. • **88.3%** (88.5%) of children looked after, who have been in care for at least 12-month continuously, have an up-to-date dental checks (rolling 12 months). • **88.4%** (91.2%) of children looked after have had a statutory visit within timescales. • **79.7%** (73.8%) of children looked after aged 4-16 years, who have been looked after continuously for over a year had a "Strengths and Difficulties Questionnaire" (SDQ) completed for them. • **71.1%** (82.8%), **793** (759) of school aged looked after children had an up to date PEP. From September 2019, PEP calculations include ages 3-17 inclusive. Prior to September, this was compulsory school age 4-16. • **137** (114) children looked after have experienced three or more placements in the last 12 months. • **70.7%** (66.7%) of care leavers were contacted within the previous 8 weeks. • **92.5%** (93.3%) of all child looked after reviews held in month were within statutory timescales. • **96.0%** (94.7%) of initial child looked after reviews held in month were within statutory timescales. • **66.7%** (50.0%) of children who were adopted *ytd* were placed for adoption within 12 months of the child entering care. This is **14** of **21** children (28 of 56 children).
What difference did we make? • Timeliness of initial looked after reviews has improved.	**What do we want to improve?** • Increase the proportion of care leavers we are in regular contact with. • The number of children experiencing three or more placement moves within 12 months.

Performance trends: Children looked after and moving on



Commentary

This graph shows the number of looked after children (excluding any looked after children receiving only S20 short term breaks) alongside the number of unaccompanied asylum seeking children.



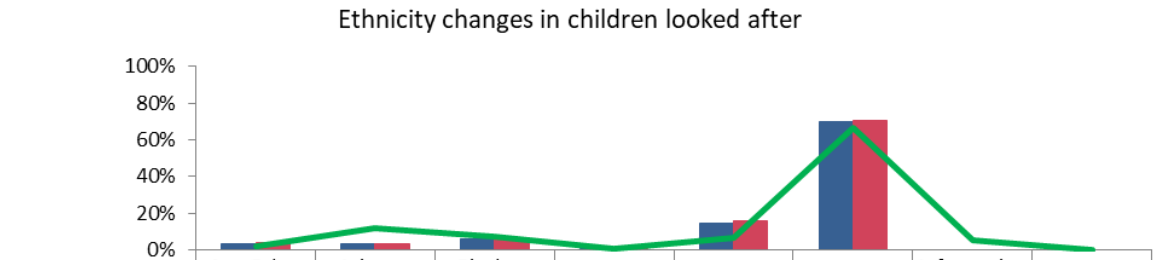
Commentary

This graph shows the breakdown by age and gender of the children in care.

The largest age group for boys is 11-15 years with **251** (260) children and the largest age group for girls is 11-15 years with **195** (189) children.

There were **0** (0) children recorded with unknown gender.

Performance trends: Children looked after and moving on



	Any Other Ethnic Group	Asian or Asian British	Black or Black British	Chinese	Mixed/Dual background	White	Information Not Yet Obtained	Unspecified
Sep 18	3.5%	3.1%	6.0%	0.2%	14.5%	69.5%	0.0%	0.0%
Sep 19	3.8%	3.6%	6.7%	0.2%	15.5%	70.1%	0.0%	0.0%
School pop %	1.9%	12.1%	7.3%	0.6%	6.5%	66.5%	5.2%	0.0%

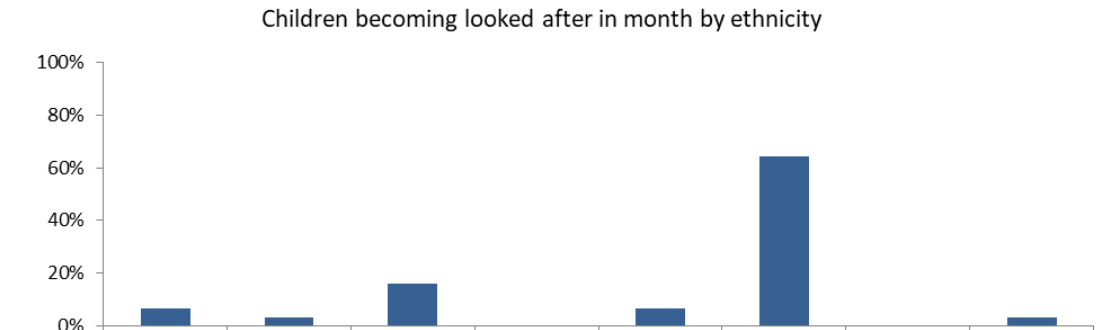
Commentary

This graph shows the ethnic breakdown of the children looked after population over a 13-month period.

This is relatively stable throughout the period.

In total **32.4%** (31.2%) of the child looked after population was BME, compared to 34.7% of the school roll (school census - Jan 2019).

The line shows the percentage of each ethnicity of the school population.

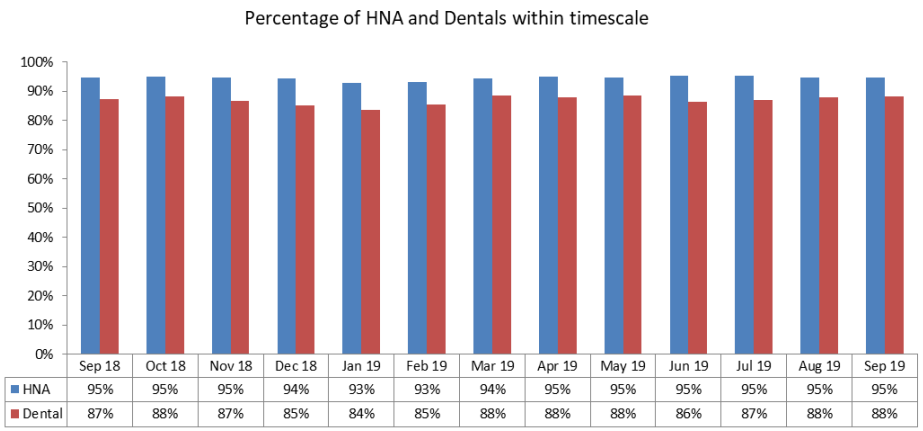


	Any Other Ethnic Group	Asian or Asian British	Black or Black British	Chinese	Mixed/Dual background	White	Information Not Yet Obtained	Unspecified
Ethnicities	6.5%	3.2%	16.1%	0.0%	6.5%	64.5%	0.0%	3.2%

Commentary

This graph shows the percentage breakdown by ethnicity of children entering care this month.

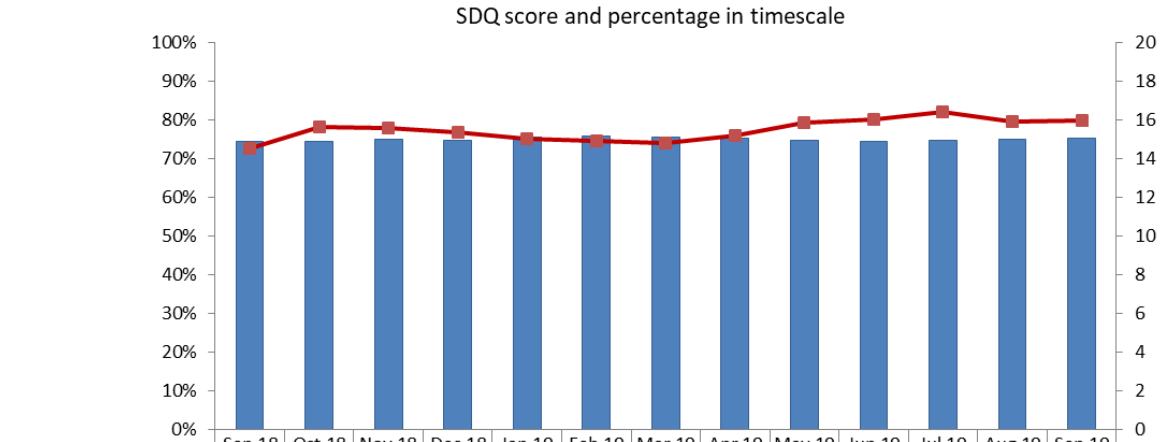
Performance trends: Children looked after and moving on



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
HNA	95%	95%	95%	94%	93%	93%	94%	95%	95%	95%	95%	95%	95%
Dental	87%	88%	87%	85%	84%	85%	88%	88%	88%	86%	87%	88%	88%

Commentary

This graph shows the percentage of children looked after who have an up to date health needs assessment and an up to date dental check.



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
SDQ Score	14.9	14.9	15.0	14.9	15.1	15.1	15.1	15.0	15.0	14.9	14.9	15.0	15.0
SDQ % Completed	73%	78%	78%	77%	75%	75%	74%	76%	79%	80%	82%	80%	80%

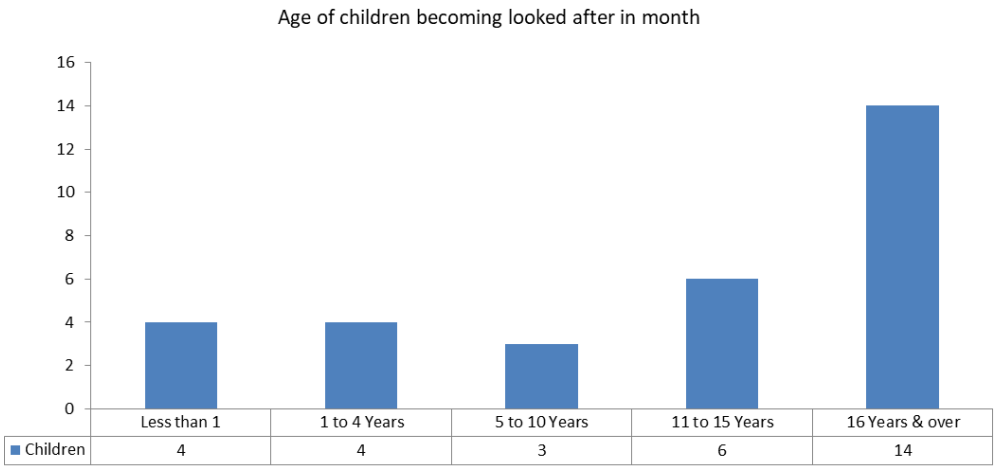
Commentary

Since September 2008, local authorities have been required to provide information on the emotional and behavioural health of children and young people in their care. This information is collected through the Strength and Difficulties Questionnaire (SDQ) and is completed for each child/young person looked after, aged 4-16 years, who has been looked after continuously for over a year.

The Total Difficulties Score:

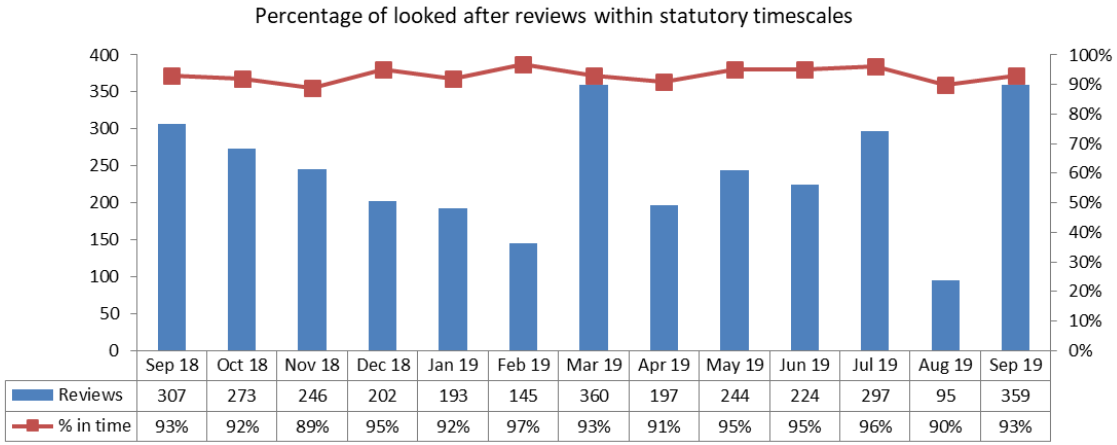
- 13 and below is considered to be within a healthy range.
- 14 to 16 is considered to be “borderline”.
- 17 and above is considered a cause for concern.

Performance trends: Children looked after and moving on



Commentary

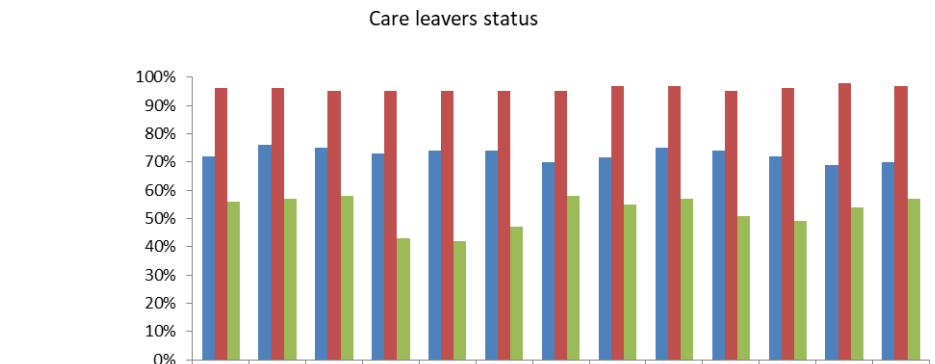
This shows the number of children entering care this month broken down by age group.



Commentary

This graph shows the number of reviews held, for looked after children, in the month and the percentage completed within statutory timescales.

Performance trends: Children looked after and moving on

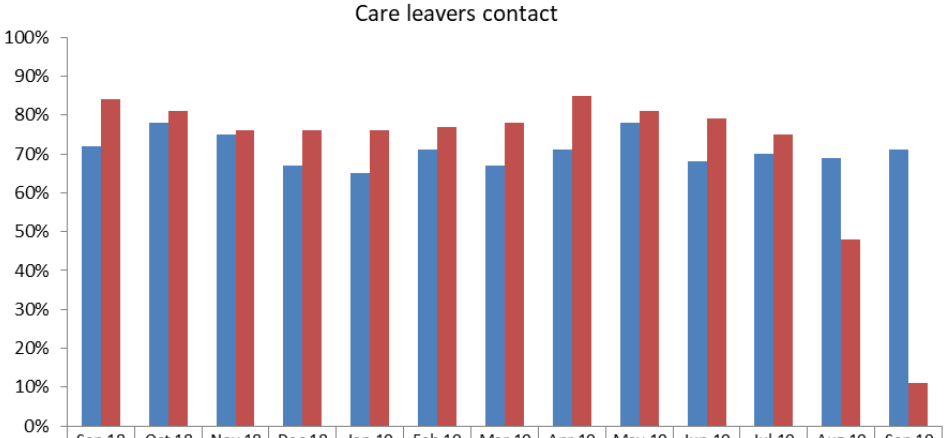


	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
Up to date pathway plan	72%	76%	75%	73%	74%	74%	70%	71%	75%	74%	72%	69%	70%
Suitable accom	96%	96%	95%	95%	95%	95%	95%	97%	97%	95%	96%	98%	97%
EET	56%	57%	58%	43%	42%	47%	58%	55%	57%	51%	49%	54%	57%

Commentary

This graph shows the percentage of care leavers with:

- Relevant, former relevant and eligible care leavers with an up to date Pathway Plan.
- Relevant and former relevant care leavers, 16-20 years who received their 8 week contact who are in suitable accommodation and EET (in education, employment or training).



	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	Jul 19	Aug 19	Sep 19
Contacted in 8 weeks	72%	78%	75%	67%	65%	71%	67%	71%	78%	68%	70%	69%	71%
Received BD contact (FYTD)	84%	81%	76%	76%	76%	77%	78%	85%	81%	79%	75%	48%	11%

Commentary

This graph shows the percentage of care leavers with:

- Relevant and former relevant care leavers, 16-20 years who received their 8-week contact.
- Relevant and former relevant, 17-21 years (in accordance with the 903 CLA Return), who received their birthday contact within appropriate timescales.
- Still within timescales for Birthday contact for August and September.

Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 0113 37 88661

Report of the Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22 January 2020

Subject: Financial Health Monitoring 2019/20 – Month 7 (October)

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

1. Purpose of this report

1.1 The purpose of this report is to provide members of the Scrutiny Board (Children and Families) with information regarding the projected 2019/20 financial health position of those service areas that fall within the Board's remit at Month 7 (October).

2. Background information

2.1 The net revenue budget for the general fund for 2019/20 was set at £516.7m.

2.2 Following the closure of the 2018/19 accounts, the Council's general fund reserve stands at £28.0m. The 2019/20 budget assumes a further contribution of £4.5m to this reserve during the current financial year, which will contribute towards ensuring that the Council continues to be financially resilient and sustainable.

2.3 Financial monitoring continues to be undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. This risk-based approach has again been reinforced through specific project management based support and reporting around the achievement of the key budget actions plans.

3. Main issues

3.1 Details of the Council's overall projected 2019/20 financial health position at Month 7 (October) was reported to the Executive Board at its meeting on 7 January 2020. The Executive Board report is attached at Appendix A for the Board's consideration.

3.2 The Board will also consider the initial budget proposals for 2020/21 at the meeting, which are presented elsewhere on the agenda.

3.3 Appropriate senior officers have been invited to attend the meeting to discuss the attached report and address any issues raised by the Scrutiny Board.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 The Council's financial health monitoring is a factual report and is not subject to consultation.

4.2 Equality and diversity / cohesion and integration

4.2.1 The Council's revenue budget for 2019/20 was subject to Equality Impact Assessments where appropriate and provided as part of the papers presented to Council on 27 February 2019.

4.3 Council policies and the Best Council Plan

4.3.1 The 2019/20 budget targeted resources towards the Council's policies and priorities as set out in the Best Council Plan. The attached Executive Board report comments on the financial performance against the agreed budget, supporting the Best Council ambition to be an efficient and enterprising organisation.

Climate Emergency

4.3.2 As a factual report detailing the Council's financial position for 2019/20 there are no specific climate implications identified in the attached Executive Board report.

4.4 Resources, procurement and value for money

4.4.1 All resources, procurement and value for money implications are detailed in the main body of the attached Executive Board report.

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

4.5.1 There are no legal implications arising from the attached Executive Board report.

4.6 Risk management

4.6.1 Budget management and monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. To

reinforce this risk-based approach, specific project management based support and reporting around the achievement of the key budget actions plans was in place for 2019/20.

5. Conclusions

5.1 The attached Executive Board presents the Council's overall projected 2019/20 financial health position at Month 7 (October). The Executive Board report also reiterates that there is a risk that not all of the assumed capital receipts will be receivable in 2019/20. Savings to date identified by directorates to address this risk are incorporated into the position outlined in the Executive Board report.

6. Recommendations

6.1 That the Scrutiny Board considers the relevant information within the attached Executive Board report and agrees any specific scrutiny actions that may be appropriate.

7. Background documents[1]

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 author: Victoria Bradshaw
Tel: 88540

Leeds CITY COUNCIL

Report of the Chief Officer Financial Services

Report to Executive Board

Date: 7th January 2020

Subject: Financial Health Monitoring 2019/20 – Month 7 (October)

Are specific electoral wards affected? If relevant, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Will the decision be open for call-in?	☒ Yes	☐ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

Summary

1. Main issues

- The purpose of this report is to inform the Executive Board of the financial health of the authority in respect of both the revenue budget and the Housing Revenue Account for the first six months of the financial year.
- The 2019/20 financial year is the fourth and final year covered by the 2015 Spending Review and again presents significant financial challenges to the Council. The Council to date has managed to achieve considerable savings since 2010 and the budget for 2019/20 requires the Council to deliver a further £22.6m of savings.
- The current and future financial climate for local government represents a significant risk to the Council's priorities and ambitions. Whilst the Council continues to make every effort possible to protect the front line delivery of services, it is clear that the position remains challenging.
- This is the fifth budget monitoring report of the year, and Executive Board will recall that the 2019/20 general fund revenue budget, as approved by Council, provides for a variety of actions to reduce net spend through the delivery of £22.6m of budget action plans by March 2020. At this stage of the financial year, it is forecast that the majority of these actions are on track to be delivered.

- At October 2019 (Month 7) it is forecast that by the end of the financial year there will be a balanced budget position, however this assumes that a number of proposed measures are implemented successfully to ensure that a balanced budget position can be delivered.
- This position includes actions identified by directorates to date to contribute towards dealing with the uncertainty surrounding the timing of realising capital receipts, as first noted in the October report to this Board. To manage this risk and deliver a balanced budget position the Council will continue to work to identify areas where spend could be reduced or stopped.
- Members will be aware that the updated Medium Term Financial Strategy, received at July's Executive Board, assumes a balanced budget in 2019/20. Any variation to this assumption will have implications for the level of general reserve available to the Council.
- A deficit of £5.6m is currently projected on the authority's Collection Fund in respect of business rates. Whilst this position is volatile, if any such deficit is declared in December 2019 this will have implications for the revenue funds available to the Council in 2020/21.
- At October 2019 (Month 7), the Housing Revenue Account is projecting a balanced budget position.

2. Best Council Plan Implications (click here for the latest version of the Best Council Plan)

- The 2019/20 budget targeted resources towards the Council's policies and priorities as set out in the Best Council Plan. This report comments on financial performance against this budget, supporting the Best Council ambition to be an efficient and enterprising organisation.

3. Resource Implications

- At Month 7 (October) a balanced budget position is projected against the approved 2019/20 budget.
- The position takes into consideration the pressures identified in the Children and Families Directorate and the Strategic budget as discussed below. The Council's Medium Term Financial Strategy assumes a balanced budget position for 2019/20. Should an underspend be realised, this would be used to help mitigate the forecast pressure in regard to capital receipts.
- Any shortfall in the assumed level of capital receipts receivable has implications for the delivery of a balanced budget in 2019/20 and therefore will necessitate the implementation of contingency arrangements to deliver this requirement. Savings to date identified by directorates are incorporated into the balanced position shown in this report.
- Any business rates deficit declared in December 2019 will have implications for the revenue funds available to the Council in 2020/21.

Recommendations

a) Executive Board are asked to note the projected financial position of the authority as at Month 7 (October).

b) In regard to the risk that the budgeted level of capital receipts may not be receivable in 2019/20, Executive Board are asked to note progress to date and that work is ongoing to identify budget savings proposals that will contribute towards the delivery of a balanced budget position in 2019/20.

1. Purpose of this report

1.1 This report sets out for the Executive Board the Council's projected financial health position for 2019/20 at Month 7 (October).

1.2 Budget Monitoring is a continuous process throughout the year, and this report reviews the position of the budget and highlights potential key risks and variations after the first seven months of the year.

2. Background information

2.1 Executive Board will recall that the net revenue budget for the general fund for 2019/20 was set at £516.7m.

2.2 Following the closure of the 2018/19 accounts, the Council's general fund reserve stands at £28.0m. The 2019/20 budget assumes a further contribution of £4.5m to this reserve during the current financial year, which will contribute towards ensuring that the Council continues to be financially resilient and sustainable. This budgeted contribution includes repayment of £1.7m which was released from the general fund general fund reserve to Children & Families in 2018/19 to address the income pressure arising within the Directorate as a consequence of the re-profiling of the final payment of the Partners in Practice Project by the DfE.

2.3 Financial monitoring continues to be undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand, key income budgets, etc. This has again been reinforced through specific project management based support and reporting around the achievement of the key budget actions plans.

3. Main Issues

3.1 At Month 7 (October) a balanced budget position is projected, as shown in Table 1.

Table 1

Summary Position - Financial Year 2019/20 Month 7

		(Under) / Over spend for the current period				
Directorate	**Director**	**Staffing**	**Total Expenditure**	**Income**	**Total (under) /overspend**	**Previous month's Position**
		£000	**£000**	**£000**	**£000**	**£000**
Adults & Health	Cath Roff	(687)	1,278	(1,278)	0	0
Children and Families	Steve Walker	(500)	1,075	(600)	475	525
City Development	Martin Farrington	(1,661)	(1,873)	1,523	(350)	(350)
Resources & Housing	Neil Evans	982	2,541	(2,865)	(324)	(260)
Communities & Environment	James Rogers	1,727	2,981	(3,069)	(88)	(88)
Strategic	Victoria Bradshaw	(61)	831	(544)	287	(62)
Total Current Month		**(200)**	**6,833**	**(6,833)**	**0**	**(235)**

Previous month (under)/over spend	**65**	**5,831**	**(6,066)**	**(235)**

3.2 The major variations are outlined below, with additional detail provided on the Directorate dashboards which are appended to this report;

3.2.1 **Adults & Health -** The directorate is projected to deliver a balanced position. Budget Action Plans are required to deliver £13.1m of savings. At Period 7, 84.2% are effectively delivered and it is assumed that whilst there will be slippage in some plans, compensating overachievement in others will ensure delivery of the target.

£1.6m of pressures are projected within the community care demand based budgets, principally within Learning Disability, Home Care and Supported Accommodation. Underspends are projected within residential and nursing care and direct payments as numbers continue to fall; there are also demand based savings within Commissioning.

Other key variances include a projected staffing underspend of £0.7m; though there are pressures within Provider Services overall, underspends within the rest of the directorate - particularly Service Transformation, Resources and Commissioning - more than mitigate these pressures.

Income is projected to be £1.3m above target due to additional client contributions and additional external income in particular the additional £0.5m receivable as an inflationary uplift from the Better Care Fund.

The projections include a contribution to reserves of £0.9m representing a one-off benefit of early debt repayment, underspends within a number of back-office budgets and the in-year receipt of the additional inflationary uplift for the Better Care Fund referenced above.

3.2.2 **Children & Families –** At Month 7 it is projected that the Directorate will have a year-end overspend of £0.475m. This is a reduction of £0.05m from the Month 6 position and reflects the ongoing work in the Directorate to deliver a balanced budget by the end of the financial year with a further saving of £0.05m now anticipated on the staffing budget.

There are risks that the level of planned savings are not achieved, but the Directorate continues to review all areas and will look to further reduce the projected overspend over the coming months whilst still recognising that there are still a number of high risk areas that could worsen the financial position.

As reported previously, the main areas of overspend are forecast to be on Children Looked After (CLA), financially supported Non-CLA and the passenger transport budget. The Directorate is working with the Passenger Transport Service on an action plan to mitigate the pressures on the transport budget but an overspend of £0.6m is still currently projected. There is a risk that the proposed actions do not deliver the expected level of savings and the overspend increases.

Since Month 6 there has been a small increase in both External Residential (ER) and Independent Fostering Agency (IFA) placements, with the number of ER placements at 62 compared to the budget of 58 placements. The number of IFA placements is 207 against the budget of 184. The Directorate is undertaking a number of actions including reviewing ER placements in order to ensure that

placements are still appropriate. The projected overspend on CLA is still £1.9m, although there are some minor variations since Month 6 amongst the different placement types reflecting the latest placement numbers. It is anticipated that there will be a further small reduction in numbers over the remainder of the year due to the various actions being pursued by the Directorate with another children's home due to re-open in early 2020. There remains a risk that overall CLA numbers remain above these assumptions.

Other significant variations include an overspend of £0.4m on Learning for Life. This comprises a projected shortfall in fee income in Children Centres of £1.0m offset by savings within Family Services and Early help. There is a risk that the income position worsens and the autumn term nursery numbers will be key to determining the outturn position. The service is working on a number of actions to mitigate the income shortfall.

The 2019/20 budget included saving plans of £1.8m. All the actions are being implemented and are expected to deliver the required level of savings.
On the 17th April 2019 the Department for Education confirmed that Leeds was successful in the Strengthening Families Protecting Children Programme bid worth £8.3m over five years, with 2019/20 the first year and potential spend of up to £1.5m. Leeds is committed to work with up to six local authorities over the next five years to help them improve practice and outcomes based on the innovative practice already established in Leeds. The Directorate has already commenced initial work and is currently establishing the revised staffing structures required to deliver the programme.

At the end of 2018/19 there was a surplus balance of £1.1m on general Dedicated Schools Grant (DSG). It is currently projected that there will be an overall overspend of £5.3m on general DSG in 2019/20, leaving a deficit balance of £4.2m at the end of 2019/20. As in previous years there are significant pressures on spend in the High Needs Block (HNB). On the main areas of spend of outside placements, top-up payments and place funding for Specialist Inclusion Learning Centres (SILCs) there is a significant increase in costs this year, with an overall forecast overspend on the HNB of £7.2m. This is expected to be partly offset by an underspend of £1.1m on the Early Years Block and £1.0m on the Schools Block. There is a risk that the overspend on the HNB increases further during the year due to increases in outside placements and top-up payments.

3.2.3 **City Development –** At Period 7 the City Development Directorate is forecasting to deliver a £350k underspend despite two significant pressures in relation to Kirkgate Market and the Strategic Investment Fund.

The Markets Service faces another challenging year for a number of reasons, including continuation of the ongoing adverse retail climate and uncertain future for retail on the high street, growth in e-commerce and changing consumer spending preferences.

There are also 2 major building projects at the Market, one to build a hotel (2 year build) and the other to refurbish unlettable historic units and replace the roof in the 1875 block shops. The vacant units required for this work equate to £0.45m in lost revenue and the level of disruption to tenants has led to an increase in demand for rent concessions. The current 20% rent concession (April 2019 to October 2019)

equates to a further pressure on income of £0.2m. There is a £100k Action Plan to reduce expenditure and increase income.

The Directorate's Strategic Investment Fund requires further acquisitions in order to achieve the net budgeted return of £3.36m. The current shortfall is circa £0.6m. Further viable investment opportunities with the right risk profile continue to be sought and financially appraised. The impact of the recent 1% increase in the rate of borrowing from the Public Works Loan Board (PWLB) on this target is being assessed.

The Street Lighting LED conversion programme was planned to start in September 2019 however the Deed of Variation for the PFI contract is not expected to be signed off until January 2020 and full commencement of works cannot proceed until then. However some 'small works' instructions for lantern swaps have been issued to ensure energy savings are realised and at present there is no budget pressure arising from this delay.

Planning & Sustainable Development are projecting a £159k underspend this is the net position of vacancy savings, increased CIL administration income, and the SAP Inspector costs of £120k.

There is a £250k action plan in Highways to review and redress the projected overspend in Civil Engineering, and a further £514k Budget Action Plan to balance the Directorate budget - via careful vacancy management (Not all Saf release requests are approved, and as standard, non-grant funded or income earning posts are now questioned as to their need, which results in a time delay), reviewing and restricting other operational expenditure, additional one off income, and review and application of appropriate balances.

Finally there is a savings target of £350k on operational expenditure for the remainder of 2019/20 to support the General Reserves position.

3.2.4 **Resources & Housing –** At Month 7 the Directorate is projecting an underspend of £0.32m, a slight increase on the previous month. There are savings on business rates following the valuation of Merrion House being confirmed. The effect of the lower valuation and backdated refunds will deliver an in year saving of around £0.6m and as previously reported to the Board, there are forecasted savings in DIS of £0.37m primarily related to Microsoft costs. In addition, savings in Democratic Services of £0.1m are projected, mainly in Members Allowances.

However, offsetting these projected budget savings are pressures of £0.39m within Corporate Property Management, £0.15m in the Catering service and a sum of £0.15m (1.3%) in LBS due to the under-recovery of overheads from vacant posts.

3.2.5 **Communities & Environment** – the Directorate is projecting an overall underspend of £0.1m at this stage of the financial year. Within Customer Access there are pressures of £0.29m due to additional staffing costs associated with the improvement in call answer rates at the Contact Centre and additional premises costs including security costs at Hub sites. Partially offsetting these pressures is a forecast net saving of £0.13m within Car Parking services, mainly due to staffing and other expenditure variations, and a net saving of £0.1m within Welfare and Benefits, mainly reflecting additional grant income within the Benefits service.

Within the Waste Management service there are a number of pressures mainly in respect of the ongoing Refuse review which is progressing well, combined with additional costs relating to recovery. However these pressures are anticipated to be offset by net savings on waste disposal contracts and the service is forecasting a balanced position by the year end. There are also minor underspends within Electoral and Regulatory Services (mainly Environmental Health), Safer Leeds and Cleaner Neighbourhood Teams, contributing a further £0.15m to the overall projected underspend for the directorate.

3.2.6 **Strategic & Central Accounts** - At Month 7, the Strategic & Central budgets are projecting an overspend of £0.29m. The key variations are a projected shortfall of £0.7m in New Homes Bonus which is offset by S31 grant income for small business rates relief projected to exceed budget by £0.9m. A potential shortfall of £0.5m in the target for general capitalisation has also been recognised, to reflect the risk in this area.

It should also be noted that there is a projected additional use of £0.9m from the Insurance reserve as a result of a small number of high value claims. This is a volatile budget and continues to be closely monitored.

The 2019/20 revenue budget assumes the generation of capital receipts from property and land sales will be utilised to offset PFI liabilities, repay MRP and fund redundancy payments. As discussed in the Month 5 report to this Board, there is a risk that not all of these assumed capital receipts will be receivable in 2019/20. Any shortfall will have implications for the delivery of a balanced revenue budget in this financial year.

In response to this identified risk, work continues to identify areas where spend could be reduced or stopped to manage this position. Initial savings identified are incorporated into directorate positions in this report.

3.3 Other Financial Performance

3.3.1 Council Tax

The Council Tax in-year collection rate at the end of October was 63.28% which is slightly behind performance in 2018/19. At this stage the forecast is to achieve the 2019/20 in-year collection target of 96.1% collecting some £363m of income.

3.3.2 Business Rates

The business rates collection rate at the end of October was 65.95% which is 0.66% behind performance in 2018/19. The forecast is to achieve the 2019/20 in-year collection target of 97.7%, collecting some £383m of income.
The total rateable value of business properties in Leeds has increased from £930.2m at 1st April to £936.6m at the end of October, an increase of £6.4m. To calculate Leeds' actual income from business rates this total rateable value is multiplied by the national business rates multiplier (49.1p in the pound). After reliefs and adjustments this amount is then shared between Leeds City Council (74%), Central Government (25%) and West Yorkshire Fire Authority (1%). Following deductions for the Business Rates tariff and to meet the business rates deficit

brought forward, Leeds' actual business rates income is currently projected to be in the region of £273.71m, which is £0.16m above budgeted expectations.

3.3.3 Business Rates Appeals

The opening appeals provisions for 2019/20 are £21.0m, made up of £13.8 relating to appeals received against the 2010 ratings list and £7.2m estimated costs in relation to the 2017 ratings list. Under the 75% Business Rates Retention pilot, Leeds' budget is affected by 74% of any appeals provision made in this year but provisions brought forward from 2018/19 were made at 99%.

On the 1st October 2019, there were 1,117 appeals outstanding against the 2010 ratings list. During October 20 appeals have been settled, of which 11 have not resulted in changes to rateable values. 5 new appeals were received in October, this low number received reflecting that appeals are no longer accepted against the 2010 list except in very specific circumstances. At 31st October there are 1,102 outstanding appeals in Leeds, with 10.8% of the city's total rateable value in the 2010 list currently subject to at least one appeal.

Only 2 appeals have been received to date against the 2017 list, with only 3.7% of the city's total number of hereditaments in the 2017 list currently subject to either an appeal or a 'check' or 'challenge', the pre-appeal stages of the new appeals process introduced in 2017.

3.3.4 Business Rates Surplus/Deficit

At Month 7, a deficit of £5.6m is projected on the authority's Collection Fund in respect of business rates. This figure will be volatile throughout the year as a consequence of changes in the city's rateable value and the impact of appeals. The Collection Fund allows the authority time to deal with any deficit rather than having to absorb it in year. As such, any such deficit declared in December 2019 will have implications for the revenue funds available to the Council in 2020/21.

4. Housing Revenue Account (HRA)

4.1 At the end of Month 7 the HRA is projecting a balanced position against the 2019/20 Budget.

4.2 Estimated Right to Buy sales for 2019-20 are 645 and this is contributing to a forecast reduction in rental income of around £0.4m compared to the budget, which had assumed 530 sales. However, the additional usable capital receipts generated by the sales will result in a projected saving of £1.6m in the revenue contribution to the Major Repairs Reserve (MRR).

4.3 Repairs, including disrepair, are forecast to be £1.4m over the budget based on year to date spend.

4.4 These pressures are offset by staffing savings from vacant posts and turnover, forecast at a net £0.9m.

4.5 To recognise the investment in the contact centre resource to improve call answering times in relation to tenants' calls, an additional £0.3m will be spent and a

further £0.1m will be incurred to support the commitment to pay the Leeds Living Wage by the horticultural maintenance contractor.

4.6 All other variations within the £250m budget amount to around £0.2m under budget.

5. Corporate Considerations

5.1 Consultation and engagement

5.1.1 This is a factual report and is not subject to consultation.

5.2 Equality and diversity / cohesion and integration

5.2.1 The Council's revenue budget for 2019/20 was subject to Equality Impact Assessments where appropriate and these can be seen in the papers to Council on 27th February 2019.

5.3 Council policies and the Best Council Plan

5.3.1 The 2019/20 budget targeted resources towards the Council's policies and priorities as set out in the Best Council Plan. This report comments on the financial performance against this budget, supporting the Best Council ambition to be an efficient and enterprising organisation.

5.4 Climate Emergency

5.4.1 Since this is a factual report detailing the Council's financial position for 2019/20 there are no specific climate implications.

5.5 Resources, procurement and value for money

5.5.1 This is a revenue financial report and as such all resources, procurement and value for money implications are detailed in the main body of the report.

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

5.6.1 There are no legal implications arising from this report.

5.7 Risk management

5.7.1 Budget management and monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk such as the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. To reinforce this risk-based approach, specific project management based support and reporting around the achievement of the key budget actions plans is in place for 2019/20.

6. Conclusions

6.1 This report informs the Executive Board of the Month 7 position for the Authority in respect of the revenue budget which currently projects a balanced budget position. The Housing Revenue Account is also projecting a balanced budget position.

6.2 The report reiterates that there is a risk that not all of the assumed capital receipts, which are used to offset PFI liabilities, repay MRP and fund redundancy payments, will be receivable in 2019/20. Savings to date identified by directorates to address this risk are incorporated into the position in this report.

7. Recommendations

7.1 Executive Board are asked to note the projected financial position of the authority as at Month 7 (October).

7.2 In regard to the risk that the budgeted level of capital receipts may not be receivable in 2019/20, Executive Board are asked to note progress to date and that work is ongoing to identify budget savings proposals that will contribute towards the delivery of a balanced budget position in 2019/20.

8. Background documents[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.

ADULTS AND HEALTH

Financial Dashboard - 2019/20 Financial Year

Month 7 (October 2019)

The directorate is projected to deliver a balanced position.

Budget Action Plans are required to deliver £13.1m of savings. At Period 7, 84.1% are effectively delivered and it is assumed that most plans will be delivered by the end of the year with some slippage in the demand and partner income BAPS. There is evidence of over achievement in several plans which should see the overall savings target achieved.
The main variations at Period 7 across the key expenditure types are as follows:
Staffing (-£0.7m)
There are pressures within Provider Services but overall underspends within the rest of the directorate particularly Service Transformation, Resources and Commissioning more than mitigate these.
Community Care Packages (+£1.6m)
Pressures are expected within Learning Disability, Home Care and Supported Accommodation. Underspends are projected within residential and nursing care and direct payments as numbers continue to fall. There are also demand based savings within Commissioning.
Public Health Commissioning (+£0.3m)
The Public Health grant underspend from last year of £185k will be used to cover fluctuations arising from the prescribing and dispensing costs for drug treatment following the introduction of a new tariff for the drug buprenorphine in April 2018. £102k will be used for children's bereavement programmes (funding is shown within the appropriation account).
General Running Costs (-£0.3m)
Due to early repayment of debt there are savings of £0.3m. In addition increased transport costs of £0.2m, which are the impact of higher priced tenders for private hire routes are mitigated by savings within non-front line budgets.
Appropriation Accounts (£0.3m):
a) Leeds Adults Safeguarding Board (£0.1m) - an in year underspend due to staff savings within Leeds Adult Safeguarding is projected and, in line with the Board's ring-fenced status, it is planned to be carried forward into the next financial year.
b) Winter Pressures Funding (£0.2m) – CCG funding that was brought forward from 2018/19 to fund intensive support for patients leaving hospital.
c) Recognising the pressures facing the authority and the directorate in 2020/21 it is intended that the £0.3m saving from the early repayment of debt will be carried forward via reserves to be utilised in the next financial year.
d) Public Health (-£0.3m) – representing underspends from last year to be spent in this year: the Public Health grant (£0.2m) and children's bereavement programmes (£0.1m).
e) An additional £0.5m is receivable from the Better Care Fund representing a late agreement on the level of inflation to be applied to the sum the Council receives. In line with directorate plans this sum will be transferred to balances to mitigate future pressures.
Income (-£1.3m)
Income is above target due to additional client contributions and additional external income in particular the additional £0.5m receivable as an inflationary uplift to the Better Care Fund.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											
	Expenditure Budget £'000	Income Budget £'000	Latest Estimate £'000	Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Capital £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	Total (under) / overspend £'000
Health Partnerships	1,535	(994)	541	(63)	0	3	(3)	(8)	0	0	0	0	(70)	38	(33)
Access & Care Delivery	273,246	(47,934)	225,312	(117)	8	32	(5)	107	3,529	(1,756)	0	48	1,845	(884)	961
Service Transformation Team	1,508	(15)	1,493	(226)	0	0	0	0	14	0	0	0	(212)	(133)	(345)
Commissioning Services	28,559	(54,597)	(26,038)	(226)	0	(167)	0	0	(200)	0	0	498	(95)	(297)	(392)
Resources and Strategy	5,734	(841)	4,894	7	0	(140)	0	(79)	0	0	0	23	(189)	(3)	(192)
Public Health (Grant Funded)	43,886	(43,542)	344	(62)	0	0	0	0	348	0	0	(287)	(1)	1	0
Appropriation Account	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	**354,468**	**(147,923)**	**206,545**	**(687)**	**8**	**(272)**	**(7)**	**20**	**3,691**	**(1,756)**	**0**	**282**	**1,278**	**(1,278)**	**(0)**

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	RAG	Action Plan Value	Forecast Variation against Plan/Budget
A. Key Budget Action Plans					£m	£m
1.	Additional funding	S Hume	iBCF, Spring Budget, Advonet Grant, Social Care Grant	B	7.3	0.0
2.	Demand Based Savings - Ld	S McFarlane		G	0.3	0.0
3.	Demand Based Savings - Mental Health	S McFarlane		G	0.1	0.0
4.	Demand Based Savings - Telecare	S McFarlane		R	0.1	0.1
5.	Demand Based Savings - Reablement	S McFarlane		R	0.1	0.1
6.	Demand Based Savings - Chc / 117	S McFarlane		G	0.3	(0.1)
7.	Prudential Borrowing - Recovery Hubs	S McFarlane		B	0.2	0.0
8.	Ld - Funded Nursing Care Paid By Lcc On Chc Funded People	S McFarlane		G	0.1	0.0
9.	Premises Running Cost Savings	S McFarlane		G	0.1	0.0
10.	Demand Based Savings - Demand Mgt	S McFarlane		A	0.3	0.0
11.	Managing Budget Reductions	S Hume		G	0.1	0.0
12.	Demand Budgets (Commissioning)	S Hume		G	0.2	0.0
13.	Staffing	Various	primarily use of vacancy factors	B	0.8	(0.2)
14.	Income	Various	better collection of assessed income and recovery of monies from partners	G	2.2	(0.4)
15.	Public Health	I Cameron	review of commissioned services and use of reserves	B	1.0	0.0
B. Other Significant Variations						
1.	Staffing	All	relating to staffing turnover and slippage in employing new staff			(0.5)
2.	Community care packages	Various	anticipated variation			1.8
3	General running costs	All	non-spend of debt related budget saving reduced by transport cost increases			(0.3)
4	Use of reserves	All	net contribution to reserves (Leeds Adults Safeguarding Board and debt savings offset by transfers from reserves for Community Beds and Public Health and carry forward of debt underspend)			0.3
5	Income	S. McFarlane	client contributions and CCG contribution to CHC transport costs			(0.9)
					Adults and Health Directorate - Forecast Variation	**0.0**

CHILDREN & FAMILIES 2019/20 FINANCIAL YEAR
FINANCIAL DASHBOARD - Period 7

Overall Summary - The 19-20 budget for C&F addressed the underlying 18-19 key budget pressures, with the following additional resources reflected in the 19-20 C&F budget; £4m pay, £4m fallout of grant (DfE PiP Innovation 2016-18, School Improvement and Brokerage and Special Education Needs grant), £2m Children Looked After (CLA) demand, £0.7m Passenger Transport costs. At period 7 the directorate is projecting an overspend of **£0.475m** against a gross expenditure budget of £293m which equates to an overspend of under 0.2%. This is an improvement of £0.05m from the reported Period 6 position and reflects the on going work by the Directorate to reduce the projected overspend. The Directorate has identified a number of actions to help offset the projected overspend on demand-led budgets with a total of £2.3m in savings and additional income being proposed so far. The Directorate will continue to identify potential options to manage the overspend. Pressures at P7, £1.90m CLA and Financially Support Non-CLA pressures, £0.625m Passenger Transport, £0.4m Learning for Life (LfL) net pressure principally due to Children Centre fee income and £0.25m shortfall in Adel Beck income. These pressures are expected to be partly offset by additional £1.415m income; UASC grant income of £0.3m, School Improvement and Brokerage Grant £0.415m, DfE Innovation (SFPC) grant £0.3m, Youth Service £0.3m and Partnership & Health grant & other income £0.1. An underspend on staffing of £0.5m, release from the Strategic budget for Children Service **£0.5m**, Other planned service action plans **£0.135m** and savings on Supplies & Services and Internal Charges of £0.15m. There is a risk that the projected overspend worsens, with action being required to contain the CLA, LfL Nursery fee income, savings target for Staffing and Passenger Transport pressures at this reported position.

Children Looked After (CLA): - The Children Looked After budget (CLA) was increased by £1.5m to £42.4m in the 2019/20 budget. The budget took into account the level of supported children in the autumn of 2018, 1,284 and there are currently 1,319; increase of 11 from the reported postion at Period 6. This has resulted in significant pressures on the 19-20 External Residential (ER) and Independent Fostering Agencies (IFA) budgets although both placement numbers have remained steady since the previous month. Current ER numbers are 58 compared to the budgeted number of 58 , whilst the number of Independent Fostering Agencies (IFA) is 204 compared to the budgeted number of 184 leaving the overall reported pressure at **£1.70m** . The reconfiguring of the LCC run children homes and their current limited capacity continues to impact on the CLA demand budgets; although Luttrell Children's Home has now reopened. This is further compounded with barriers in education provision within the city preventing CLA children being placed back into Leeds. There is still a risk that there will be further budget pressure increases in 2019-20.
Non CLA Financially supported: - The non-CLA financially supported budget was increased by £0.5m to £12.9m in the 2019/20 budget. Budgeted 19-20 numbers are 867 placements; current numbers are 871; increase of 11 from the reported position at Period 6. A new pressure of **£0.2m** relating to Special Guardianship Orders and Staying Put Arrangements is now reflected.
Staffing: - The staffing budget for 19-20 is £87.4m. At P4 the Directorate made a comittment to deliver savings of £0.40m on the pay budget. Additional to this, via scrutiny of all post releases, a further saving of £0.05m is now reflected. Total projected pay saving at Period 7 is **£0.45m**. This reflects some one-off funding from the carry forward of DfE PiP monies and Troubled Families Earned Autonomy. The directorate is strictly controlling all post releases and DDN requests to achieve this position and mitigate any potential pay pressures. The Directorate is also reviewing and controlling the use of Overtime and Agency staff. A new saving of **£0.05m** for Teachers Ongoing Pension Costs in Resources & Strategy - Central Overheads is now reflected in the overall saving savings making total savings of £0.5m.

Transport : - The overall budget for Passenger Transport is £14.7m; an increase of £0.65m from 18-19. The budget for CEL Passenger Transport has increased by £0.95m and the budget for WYCA reduced by £0.3m; net £0.65m. There has been a notable increase in the number of children requiring transport during 18-19 and a significant increase in contract prices over the increase allowed for in the 2019/20 budget. The actual increase in demand will be clearer at the start of the autumn'19 academic term but at this stage an increase in costs for CEL Passenger Transport of **£0.625m** are projected. This assumes that a number of actions are progressed to reduce costs and the Directorate is working with CEL to mitigate the demand and cost pressures, for example; route rationalisation, Independent travel Training and switch from Private Hire to In-House fleet transportation. There is a risk that demand continues to increase and unit costs increase further during the year.

Trading and Commissioning : - Although the Trading areas of the directorate collectively underachieved their income targets in 2018/19, action plans have been developed for the areas where income was below budget in 2018/19. An action plan has been developed to look at maximising income from Learning for Life, but a shortfall of **£0.4m** against net managed budget is now projected; £1m shortfall on Children Centres FEE income offset by other savings within LfL Services. Again there is a significant risk that the projected level of nursery fee income is not achieved. Occupancy levels within the Little Owls nurseries at September'19 (start of the new academic year) will be crucial to determing the financial projection for 19-20 financial year.

Supplies & Services & Internal Charges:- The S&S budget for C&F directorate is £61.4m, of which £52.8m relates to PfI payments and £1.0m for food costs for LCC run homes and nurseries. A savings target of **£0.05m** is now reflected. Controls will need to be put in place to ensure only essential expenditure on controllable S&S is committed for the remainder of the year. **£0.1m** savings on Legal Disbursement charges is also now projected.

Other Income / Projects: - On the 17th April 2019 the DfE announced that the authority was successful in its bid, Strengthening Families Protecting Children (SFPC). The award is for £8.24m over 5 years, with £1.58m being awarded for 2019/20 financial year. Plans are being developed to deliver the outcomes of the grant and deliver further **£0.3m** contribution to current costs. Delivery of the Troubled Families - Earned Autonomy Project continues to be implemented. The impact of the realignment of grant funding within Early Help service continues to be reviewed to ensure no overall financial impact of delivering the programme. UASC Home Office announcement re introduction of new flat rate of £114 per day for each eligible UASC child; impact additional **£0.3m** Home Office grant income. **£0.415m** School Brokerage Grant contribution to current costs; covers the first 2 terms of the 19-20 academic year, The Government had previously indicated that funding would cease at the end of August 2019. A detailed review of income at P6 idenitifed additional net income of **£150k**; Youth Service £300k, Partnership & Health £100k offset by income pressure of £250k for Adel Beck.

Dedicated Schools Grant - There is a separate Dashboard for the DSG

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	Total (under) / overspend
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Demand Led Budgets:															
In House placed CLA	20,352	(3,648)	16,704	0	0	0	0	0	(450)	0	0	0	(450)	0	**(450)**
Independent Fostering Agency	7,546		7,546	0	0	0	0	0	1,300	0	0	0	1,300	0	**1,300**
External Residential	11,913		11,913	0	0	0	0	0	500	0	0	0	500	300	**800**
Other Externally placed CLA	2,566		2,566	0	0	0	0	0	100	0	0	0	100	0	**100**
Non CLA Financially Supported	12,883	(3,514)	9,369	0	0	0	0	0	150	0	0	0	150	0	**150**
Transport	15,062	(617)	14,445	0	0	0	625	0	0	0	0	0	625	0	**625**
Sub total Demand Led Budgets	**70,322**	**(7,779)**	**62,542**	**0**	**0**	**0**	**625**	**0**	**1,600**	**0**	**0**	**0**	**2,225**	**300**	**2,525**
Other Budgets															
Partnerships & Health	4,977	(1,231)	3,746	(50)	0	0	0	0	0	0	0	0	(50)	(235)	**(285)**
Learning	31,500	(26,906)	4,594	(100)	0	0	0	0	0	0	0	0	(100)	(415)	**(515)**
Social Care	123,422	(77,400)	46,022	(250)	0	(50)	0	(100)	0	0	0	(500)	(900)	(250)	**(1,150)**
Resources and Strategy	65,291	(60,427)	4,864	(100)	0	0	0	0	0	0	0	0	(100)	0	**(100)**
Sub total Other Budgets	**225,190**	**(165,964)**	**59,226**	**(500)**	**0**	**(50)**	**0**	**(100)**	**0**	**0**	**0**	**(500)**	**(1,150)**	**(900)**	**(2,050)**
Total	**295,512**	**(173,743)**	**121,769**	**(500)**	**0**	**(50)**	**625**	**(100)**	**1,600**	**0**	**0**	**(500)**	**1,075**	**(600)**	**475**

Key Budget Action Plans and Budget Variations:		Lead Officer	Additional Comments	RAG	Action Plan Value £m	Forecast Variation £m
A. Significant Variations						
	Children Looked After & Financially Support Non-CLA Demand Budgets.	Steve Walker / Sal Tariq	The budget supports an average of 58 ER and 184 IFA Placements. Currently at 58 ER and 204 IFA Placements. Partly impacted due to reduced capacity in LCC run homes; currently at 23 against potential 28 when 7 mainstream homes operational. Luttrell Children Home reopened beginning of October. At P6 revised the CLA and Financially Support non-CLA demand pressures; however the overall pressure remained the same.	R		**1.900**
	Staffing Related Costs	C&F Leadership Team	£0.8m High Level Action Plan target savings (£0.4m Social Care, £0.1m Learning and £0.3m Attendance), Close control of recruitment & post releases and potential impact of any DDN's need to be monitored and actioned to deliver the projected savings of £0.4m. Also control use of Agency and Overtime costs. Further pay saving of £0.05m from controlling all post releases. Central Overheads £0.05m saving on Teachers Ongoing Pension Costs (v047).	G		**(0.500)**
	Learning For Life - Early Start & Youth Services	Sal Tariq / Andrea Richardson	Net pressure of £0.4m explained by £1m shortfall in Children Centres income, offset by savings within Family Services, Early Help and Youth services. Impact of numbers on roll at the start of the new academic year will be crucial for determining the level of nursery fee income for 19-20.	R		**0.400**
	Passenger Transport	Sue Rumbold	Continuation of increasing demand within LCC run Passenger Transport. Whilst the strategy provided £0.7m additional funding, there is a further pressure of £0.625m due to increasing demand and prices via commissioning. Impact of new demand and tenders for private hire arising from the commencement of the academic year will be crucial.	R		**0.625**
	Income (Incl. Grants)	C&F Leadership Team	£0.3m Home Office announcement re new funding formulae for councils looking after asylum seeking children (UASC) and implementation of a flat standard rate of £114 per day. £0.415m School Brokerage grant income for the autumn and spring terms of the 19-20 academic year and £0.3m from slippage of spend on externally funded programmes. £0.3m Youth Service additional income from Other LA's and West Yorkshire Police, £0.1m Partnership & Health income offset by income pressure of £0.25m for Adel Beck.	G		**(1.165)**
	Supplies & Services and Internal Charges	C&F Leadership Team	£0.05m savings target from S&S budget. To put in place controls to reduce overall spend. £0.1m savings re Legal Disbursement charges reflecting lower in-year demand.	A		**(0.150)**
B. Key Budget Action plans (BAP's)						
Transport	Pasenger Transport - Other Transport savings	Sue Rumbold	Savings from WYCA and additional schools swimming income	G	(0.30)	**0.000**
Social Care	Achieve running cost savings from former Partner in Practice funded activities	Sal Tariq	review non-staffing expenditure previously funded through the PiP grant	G	(0.15)	**0.000**
Social Care	Make savings on Independent Support workers within CHAD.	RuthTerry	Based on 2018/19 spend this should be achievable	G	(0.05)	**0.000**
Social Care	Achieve running cost savings in Learning for Life	Andrea Richardson	cease commissioned service with ASHA - saving £50k	G	(0.05)	**0.000**
Resources & Stratgey	Reduction in Prudential borrowing charges	Tim Pouncey	Savings achieved - borrowing repaid	G	(0.05)	**0.000**
Social Care	Achieve increased charges at Adel Beck	Sal Tariq	Increases in charges agreed, overall position will depend on the placements.	G	(0.20)	**0.000**
Social Care	Achieve other additional income targets	All COs	Includes £0.2m secured from Housing capital for the capitalisation of part of the costs of the CHAD team	G	(0.40)	**0.000**
Social Care/Transport	Additional income from moving towards full the recovery of appropriate costs from the Dedicated Schools Grant	Tim Pouncey	Should be achievable depending on the total costs incurred	G	(0.60)	**0.000**
C. Contingency Plans						
	Use of strategic contingency fro Children Services.	Steve Walker	Request release from strategic budget to support the directorates financial position			**(0.500)**
	Further service action plans	Steve Walker & Leadership Team	To identify additional income or further savings on expenditure.			**(0.135)**
			Children and Families Directorate - Forecast Variation			**0.475**

CHILDREN & FAMILIES 2019/20 FINANCIAL YEAR

DEDICATED SCHOOLS GRANT FINANCIAL DASHBOARD - PERIOD 7

Overall Summary - The Dedicated Schools Grant (DSG) is made up of 4 separate blocks - the Schools Block, Central School Services Block, Early Years Block and High Needs Block.
At month 7 there is a projected in year overspend of £5,261k on general DSG and an in year underspend of £124k on de-delegated services. This position includes the impact of the additional funding for the high needs block announced by the Secretary of State for Education on the 17th December 2018.

Schools Block - This is the largest element of the DSG and mostly consists of delegated funding to local authority maintained schools. When a school becomes an academy, funding payments are made directly by the ESFA and not paid to local authorities to distribute. When this happens, there is a reduction in grant income which is largely matched by reduced expenditure, though overall there is an underspend as a result of recoupment adjustments on NNDR and growth funding in respect of schools which have converted to academies during 2019/20. There are a number of de-delegated services where schools have agreed for the local authority to retain funding to cover some costs centrally which otherwise would need to be charged to schools (such as maternity costs, trade unions costs and the libraries service). There is additional de-delegated income of £242k due to the way de-delegated budgets are dealt with when a school becomes an academy and this is partly offset by increased costs on maternity pay and SIMS licences. The Growth Fund budget is part of this block and is currently projected to be £1,067k underspend which means that the £400k of the DSG surplus brought forward from 2018/19 which had been earmarked for this, is no longer needed.

Schools Forum have previously queried the significant level of reserves on de-delegated budgets and have requested a payment be made to schools from this reserve. A proposal was taken to the October Schools Forum to repay the 2018/19 underspend of £462k back to schools pro-rata to the amount of de-delegated funding paid in that year.

Central School Services Block
This block covers costs such as prudential borrowing repayment, equal pay costs, the admissions service and the retained duties element of what used to be the Education Services Grant (which covers statutory and regulatory duties, asset management and welfare services). There are no overall variances currently projected on these services.

Early Years Block - This element is concerned with provision to pre-school children. The final grant amount received is largely based on the January 2020 census and so will not be confirmed until the 2020/21 financial year. Following the significant underspend in the past 2 years, the unit rates paid to providers has been increased for both 2 year old and 3 & 4 year old providers. However based on the summer term activity, it is still expected that there will be an underspend of £1,072k. This is due to an expected difference between the number of hours funded and the number of hours paid to providers.

High Needs Block - This element is used to support provision for pupils and students with special educational needs and disabilities. This block is currently experiencing increasing costs due to high levels of demand and increasing complexity of cases. The main variances in this block are:-
- a lack of suitable places in Leeds is expected to result in an overspend on outside placements of £2,300k.
- an increase in special school places required from September 2019 is expected to result in an overspend of £820k on SILC funding.
- a general increase in the FFI top-up to mainstream schools and academies is projected to result in an overspend of at least £2,586k based on the FFI database at the end of August. There is a risk that costs increase over the remainder of the year.
- the North West SILC is expected to become an academy during 2019/20 which means that additional funding will be needed to ensure that NW SILC is in a sustainable financial position going forward. It is expected that additional costs associated with this will be £1,497k.

There is also a risk around a disapplication request which is to be submitted around top-up funding in respect of the SEMH provision. If unsuccessful, there is a potential additional cost of approximately £0.9m which is not included in the above projections.

Reserves - There is a surplus reserve brought forward from 2018/19 of £1,097k and a de-delegated reserve of £587k. As a result of the variations detailed above, there is expected to be an overall in year overspend of £5,261k which means that there is a projected deficit on general DSG carried forward to 2020/21 of £4,164k. Following the repayment of part of the accumulated reserves, the de-delegated reserves are expected to be a surplus of £249k.

Budget Management - net variations against the approved budget

	Budget £'000	Projection £'000	Variance £'000
Schools Block			
DSG Income	(301,877)	(300,014)	1,863
Individual Schools Budgets	295,939	293,871	(2,068)
De-delegated budgets	4,438	4,314	(124)
Growth Fund	2,900	1,833	(1,067)
Contribution to /from reserves	(1,400)	(1,000)	400
	0	**(996)**	**(996)**
Central School Services Block			
DSG Income	(4,725)	(4,725)	0
CSSB Expenditure	4,725	4,725	0
	0	**0**	**0**
Early Years Block			
DSG Income	(55,877)	(57,057)	(1,180)
FEEE 3 and 4 year olds	45,708	45,927	219
FEEE 2 year olds	7,312	7,050	(262)
Other early years provision	2,857	3,008	151
	0	**(1,072)**	**(1,072)**
High Needs Block			
DSG Income	(66,389)	(66,318)	71
Funding passported to institutions	59,524	66,643	7,119
Commissioned services	1,702	1,702	0
In house provision	4,605	4,620	15
Prudential borrowing	558	558	0
	0	**7,205**	**7,205**
Total	**0**	**5,137**	**5,137**

DSG Grant Reserves

	General £'000	De-delegated £'000	Total £'000
Latest Estimate			
Balance b/fwd from 2018/19	(1,097)	(587)	(1,684)
Net contribution to/from balances	400	0	400
Balance c/fwd to 2020/21	**(697)**	**(587)**	**(1,284)**
Projected Outturn			
Balance b/fwd from 2018/19	(1,097)	(587)	(1,684)
Projected in year variance	5,261	(124)	5,137
Net contribution to/from balances	0	462	462
Balance c/fwd to 2020/21	**4,164**	**(249)**	**3,915**

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	RAG	Action Plan Value	Forecast Variation against Plan/Budget
A. Key Budget Action Plans					£m	£m
Transfer funding to High Needs Block			Transfer of £1.5m from the schools block and £800k from the central school services block to the high needs block as detailed in report to Schools Forum in January 2019.	B	2.30	0.00
B. Significant Variations						
Schools Block			Projected underspend on Growth Fund (net of reduced call on reserves)			(0.67)
Schools Block			Underspend due to adjustments made as part of the academy conversion process			(0.21)
Schools Block			Net underspend on de-delegated services.			(0.12)
Early Years Block			Projected underspend on early years block mainly as a result of funding received for additional hours.			(1.07)
High Needs Block						2.30
High Needs Block			Increase in funding to special schools			0.82
High Needs Block			Increase in FFI top-up to mainstream schools and academies			2.59
High Needs Block			Additional cost relating to NW SILC academy conversion			1.50

Dedicated Schools Grant - Forecast Variation **5.14**

CITY DEVELOPMENT 2019/20 BUDGET
FINANCIAL DASHBOARD - MONTH 7 (APRIL - OCTOBER)

At Period 7 the City Development Directorate is forecasting to deliver an underspend of £350k despite two significant pressures in relation to Kirkgate Market and the Strategic Investment Fund.

At Kirkgate Market traders have been granted a 20% rent discount for 7 months (April to October) as footfall continues to be an issue in the market, which comprises £200k of the forecast £674k shortfall in income, the rest is due to vacant and unlettable units within the market. Theis projection reflects the implimentation of the £100k Action Plan to reduce expenditure and increase income.

The Strategic Investment Fund requires further acquisitions to be made in order to achieve the net income target of £3.36m, the current shortfall is circa £592k. Further investment opportunities continue to be sought and financially appraised. The impact of the 1% PWLB increase in funding rates on this target is currently being assessed.

The Street Lighting LED conversion programme was planned to start in September 2019 however the Deed of Variation for the PFI contract is not expected to be signed off until January 2020 and full commencement of works cannot proceed until then. However some 'small works' instructions for lantern swaps have been issued to ensure energy savings are realised and at present there is no budget pressure arising from this delay.

Planning & Sustainable Development are projecting a £159k underspend this is the net position of vacancy savings, increased CIL administration income, and the SAP Inspector costs of £120k.

There is a £250k action plan in Highways to review and redress the projected overspend in Civil Engineering.

Finally there is a £514k Budget Action Plan to balance the Directorate budget - via careful vacancy management (Not all Saf release requests are approved, and as standard, non grant funded or income earning posts are now questioned as to their need, which results in a time delay), reviewing and restricting other operational expenditure, additional one off income, and review and application of appropriate balances.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											
	Expenditure Budget £'000	Income Budget £'000	Latest Estimate £'000	Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Capital £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	Total (under) / overspend £'000
Planning & Sustainable Development	9,465	(7,519)	1,946	(122)	(20)	72	(1)	0	0	0	0	0	(71)	(88)	**(159)**
Economic Development	2,194	(521)	1,673	36	(1)	(0)	2	10	0	0	0	0	47	(7)	**40**
Asset Management & Regeneration	17,314	(20,571)	(3,257)	(664)	100	(186)	3	83	0	0	0	0	(664)	1,024	**359**
Employment & Skills	6,238	(4,544)	1,694	(15)	0	0	0	15	0	0	0	0	0	0	**0**
Highways & Transportation	65,348	(48,236)	17,111	(1,066)	(454)	705	56	168	0	0	0	0	(591)	665	**74**
Arts & Heritage	19,548	(8,678)	10,870	97	(69)	(56)	(5)	16	12	0	0	0	(5)	(5)	**(10)**
Active Leeds	25,570	(20,431)	5,139	124	(63)	(177)	0	10	0	0	0	0	(105)	25	**(80)**
Resources & Strategy	1,008	0	1,008	(57)	0	(375)	0	0	0	0	0	0	(433)	(764)	**(1,197)**
Markets & City Centre	3,410	(3,702)	(292)	6	15	(73)	0	0	0	0	0	0	(52)	674	**622**
Total	**146,684**	**(114,203)**	**35,891**	**(1,661)**	**(492)**	**(90)**	**55**	**303**	**12**	**0**	**0**	**0**	**(1,873)**	**1,523**	**(350)**

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	RAG	Action Plan Value	Forecast Variation against Plan/Budget
A. Budget Action Plans					**£'000**	**£'000**
1.	Asset Management & Regeneration	Angela Barnicle	Purchase of commercial assets to generate additional rental income over and above the annual costs of borrowing and other land-lord related costs	**R**	(1,000)	592
2.	Asset Management & Regeneration	Angela Barnicle	Asset Rationalisation	**G**	(250)	0
3.	Highways & Transportation	Gary Bartlett	LED Street Lighting Conversion	**G**	(700)	0
4.	Highways & Transportation	Gary Bartlett	Fees Capitalisation	**G**	(400)	74
5.	Active Leeds	Cluny MacPherson	Sport Income	**G**	(220)	25
6.	Active Leeds	Cluny MacPherson	Sport Efficiencies	**G**	(150)	(105)
			Total Budget Action Plan Savings		**(2,720)**	**586**
B. Other Significant Variations						
1.	Markets & City Centre		Markets net rental income re 20% rent reduction and loss of income re vacant/unlettable units			622
2.	Asset Management & Regeneration	Angela Barnicle	Vacancy savings net of income generating posts			(235)
3.	Planning & Sustainable Development	David Feeney	Vacancy savings and additonal CIL administration fees partially offset by SAP Inspector Fees			(159)
4.	All	All	Other minor variations			(50)
C. In Year Budget Action Plans						
3.	Resources & Strategy	Ed Mylan	Action Plan to balance Directorate budget - via careful vacancy management, reviewing and restricting other operational expenditure, additional one off income, and review and application of appropriate balances.			(514)
4.	All	All	Savings target of £350k on operational expenditure for the remainder of 2019/20 to support the General Reserves position.			(350)
2.	Highways	Gary Bartlett	Civil Engineering - action plan to review and redress projected overspend			(250)
					City Development Directorate - Forecast Variation	**(350)**

RESOURCES AND HOUSING

FINANCIAL DASHBOARD - 2019/20 FINANCIAL YEAR

PERIOD 7

Overall

The Directorate is now projecting an underspend of £324k, an improvement of £58k from the position reported at month 6 and this is mainly due to additional refunds received for Merrion House business rates. Further work is being completed to assess the potential for additional savings through turnover of posts and a review of operational expenditure which could improve the position further and will be reported accordingly. Budget pressures remain within Corporate Property Management (CPM) and LBS. However, these are more than offset by savings in business rates following the confirmation of the business rates valuation and a backdated refund at Merrion House.

Resources

The budget requires the delivery of over £3.2m of savings in this area of which approximately £2m are staffing savings. After a number of years of reductions in support services, this figure is becoming increasingly challenging to achieve without fundamental change to the way some of these services are provided. There may be a timing issue to deliver all the savings as planned. There are likely to be overall pressures in Shared Services of £0.3m. This figure assumes continuing savings through staff turnover in the second half of the year. Offsetting this are savings from a review of accruals, forecast to be (£0.2m). There are also forecast savings within Digital and Information Services relating to expenditure on Microsoft licences of £320k and a further £50k from other expenditure and in Democratic services, savings in Members Allowances and general running costs of £100k.

Leeds Building Services

The budget assumes delivery of an £11m surplus with a turnover of just under £70m. At Period 7 , it is projected that forecast that the service will be around £150k (1.3%)short of the budgeted surplus. This is mainly due to front line vacant posts which will affect the overall recovery position. It is assumed that work will be sub contracted to deliver the business plan turnover levels.

Housing and Property Services

There are continuing pressures within the CPM function which are estimated at around £0.4m. This is after assuming additional capitalisation of building maintenance and staffing costs.
At this stage there are no variations to report within the remainder of the Housing General Fund and Supporting People services.

Civic Enterprise Leeds (CEL)

Within Facilities Management, there is now a projected saving of £600k due to savings in business rates following the confirmation of the valuation of Merrion House by the VOA. This saving is partly offset by a £150k pressure in the Catering service covering income and staffing across elements of the service. Within School Crossing Patrol savings on staffing mean that the service is projecting a £20k saving and the remaining services within CEL are expected to be in line with the budget.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	Total (under) / overspend
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Resources	98,339	(31,125)	67,214	2,013	(43)	(588)	(34)	37	0	0	0	74	1,459	(1,843)	(384)
LBS	58,336	(69,345)	(11,009)	(1,257)	0	1,539	0	(132)	0	0	0	0	150	0	150
Housing & Property	25,889	(12,545)	13,344	74	799	(2)	17	0	0	0	0	0	888	(509)	379
CEL	80,845	(68,219)	12,626	152	(563)	(119)	562	12	0	0	0	0	44	(513)	(469)
Driectorate Action Plan				0		0							0	0	0
Total	**263,409**	**(181,234)**	**82,175**	**982**	**193**	**830**	**545**	**(83)**	**0**	**0**	**0**	**74**	**2,541**	**(2,865)**	**(324)**

Key Budget Action Plans and Budget Variations:

Service	Budget Action	Lead Officer	Comments	RAG	Action Plan Value £m	Forecast Variation against Plan/Budget £m
HOUSING						
Leeds Building Services	To deliver an improved surplus of £1.4m from additional turnover; efficiencies and productivity.	Simon Costigan	Forecat shortfall of surplus manly due to vacant front line posts. (Permanent advert is out for these trades)	A	(1.40)	0.15
Housing	Review of housing general fund staffing costs	Jill Wildman	To be controlled through effective management of vacancies; No issues currently anticipated	G	(0.10)	
CEL						
Cleaning /Catering	Additional income	Sarah Martin	Awarded window cleaning contract for Barnsley Council & headquarter clearance of Harrogate Council. Plans to expand Civic Flavour.	G	(0.07)	
Facilities Management	Review of Entry systems at Civic Hall	Sarah Martin	Quotes obtained for installation of speedgates from LBS, awaiting a slot from LBS for the work to be done. This will enable a review of staffing levels.	G	(0.04)	
Facilities Management	Energy savings	Sarah Martin	More timely meter readings, use of energy efficient lighting & movement sensors & better use of Trend system to remotely control heating systems.	G	(0.03)	
Facilities Management	In-sourcing of Waste and Voids contracts	Sarah Martin	Proposals to vire budgets have been submitted to HoF. Virement codes received and virement to be completed.	G	(0.06)	
CEL Management	Staffing restructure	Sarah Martin	ELI case has been completed which will partially deliver savings	G	(0.08)	
Fleet Services	Operational Savings	Sarah Martin	Plans being developed and implemented to use capital funding to reduce spend on operational spend	G	(0.05)	
RESOURCES						
DIS	Procurement efficiencies targeted to deliver £0.5m of contract savings	Dylan Roberts	£346k secured and savings realised; £180k under review; £20k pressure re HYDRA to be found	G	(0.55)	
DIS	Staffing reductions	Dylan Roberts	£245k savings completed; Remaining £75k relates to review of App Support team	G	(0.32)	
DIS	Secure net additional income from charges to Capital and external income	Dylan Roberts	External income has been completed; Capital programme reflects these proposals - staff have been recruited to PM roles. Ongoing review of activity	G	(0.40)	
Financial Services	Deliver £0.3m staffing savings to balance the 19/20 budget	Victoria Bradshaw	Total staffing pressure circa £500k; Some savings from maternities and leavers since budget. Projected £260k over on staffing, offset by £180k income; Expected to balance	G	(0.30)	0.07
HR	Deliver £0.09m staffing savings to balance the 19/20 budget	Andrew Dodman	Budget should be delivered through management of releases	G	(0.09)	(0.07)
HR	Development of ULEV scheme	Andrew Dodman (Alex Watson)	Initial Communications and promotion has gone out;	A	(0.06)	
HR	Secure £150k of income chargeable to the Apprentice Levy	Andrew Dodman (Alex Watson)	Income not achievable through this plan, but service budget is expected to be balanced for 19-20 from savings in other areas.	R	(0.15)	0.15
Legal Services	To identify £206k of external legal costs that can be brought in house	Catherine Witham (Nicole Walker)	Delivered through staffing savings 19/20; Virement for 20/21 required	G	(0.21)	
Shared Services	Deliver £0.79m staffing savings to balance the 19/20 budget	Helena Phillips	Requires around 8% VF to deliver; Current staffing levels suggets £600k pressure after additional income for funded posts; Careful management of turnover required.	A	(0.79)	0.15
Shared Services	Electronic Processing of Invoices	Helena Phillips	Unlikely to deliver project this Financial Year.	A	(0.15)	0.15
Strategy and Improvement	Deliver £0.255m staffing savings to balance the 19/20 budget	Mariana Pexton	Potential to use some new one off external funding to help offset pressures - circa £100k; Balance to be delivered through management of vacancies.	G	(0.26)	0.01
1	CPM	Simon Costigan	Pressures on the maintenance budget (net of £0.4m additional capitalisation)	R		0.38
2	Finance -Court Fees	Victoria Bradshaw	Budget reduced to £2m in 19/20. No significant variation at Month 7	G		0.00
3	Resources - Schools Income	All	No variation assumed from traded income with schools	G		0.00
4	Facilities Management	Sarah Martin	VOA - Valuation of Merrion House finalised - in year saving £600k from 18/19 accrual and some backdating	G		(0.60)
4	All Other Variations	All	£370k savings mainly from DIS relating to Microsoft; £100k projected savings in Democratic Services , £150k Catering pressure; Review of accruals £200k and other minor variations	G		(0.72)
					Resources and Housing Directorate - Outturn Variation	**(0.325)**

COMMUNITIES & ENVIRONMENT DIRECTORATE SUMMARY
FINANCIAL DASHBOARD - 2019/20 FINANCIAL YEAR
Period 7 (October 2019)

Overall Position (£88k Under budget)

Communities (Nil variance)
The service is projecting a nil variance.

Customer Access (£293k Overspend)
The service is currently projecting an overspend of £293k which is attributable to additional staffing costs within the Contact Centre (£450k) due to recruitment to improve call answer rates. This has been partially offset by funding of £300k secured from Housing Leeds in respect of Housing enquiries. In addition additional premises costs of £143k are projected which includes increased security costs and business rates at Hubs.

Electoral and Regulatory Services (£70k Under budget)

Elections, Licensing and Registrars (£1k Over budget)
The service is projecting an minor overspend of £1k across the service.

Environmental Health (£71k Under budget)
The Environmental Health service is projecting a saving of £71k, due to both staffing and operational savings across the service.

Welfare and Benefits (£105k under budget)
The service is currently projecting an underspend of £105k. This saving is mainly due additional grant funding within the Benefits service, partially offset by staffing variations within Council Tax. There remains an ongoing area of risk around the achievement of the budgeted level of overpayment income.

Parks and Countryside (Nil variance)
The service is projecting a balanced position. Although there is currently a net pressure across Attractions and the Arium of £0.3m, it is anticipated that these pressures will be offset by expenditure savings and additional income in other areas of the service.

Car Parking (£131k Under budget)
The service is currently projecting a saving of £131k. This saving is mainly due to staffing and other expenditure variations In addition, based on current trends, there is a projected shortfall against budget on the levels of 'on street' parking income (+£348k), although this is offset by additional income including 'off street' parking income and PCNs

Cleaner Neighbourhoods Teams (£36k Under budget)
The service is projecting a net saving of £36k which is due to projected staffing savings, partially offset by additional vehicle costs.

City Centre (£16k Under budget)
The service is projecting an under spend of £16k due to additional income across the service offset by increased staffing costs including the cost of covering events.

Waste Management (Nil variance):
Pressures within the Refuse service relating to the ongoing Refuse review combined with additional costs of recovery are anticipated to be offset by residual waste disposal contract savings. Other staffing pressures, mainly within Waste Operations, are assumed to be offset by other savings across the service. There are also pressures on the SORT disposal contract (£112k), mainly due to market income prices, and also pressures on a number of recently re-let waste stream contracts due to price increases (£112k), although these are largely offset by volume trend variations across waste streams.

Community Safety (£22k Under budget)
Community Safety is currently projecting an underspend of £22k which is mainly due to staff savings across the service.

Budget Management - net variations against the approved budget;

Summary By Service

				Period 7 Projected variances												
	Expenditure Budget	Income Budget	Latest Estimate	Staffing	Premises	Supplies & Services	Transport	Internal Charges	External Providers	Transfer Payments	Capital	Appropriation	Total Expenditure	Income	Total (under) / overspend
	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000	£'000
Communities	17,436	(12,080)	5,356	0	0	(86)	0	21	0	0	0	0	(65)	65	**0**
Customer Access	24,294	(4,282)	20,012	448	133	245	(17)	0	0	0	0	0	809	(516)	**293**
Electoral & Regulatory Services (including Environmental Health)	8,327	(5,913)	2,414	(76)	18	(36)	(2)	20	0	0	0	36	(40)	(31)	**(71)**
Welfare And Benefits	265,394	(260,867)	4,527	74	(12)	11	(1)	91	0	0	0	0	163	(268)	**(105)**
Car Parking Services	4,874	(13,155)	(8,281)	(68)	25	(70)	0	20	0	0	0	0	(93)	(38)	**(131)**
Community Safety	8,735	(6,342)	2,393	(307)	0	145	7	65	0	0	0	0	(90)	68	**(22)**
Waste Management	42,737	(7,693)	35,044	1,843	41	(365)	232	(365)				0	1,386	(1,386)	**0**
Parks And Countryside	33,164	(25,896)	7,268	(91)	135	854	(31)	(10)	0	0	0	0	857	(857)	**0**
Environmental Action (City Centre)	2,079	(427)	1,652	50	1	(1)	(1)	(5)	0	0	0	0	44	(60)	**(16)**
Cleaner Neighbourhood Teams	12,662	(4,176)	8,486	(146)	(11)	(140)	307	0	0	0	0	0	10	(46)	**(36)**
Directorate wide	0	0	0	0	0	0	0	0	0	0	0	0	0	0	**0**
Total	**419,702**	**(340,831)**	**78,871**	**1,727**	**330**	**557**	**494**	**(163)**	**0**	**0**	**0**	**36**	**2,981**	**(3,069)**	**(88)**

Key Budget Action Plans and Budget Variations:

		Lead Officer	Additional Comments	RAG	Action Plan Value (£000s)	Forecast Variation against Plan/Budget
Communities						
Communities team	Achievement of staffing efficiencies	Shaid Mahmood	£40k of this to be delivered by the saving of 2 posts through ELI.	G	(75)	0
Community Centres	Asset transfer savings and general efficiencies within the service	Shaid Mahmood	Asset transfers should generate £70k. Delivery of additional savings targets are to be considered by Facilities Management.	G	(100)	0
Community Centres	Achievement of base income pressure	Shaid Mahmood	The actual pressure at outturn 18/19 was £40k, options remain to review and increase prices. This will be reviewed alongside the Facilities Management savings.	G	(100)	0
Third Sector Infrastructure Fund	10% saving on Third Sector Infrastructure Fund	Shaid Mahmood	Agreed to taper the relief over the year with Voluntary Action Leeds.	G	(30)	0
Communities	Achievement of base budget vacancy factor	Shaid Mahmood	Service to review current staffing arrangements and look at where they can offset existing staffing costs against grant income. Service may also consider holding some posts vacant.	G	(175)	0
Customer Access						
Libraries	Staffing efficiencies achieved through the planned restructure of the Libraries and Information service	Lee Hemsworth	Structure to be agreed with the Unions. Currently have a significant number of vacant posts.	G	(200)	0
Libraries	Review and reduce the provision of publications in Libraries	Lee Hemsworth	Awaiting outcome of review regarding what publications should be available at Library sites. Any shortfall in savings will be delivered from elsewhere within the budget.	G	(40)	0
Libraries	Retender Library management system contract as single contract (18/19 saving)	Lee Hemsworth	Retender process has now taken place and forecast savings will be delivered in year. A data Migration process is required to facilitate the new support contract, this should be funded out of savings delivered but may also need some capital resource.	G	(50)	0
Customer Access	Achievement of base budget vacancy factor	Lee Hemsworth	Most of this has already been delivered but there is some concern about achievability in Hubs.	G	(646)	0
Customer Access	Achievement of base budget efficiencies (18/19 channel shift saving)	Lee Hemsworth	Agreed additional funding with HRA of £300k to improve performance. May potentially overspend by £150k.	R	(310)	150
Welfare & Benefits						
Welfare and Benefits	Achievement of staffing efficiencies	Lee Hemsworth	The pending restructure of the benefits team which is still subject to approval may impact on the delivery of this efficiency. To be monitored.	A	(150)	0
Welfare and Benefits	Local Welfare Support Scheme - passport the costs of carpets / flooring	Lee Hemsworth	On target to deliver	G	(100)	
Welfare and Benefits	Achievement of base budget vacancy factor	Lee Hemsworth	On target to deliver but will be affected by a restructure.	G	(47)	0
Elections, Licensing, Regulatory Services (incl Environmental Health)						
Registrars	Implement fee review in respect of non-statutory charges	John Mulcahy	Fee review implemented - to be monitored in year.	G	(100)	
Elections	Shared cost of local elections in 19/20	John Mulcahy	To be delivered.	G	(100)	
All	Achievement of base budget vacancy factor (including Environmental	John Mulcahy	To be delivered.	G	(100)	0
Waste Management						
Refuse	Progress route review to deliver £1.1m savings in the base budget	Helen Freeman	Route review ongoing, anticipated to be offset by other savings across the service.	A	(1,100)	0
Waste Management - all services	Achievement of base budget vacancy factor	Helen Freeman	Progress to be monitored in year.	G	(83)	0

Environmental Action Services (incl Parking)						
Car Parking	Increase charges at Woodhouse Lane car park by 50p for a full day	Helen Freeman	Increase has been implemented mid April 19. Need to monitor income levels during the year.	G	(110)	0
Car Parking	Increase Sunday / Evening charges by 10%	Helen Freeman	Price increases including Sunday / evening charges are currently under review.	G	(60)	0
Environmental Action Services (ir	Achievement of vacancy factor (Car parks £145k, CC £23k, CNT £139k)	Helen Freeman	Progress to be monitored in year.	G	(310)	0
Parks and Countryside				G		0
Parks and Countryside	Maximise further commercial income generating opportunities	Sean Flesher	Progress to be monitored in year.	G	(50)	0
Parks and Countryside	Review and standardise leedscard discounts at Attractions	Sean Flesher	Following initial review and implementation the decision to standardise the leedscard discounts has now been reversed pending further review.	R	(30)	30
Parks and Countryside	Identify appropriate staffing costs to charge to Capital	Sean Flesher	Progress to be monitored in year.	G	(65)	0
Parks and Countryside	Staffing savings - achievement of vacancy factor (5% all services, 9% Parks Operations)	Sean Flesher	Progress to be monitored in year.	G	(1,181)	0
Community Safety						
Community Safety	Identify efficiencies in use of external funding (£50k 18/19 + £60k 19/20)	Paul Money	Use of external funding has identified £80k to contribute to savings, further work to identify the remaining £30k is on going.	G	(110)	
Community Safety	Replacement of CCTV infrastructure	Paul Money	Delays in the project.	R	(50)	50
Community Safety	PCSO staffing savings - achievement of vacancy factor above base	Paul Money	Will be based on actuals once quarterly invoices are received	G	(10)	0
Community Safety	Achievement of base vacancy factor	Paul Money	Progress to be monitored in year	G	(312)	
Directorate Wide						0
Other Significant Variations						
All services			Other expenditure variations			(318)
					Communities & Environment - Forecast Variation	**(88)**

STRATEGIC & CENTRAL ACCOUNTS - 2019/20 FINANCIAL YEAR
FINANCIAL DASHBOARD - PERIOD 7

Overall :

At month 7 Strategic & Central Accounts are projected to show an overspend of £0.29m. The main factors within this are :

- There is a projected shortfall in the New Homes Bonus grant of £0.76m

- The current projection for Section 31 grant income is £0.92m higher than budget

- The debt budget is forecast to be on target, after taking into account the release of £1m from reserves to fund a move from short term to long term borrowing in order to take advantage of comparatively low long term rates

- It should also be noted that there are risks associated with both the general and schools capitalisation budgets. A potential shortfal of £0.5m has been recognised to reflect this.

- It is anticipated that the procurement exercise for insurance cover will generate savings of £0.64m to offset projected overspend of £1.98m on insurance claims.

Budget Management - net variations against the approved budget

				PROJECTED VARIANCES											
	Expenditure Budget £'000	Income Budget £'000	Latest Estimate £'000	Staffing £'000	Premises £'000	Supplies & Services £'000	Transport £'000	Internal Charges £'000	External Providers £'000	Transfer Payments £'000	Capital £'000	Appropriation £'000	Total Expenditure £'000	Income £'000	Total (under) / overspend £'000
Strategic Accounts	(3,829)	(18,998)	(22,827)			500							500		**500**
Debt	20,859	(17,376)	3,483			27							27	(60)	**(33)**
Govt Grants	6,001	(36,209)	(30,208)										0	(159)	**(159)**
Joint Committees	35,902	(7)	35,895						(2)				(2)		**(2)**
Miscellaneous	5,836	(833)	5,003	(61)		1							(60)	41	**(19)**
Insurance	10,470	(10,470)	0			1,987		(648)				(973)	366	(366)	**0**
Total	**75,239**	**(83,893)**	**(8,654)**	**(61)**	**0**	**2,515**	**0**	**(648)**	**(2)**	**0**	**0**	**(973)**	**831**	**(544)**	**287**

STRATEGIC & CENTRAL ACCOUNTS - 2019/20 FINANCIAL YEAR

Key Budget Action Plans and Budget Variations:

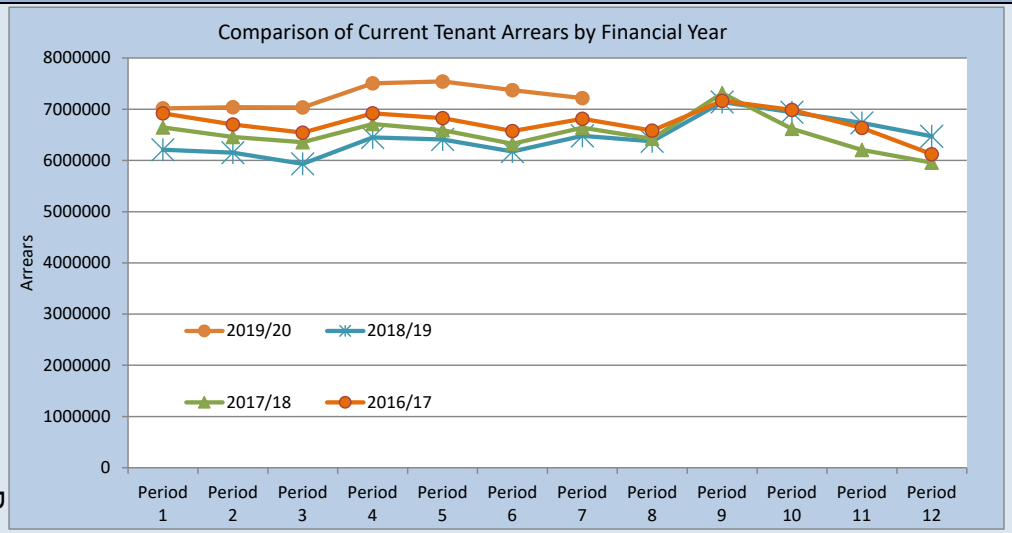
		Lead Officer	Additional Comments	RAG	Budget	Forecast Variation against Budget
	-22527					
A. Major Budget Issues					£m	£m
1.	Debt Costs and External Income	Victoria Bradshaw	Minor variation anticipated at Period 7 plus replacement of short term with long term borrowing to take advantage of low long term interest rates	G	18.6	0.0
2.	Minimum Revenue Provision	Victoria Bradshaw	No variation anticipated at Period 7	G	1.0	0.0
3.	New Homes Bonus	Victoria Bradshaw	Still expected to be £762k less than budgeted	R	(9.9)	0.8
4.	Business Rates (S31 Grants & retained income)	Victoria Bradshaw	Expected to be £960k more than budgeted	G	(26.0)	(1.0)
5.	S278 Contributions	Victoria Bradshaw	A couple of new £m schemes due to start soon so expect to achieve budget.	G	(3.5)	0.0
6.	General capitalisation target	Victoria Bradshaw	Capitalisation of eligible spend in directorate/service revenue budgets. Based on 2018/19 outturn there is a risk that this target may not be met.	A	(4.1)	0.5
7.	Schools capitalisation target	Victoria Bradshaw	Capitalisation of eligible spend in school revenue budgets. Based on 2018/19 outturn there is a risk that this will not be met.	A	(4.0)	0.0
8.	Joint Committees	Victoria Bradshaw	Minor variation anticipated at Period 7	G	35.9	0.0
B. Other Significant Budgets						
1.	Insurance	Victoria Bradshaw	6 new large claims with an estimated cost of £1,615k plus cost of general insurance claims partially offset by lower external premiums and higher schools income	A	0.0	0.0
2.	Prudential Borrowing Recharges	Victoria Bradshaw	Current forecast is (£408k) above budget	G	(16.1)	0.0
3.	Miscellaneous	Victoria Bradshaw	Cost of unfunded pensions is forecast to be £18k below budget.	G	5.0	0.0
			Strategic & Central Accounts - Forecast Variation			0.3

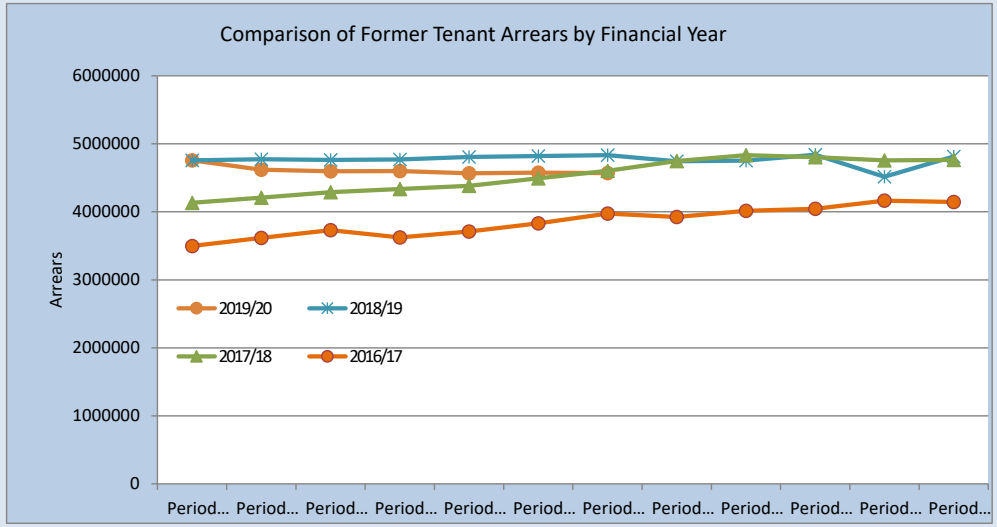
Housing Revenue Account - Period 7
Financial Dashboard - 2019/20 Financial Year

Summary of projected over / (under) spends (Housing Revenue Account)

Directorate	Current Budget	Projected Spend	Variance to budget	Comments	Previous period variance
	£000	£000	£000		£000
Income					
Rents	(209,496)	(209,093)	403	19/20 budgeted RtB sales were 530. 18/19 Outturned 615 and assuming 645 19/20.	383
Service Charges	(7,976)	(8,065)	(89)	£125k Sheltered budget assumed 3.3% uplift - charge same as 18/19. [£-60k] Multi Story Flats. [£-140k] Leaseholder income based on 1819 outturn.	(91)
Other Income	(34,083)	(33,679)	404	£241k Reduced capitalisation due to staffing savings, £118k Reduction in Telecom Income - Lease renewals and £40k reduction in Switch 2 income	291
Total Income	**(251,556)**	**(250,837)**	**719**		**583**
Expenditure					
Disrepair Provision	1,400	2,400	1,000	Projected overspend based on period 1-7 actuals.	1,000
Repairs to Dwellings	44,791	45,201	410	£330k based on 18/19 Outturn. £80k for Mears overhead.	410
Council Tax on Voids	680	680	-	Assumed small saving based on 18/19 outturn but removed as actuals charges in line with budget.	(85)
Employees	30,806	29,515	(1,290)	£65k Technical, [£-708k] Housing Management, [£-247k] Housing Growth and [£-400k] Property and Contracts. Saving partly offset by reduced capitalisation showing in "Other Income".	(955)
Premises	8,716	8,742	26	£42k Lease for Navigation House extended.	85
Supplies & Services	4,100	4,118	18		63
Internal Services	41,451	42,135	684	£300k Contact Centre staffing, £300k Disrepair legal (inc £100k for external outsourcing to Swinburne Maddison), £100k Horticultural Maintenance, £136k Environmental services, £115k Community safetly, £103k Community Hubs, [£-136k]	495
Capital Programme	62,441	60,882	(1,559)	Use of additional usable capital receipts from RtB sales.	(1,643)
Unitary Charge PFI	9,685	9,685	-		-
Capital Charges	44,776	44,857	81	Additional interest payments to GF as per period 6 Treasury report.	186
Other Expenditure	6,192	6,193	1		1
Total Expenditure	**255,037**	**254,408**	**(629)**		**(443)**
Net Position	**3,481**	**3,571**	**90**		**140**
Appropriation: Sinking funds	(2,345)	(2,457)	(112)	LLBH PFI	(112)
Appropriation: Reserves	(1,137)	(1,115)	22		(28)
(Surplus)/Deficit	(0)	(0)	**(0)**		**0**
Proposed New Reserves			-		-
Transfer to Capital Reserve			-		-
Total Current Month	**(0)**	**(0)**	**(0)**		**0**

Housing Revenue Account - Period 7
Financial Dashboard - 2019/20 Financial Year





Change in Stock	Budget	Projection
Right to Buy sales	(530)	(645)
Right of First Refusals/ Buybacks	0	56
New Build (Council House Growth)	0	0
Total	**(530)**	**(589)**

Right to Buy Receipts	2018/19 Actual	2019/20 Projection
Total Value of sales (£000s)	32,969	35,814
Average Selling Price per unit (£000s)	53.6	55.5
Number of Sales*	615	645
Number of Live Applications	1,428	1,567
Sales to end P7: 330		

Arrears	2018/19	2019/20	Variance
	£000	£000	**£000**
Dwelling rents & charges	**2018/19 Week 26**	**2019/20 Week 27**	
Current dwellings	6,175	7,371	**1,195**
Former Tenants	4,808	4,576	**(231)**
	10,983	11,947	**964**
Under occupation	**2018/19 Week 52**	**2019/20 Week 27**	
Volume of Accounts	3,650	3,326	**(324)**
Volume in Arrears	1,316	1,292	**(24)**
% in Arrears	36.1%	38.9%	**2.8%**
Value of Arrears	295	220	**(75)**
Collection Rates	**2018/19 Week 52**	**2019/20 Week 27**	
Dwelling rents	97.27%	96.37%	**-0.9%**
Target	97.50%	97.50%	**0.0%**
Variance to Target	-0.23%	-1.13%	**-0.9%**

Housing Revenue Account - Period 7
Financial Dashboard - 2019/20 Financial Year

Projected Financial Position on Reserves	Reserves b/f	Use of Reserves	Contribution to Reserves	Closing reserves
	£000	£000	£000	£000
HRA General Reserve	**(6,495)**			**(6,495)**
Earmarked Reserves				
Welfare Change	(1,372)	589		(783)
Housing Advisory Panels	(410)			(410)
Sheltered Housing	(2,921)			(2,921)
Holdsforth Place - land purchase	(64)	64		0
Early Leavers' Initiative	(408)			(408)
Wharefedale View	(15)			(15)
Changing the Workplace	(235)	86		(149)
ERDMS	(262)			(262)
	(5,687)	**739**	**0**	**(4,948)**
PFI Reserves				
Swarcliffe PFI Sinking Fund	(5,092)	3,902		(1,190)
LLBH&H PFI Sinking Fund	(4,617)		(1,445)	(6,062)
	(9,709)	**3,902**	**(1,445)**	**(7,252)**
Capital Reserve				
MRR (General)	(19,920)	376		(19,544)
MRR (New Build)	(4,072)			(4,072)
	(23,992)	**376**	**0**	**(23,616)**
Total	**(45,883)**	**5,017**	**(1,445)**	**(42,311)**

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Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 0113 37 88661

Report of the Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22 January 2020

Subject: Initial Budget Proposals for 2020/2021

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☒ Yes	☐ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

1. Purpose of this report

1.1 The purpose of this report is to provide members of the Scrutiny Board (Children and Families) with the Executive Board's initial budget proposals for 2020/21 for consideration, review and comment on matters and proposals relating to service areas that fall within the Scrutiny Board's remit.

1.2 The Executive Board's initial budget proposals report for 2020/21, considered at its meeting on 7 January 2020 is attached to this report. Other Scrutiny Boards will be considering elements of the budget proposals relevant to their terms of reference.

2. Background information

2.1 A range of background information is set out in the attached Executive Board report that provides the context in which the Initial Budget Proposals for 2020/21 have been prepared.

3. Main issues

3.1 In accordance with the Council's Budget and Policy Framework, the Chief Officer – Financial Services submitted the attached report to the Executive Board, which sets out the Initial Budget Proposals for 2020/21. The proposals are subsequently submitted to Scrutiny for consideration, review and comment.

3.2 The attached report to the Executive Board sets out the Initial Budget Proposals for 2020/21, set within the context of the:

- The Medium Term Financial Strategy (approved by Executive Board in July 2019);
- The Revenue Budget Update report for 2020/21-2024/25 (received at Executive Board in October 2019);
- The Technical Consultation in respect of the 2020/21 Local Government Finance settlement; and,
- Proposed budget savings proposals to bridge the estimated budget gap for 2020/21

3.3 The proposals are submitted to Scrutiny for consideration, review and comment; and the Scrutiny Board (Children and Families) is asked to consider matters and proposals relating to service areas that fall within its remit. Other Scrutiny Boards will be considering elements of the budget proposals relevant to their terms of reference.

3.4 Any comments or recommendations made by the Scrutiny Board will be submitted to the Executive Board for consideration at its meeting in February 2020; prior to submission of the proposed budget to full Council on 26th February 2020.

3.5 As in previous years, it is intended to produce a summary of the discussion and comments from all Scrutiny Boards in order to make a single submission to Executive Board.

3.6 Relevant Executive Members and senior officers have been invited to attend the meeting to discuss the attached report and address any issues raised by the Scrutiny Board.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 Consultation is an ongoing process and residents are consulted on many issues during the year. Further to this, it is proposed to consult around the principles and high level proposals in this report through a wider consultation survey. Fuller details are provided in the attached Executive Board report.

4.1.2 In addition, in line with the Council's Budget and Policy Framework, the proposals are submitted to Scrutiny for consideration and review.

4.2 Equality and diversity / cohesion and integration

4.2.1 The Equality Act 2010 requires the Council to have "due regard" to the need to eliminate unlawful discrimination and promote equality of opportunity. The law requires that the duty to pay "due regard" be demonstrated in the decision making process. Assessing the potential equality impact of proposed changes to policies, procedures and practices is one of the key ways in which public authorities can show "due regard"

4.2.2 The proposals within the attached Executive Board report have been screened for relevance to equality, diversity, cohesion and integration and a full strategic analysis and assessment will be undertaken on the 2020/21 Revenue Budget and Council Tax report which will be considered by Executive Board and subsequently by Full Council in February 2020.

4.2.3 Fuller details are provided in the attached Executive Board report.

4.3 Council policies and the Best Council Plan

4.3.1 The Best Council Plan sets out the Council's ambitions and priorities. The Plan's development and implementation continues to inform, and is informed by, the authority's funding envelope and by staffing and other resources. The current Plan and its proposed update for 2020/21 is therefore aligned with both the Council's Medium-Term Financial Strategy and its annual budget. The proposed Best Council Plan refresh is also presented elsewhere on the Scrutiny Board's meeting agenda.

Climate Emergency

4.3.2 In conjunction with inclusive growth and health and wellbeing, the proposed Best Council Plan update report recommends that the climate change emergency becomes the third 'pillar' underpinning the Council's Best City ambition to tackle poverty and reduce inequalities. A specific focus on this emergency aims to embed sustainability considerations into all aspects of the authority's decision-making.

4.3.3 As such, whilst there are no implications for the climate emergency resulting from this report, should any specific service and budget proposals that emerge through the development of the Council's 2020/21 Budget create potential climate emergency issues or opportunities, these will be addressed in the final Budget reports to Executive Board and Full Council in February 2020.

4.4 Resources, procurement and value for money

4.4.1 All resources, procurement and value for money implications are detailed in the main body of the attached Executive Board report.

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

4.5.1 The attached Executive Board report has been produced in compliance with the Council's Budget and Policy Framework. In accordance with this framework, the approved initial budget proposals are submitted to Scrutiny for review and consideration. The outcome of the Boards review, through a collated Scrutiny Board report, will be presented to the February 2020 meeting of Executive Board at which proposals for the 2020/21 budget will be considered prior to submission to Full Council on the 26th February 2020.

4.5.2 Fuller legal implications associated with the proposals presented are detailed in the attached Executive Board report.

4.6 Risk management

4.6.1 The Council's current and future financial position is subject to a number of risk management processes. Not addressing the financial pressures in a sustainable way is identified as one of the Council's corporate risks, as is the Council's financial

position going into significant deficit in the current year resulting in reserves (actual or projected) being less than the minimum specified by the Council's risk-based reserves policy. Both these risks are subject to regular review

4.6.2 Failure to address these issues will ultimately require the Council to consider even more difficult decisions that will have a far greater impact on front-line services including those that support the most vulnerable and thus on our Best Council Plan ambition to tackle poverty and reduce inequalities.

4.6.3 Budget management and monitoring is undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand and key income budgets. This risk-based approach will continue to be included in the in-year financial reports presented to Executive Board.

4.6.4 Risks identified in relation to specific proposals and their management will be reported to relevant members and officers as required. Specific risks relating to some of the assumptions contained within the initial budget proposals are detailed in the attached Executive Board report.

5. Conclusions

5.1 The attached Executive Board presents the Initial Budget Proposals for 2020/21 and the projected budgets for 2021/22 and 2022/23. The proposals need to be seen in the context of significant inherent uncertainty for the Council in respect of future funding and spending assumptions. Specifically the implications of the Government's future spending plans with regard to local government and other areas of the public sector after 20202/1 remain unknown. To compound this uncertainty the Government remains both committed to move to 75% business rate retention nationally and implementing the Fair Funding review of the methodology which determines current funding baselines which are based on an assessment of relative needs and resources. The outcome of both these changes, and the subsequent implications for Leeds, will not be known until the autumn of 2020.

5.2 In addition it remains uncertain how the Government intend to fund social care in future years and the implications of the UK leaving the EU are as yet unknown.

5.3 As set out in the attached Executive Board report, in determining the initial budget proposal and the forecast position for 2021/22 and 2022/23 a number of assumptions have been made as to the level of resources available to the Council. These assumptions are under constant review to reflect any changes in circumstances or if further information emerges in respect of known risks.

5.4 Again, as set out in the attached Executive Board report, the initial budget proposals for 2020/21, subject to finalisation of the detailed proposals in February 2020, will still require savings and additional income of £23.2m to produce a balanced budget.

6. Recommendations

6.1 That the Scrutiny Board considers the relevant information within the attached Executive Board report and identifies any specific comments and/or recommendations for consideration by Executive Board as it prepares its final proposals for consideration by full Council in February 2020.

7. Background documents[1]

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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Leeds CITY COUNCIL

Report author: Victoria Bradshaw
Tel: 88540

Report of the Chief Officer – Financial Services
Report to Executive Board
Date: 7th January 2020

Subject: Initial Budget Proposals for 2020/21

Are specific electoral wards affected? If relevant, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☒ Yes	☐ No
Will the decision be open for call-In? Recommendations 16.4 and 16.5 are eligible for call in; 16.1, 16.2 and 16.3 are not eligible.	☒ Yes	☐ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

Summary

1. Main issues

- The purpose of this report is to both set out the Council's initial budget proposals for 2020/21 and to note the provisional budgets for 2021/22 and 2022/23.

- These budget proposals support the Council's Best City/Best Council ambitions, policies and priorities aimed at tackling poverty and reducing inequalities as set out in the Best Council Plan. (Please refer to the proposals to refresh the Best Council Plan for 2020/21 to 2024/25, elsewhere on today's agenda.)

- These budget proposals are set within the context of the 2020/21 – 2024/25 Medium Term Financial Strategy which was approved by the Executive Board on the 24th July 2019, the Revenue Budget 2020/21-2021/22 update report which was received at Executive Board on the 16th October and the Government's technical consultation in respect of the 2020/21 Local Government Finance Settlement.

- The technical consultation in respect of 2020/21 Local Government Finance settlement provides some certainty with regard to the level of resources available to the Council for the forthcoming financial year only and this has informed the assumptions contained in this report. A letter from MHCLG to the Chief Executive/Chief Finance Officer dated 5th November stated that a provisional settlement will not be possible before the General Election on the 12th December. However the department (MHCLG) "anticipates that the provisional settlement will be a priority for Ministers to consider after the General Election" and that MHCLG will "take all possible steps to ensure that the final settlement aligns with local authority budget setting timetables." In the meantime local authorities "should take account of the proposals the Government has published in the technical consultation in drawing up draft budgets for next year." We expect the provisional Settlement in early January 2020 and any announcements following publication of this report will be tabled at the meeting of Executive Board.

- The current financial climate for local government continues to present significant risks to the Council's priorities and ambitions and this report has been prepared against a background of uncertainty with regard to the Government's spending plans from April 2021. The Council continues to make every effort possible to protect the front line delivery of services and to avoid large scale compulsory redundancies. It is clear from the size of the estimated budget gap for the period 2020/21 to 2024/25 that was reported to Executive Board in October 2019 that the position is becoming increasingly challenging to manage and therefore it will be increasingly difficult to maintain current levels of service provision without significant changes in the way the Council operates.

- The forecast position for the financial period to March 2023, as referenced in this report, recognises the requirement to make the Council's budget more financially resilient and sustainable whilst providing increased resources to support demand led services within the Council.

- The headlines from the 2020/21 initial budget proposals, when compared to the 2019/20 budget, are as follows:

    - An increase in the Settlement Funding Assessment (SFA) of £3.1m (1.7%)

    - An increase in council tax of 1.99% together with a further 2% in respect of the Adult Social Care precept and an increase in the council tax base, generating an additional £17.0m of local funding

    - Whilst resources receivable from SFA and council tax have increased pay, price and demand pressures mean that the Council will need to deliver £23.2m of savings by March 2021.

    - This requirement to deliver £23.2m of savings is after the use of £10m from the Council's general reserve and the application of an additional

£10m in capital receipts which is being used to smooth the impact of Minimum Revenue Provision (MRP) increases.

- An increase in the Council's net revenue budget of £10.2m to £526.8m

- In respect of the Housing Revenue Account, the return to the Government's formula of annual rent increases being no greater then CPI+1% from April 2020 will see rents for all tenants increase by 2.7% in 2020/21 whilst garage rental rates will increase by RPI of 2.4%.

- The North and West Yorkshire 75% Business Rates Retention pilot, of which Leeds City Council is a member, concludes on the 31st March 2020. After the one year Spending Round announced on 4th September 2019, it became clear that 75% Business Rates Retention nationally would be delayed by a further year to 2021/22. As such, pools will return to the rules under 50% retention. Leeds City Council has been successful in submitting an application on behalf of 13 of the members of the current North and West Yorkshire Pool to form a pool operating under the national 50% scheme in 2020/21: the advantage of forming a business rate pool is the retention of levy payments within the region that would otherwise have to be made to Central Government. Leeds City Council were advised of the successful outcome of this application on 19th December. These initial budget proposals recognise that Leeds City Council will be required to make a levy payment in 2020/21 to the new North and West Yorkshire Business Rates Pool.

- From 1st April 2013 to 31st March 2018 Leeds City Council charged a 50% council tax premium on empty dwellings unoccupied for more than two years. The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 permitted councils to increase this premium incrementally from 1st April 2019. In January 2019 Full Council agreed to increase the long term empty premium from 50% to 100%. The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018 permits councils to increase the premium for properties that have been empty for at least five years to 200% from 1st April 2020. The proposal to implement this additional premium will be decided by Full Council in January 2020. The estimated Council Tax base used for these initial budget proposals assumes that this additional premium will be implemented.

- In the Autumn Budget 2018 the Chancellor announced new business rates reliefs for small retail businesses with a rateable value of less than £51,000, who will receive a one third reduction in their business rates liability for the two years 2019/20 and 2020/21. These proposals assume local newspaper offices will receive a £1,500 reduction for a further year and public lavatories will by statute now receive 100% business rates relief. Local authorities will be compensated in full by Government for any resultant loss of income.

- In the Spring Budget 2017 the Chancellor announced a four year funding scheme for billing authorities to offer discretionary relief to businesses most impacted by the 2017 Business Rates Revaluation. Billing authorities were obliged to design their own local discount schemes, with Executive Board approving the proposed scheme for Leeds in June 2017. 2020/21 is the final year in which funding will be made available, with the Council able to distribute just under £0.05m in reliefs to businesses and the full cost being met by Government grant. It is proposed that this much reduced level of funding be distributed to childcare businesses in the city, one of the sectors most severely affected by the 2017 Revaluation. Within the remaining funding envelope, up to £500 in relief could be offered to each of these businesses across the city.

2. Best Council Plan Implications

- The Best Council Plan is the Council's strategic plan which sets out its ambitions, outcomes and priorities for the City of Leeds and for the Local Authority. The City ambitions as set out in the Best Council Plan are that the Council, working in partnership, will continue to tackle poverty and inequalities through a combination of strengthening the economy and doing this in a way that is compassionate and caring. Three pillars underpin this vision and these are inclusive growth, health and wellbeing and the climate change emergency which aims to embed sustainability across the Council's decision making. The Authority's internal "Best Council" focus remains on becoming a more efficient, enterprising and healthy organisation.

- The Best Council Plan can only be delivered through a sound understanding of the organisation's longer-term financial sustainability which enables decisions to be made that balance the resource implications of the Council's policies against financial constraints. This is the primary purpose of the Medium Term Financial Strategy which then provides the framework for the determination of Council's annual revenue for which the initial proposals for 2020/21 are contained in this report.

3. Resource Implications

- The financial position as set out in the report to October's Executive Board identified an estimated budget gap of £161.5m for the period 2020/21 – 2024/25 which reflects the requirement to make the Council's revenue budget more financially resilient and sustainable over the medium term whilst at the same time recognising increased demand pressures for the services that we deliver.

- Within the reported position at October a gap of £36.6m was identified for 2020/21 and budget savings proposals to address this position and deliver a balanced budget position are contained within this Initial Budget Proposals report.

Recommendations

- Executive Board is asked to agree the initial budget proposals for 2020/21 and for them to be submitted to Scrutiny and also for the proposals to be used as a basis for wider consultation with stakeholders.

- Executive Board is asked to note the initial budget position for 2021/22 and 2022/23 and to note that savings proposals to address the updated estimated budget gaps of £47.4m and £29.9m for 2021/22 and 2022/23 respectively will be reported to a future meeting of this Board.

- Executive Board is asked to note that the proposal to approve the implementation of an additional Council Tax premium on any dwelling where the empty period is at least five years, from 100% to 200% premium, will be decided by Full Council in January 2020.

- Executive Board is asked to agree that Leeds City Council become a member of the new North and West Yorkshire Business Rates Pool and act as lead authority for it. The establishment of this new Pool will be dependent upon none of the other proposed member authorities choosing to withdraw within the statutory period after designation.

- Executive Board is asked to agree that the final year of Government funding to offer discretionary relief to businesses most impacted by the 2017 Business Rates Revaluation be distributed to childcare businesses in the city.

1. Purpose of report

1.1 This report sets out the initial budget proposals for 2020/21, set within the context of the Medium Term Financial Strategy approved by Executive Board in July 2019, the Revenue Budget Update report for 2020/21-2024/25 which was received at Executive Board in October 2019, the Technical Consultation in respect of the 2020/21 Local Government Finance settlement and proposed budget savings proposals to bridge the estimated budget gap for 2020/21.

1.2 Subject to the approval of the Executive Board, these initial budget proposals will be submitted to Scrutiny for their consideration and review, with the outcome of their deliberations to be reported to the planned meeting of this board on the 12th February 2020. These budget proposals will also be made available to other stakeholders as part of a wider and continuing process of engagement and consultation.

1.3 This report also provides an update on the provisional budgets for 2021/22 and 2022/23 and the Executive Board are asked to note these revised positions.

1.4 In accordance with the Council's budget and policy framework, decisions as to the Council's budget are reserved to Full Council. As such, the recommendations in paragraphs 16.1 to 16.3 are not subject to call in as the budget is a matter that will ultimately be determined by Full Council.

1.5 However the recommendations in paragraphs 16.4 and 16.5, regarding the Council's participation in the 2020/21 50% Business Rates Pool and the distribution of discretionary business rate reliefs are decisions of the Executive Board and as such are subject to call-in.

2. The national context and Autumn budget

2.1. The economic context in which public spending must be considered continues to be very much dominated by the debate concerning the impact of the EU referendum and the strength and resilience of the national economy. The Chancellor announced the results of the Government's Spending Review on 4th September. This is to cover the financial year 2020/21 only. A full multi-year spending review will be conducted in 2020 for capital and resource budgets beyond 2020/21. The multi-year review will take into account the nature of Brexit and set out further plans for long-term reform.

2.2. The headline announcements in the Spending Review 2019 are outlined below and the implications for Leeds detailed in sections 4 to 7 below:

- No Government Department to face cuts to its day to day budget, each will increase at least in line with inflation.
- In 2020/21 there will be a £13.4 billion increase in total public spending: £11.7 billion in revenue DEL and £1.7 billion in capital DEL.
- Assumption that the core council tax increase is limited to 2%, this position to be consulted on as part of the Provisional Settlement (now expected in late December or early January).
- Within his speech, the Chancellor announced that councils will "have access to new funding of £1.5 billion for social care next year, on top of the existing £2.5 billion social care grants". These existing social care grants are Improved Better Care Fund, Winter Pressures Grant and Social Care Support Grant. The new funding is comprised of £1 billion additional social care funding. In addition Government are expecting to consult on an additional 2% Adult Social Care precept, which could generate a further £0.5 billion funding nationally.
- Confirmation that local authorities will receive additional resources through a real terms increase in the Public Health Grant and through

the NHS contribution to adult social care through the Better Care Fund.

- Business Rates baseline will increase with inflation.
- No changes to New Homes Bonus.
- The settlement includes continued funding for the Northern Powerhouse and Midlands Engine.
- The Troubled Families Programme will have its funding continued.
- An additional £54 million for homelessness/rough sleeping funding taking the total to £422 million next year.
- Confirming £3.6 billion new Towns Fund.
- Integration Areas Programme to receive an additional £10 million funding for English as a second language provision.
- Schools: pledged funding increase of £7.1 billion by 2022/23.
- Day to day funding for every school rising by at least inflation and pupil numbers. Secondary schools will receive a minimum of £5,000 per pupil, every primary at least £3,750 rising to at least £4,000 in the following year.
- The additional schools funding includes over £700 million for special educational needs (SEN), paid through DSG.
- The government will also increase early years spending by £66 million to increase the hourly rate paid to childcare providers through the government's free hours offer.
- Also an additional £400 million in 2020/21 for Further Education, increasing core funding and supporting targeted interventions.

2.3. The 2019 Autumn Budget was due to be announced on the 6th November 2019. Following the announcement of the General Election on the 12th December, it was made clear that the Autumn Budget would not be held until after the Election. Although no date has been specified at the time of writing this report, indications are that the next Budget will be held in February 2020.

2.4. Further, a letter from MHCLG to the Chief Executive/Chief Finance Officer dated 5th November stated that a provisional settlement would not be possible before the General Election on the 12th December. However the department (MHCLG) "anticipates that the provisional settlement will be a priority for Ministers to consider after the General Election" and that MHCLG will "take all possible steps to ensure that the finals settlement aligns with local authority budget setting timetables." In the meantime local authorities "should take account of the proposals the Government has published in the technical consultation in drawing up draft budgets for next year." We expect the provisional Settlement in early January 2020.

2.5. As such these initial budget proposals are based on the announcements made during the 2019 Spending Review, referenced above, and the Local Government Finance Settlement Technical Consultation, discussed in more detail later in this report.

2.6. Following the postponement of the Budget, the Office for Budget Responsibility (OBR) was minded to publish a restated version of their March 2019 public finance forecast, incorporating subsequent ONS classification and other statistical changes. The OBR later announced that it was no longer possible to do this as it would not be consistent with the Cabinet Office's General Election Guidance.

2.7. Consequently, the following statistical forecasts are based on the most recent OBR release in March 2019:

- Economic growth is forecast to be 1.4% of GDP in 2020/21, this is slightly higher than the forecast for 2019/20 but significantly lower than earlier statistical forecast releases. The OBR identify Brexit uncertainty and a global slowdown, especially in Europe, as the main reasons for this forecast slowdown in the UK.
- Longer term forecasts for growth, assuming an orderly exit of the UK from the European Union, returns to, or improves on, previous forecasts as the economy bounces back from the current uncertainty.
- Borrowing continues to be forecast to fall in every financial year to £13.5 billion in 2023/24. This is a significantly lower deficit than forecast in the Budget in October 2018 following continued higher than expected tax revenues over the last six months.
- National debt as a share of GDP is falling more quickly than forecast in the October Budget, continuing a pattern that has established over the last four fiscal events. In the 2019 Spring Statement the Chancellor commented that this allowed more headroom within the Government's fiscal rules, for the Autumn Budget and spending, but stressed that this was in the context of an orderly Brexit.
- Public Sector Current Expenditure (PSCE) is forecast to be slightly higher in 2020/21 than was forecast in the Autumn Budget in October 2018. Again, the Chancellor noted that additional funding would be available if the UK had an orderly Brexit.

2.8. Average earnings are expected to grow by 2.5% in 2019, rising to 2.8% in 2020 and 3.0% in 2021. The forecast fall from 2.8% in 2018 to 2.5% in 2019 reflected the impact of Government policy in the main, including the Apprentice Levy and continued pension auto-enrolment.

2.9. Having averaged 1.8% in the second quarter of 2019, CPI inflation is forecast to rise slightly to 1.9% and 2.0% respectively in 2020 and 2021.

2.10. At the time of announcement, all of these forecasts were based on there being a Brexit deal, and the OBR has previously stated that "a disorderly [Brexit] could have severe short-term implications for the economy, the exchange rate, asset prices and the public finances"[1]. It is within this economic context that the initial budget proposals for 2020/21 need to be considered.

2.11. The 2019 Indices of Multiple Deprivation (IMD) were released in late September (IMD), following the previous 2015 update. The IMD is the official measure of relative deprivation in England and ranks each Lower Super Output Area (LSOA: a small area with a population of around 1,500 people) from the most deprived (1) to least deprived (32,844). The ranking is based on 39 separate indicators organised across seven distinct domains of deprivation, which are combined and weighted to calculate the overall IMD. Key headlines for Leeds include:

- 24% of Leeds' LSOAs now fall within the most deprived 10% nationally, compared with 22% in 2015 which highlights some increase in relative deprivation.
- Leeds ranks 33 out of 317 (where 1 is most deprived and 317 is least deprived) local authorities when looking at proportions of LSOAs in the most deprived 10% nationally.
- The most deprived areas are concentrated in the inner east and inner south of the city.
- 12 LSOAs in Leeds have been ranked in the most deprived 1% nationally which compares to 16 in 2015.

2.12. In December 2017, the Government launched its Fair Funding Review of Local Government finance, to refresh the methodology on which local authority needs and resources are assessed and levels of government funding are determined. It was initially intended that this new methodology would be in place by 2020/21, but this has been delayed pending the expected multi-year Spending Review in 2020.

2.13. In the context of budget setting and financial planning this increase in relative deprivation is significant as deprivation will be reflected to a greater or lesser extent in the Fair Funding formula being developed. Consultation regarding the new funding formula and the extent to which deprivation will be reflected is ongoing. These budget proposals do not currently assume any impact of the increase in relative deprivation as sufficient detail is not yet known.

[1] OBR, Economic and Fiscal Outlook – October 2018, p7, para 1.12

3. **Developing the 2020/21 Budget and Medium Term Financial Strategy with the refreshed 2019/20-2020/21 Best Council Plan.**

3.1. Between the 2010/11 and 2019/20 budgets, the Council's core funding from Government has reduced by around £266m. Additionally the Council has faced significant demand-led cost pressures, especially within Adult Social Care and Children's Services. To date, the Council has responded successfully to the challenge since 2010 through a combination of stimulating good economic growth, creatively managing demand for services, increasing traded and commercial income, growing council tax from new properties and a significant programme of organisational efficiencies, including reducing staffing levels by 3,045 or 2,319 FTEs.

3.2. Through targeting resources into preventative services the Council has ensured that the implications of demand and demographic pressures that have resulted in significant cost pressures in other local authorities have been contained within Leeds. This is reflected in comparative levels of spend which reflect the fact that for final quarter of 2018/19 Leeds had 25 people registered in Temporary Accommodation whilst Birmingham and Manchester had 2447 and 1971 respectively. Similarly for the same period Leeds didn't have anybody in Bed and Breakfast whilst Birmingham and Manchester had 364 and 173 respectively. The Children Looked After (CLA) rate per 10,000 in Leeds has reduced significantly in the past few years although the rate has remained constant for the last two years. Leeds benchmarks favourably against most Core Cities and our Regional and Statistical neighbours. This position with CLA has been achieved in the context of significant demographic growth in Leeds, particularly in the more deprived areas of the city.

3.3. In February 2019, Council approved the 2019/20 – 2020/2021 Best Council Plan and the supporting budget for 2019/20. The Best Council Plan is the Council's strategic planning document and sets the context and policy direction against which the budget and Medium Term Financial Strategy are developed. The policy direction is clearly explained in the 2019/20 Best Council Plan: with an overarching vision of reducing poverty and tackling inequalities, the authority's "Best City" ambition is articulated around having a strong economy and being a compassionate city; the "Best" Council ambition being to be an efficient, enterprising and healthy organisation.

3.4. Inevitably, managing the large reduction in Government funding (which has reduced by £266m between 2010/11 and 2019/20), combined with increasing cost pressures has meant that the Council has had to make some difficult decisions around the level and quality of services that it delivers. However, as signposted in the Council's Medium Term Financial Strategy 2020/21 – 2024/25 and the Revenue Budget Update for 2020/21 to 2024/25 report to October's Executive Board, it will become increasingly difficult over the coming years to identify further financial savings without significant changes in what the Council does and how it does it. This will have significant implications for directly provided services and those commissioned by the Local Authority, impacting upon staff, partners and

service users. In order to deliver the Council's ambitions of tackling poverty and reducing inequalities, consideration may have to be given to stopping, delivering differently or charging for those services that are no longer affordable and are a lesser priority than others. This will be achieved through a continuing process of policy and service reviews across the Council's functions and ongoing consultation and engagement.

4. Estimating the net revenue budget for 2020/21

4.1. Settlement Funding Assessment – increase of £3.1m

4.1.1. Settlement Funding Assessment is essentially the aggregate of core government grant and business rate baseline funding for a local authority. 2019/20 is the final year of a 4-year funding settlement for the period 2016/17 to 2019/20.

4.1.2. During 2019/20 councils expected to be notified of a further, multi-year, spending review. However, following the ongoing delays to Brexit, a one-year Spending Round was announced on 4th September 2019, with a full multi-year spending review to be conducted in 2020 for capital and resource budgets beyond 2020/21. The review will take into account the nature of Brexit and set out further plans for long-term reform.

4.1.3. Table 1 below sets out the Council's estimated Settlement Funding Assessment for 2020/21, which is based on an assessment of what the Council may expect to receive from the Spending Round 2019 announcements and Technical Consultation proposals for 2020/21. This represents a small increase of £3.1m compared to 2019/20 which is equivalent to a 1.7% increase. Nationally, the Government has decided that the SFA will be uprated in line with the change in CPI. The total, national, change in SFA between 2019/20 and 2020/21 will not be known until the publication of the Provisional Financial Settlement but it is estimated to be in the order of a £271m increase across England.

Table 1 – Settlement Funding Assessment

	2019/20	2020/21	Change	
	£m	£m	£m	%
Revenue Support Grant	0.0	28.2	28.2	
Business Rates Baseline Funding	183.7	158.5	(25.1)	
Settlement Funding Assessment	**183.7**	**186.8**	**3.1**	**1.7**

4.1.4. The business rates element of the Settlement Funding Assessment is determined by taking the 2019/20 baseline business rates amount and uplifting it by inflation. This has then been adjusted to allow for the assumed move from 75% retention to 50% retention and the associated

tariff payment due to Government. The business rates baseline continues to be uplifted by CPI, rather than RPI, for which Local Authorities receive full compensation.

4.1.5. In addition to general grant, there are a number of other funding streams that make up the settlement funding assessment. It is currently assumed that these will roll forward at 2019/20 levels. If necessary this assumption will be updated following publication of the Provisional Financial Settlement. These funding streams include early intervention, homelessness prevention, lead local flood authorities and learning disability & health reform funding.

Table 2 - Breakdown of the Settlement Funding Assessment

	2019/20 £m	**2020/21 £m**	**Change £m**
Settlement Funding Assessment	**183.66**	**186.78**	**3.12**
Which includes:			
Council tax freeze grant 2011/12	6.64	6.64	0.00
Council tax freeze grant 2013/14	2.77	2.77	0.00
Early intervention grant	13.73	13.73	0.00
Preventing homelessness	0.86	0.86	0.00
Lead local flood authority grant	0.24	0.24	0.00
Learning disability & health reform grant	11.46	11.46	0.00
Local welfare provision	2.59	2.59	0.00
Care act funding	6.62	6.62	0.00
Sustainable drainage systems	0.02	0.02	0.00
Carbon monoxide & fire alarm grant	0.00	0.00	0.00

4.2. Business Rate Retention

4.2.1. Leeds has the most diverse economy of all the UK's main employment centres and has seen the fastest rate of private sector jobs growth of any UK city in recent years. Yet this apparent growth in the economy has not translated into business rate growth; in fact the income from business rates available to the Council declined from 2015/16 to 2017/18, only returning to 2014/15 levels in 2018/19 with the introduction of the 100% retention pilot.

4.2.2. The total projected rateable value of businesses in Leeds is £939.3m which would generate gross business rates income of £468.7m. Further business rates growth anticipated in 2020/21 increases gross business rates collectable to £473.9m. However, as shown in Table 3, the impact of a range of business rate reliefs (see paragraph 4.3 below) and statutory adjustments reduces this to a net income figure of £376.9m.

4.2.3. Under the projected 50% Business Rates Retention (BRR) scheme, Leeds City Council's share of this income is £184.69 (49%). The Authority then pays a tariff of £14.37m to Government because Leeds is assessed to generate more business rates income than it needs and must also meet its

share of the business rates deficit created in 2019/20, a further £5.6m. This leaves net income of £164.7m which contributes to the Council's net revenue budget.

Table 3 – Rateable Value in Leeds and Business Rates Income Generated

	£
Rateable Value in Leeds projected to 31 December 2019	**939.26**
multiplied by business rates multiplier	0.499
Gross business rates based on projected rateable value	**468.69**
Estimated Growth	5.19
equals gross business rates to be collected in Leeds	**473.88**
less: -	
Uprated Mandatory Reliefs	-70.68
Uprated Discretionary Reliefs	-7.28
Transitional Adjustments (year 3)	3.33
equals net business rates paid by ratepayers	**399.25**
less adjustments for: -	
Bad debts and appeals	-16.52
Cost of collection	-1.23
Projected Enterprise Zone and renewable energy projects yield	-1.26
Transitional Adjustments repaid to Government	-3.33
equals non-domestic rating income in Leeds	**376.92**
Split into shares: -	
Leeds City Council (49%)	**184.69**
West Yorkshire Fire Authority (1%)	*3.77*
Central Government (50%)	*188.46*
less deductions from operation of business rates retention scheme: -	
Leeds City Council's tariff from Local Government Finance Settlement	-14.37
Leeds City Council's share of deficit from 2019-20	-5.60
Leeds City Council 's 2020/21 income from business rates	**164.72**

4.2.4. As shown above, business rates income is shared between local and central government. Under the 50% Business Rates Retention scheme local authorities experiencing business rates growth are able to retain 49% of that growth locally, but also bear 49% of the risk if business rates fall or fail to keep pace with inflation, although a safety-net mechanism is in place to limit losses in year.

4.2.5. In particular, BRR exposes local authorities to risk from reductions in rateable values. The system allows appeals if ratepayers think rateable values have been wrongly assessed or that local circumstances have changed. One major issue is that successful appeals are usually backdated to the start of the relevant valuation list, which means that for every £1 of rateable value lost on the 2010 list growth of £6 would be necessary to fund the cost. At the end of October 2019 there were around 1,100 outstanding appeals against the 2010 ratings list in Leeds.

4.2.6. A new rating list, primarily based on rental values in 2015, was introduced on 1st April 2017. This ratings list should be more accurate than the previous 2010 list which was based on rental values in 2008, just before the

‘financial & economic crisis’. Further, appeals submitted against this new list can only be backdated to 1st April 2017. This, together with the impact of the new ‘check, challenge, appeal’ appeals process also introduced on 1st April 2017, should reduce business rate appeals and volatility going forward. At the end of October 2019, the Council has received 2553 checks and challenges against the 2017 ratings list, with 436 of these remaining outstanding. Whilst a number of amendments have been made as a result of these earlier stages, only 2 cases have so far reached the final ‘appeal’ stage from the Leeds area and are awaiting determination by the Valuation Tribunal.

4.2.7. Since 2013/14 the total amount repaid by way of business rate appeals is £150.7m, at a cost to the Council’s general fund of £79.6m. The provision for business rate appeals within the collection fund has been reviewed and recalculated to recognise new appeals and the settlement of existing appeals, and the 2020/21 initial budget proposals provide for an additional £6.0m contribution from the general fund to fund this provision.

4.3. **Small Business Rates Relief and other mandatory reliefs**

4.3.1. From April 2017, Government increased the rateable value threshold for small businesses from £6,000 to £12,000 and the threshold above which businesses pay the higher national business rates multiplier from £18,000 to £51,000. As a result an additional 3,300 small businesses in Leeds immediately paid no business rates at all and in total almost 12,600, about 40%, of business properties in Leeds will pay no business rates in 2020/21. Of these businesses just over 9,500 receive 100% Small Business Rates Relief. Whilst Small Business Rates Relief and other threshold changes reduce the business rates income available to Leeds, the Authority recovers 69.1% of the cost of the relief through Government grant. A fixed grant of £1.2m is paid by the Government for the changes to the multiplier threshold and a further £9.0m is recovered through the ratepayers in more valuable properties who still pay rates based on the higher business rates multiplier. The overall proportion any individual authority recovers depends on the mix of large and small businesses in that area.

4.3.2. Unlike Small Business Rates Relief, in 2020/21 Leeds will bear 49% of the cost of other mandatory business rate reliefs such as mandatory charity relief and empty rate relief, but has no control over entitlement and no powers to deal with their use in business rates avoidance. Costs of mandatory reliefs have increased significantly since the introduction of BRR, further reducing Leeds’s retained business rates income: in real terms mandatory charity relief alone has increased by almost 30%, from approximately £21.9m in 2012/13 to £28.2m in 2019/20, costing the Council an estimated £4.6m more in lost income under 75% retention in 2019/20.

4.3.3. In the Autumn Budget 2018 the Chancellor announced new business rates reliefs for small retail businesses, particularly focussing on the High Street. Eligible businesses with a rateable value of less than £51,000 receive a reduction in their liability for business rates of a third in 2019/20 and

2020/21. It is assumed that local newspaper offices will continue to receive a £1,500 reduction for a further year and that public lavatories receive a new statutory 100% relief against business rates. Local authorities receive a government grant to compensate them for any resultant loss of income.

4.3.4. In the Spring Budget 2017 the Chancellor announced funding for billing authorities to offer discretionary relief to businesses most impacted by the 2017 Revaluation. Billing authorities were obliged to design their own local discount schemes in order to receive this funding over four years. In June 2017 Executive Board approved the proposed four year scheme in Leeds and 2020/21 will be the last year additional funding will be made available. The Council will be able to distribute just under £0.05m in reliefs to businesses in the city with the full cost to the Council of awarding these reliefs being met by Government grant. It is proposed that this much reduced level of funding be distributed to childcare businesses in the city, one of the sectors most severely affected by the 2017 Revaluation. Within the remaining funding envelope up to £500 in relief could be offered to these businesses across the city.

4.4. Business Rate Retention and the Initial Budget Proposals

4.4.1. In terms of the initial budget proposals, it is estimated that the local share of business rates funding in 2020/21 will be £184.7m, as set out in Table 3 above. As per Table 4 below, the initial budget proposals recognise business rate growth above the baseline of £11.8m, a decrease of £5.0m from the 2019/20 budget. Whilst this is a significant decrease (29.8%), this is due to the assumed move from 75% Business Rates Retention in 2019/20 to 50% Business Rates Retention in 2020/21.

Table 4 – Business Rates, Estimated Growth above the Baseline

	2019/20 £m	2020/21 £m	Change £m
Business rates local share	273.55	184.69	(88.86)
Less: business rates baseline	256.77	172.91	(83.86)
Growth above baseline	16.78	11.78	(5.00)

4.4.2. The £184.7m local share of business rates funding is then reduced by a £14.4m tariff payment and £5.6m deficit on the collection fund to give the £164.7m estimated business rates funding shown in Table 5 below.

4.4.3. Comparing the £164.7m of business rates funding against the £158.5m business rates baseline (Government's assessment of what it expects a local authority to collect before any local growth is taken into account) produces a surplus of £6.2m which is a £10.0m net deterioration against the budgeted surplus in the 2019/20 financial year. Contained within this £10.0m net deterioration is a £5.0m increase in the budgeted deficit (£0.6m in 2019/20 and £5.6m in 2018/19), and a £5.0m reduction in

retained growth because of the move from 75% retention to 50% retention.

Table 5 – Business Rates Retention 2019/20 & 2020/21

	2019/20 £m	2020/21 £m
Business rates baseline (including tariff)	**183.7**	**158.5**
Projected growth above the baseline to March	12.8	9.2
Estimated growth in the year	3.9	2.5
Total estimated growth	**16.8**	**11.8**
Estimated provision for appeals	(1.0)	(6.0)
Additional cost of transitional arrangements and provision for bad debts	0.3	0.4
Estimated year-end Collection Fund deficit (Leeds Share)	**(0.6)**	**(5.6)**
Estimated Business Rates Funding	**199.8**	**164.7**
Increase/(reduction) against the Business Rates baseline	**16.2**	**6.2**
Business Rates Retention - Variance in General Fund Income		**(10.0)**

4.4.4. The Council, as a member of the North & West Yorkshire Business Rates Pool, is piloting 75% Business Rates Retention in 2019/20 for one year only. The Council has submitted a bid on behalf of North and West Yorkshire Authorities to become a 50% retention Business Rates Pool in 2020/21 because this means levy payments that would otherwise be paid to central government will instead be retained within the region. Leeds City Council were advised that this application was successful on the 19th December. Paragraph 4.5 of these initial budget proposals reflects this successful outcome.

4.5. **North and West Yorkshire application to pool 50% Business Rate Retention**

4.5.1. In December 2018, Government announced that a joint North and West Yorkshire Business Rates Pool bid to pilot 75% Business Rates Retention in 2019/20 had been successful. The North and West Yorkshire Pool (NWY Pool) was established on the 1st April 2019.

4.5.2. On the 4th September 2019, the Chancellor of the Exchequer announced the Spending Round 2019, for the financial year 2020/21. The announcement clarified that 75% Business Rates Retention nationally would be delayed by a year to 2021/22.

4.5.3. Following this announcement and discussions with MHCLG (Ministry of Housing, Communities and Local Government) it is understood that business rates retention pilots at 75% were for one year only and therefore will not roll forward to 2020/21. As a result these pools will return to the rules governing 50% retention. However this appears to exclude the original ‘Devo areas’ (areas with devolution deals and elected mayors) who will continue to retain 100% of business rates.

4.5.4. Following discussions with NWY Pool member authorities, 13 of the 14 original member authorities agreed to submit an application for a business rates pool. Due to the legislation surrounding the designation of business rates pools, this process included requesting the revocation of the existing 2019/20 North and West Yorkshire Pool and the designation of a new North and West Yorkshire Pool for 2020/21. This application was submitted on the 25th October 2019 and we were informed that it had been successful on the 19th December.

4.5.5. Under the 50% scheme the advantage of forming a business rate pool will only be the retention of levy payments within the region that would otherwise have to be made to central government. Whilst this is significantly below the financial gain from 75% retention, we estimate the gains to the region would be around £9.6 million if such a pool was granted. Leeds City Council's financial commitment would be in the region of £2.0 million, whether as a levy to the Pool or to Central Government. These initial budget proposals recognise that Leeds City Council will be required to make a levy payment in 2020/21.

4.5.6. The application itself is not binding. Any member of the proposed pilot Pool will still be able to withdraw during the statutory 28 day window after Government designates the new pilot Pool, as set out in the Local Government Finance Act 2012. It must be noted however that, should any member withdraw, not only would the pilot Pool be revoked but there would be no opportunity to fall back on existing pooling arrangements.

4.5.7. This report asks Executive Board to agree that Leeds should become a member of this new Business Rates Pool and should act as lead authority for it. Notwithstanding this decision, the continuation of the Pool will be dependent upon none of the other member authorities choosing to withdraw within the statutory period after designation.

4.6. **Council Tax**

4.6.1. The 2019/20 budget was supported by a 3.99% increase in the level of council tax, 1% of which was attributable to the adult social care precept. Leeds council tax remains the 2nd lowest of the English core cities and mid-point of the West Yorkshire districts, as detailed in Table 6.

4.6.2. Government provided funding for the on-going effect of previous council tax freezes up to 2015/16. The Council accepted council tax freeze grant for the years 2011/12 to 2013/14. As a result government funding of £9.4m was built into the Council's 2015/16 settlement.

Table 6 – 2019/20 Council Tax Levels (Figures include Police and Fire Precepts)

Core Cities	Band D £:p	West Yorkshire Districts	Band D £:p
Nottingham	2,038.06	Kirklees	1,761.13
Bristol	1,982.11	Calderdale	1,740.50
Liverpool	1,949.87	**Leeds**	**1,644.90**
Newcastle	1,860.03	Wakefield	1,635.97
Sheffield	1,826.47	Bradford	1,624.61
Manchester	1,646.02		
Leeds	**1,644.90**		
Birmingham	1,594.00		

4.6.3. The 2020/21 initial budget proposals recognise £4.2m of additional income from increases to the Council Tax base (3,166 band D equivalent properties) but also an increase in the deficit on the collection fund of £0.3m (a budgeted £1.1m collection fund deficit in 2019/20 increasing to an estimated deficit on the collection fund of £1.4m in 2020/21).

4.6.4. Under section 11B of the Local Government Finance Act 1992, from 1st April 2013 to 31st March 2019 Leeds City Council charged a 50% council tax premium on empty dwellings that have been unoccupied for more than two years. The Rating (Property in Common Occupation) and Council Tax (Empty Dwellings) Act 2018, which received Royal Assent on 1st November 2018, permitted councils to increase this premium on dwellings unoccupied for more than two years to 100% from 1st April 2019. In respect of the financial year 2020/21, from 1st April 2020 the Act permitted that from this date the maximum premium is 200% in respect of any dwelling where the empty period is at least 5 years. Additionally, from 2021 the maximum premium is 300% in respect of any dwelling where the empty period is at least 10 years. A final decision on whether to implement the second year of this additional premium, specifically, to charge a 200% premium on any dwelling where the empty period is at least 5 years, will be made by Full Council as part of their decision on the Council Tax base in January 2020. The estimated change in the Council Tax base for these initial budget proposals assumes that this additional premium will be implemented.

4.6.5. Following an increase in 2018/19, in 2019/20 Government maintained the limit of council tax increases at up to but not including 3%, above which a Local Authority must seek approval through a local referendum. Whilst the referendum ceiling for 2020/21 has yet to be announced, the 2019 Spending Review and the Technical Consultation on the 2020/21 Local Government Finance Settlement indicates that the limit is likely to reduce to 2% in 2020/21, and this assumption is reflected in these initial budget

proposals. Subject to this confirmation, it is proposed that core council tax is increased by 1.99%, although a final decision on this matter will be taken by Full Council.

4.6.6. In the Spending Round 2019, the Chancellor of the Exchequer announced an adult social care precept of 2% on top of the core principle of up to 2%. In the absence of an Autumn Budget, this was further confirmed in the Technical Consultation for the Local Government Finance Settlement 2020/21. This increase for adult social care is further to the additional flexibility given in the 2017/18 Provisional Local Government Finance Settlement, permitting local authorities to increase council tax by up to an additional 3% each year between 2017/18 and 2019/20 specifically to fund adult social care services, with the maximum total increase in these three years not exceeding 6%. Leeds City Council maximised the funding made available over the three years from 2017/18 to 2019/20. In respect of the Spending Round 2019, the initial budget proposals for 2020/21 include an increase of 2% in this regard.

4.6.7. Table 7 sets out the estimated total council tax income in 2020/21, recognising the £4.4m estimated increase in the council tax base and the £1.4m estimated deficit on the collection fund together with £6.4m of additional income generated from the Adult Social Care precept and the general £6.4m increase in the council tax rate. In total the level of Council Tax receivable by the Council in 2020/21 will increase by £17.0m when compared to that receivable in 2019/20.

Table 7 – Estimated Council Tax Income in 2020/21

	2019/20 Baseline £m	**2020/21 Forecast £m**
Previous year council tax funding	301.7	316.8
Change in tax base - increase / (decrease)	4.4	4.4
Increase in council tax level	9.0	6.4
Adult Social Care precept	3.1	6.4
Council Tax Funding before surplus/(deficit)	**318.2**	**334.1**
Surplus/(Deficit) 2018/19	0.2	
Surplus/(Deficit) 2019/20	(1.1)	(1.1)
Surplus/(Deficit) 2020/21		(1.4)
Change in collection fund contribution - increase/(decrease)	**(1.4)**	**(0.3)**
Total - Council Tax Funding	**316.8**	**333.8**
Increase from previous year		**17.0**

The Settlement Funding Assessment includes an element to compensate parish and town councils for losses to their council tax bases arising as a result of local council tax support (LCTS). As this amount is not separately identifiable it is proposed, as in previous years, that LCTS grant should be pro-rated in line with the assumptions for Leeds's overall change in the Settlement Funding Assessment, an increase of 1.7% for 2020/21 from £64.6k to £65.7k.

4.7. **Adult Social Care Precept and Grant Income**

4.7.1. The initial budget proposals for 2020/21 also reflect additional grant monies made available by Government for social care. Together the precept and a share of the new Social Care Grant announced in the 2019 Spending Review allocated to adult social care, as referenced in paragraph 5.2.2, will be utilised to fund a range of adult social care pressures and priorities.

4.7.2. Specifically pressures within the Adult Social Care service including the cost of the pay award for 2020/21 and relating to commissioned care services, cost pressures associated with demand including demography, demand led pressures such as inflation, the cost of the national living wage and resourcing further development towards implementing the Ethical Care Charter will cost an additional £14.1m in 2020/21.

4.7.3. As discussed above in paragraph 4.6.6, it is proposed that the Leeds element of the council tax is increased by a 2% Adult Social Care precept in 2020/21. The additional £6.6m realised through the Adult Social Care precept along with £7.5m of additional social care grant will be used to fund the £14.1m of pressures outlined in 4.7.2 above.

4.7.4. In applying the precept, in 2019/20 Government required Councils to certify that they had increased their council tax in order to fund adult social care services in that year. Based on the format of the certification made in 2019, the 2020/21 initial budget proposals for Adults and Health are consistent with this requirement.

4.7.5. Contained within the 2020/21 initial budget proposals outlined in this report, and outside of addressing the cost of demand pressures, the Adults and Health Directorate have identified a number of efficiencies which are expected to deliver savings of £10.4m.These proposals are detailed in Appendix 2.

4.8. **The Net Revenue Budget 2020/21**

4.8.1. After taking into account the anticipated changes to the Settlement Funding Assessment, business rates and council tax, the Council's overall net revenue budget is anticipated to increase by £10.2m or 2.0% from £516.7m to £526.8m, as detailed in Table 8 below and at Appendix 1.

Table 8 – Estimated Net Revenue Budget 2020/21 compared to the 2019/20 Net Revenue Budget

	2019/20 £m	2020/21 £m	Change £m
Revenue Support Grant	0.0	28.2	28.2
Business Rates Baseline	183.7	158.5	(25.1)
Settlement Funding Assessment	183.7	186.8	3.1
Business Rates Growth	16.8	11.8	(5.0)
Business Rates Deficit	(0.6)	(5.6)	(5.0)
Council Tax (incl. Adult Social Care Precept)	318.0	335.3	17.3
Council Tax surplus/(deficit)	(1.1)	(1.4)	(0.3)
Net Revenue Budget	**516.7**	**526.8**	**10.2**

4.8.2. Table 9 analyses this £10.2m estimated increase in the net revenue budget between the Settlement Funding Assessment and locally determined funding sources.

Table 9 – Increase in the Funding Envelope

Funding Envelope	**2020/21 £m**
Government Funding	
Settlement Funding Assessment	3.12
Sub-total Government Funding	**3.12**
Locally Determined Funding	
Council Tax (incl tax base growth)	17.03
Business Rates	(10.00)
Sub-total Locally Determined Funding	**7.03**
Increase/(decrease) in the Net Revenue Budget	**10.15**

5. Initial budget proposals 2020/21

5.1. This section provides an overview of the changes in funding, primarily specific grants (paragraph 5.2), and cost increases (paragraphs 6.1 to 6.20) which the Council is facing in 2020/21 and concludes with the savings proposals (paragraphs 7.1 to 7.5) to balance the 2020/21 budget to the estimated available resources. Table 10 provides a high level of summary of these changes:

Table 10 Summary of Changes in Funding, Cost Increases and Savings Proposals

	£m
Funding	
Additional Net Revenue Charge	(10.2)
Other Non-Collection Fund Business Rates Movement	2.0
Increases in Specific Grant	(15.7)
Fall Out of Specific Grant	7.4
Contribution to/from General Reserve	(14.5)
Change in Use of Earmarked Reserves	6.3
	(24.7)
Pressures	
Pressures - Pay Inflation	6.6
Pressures - General Inflation	15.3
Pressures - Other	26.0
	47.9
Funding and Cost Pressures	**23.2**
Actions to Reduce the Budget Gap	
	£m
Business As Usual	(21.1)
Service Delivery	(1.1)
Workforce	(0.7)
Service Delivery/Workforce	(0.3)
Service Review	(0.1)
	(23.2)

5.2. Decreases/(Increases) in Funding

5.2.1. Changes in both the Settlement Funding Assessment (SFA) of (£3.12m) and local funding (£7.03m), a net increase of £10.2m, are detailed in sections 4.1.3, 4.4.3 and 4.6.7 respectively.

5.2.2. **Specific Grant Funding Changes – Adults and Health (£8.4m).** The technical consultation in respect of the 2020/21 Local Government Finance Settlement not only set out the Government's intention to protect all social care grants that were receivable in 2019/20, but in addition it referenced an injection of £1 billion of new Social Care grant funding in 2020/21 for adults and children's services. Of this Leeds will receive £13.998m of which £7.5m will be used within adult social care. It is proposed that the application of the grant to adults and children's social care is flexible so that it can be used to target priority areas.

5.2.3. In the 2019 spending review the Government outlined its intention for real term increases in the amount it spends on Public Health. Consequently the level of Public Health grant receivable in 2020/21 will increase by £0.9m from £43.1m to £44.0m.

5.2.4. **Specific Grant Funding Changes – Children and Families Directorate (£5.2m).** Whilst the residual sum of the Innovation Grant (£1.7m) will no longer be receivable in 2020/21 the services that this grant supported continue to be provided. It is assumed that School Improvement Monitoring and Brokerage Grant will continue to be receivable and that this will increase by £0.4m in 2020/21. As detailed in paragraph 5.2.2 above the Government have announced £1 billion of additional funding for social care. Of the £13.998m receivable by Leeds in 2020/21 £6.5m will be used to support children's social care.

5.2.5. **Specific Grant Funding Changes – Communities and Environment £0.1m.** The Housing Benefits and Local Council Tax Support administration grants are expected to reduce by £0.4m, reflecting the continuing reductions in the national quantum of funding allocated to local authorities. This reduction is partially offset by an assumption that £0.1m of additional new burdens funding will be received from the DWP during 2020/21 to compensate local authorities for additional work streams. Following the Prime Minister's announcement in March 2018, parents will no longer have to meet the costs of burials or cremations. The fees will be waived by all local authorities and met instead by a Government Funeral Fund for grieving parents who have lost their child. However, as Leeds City Council had already announced that it would abolish these fees as a part of the 2018/19 approved budget, the assumed level of funding of £0.2m will offset the loss of income already provided for.

5.2.6. **Specific Grant Funding Changes – Brexit Grant £0.1m.** In order to support local authorities to prepare for leaving the European Union additional resources have been provided by Government. In 2020/21 it is assumed that the additional £0.1m provided to Leeds will no longer be receivable. A corresponding reduction in the authority's expenditure has also been assumed, so that the impact on the revenue budget will be nil.

5.2.7. **Specific Grant Funding Changes – New Homes Bonus £5.2m** Government introduced the New Homes Bonus in 2011 to encourage housing growth: initially councils received grant for six years for each net additional property added to the tax base each year. This grant is funded by top slicing Revenue Support Grant. In 2016/17 Government made some changes, including gradually reducing the number of years 'legacy payments' are receivable from six to four years and imposing a 0.4% growth baseline on new allocations before any Bonus is paid. In the Technical Consultation for the 2020/21 Local Government Finance Settlement, published in September 2019, the Government proposed that new allocations earned in 2020/21 and paid in 2021/22 would be paid in the first year but not for the following three years as would normally be the case. Leeds accounts for the receipt of this grant in the year in which the housing growth has taken place, with the grant actually received in the following year. As the allocation earned in 2016/17 will also drop out in 2020/21 two years of allocations will no longer form part of the grant in 2020/21, resulting in a shortfall of £5.2m. Since New Homes Bonus is funded by a topslice from local government funding, a 'refund' is assumed,

possibly through an increase to the SFA, but this would not be received until 2021/22 and cannot be accounted for in advance. The initial budget proposals assume that the remaining two years of legacy payments from 2017/18 and 2018/19 will continue to be paid in 2020/21 although the Government has not confirmed this.

5.2.8. **Other Non-Collection Fund Business Rates Movements - £2m**
Section 31 grants are allocated to local authorities to compensate them for changes made by Government to the business rates system. An authority's allocation depends on the level of business rates yield in that authority's area, the extent to which it awards certain reliefs and its share of any losses resulting from these. These initial budget proposals assume that the Council will return to 50% Business Rates Retention in 2020/21, which will result in a reduction in business rates income as Leeds moves from 75% Retention in 2019/20. Consequently section 31 grant compensation is estimated to reduce by £6.1m in 2020/21. The historic capping of business rates multipliers will continue to be compensated, although this will reduce because of lower retention, and Government has confirmed it will continue to compensate authorities for capping the multiplier at CPI in 2020/21 instead of RPI. The net result is that compensation for under-indexing the multiplier is estimated to increase by £0.05m in 2020/21.

5.2.9. In addition to these movements in section 31 grants, under the 75% Retention pilot in 2019/20 the levy payments that had previously to be paid to the North & West Yorkshire Pool were replaced by a complex scheme of making and receiving contributions to and from the North & West Yorkshire Business Rates Pool resulting in an overall net gain to Leeds estimated at £9.2m compared to 50% Retention. With the return to 50% Retention in 2020/21 the normal levy calculations will apply and, although Leeds will no longer make net contributions to the Pool of £6.0m, the Council will incur a cost of £2.0m for the levy payment.

5.2.10. Overall the return to 50% Retention in 2020/21 represents a reduction in Non-Collection Fund Business Rates income compared to 2019/20 of an estimated **£2.0m.**

5.3. **Contributions from the General Reserve** – the movement of £14.5m in the use of the general reserve reflects the £10m being used to support the 2020/21 revenue budget and this compares against the budgeted contribution of £4.5m in 2019/20.

5.4. **Changes in the use of Earmarked Reserves –** the £6.3m change in the use of earmarked reserves reflects a reduction in the contributions from the reserve to fund Schools PFI payments (£1m), the Early Leaver's Initiative Reserve (£2m), Public Health reserves (£0.7m) and the Flexible Homelessness Grant reserve(£0.7m). These initial budget proposals for 2020/21 assume contributions from general balances of (£0.5m) the Wellbeing reserve (£0.2m) and the Waste Management reserve (£0.4m).

5.5. **Use of Section 106 balances –** Subject to satisfying any legal requirements contained in the agreement e.g. clawback, Section 106 balances have been used to support the revenue budget. However in order to make the Council's financial position more financially sustainable and resilient it is proposed to reduce by £1.9m the contribution that Section 106 balances make to support the revenue budget. This variation has been included in the £6.3m overall change in the use of earmarked reserves above. Section 106 agreements (based on that section of the 1990 Town & Country Planning Act) are private agreements made between local authorities and developers and can be attached to a planning permission. Through this mechanism contributions can be sought for the costs associated with providing community and social infrastructure the need for which has arisen as a consequence of a new development taking place.

5.6. The Initial Budget Proposals provide for the creation of two new reserves – an Innovation Fund and Investment Fund setting aside £1.5m for these purposes. The Investment Fund will focus upon service improvement, service transformation or additional income generation where an additional investment would generate cost reductions or income for the Council. The Innovation Fund will support those more conceptual schemes which need to be developed further. Since not all of these schemes will be successful there will be a requirement for successful schemes to repay the Fund with the aim of it becoming self-financing in the future. The schemes supported by these funds strengthen the Council's longer term resilience.

6. Projected Cost Increases

6.1. Table 11 summarises the projected cost increases in the 2020/21 initial budget proposals.

6.2. ***Table 11 Cost Increases***

	£m
Pay - Leeds City Council	8.7
Wage costs - commissioned services	7.1
Employer's LGPS contribution	(0.9)
Fall-out of capitalised pension costs	(1.3)
Inflation: General	7.5
Inflation: Electricity and Gas Tariffs	0.6
Demand and demography - Adult Social Care	2.0
Demand and demography - Children Looked After	1.4
Demand and demography - Other	0.2
Income pressures	1.8
Migration to Microsoft Cloud	0.8
Transforming Care Programme	0.5
Housing Benefit Overpayment income	0.4
Investment in Climate Emergency	0.3
Other Pressures/Savings	2.6
Debt - external interest / Minimum Revenue Provision	16.0
Cost Increases	**47.9**

6.3. **Inflation -** the initial budget proposals include allowance for £21.9m of net inflation in 2020/21. This includes provision of £8.7m which largely provides for a 2% pay award and for the costs of the Council's minimum pay rate (see paragraph 6.5). The initial budget proposals allow for net price inflation of £7.5m where there is a contractual commitment, but anticipate that the majority of other spending budgets are cash-limited. Specific energy increases for gas and electricity of £0.6m have been incorporated into these initial budget proposals and this additional provision is consistent with projected price increases for both metered and unmetered usage. The budget assumes an inflationary uplift on fees and charges where they can be borne by the market.

6.4. **Local government pensions** - the most recent actuarial valuation took place in November 2019 and this showed that the West Yorkshire Pension Fund is in a surplus position. As a result of this position, a reduction in the employer's contribution from the current 16.2% to 15.9% has been assumed in 2020/21. This reduction, yet to be finalised, results in a saving of £0.9m which has been incorporated into these initial budget proposals for 2020/21.

6.5. **Leeds City Council minimum pay rate**– at its September 2015 meeting Executive Board agreed that the Council would move towards becoming a Real Living Wage employer. In November 2015 the Living Wage Foundation announced a living wage of £8.25 per hour (outside London) and this was implemented by the Council in January 2017. Since then the Council has maintained its commitment to be a real living wage employer and the initial budget submission provides for further increases in the Leeds City Council minimum wage, which will now rise to £9.36 per hour for employees which is 6p above the recently announced Real Living wage rate of £9.30 per hour. Apprentices and new starters on the Scale Point 1 spinal point will be paid £9.30 per hour for the first year only.

6.6. **National Living Wage for commissioned services and the Ethical Care Charter** - in respect of services commissioned from external providers by both Adults and Health and Children and Families directorates, provision of £7.1m has been included and this is consistent with the national minimum wage assumptions for 2020/21. Elements of the Ethical Care Charter, particularly in respect of better terms and conditions including improved rates of pay for care staff, have already been implemented. These initial budget proposals for 2020/21 will permit further developments in this area.

6.7. The increased costs associated both with paying our staff the Real Living Wage and ensuring that the services we commission pay their staff the national minimum wage have been resourced by the Council without the receipt of any additional funding from the Government.

6.8. The fall out of capitalised pension costs associated with staff who have left the Council under the Early Leaver's Initiative (ELI) will save an estimated £1.3m.

6.9. The initial budget proposals recognise the increasing **demography** and consequential **demand pressures** for services in Adults and Health and Children and Families. Within Adults and Health the population growth forecast assumes a steady increase from 2019 in the number of people aged 85-89 between 2020 and 2025. These increases of 2.8%, 2.7%, 1.8%, 2.6% and 1.3% respectively result in additional costs for domiciliary care and placements. In addition, the current Medium Term Financial Strategy reflects the anticipated impact of increasing cash personal budgets through to 2025. The Learning Disability demography is expected to grow by 2.3% (based on ONS data) over the period. It should be noted that the high cost increase in this area of service is primarily a combination of increasingly complex (and costly) packages for those entering adult care, as well as meeting the costs of the increasing need for existing clients whose packages may last a lifetime. A sum of £2m has been built into these Initial Budget Proposals for 2020/21 to deal with this demand and demographic growth.

6.10. Children and Families directorate continues to face **demographic and demand pressures** reflecting relatively high birth rates (particularly within the most deprived clusters within the city), increasing inward migration into the city (particularly from BME groups from outside the UK), the increasing population of children & young people with special and very complex needs, greater awareness of the risks of child sexual exploitation, growing expectations of families and carers in terms of services offered and changes in Government legislation, including 'staying put' arrangements that enable young people to remain with their carers up to the age of 21. The initial budget proposals provide £1.4m for the projected growth in the 0-19 population to increase the Children Looked After budget and the transport budget.

6.11. Based on assumed housing growth, provision of £0.2m has been made for the increased disposal costs of waste to the RERF.

6.12. **Transforming Care** is a national NHS England programme designed to place people with learning difficulties and autism, currently based in a hospital setting, into the community with the right support and close to home. The net impact of this programme is anticipated to be £0.5m in 2020/21.

6.13. The Initial Budget Proposals include £1.8m for a number of income variations. Specifically £0.9m provides for a reduction in car parking income resulting from a reduction in car parking spaces in the city centre; a reduction of £0.5m reflects the requirement to more closely align fee income receivable at nurseries to current activity levels; there is a £0.2m reduction in income for the schools catering function reflecting a reduction the number of meals sold and court fee income is projected to fall by £0.1m as a result of fewer prosecutions for non-payment of council tax.

6.14. A combination of Microsoft encouraging organisations to move to cloud based services and the end of a three year price fix on all Microsoft product

licences will require an additional payment to Microsoft of £0.8m in 2020/21.

6.15. In recent years there has been a decline in the average value of Housing Benefit overpayments which the Council can recover and this is expected to be further impacted upon by the rollout of Universal Credit which is now live in Leeds. The net impact on the 2020/21 budget is estimated to be £0.4m.

6.16. A further £0.3m is to be provided to help resource the Council's ambition to increasingly become carbon neutral whilst at the same time address the climate emergency that the Council has declared.

6.17. Changes approved at Full Council in 2017 to previous years **Minimum Revenue Provision Policy (MRP)**, based on the fact that MRP had been overprovided for between 2008/09 and 2014/15, enabled the Council to benefit from reduced MRP payments for the three years 2017/18 to 2019/20. However from 2020/21 this position starts to unwind and MRP will increase by £27.6m in this year. In order to smooth the impact of this increase upon the Council's revenue budget, interest rate savings have been realised by taking advantage of falls in the bond markets which has created the opportunity for the Council to convert some of its short term borrowing into longer term borrowing at record low interest rates. By locking in this opportunity the Council will de-risk its exposure to higher rates in the future. In addition it is proposed to utilise an additional £10m of capital receipts to help meet the MRP revenue budget requirement in 2020/21. As a result of interest rate reductions and utilisation of these additional capital receipts, the revenue pressure the impact of MRP has on the 2020/21 budget reduces to £16m.

6.18. **Clean Air Zone (CAZ)** – The Council continues to work proactively towards tackling the Climate Emergency in Leeds. One of the key programmes is the Clean Air Zone (CAZ). The zone is anticipated to come into effect in the summer of 2020, however this is contingent on Government systems being delivered on time. An update report will be brought to a future Executive Board in 2020 together with an indication of the projected costs and income associated with the CAZ.

6.19. **Selective Licencing** - Members approved the implementation of selective licensing schemes for privately rented residential properties in areas of Beeston and Harehills at Executive Board in July 2019. The planned commencement date is 6th January 2020. The proposed budget for 2020/21 will reflect this decision in terms of additional staffing requirements within the Housing Management function as well as the requirement to budget for licence income. However, the scheme will be cost neutral to the Council as income collected from licences from landlords will be applied to the Council's revenue account over the period of the licence.

6.20. **Other Pressures and Savings -** other net budget pressures of £2.6m have been identified for 2020/21. These include:

- The cost of the apprenticeship levy will increase by £0.2m largely due to variations in the number of staff within the Council;
- Additional resources of £0.2m provides for further work to be undertaken with schools to facilitate school improvements.
- An additional £2.1m is provided for delivery of the Council's Waste Strategy and to support implementation of the waste review, with further investment planned for 2021/22;
- Following a revaluation there is an £0.2m NNDR saving at the Arium
- The net effect of other pressures across all Directorates is £0.3m.

7. The Budget Gap – Savings Options - £23.2m

7.1. After taking into account the impact of the anticipated changes in funding of £24.7m and cost pressures of £47.9m outlined above, it is forecast that the Council will need to generate savings, efficiencies and additional income to the order of £23.2m in 2020/21 to balance to the anticipated level of resources available.

7.2. The requirement to deliver savings of £23.2m needs to be seen in the context of the Council's gross revenue budget of £1,352m (excluding schools and the Housing Revenue Account) and its current net revenue charge of £516.68m. In addition this requirement to make savings needs to be seen in the context of the fact that the Council has delivered over £570m in savings since 2010 in order to address both a reduction of £266m in core funding from the Government and having to provide for pay, price and demand pressures for the services that it provides.

7.3. Table 12 summarises the proposed savings to balance the 2020/21 budget with additional detail in the sections below and in Appendix 2.The savings identified fall into one of the following categories:

- **Business as Usual** which are savings proposals that do not require any consultation. They include;
  - Identification of alternative funding resources to continue with the service
  - Generation of additional income for the Council without impacting on service users
  - Improving the efficiency of the service
  - Cost reduction measures with no impact on service users.
- **Service Review** which relates to a review of a service to identify options for savings, which will then be considered in accordance with the Council's decision making arrangements.
- **Service Delivery** which relates to changes in the way that a service is delivered and therefore consultation will be required with service users;

- **Workforce Proposal** which relates to the restructure of a service and consultation with staff will be required;
- **Service Delivery/ Workforce Proposal** budget savings proposals may require consultation with service users **and staff** on options for future service delivery.

Table 12 – Actions to reduce the budget gap

	£m
Business As Usual	(21.1)
Service Delivery	(1.1)
Workforce	(0.7)
Service Delivery/Workforce	(0.3)
Service Review	(0.1)
	(23.2)

7.4. In the identification of these savings proposals the Council remains committed to delivering efficiencies in both its own and commissioned operations in all areas of the Council whilst at the same time protecting frontline services and those for the most vulnerable. Savings will largely be realised through a number of Business as Usual proposals that include;

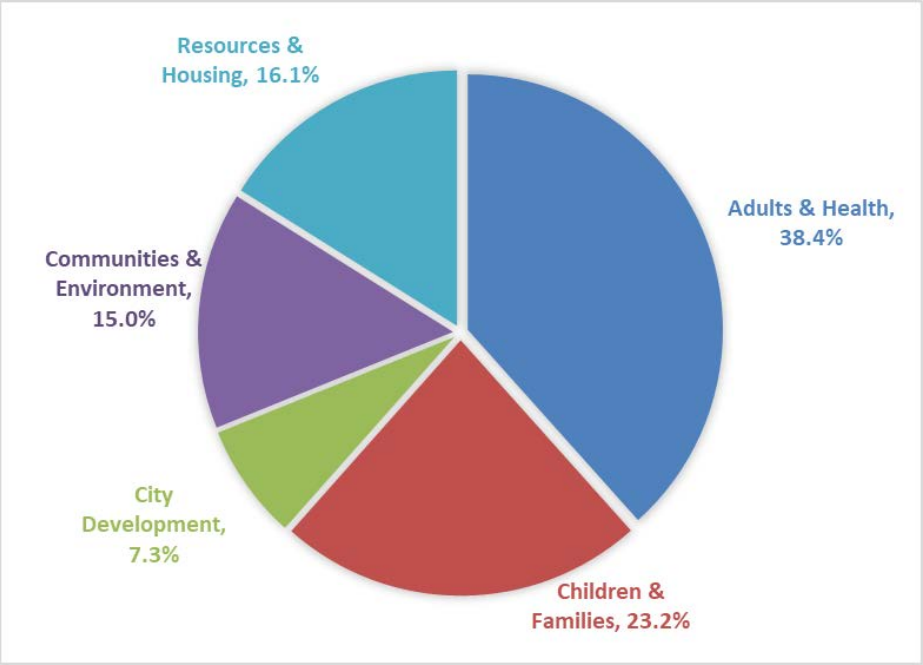
- Organisational design;
- Continuing demand management through investment in prevention and early intervention particularly in Adult Social Care and Children's Services.
- Savings across the range of support service functions;
- Ongoing recruitment and retention management;
- Closer working between services and across Directorates;
- Realising savings by cash-limiting and reducing non-essential budgets;
- Ongoing procurement and purchase savings;
- Increased income from fees and charges.

7.5. Through a combination of the utilisation of reserves and a reduction in expenditure on bus tendered services the levy payment to the West Yorkshire Combined Authority (WYCA) will reduce by £0.67m in 2020/21. The final determination as to how much Leeds will contribute to both WYCA and the WYJSC is subject to a separate approval process.

7.6. **Summary Budget By Directorate**

7.6.1. The indicative 2020/21 revenue budget for each Directorate resulting from these initial budget proposals is included in Appendix 1b. This shows the incidence of gross expenditure of £1,621m and the net managed budget of of £526.8m. The pie chart below shows the proposed share of net managed expenditure between directorates for 2020/21 based on these initial budget proposals.

7.6.2. **Share of Net Managed Expenditure 20/21(Proposed)**



7.6.3. It should be noted that these resource allocations may be subject to amendment as we move through the budget setting process. Net managed expenditure represents the budgets under the control of individual directorates and excludes items such as capital charges, pensions adjustments and allocation of support costs in directorate budgets.

8. Impact of proposals on employees

8.1. The Council has operated a voluntary retirement and severance scheme since 2010/11 which has already contributed significantly to the reduction in the workforce of around 2,300 full time equivalents (fte's) or 3,045 headcount to March 2019.

8.2. The initial budget proposals outlined in this report provide for an estimated net increase of 76 full time equivalents by 31st March 2021. In the context of future staffing reductions that will be required to meet the estimated revised budget gap of £116.3m for 2021/22 to 2024/25, it is the Council's intention to issue an updated S188 notice in January 2020.

8.3. In managing future staff reductions the Council remains committed to doing everything it can to try to avoid compulsory redundancies through natural turnover, continuing the voluntary early leaver scheme, staff flexibility, reviewing and reducing both agency and overtime spend and continuing

the positive consultation and joint working with the trade unions.

9. General Reserve

9.1. Under the 2003 Local Government Act, the Council's Statutory Financial Officer is required to make a statement to Council on the adequacy of reserves as a part of the annual budget setting process. It is also good practice for the Authority to have a policy on the level of its general reserve and to ensure that it is monitored and maintained.

9.2. The purposes of the general reserve policy are to help longer-term financial stability and mitigate the potential impact of future events or developments which may cause financial difficulty.

9.3. The general reserve policy encompasses an assessment of financial risks both within the Medium Term Financial Strategy and also in the annual budget. These risks should include corporate/organisation wide risks and also specific risks within individual directorate and service budgets. This analysis of risks should identify areas of the budget which may be uncertain and a quantification of each "at risk" element. This will represent the scale of any potential overspend or income shortfall and will not necessarily represent the whole of a particular budget heading. Each assessed risk will then be rated and scored in terms of impact and probability.

9.4. The initial budget proposals for 2020/21 assume a contribution of £10m from the general reserve and the level of general reserves at 31st March 2021, as set out in Table 13, is projected to be £22.5m.

Table 13 - General Reserve

General Reserve	2019/20	2020/21	2021/22	2022/23
	£m	£m	£m	£m
Brought Forward 1st April	28.0	32.5	22.5	22.5
Change in Incidence of Receipt of Innovation Grant	1.7	0.0	0.0	0.0
Budgeted Contribution/(Use) in-year	2.8	(10.0)	0.0	0.0
Carried Forward 31st March	**32.5**	**22.5**	**22.5**	**22.5**

9.5. Whilst the Council maintains a robust approach towards its management of risk and especially in the determination of the level of reserves that it maintains, it is recognised that our reserves are lower than those of other local authorities of a similar size.

9.6. As referenced in the Revenue Budget Update for 2020/21-2024/25 report, received at October's Executive Board, Grant Thornton have issued their "Annual Audit Letter" for the year ended 31st March 2019 in which they note that "the Council has continued to maintain reserves at around 5% of net revenue expenditure" and that with future projections "the level of reserves

may reduce. We recommend there is a need for the Council to consider the adequacy of its reserves going forward." In accordance with this requirement the Medium Term Financial Strategy which covers the period to March 2025 provides for a £3m contribution to the General Reserve in 2023/24.

9.7. Whilst the pressures faced by the Authority continue to make the current financial climate challenging, we will continue to keep the level of the Council's reserves under review to ensure that they are adequate to meet identified risks.

10. Revenue Budget 2021/22 and 2022/23

10.1. At its meeting in October 2019 Executive Board agreed the revisions to the Council's forecast budget gap for 2020/21 to 2024/25. The forecast gap was £161.5m of which £52.5m relates to 20201/22 and £31.3m relates to 2022/23. The report received at Executive Board in October recognised that savings would be required to be identified in order that a balanced budget position could be delivered in 2021/22 and 2022/23.

10.2. In the context of both the Spending Review from September, the Technical Consultation released in respect of the 2020/21 Local Government Finance Settlement and other variations identified during the determination of these 2020/21 initial budget proposals, the financial projections for 2021/22 and 2022/23 have been refreshed to reflect these latest assumptions. In addition the revised position reflects assumed core council tax increases of 2.99% in each year and no Adult Social Care precept. However it should be stressed that under the Council's constitution the decision to set the council tax base and rate of council tax can only be taken by Full Council and therefore these decisions will continue to be made as part of the Council's annual budget setting process.

10.3. The Government's intention is to move to 75% business rate retention from 2021/22. Given the uncertainty about how this will impact on local authority funding, the initial budget for 2021/22 and 2022/23 assumes that any increases in business rates income are offset by a commensurate increase in the business rate tariff paid to the Government so that there is no baseline gain. Similarly the 2021/22 and 2022/23 projection assumes that the impact of any business rates reset and the implications of the outcome of the Government's Fair Funding review, which is expected in the autumn of 2020, is revenue neutral upon the Council with any impacts being addressed through transitional arrangements. For calculating SFA no increases have been assumed for either 2021/22 or 2022/23.

10.4. In the determination of the revised financial projections for both 2021/22 and 2022/23 significant areas of uncertainty remain as to the Council's financial position in respect of both funding and spending assumptions, compounded by Brexit and the impact of the result of the General Election held on December 12th. Specifically the implications of the Government's

future spending plans remain unclear, the implications of implementing 75% business rate retention nationally have yet to be finalised by Government, the outcome of the Government's own Fair Funding review won't be known until the autumn of 2020 at the earliest and the future funding arrangements for social care remain unknown.

10.5. After taking account of the funding assumptions outlined in 10.2 and 10.3 above and the variation in pressures and savings that have been identified in the determination of the 2020/21 initial budget proposals, the revised positions for 2021/22 and 2022/23 are detailed in Table 14.

Table 14 - Revenue Budget 2021/22 and 2022/23

		2021/22 £m	2022/23 £m
October Executive Board		**52.5**	**31.3**
Revised Pressures since October 2019			
	Debt	5.9	(0.4)
	Income Pressures	0.1	(0.0)
	Other	2.4	1.9
		8.5	**1.5**
Revised Savings			
		(6.2)	(2.7)
Changes to Funding			
	Grants	(9.1)	(0.1)
	Reserves	1.7	(0.1)
		(13.6)	**(2.9)**
Revised Gap		**47.4**	**29.9**

10.6. As can be seen in Table 14, the estimated budget gap has decreased to £47.4m in 2021/22 and £29.9m in 2022/23 respectively. The use of £10m of capital receipts falls out in 2021/22 but the impact on debt is reduced by a combination of further interest savings resulting from converting short term borrowing to longer term; the impact of a reduction in New Homes Bonus impacting on the 2020/21 budget rather than in 2021/22 as was assumed in the position reported to October's Executive Board; and the full year effect of 2020/21 budget savings plus new proposals for 2021/22 and 2022/23.

10.7. The position set out above contains a number of assumptions, as set out in paragraphs 10.2, 10.3 and 10.4 for which updated information would alter the projected financial position and any such changes in these assumptions will be incorporated into an updated Medium Term Financial Strategy that will be presented to a future meeting of this Board.

11. Schools Budget

11.1. The Dedicated Schools Grant (DSG) for 2020/21 is funded in four separate blocks for early years, high needs, schools and central schools services.

11.2. A new National Funding Formula (NFF) was implemented from April 2018 for high needs, schools and central schools services. The schools formula was initially a “soft” formula to allow local authorities some limited flexibility and this remains the case for 2020/21.

11.3. The Early Years block will fund 15 hours per week of free early education for 3 and 4 year olds and the early education of eligible vulnerable 2 year olds. There is an additional 15 hours per week provision for working families of 3 and 4 year old children. The funding hourly rate has been confirmed as £5.28 for 2 year olds (from £5.20 in 2019/20) and £4.89 for 3 and 4 year olds (from £4.81 in 2019/20) and the grant received will continue to be based on participation. The actual grant received during 2020/21 depends on pupil numbers in the 2020 and 2021 January censuses. The early years pupil premium is also included in this block and is payable to providers for eligible 3 and 4 year olds. The hourly rates for 2020/21 for this element remain at £0.53 per hour. In addition, the Disability Access Fund rate has been confirmed at £615 per eligible child per year. The grant value shown below is based on the actual pupil numbers in January 2019.

11.4. The High Needs Block supports places and top-up funding in special schools, resourced provision in mainstream schools and alternative provision; top-up funding for early years, primary, secondary, post-16 and out of authority provision; central SEN support and hospital & home education. An indicative allocation under the NFF calculation has been published though the final allocation will not be issued until December 2019. The value in the table below is before any deductions are made by the Education and Skills Funding agency (ESFA) in respect of funding for academies, free schools and post 16 places. The High Needs Block is facing a number of financial pressures nationally and in recognition of this the national allocation has increased by £780m for 2020/21. For Leeds the indicative allocation is an increase of £12.38m for 2020/21 although there is still a cap on gains within the national funding formula and this has been applied to the funding allocation to Leeds to the value of £4.6m. Despite the increase in funding for 2020/21 the anticipated increase in special school places and pupils eligible for additional top-up funding means that there is expected to be on going funding pressures for the High Needs Block which will need managing within the overall available funding. As part of managing the funding pressures it is proposed to transfer funding from the Schools Block and the Central Schools Services Block as outlined below.

11.5. The Schools Block funds the delegated budgets of primary and secondary schools for pupils in reception to year 11. The grant for 2020/21 will be based on pupil numbers (including those in academies and free schools) as at October 2019. The pupil numbers from this census are not yet available. Schools have been consulted on options for the local formula in 2020/21

and on proposals to transfer funding to the High Needs Block. The results of the consultation have been presented to Schools Forum to enable further discussion with a final decision being made by the Director of Children and Families in early 2020. As part of the consultation a majority of schools which responded supported a proposal to transfer £2.65m from the Schools Block to the High Needs Block. At the Schools Forum meeting on the 14th November Schools Forum approved this transfer. A majority of schools who responded to the consultation also supported a proposal for maintained schools to contribute funding of £150k towards severance costs. Schools Forum also approved this contribution.

11.6. As part of the NFF, the Central School Services block (CSSB) was created from the DSG funding that is held by the local authority for central services. This includes the funding which was previously delivered through the retained duties element of the ESG along with ongoing responsibilities and historic commitments. A draft allocation under the NFF calculation has been published, though the final allocation will not be issued until December 2019. The funding for the historic commitments element has been reduced by 20% in 2020/21. However, it is anticipated that there will be funding available of up to £250k to transfer to the High Needs Block and a final decision on the amount to transfer will be made by the Director of Children and Families in early 2020.

11.7. At the end of 2019/20 it is projected that there will be a deficit balance of £4.1m on DSG compared to a surplus balance of £1.1m at the end of 2018/19. The deficit balance will be carried forward into 2020/21 and proposals to address the deficit will need to be incorporated into the medium term financial plan for the High Needs Block and DSG funding. A formal deficit recovery plan has to be submitted to the Education and Skills Funding Agency (ESFA) if the deficit exceeds 1% of the total DSG funding for the Local Authority. For Leeds this would apply if the cumulated deficit exceeded £6.9m.

11.8. Funding for post-16 provision is allocated by the ESFA. Funding for high need post-16 pupils is no longer to be part of this grant and is now included in the DSG High Needs Block totals. Funding for 2020/21 will be based on 2019/20 lagged student numbers.

11.9. Pupil Premium grant is paid to schools and academies based on the number of eligible Reception to year 11 pupils on the school's roll in January each year. The rates for 2020/21 are expected to remain at: primary £1,320, secondary £935, for each pupil registered as eligible for free school meals (FSM) at any point in the last 6 years and £300 for children of service families. The pupil premium plus rate for children looked after and children who have ceased to be looked after by a local authority

because of adoption, a special guardianship order, a child arrangements order or a residence order is also expected to remain the same at £2,300.

11.10. The Primary PE grant will be paid in the 2019/20 academic year to all primary schools at a rate of £16,000 plus £10 per pupil. It is expected that these rates will remain the same for 2020/21.

11.11. For the Year 7 catch up grant in 2019/20, funding is allocated to schools on the basis that they receive the same overall amount of year 7 catch-up premium funding received in 2018/19. It will be adjusted to reflect the percentage change in the size of their year 7 cohort, based on the October 2019 census. It is assumed that 2020/21 will be on the same basis and so dependent on the October 2020 census information.

11.12. A grant for the universal provision of free school meals for all pupils in reception, year 1 and year 2 was introduced in September 2014. Funding for the 2019/20 academic year is based on a rate of £2.30 per meal taken by eligible pupils, giving an annual value of £437. Data from the October and January censuses will be used to calculate the allocations for the academic year.

11.13. A grant is received in relation to additional teacher's pay costs from 1st September 2018 and September 2019. The values below are a full year in 2019/20 and a part year for 2020/21 as the grant ceases at the end of the 2020/21 academic year.

11.14. A further grant has also been announced in relation to additional costs incurred in respect of increases in the teacher's pension scheme from September 2019. Nationally, £1.5 billion per year will be provided to continue funding these additional pension costs from 2020/2021 through to 2022/2023. The values below are a part year in 2019/20 and an estimate of the full year for 2020/21.

11.15. **Schools funding summary**

All the grant values are before ESFA deductions (e.g. for payments to academies) for 2019/20 (latest estimate) and 2020/21 estimates are shown in Table 15. The amounts for DSG for 2020/21 are subject to final confirmation in December 2019 and will be based on pupil numbers as at October 2019.

Table 15 – the Estimated Schools Budget

	2019/20 Current £m	2020/21 Estimate £m	Change £m
DSG - Schools Block	516.31	535.64	19.33
DSG - Central Schools Services Block	5.32	4.99	-0.33
DSG - High Needs Block	72.93	85.31	12.38
DSG - Early Years Block	58.75	59.67	0.92
ESFA Post 16 Funding	26.06	25.77	-0.29
Pupil Premium Grant	39.00	39.00	0.00
PE & Sports Grant	4.30	4.30	0.00
Year 7 Catch-up Grant	0.96	0.96	0.00
Universal Infant Free School Meals Grant	9.51	9.68	0.17
Teachers' Pay Grant	6.16	2.56	-3.60
Teachers' Pension Grant	11.80	20.32	8.52
	751.10	**788.20**	**37.10**

12. Housing Revenue Account

12.1. The Housing Revenue Account (HRA) includes all expenditure and income incurred in managing the Council's housing stock and, in accordance with Government legislation, operates as a ring fenced account. The key movements in 2020/21 are detailed in Table 16.

12.2. The 2016 Welfare Reform and Work Act introduced the requirement for all registered social housing providers to reduce social housing rents by 1% for the 4 years from 2016/17. The Government has confirmed a return to allowing up to a CPI+1% rent increase for five years from 2020/21.

12.3. **Income**

An increase in accordance with the Government's rent formula of CPI (1.7% as at September 2019) +1% is therefore proposed. This overall 2.7% rise equates to approximately £5.3m in additional rental income.

12.4. It is proposed to increase garage rental rates by RPI of 2.4%.

12.5. A reduction in the qualifying period after which tenants are able to submit an application to purchase a council house through the Government's Right to Buy (RTB) legislation continues to sustain an increase in the number of sales with a subsequent reduction in the amount of rent receivable. Based on latest sales, a further 645 sales are forecast in 2020/21. In addition, the higher than estimated number of RTB sales in 2019/20 impacts on income for 2020/21. The impact of these RTB sales, along with other stock reductions in year for demolitions, will cost the HRA around £2.3m in lost income in 2020/21.

12.6. Tenants in multi storey flats and in low/medium rise flats receive additional services such as cleaning of communal areas, staircase lighting and lifts. It is proposed to increase these charges by an inflationary increase of RPI of 2.4%. In 2020/21 this would generate an additional £150k compared to 2019/20.

12.7. Currently tenants in sheltered accommodation receiving a support service are charged £13 per week for this service. This charge is eligible for Housing Benefit. In 2016/17 a nominal charge of £2 per week was introduced for those tenants who benefited from the service but did not pay. This was increased to £4 a week in 2017/18, £6 in 2018/19, £8 in 2019/20 and it is proposed to increase this charge by a further £2 per week in 2020/21 to £10 per week. A review of the Sheltered Charge has been undertaken for 2020/21.The sheltered charge full cost is £14.71 per week and is eligible for Housing Benefit.

12.8. An analysis of the impact on tenants of increasing rents by 2.7% and implementing the proposed charges above has been undertaken. These figures are based on average rents for various categories of tenants as individual levels will vary.

12.9. With a return to a rental increase of CPI+1, all tenants will pay more in 2020/21 than in 2019/20 as outlined in the table below. The 2.12% of tenants whose average weekly increases is the highest relates to tenants who are self-payers in Sheltered Accommodation. These tenants would have faced between £3.87 and £4.15 per week average increase, however it is proposed to cap any overall increase to £3.50 per week.

% of Tenants	Average Increase £/per week
40.25	1.77-2.00
57.63	2.01-2.37
2.12	Capped at 3.50

12.10. These increases will be funded through Housing Benefit for eligible tenants or tenants eligible for Universal Credit (UC) will receive payments for this increase. Approximately 47% of tenants are in receipt of Housing Benefit with a further 12% in receipt of UC, a total of 59%.

12.11. A change in legislation will impact on the amount of income receivable for telecommunications masts located on HRA buildings. This reduction is estimated to be in the region of £400k in 2020/21 and this will reduce further as existing lease agreements fall out in later years.

12.12. **Expenditure**

The proposed budget assumes a 2% increase for the pay award which will cost an estimated £0.6m, partially offset by lower employer superannuation costs of £70k. The budget proposals include an additional £590k

investment in Enhanced Community Safety Initiatives in High Rise Flats and £165k to increase the Enhanced Income Team to provide support to tenants, particularly around the continued roll out of Universal credit.

12.13. Provision will be made for rising utility costs £0.3m and inflationary uplifts for the PFI contractor and contributions to the Private Finance Initiative sinking fund within the agreed model.

12.14. The budget will reflect the investment in Leeds PIPES (Providing Innovative Pro-Environment Solutions) which is providing heating to some MSF's. The cost of the heating, produced from the Recycling and Energy Recovery Facility will be offset through service charges to those tenants benefitting from purchasing cheaper energy than their current supply.

12.15. A combination of efficiencies are proposed to balance the 2020/21 budget including; vacancy management; a review of the level of revenue expenditure that can be more appropriately charged to capital (shown as internal income on the table below), cash limiting the repairs budget in light of the continued stock reduction, reviewing the provision for bad debts and reviewing the level of all line by line expenditure within the HRA.

12.16. The costs associated with servicing the HRA's borrowing have increased due to a combination of lower rates previously applied to the overall level of debt falling out and the planned increase in borrowing to support the Council's new build programme which will see approximately 120 homes delivered in 2020/21 as part of the current £203.6m Council House Growth Programme.

12.17. The Council remains committed to prioritising resources to meet the capital investment strategy and to replace homes lost through Right to Buy by the planned investment in new homes.

12.18. In addition, the Council aims to maintain a consistent level of capital expenditure with a view to improving the condition of the housing stock. The total draft capital programme for the HRA remains at around £80m in 2020/21.

Table 16 – Housing Revenue Account Pressures and Savings

	£m
Income	
Rental Increase	(5.07)
Reduction in rental income due to stock reduction	2.30
Internal Income – review of charge to capital.	(0.26)
Increase Service Charges	(0.39)
Increase in Other Income	(0.07)
Increase in External Income	0.04
Leeds PIPES	(0.46)
Loss of Telecom income	0.39
End of Gainshare	0.21
Total	**(3.32)**
Expenditure	
Pay and Price pressures	1.65
Supplies and Services	0.29
Leeds PIPES	0.56
Enhanced Community Safety Initiatives in High Rise Flats	0.59
Change in provisions of Doubtful debt	(0.47)
Private Finance Initiative –payments to contractor	1.77
Contribution to captial (Includes use of RTB Receipts to fund capital)	(1.28)
Capital Charges	1.24
Other	(1.022)
Total	**3.32**

13. Capital Programme

13.1. The Council has revised its approach to setting the Council's capital programme to ensure that the choice to spend limited resources is taken at the same time across capital and revenue spending decisions.

13.2. The Council has now moved towards injecting schemes at the same time that the revenue budget is approved in February each year. To ensure there is consideration and consultation of scheme proposals, a prioritised list of scheme proposals was included within the November half year Executive Board capital programme report. This is included at Appendix 4. Recognising that the Council needs to take a longer term view of its investment in assets the proposals include details of its 10 year capital spending intentions.

13.3. Over the period 2019/20 to 2022/23 the existing capital programme includes investment plans which total £1.4bn. Of this, approximately two thirds funds key infrastructure that supports front line services and schemes that generate additional income or save costs. The remaining third is for investment in capital schemes that support the Council's best plan priorities. The programme is funded by external sources in the form of grants and contributions and also by the Council through borrowing and

reserves. Where borrowing is used to fund the programme, the revenue costs of the borrowing are included within the revenue budget. Our asset portfolio is valued in the Council's published accounts at £5.6bn, and the Council's net debt, including PFI liabilities stands at £0.6bn. It is also noted that removal of the HRA housing debt cap will impact upon the investment and borrowing plans as additional investment is agreed.

13.4. The initial budget proposals provide for a £26m increase in the cost of debt and capital financing. This assumes that all borrowing is taken short term at 1.25% interest for the remainder of 2019/20 and at an average of 1.50% in 2020/21.

13.5. The strategy allows for capital investment in key annual programmes, major schemes that contribute to the Best Council Plan objectives and schemes that generate income or reduce costs. Capital investment will continue to be subject to robust business cases being reviewed and approved prior to schemes approval. Whilst the capital programme remains affordable, its continued affordability will be monitored as part of treasury management and financial health reporting.

13.6. A capital programme update report will be presented to the Executive Board in February 2020.

14. Corporate Considerations

14.1. Consultation and Engagement

14.1.1. The Authority's financial strategy is driven by its ambitions and priorities as set out in the Best Council Plan. The current Best Council Plan was approved by Council in February 2019 following consultation with members and officers throughout its development, with additional extensive stakeholder consultation carried out on the range of supporting plans and strategies. These arrangements will continue to inform further updates to the Best Council Plan.

14.1.2. The Council's Medium Term Financial Strategy 2020/21 – 2024/25, received at Executive Board in July 2019, was informed by the public consultation exercise carried out between December 2018 and January 2019 on the authority's 2019/20 budget proposals. Whilst the consultation covered the key 2019/20 proposals, it also incorporated questions around the ongoing principles that underlie both the Best Council Plan and the Council's financial plans and was therefore relevant to the Medium Term Financial Strategy.

14.1.3. Consultation is an ongoing process and residents are consulted on many issues during the year. Further to this we will also consult around the principles and high level proposals in this report through a wider consultation survey. This will be carried out with: the public via the Council's website, social media and the Citizens' Panel; with staff through

the intranet; and with stakeholders, including representatives from the Third Sector and the Business sector. The consultation will begin once this report is initially agreed by Executive Board, and will be timetabled to report findings at the following meeting, prior to finalisation of the Budget. Due to the shortened timescale this year between today's Executive Board meeting and that in February, this year's Budget consultation will be carried out via online means only and over a 3-week period to enable all results to be collated and analysed in time to inform the final proposals to this Board and subsequently Full Council. This compares with the month-long consultation exercise carried out in previous years and with postal surveys being available last year upon request – though it should be noted that the proportion of offline survey responses has been declining year-on-year (15% of the 1,241 responses last year) as more people opt for online.

14.1.4. Subject to the approval of Executive Board, this report will be submitted to Scrutiny for their consideration and review with the outcome of their deliberations to be reported to the planned meeting of this Board on the 12th February 2020.

14.2. **Equality and diversity / cohesion and integration**

14.2.1. The Equality Act 2010 requires the Council to have "due regard" to the need to eliminate unlawful discrimination and promote equality of opportunity. The law requires that the duty to pay "due regard" be demonstrated in the decision making process. Assessing the potential equality impact of proposed changes to policies, procedures and practices is one of the key ways in which public authorities can show "due regard".

14.2.2. The Council is fully committed to ensuring that equality and diversity are given proper consideration when we develop policies and make decisions. In order to achieve this the Council has an agreed process in place and has particularly promoted the importance of the process when taking forward key policy or budgetary changes. Equality impact assessments also ensure that we make well informed decisions based on robust evidence.

14.2.3. The proposals within this report have been screened for relevance to equality, diversity, cohesion and integration (Appendix 3) and a full strategic analysis and assessment will be undertaken on the 2020/21 Revenue Budget and Council Tax report which will be considered by Executive Board and subsequently by Full Council in February 2020. Specific equality impact assessments will also be undertaken on all budget decisions identified as relevant to equality as they are considered during the decision-making process in 2020/21.

14.3. **Council policies and Best Council Plan**

14.3.1. The Best Council Plan sets out the Council's ambitions and priorities. The Plan's development and implementation continues to inform, and is informed by, the authority's funding envelope and by staffing and other resources. The current Plan and its proposed update for 2020/21 (please

refer to the Best Council Plan refresh item on today's agenda) is therefore aligned with both the Council's Medium-Term Financial Strategy and its annual budget.

Climate emergency

14.3.2. In conjunction with inclusive growth and health and wellbeing, the Best Council Plan update report on today's paper proposes that the climate change emergency becomes the third 'pillar' underpinning the Council's Best City ambition to tackle poverty and reduce inequalities. A specific focus on this emergency aims to embed sustainability considerations into all aspects of the authority's decision-making. As such, whilst there are no implications for the climate emergency resulting from this report, should any specific service and budget proposals that emerge through the development of the Council's 2020/21 Budget create potential climate emergency issues or opportunities, these will be addressed in the final Budget reports to Executive Board and Full Council in February 2020.

14.4. **Resources, procurement and value for money**

14.4.1. This is a revenue budget financial report and as such all financial implications are detailed in the main body of the report.

14.5. **Legal implications, access to information and call-in**

14.5.1. This report has been produced in compliance with the Council's Budget and Policy Framework. In accordance with this framework, the initial budget proposals, once approved by the Board, will be submitted to Scrutiny for their review and consideration. The outcome of their review will be reported to the February 2020 meeting of this Board at which proposals for the 2020/21 budget will be considered prior to submission to Full Council on the 26th February 2020.

14.5.2. The initial budget proposals will, if implemented, have implications for Council policy and governance and these are explained within the report. The budget is a key element of the Council's budget and policy framework, but many of the proposals will also be subject to separate consultation and decision making processes, which will operate within their own defined timetables and be managed by individual directorates.

14.5.3. In accordance with the Council's budget and policy framework, decisions as to the Council's budget are reserved to Full Council. As such, the recommendations at paragraphs 16.1, 16.2 and 16.3 are not subject to call in, as the budget is a matter that will ultimately be determined by Full Council.

14.5.4. However the recommendations in paragraphs 16.4 and 16.5, regarding the Council's participation in the 2020/21 50% Business Rates Pool and the distribution of discretionary business rate reliefs, are decisions of the Executive Board and as such are subject to call-in.

14.6. Risk management

14.6.1. The Council's current and future financial position is subject to a number of risk management processes. Not addressing the financial pressures in a sustainable way is identified as one of the Council's corporate risks, as is the Council's financial position going into significant deficit in the current year resulting in reserves (actual or projected) being less than the minimum specified by the Council's risk-based reserves policy. Both these risks are subject to regular review.

14.6.2. Failure to address these issues will ultimately require the Council to consider even more difficult decisions that will have a far greater impact on front-line services including those that support the most vulnerable and thus on our Best Council Plan ambition to tackle poverty and reduce inequalities.

14.6.3. Financial management and monitoring continues to be undertaken on a risk-based approach where financial management resources are prioritised to support those areas of the budget that are judged to be at risk, for example the implementation of budget action plans, those budgets which are subject to fluctuating demand, key income budgets, etc. This risk-based approach will continue to be included in the in-year financial reports brought to Executive Board.

14.6.4. In addition, risks identified in relation to specific proposals and their management will be reported to relevant members and officers as required. Specific risks relating to some of the assumptions contained within these initial budget proposals are identified below.

Risks to Funding

14.6.5. The period covered by the Government's current spending review will end in March 2020. Whilst the Spending Review on the 4th September provided details of the Government's spending intentions for 2020/21 these have not yet been ratified by Government through the annual budget process.

14.6.6. Further to this, whilst the annual Budget was expected to be announced on 6th November 2019, it was subsequently delayed following the announcement of the General Election on 12th December 2019. The provisional Financial Settlement has also been delayed as a consequence. We now expect the provisional Settlement in early January 2020, with the next Budget likely to be held in February. Assumptions within this document are based on announcements from Spending Review 2019 and subsequent Technical Consultation document for the Local Government Financial Settlement. There is a risk that, following the Election, the incoming Government could change existing financial plans for 2020/21 and introduce a new set of priorities. This could significantly vary from our estimates on the Settlement Funding Assessment and the amount that Leeds City Council will receive in 2020/21.

14.6.7. After Spending Round 2019, it was confirmed that 75% Business Rates Retention would be delayed by one year to 2021/22. It was also confirmed that the current 75% business rate retention pilots will cease and return to

the rules governing 50% retention. The effect of this return to 50% retention is included in these initial budget proposals. However, following discussions with the current North and West Yorkshire Pool member authorities, 13 of the 14 original member authorities agreed to submit an application for a business rates pool in 2020/21. We were advised that this application had been successful on the 19th December 2019. We estimate this Pool could lead to additional funding to the region of £9.6m, some of which could be to the benefit of Leeds City Council. As with previous years' Pools, there remains a risk that if a member authority becomes entitled to a safety net payment, because its retained income has fallen dramatically, then that safety net payment will no longer be received from the Government but will have to be met by other members of the pool. This will represent a loss of income to the region.

14.6.8. The level of business rates appeals continues to be a risk. Whilst there is very limited scope for new appeals against the 2010 list and the Council has appropriate provision for these, there is very little information available on which to assess appeals against the 2017 list. Therefore income could be adversely affected both by appeals against the 2017 list and by business rate growth being less than assumed. This in turn would reduce the overall level of resources available to fund the services that the Council provides.

14.6.9. The level of council tax collected could be affected by either the increase in the council tax base being less than assumed and/or collection rates being below budgeted assumptions.

Key risks to cost and income assumptions

14.6.10. Demographic and demand pressures, particularly in Adult Social Care and Children's Services, could be greater than anticipated.

14.6.11. The implementation of proposed savings and additional income realisation could be delayed. Equally, the level of savings generated and/or the level of additional income realised could be less than that assumed in this report.

14.6.12. Inflation including the pay award to employees could be higher than that assumed in this report. In addition these initial budget proposals make a number of assumptions about the costs associated with managing the Council's debt. Whilst the Council has benefited from converting some of its shorter term borrowing into longer term borrowing at record low interest rates, it still has debt as short term rates which means that it is exposed to any upward movement in rates which would result in an increase in costs to the Council.

14.6.13. The Council's and City's economic and fiscal position is clearly impacted upon by the wider national economic context. The UK's withdrawal from the EU could potentially weaken the pound, increase inflation, reduce domestic and foreign direct investment and impact upon borrowing costs. Conversely the UK's exit from the EU could have the opposite effect upon the

economy. What is also unclear is to what extent the UK's exit from the EU will impact upon the level of resources available to the Council and the level of demand for the services that it provides.

14.6.14. A full analysis of all budget risks will continue to be maintained and will be subject to monthly review as part of the in-year monitoring and management of the budget. Any significant and new risks and budget variations are contained in the in-year financial health reports submitted to the Executive Board.

15. Conclusions

15.1. The Initial Budget Proposals for 2020/21 and the projected budgets for 2021/22 and 2022/23 need to be seen in the context of significant inherent uncertainty for the Council in respect of future funding and spending assumptions. Specifically the implications of the Government's future spending plans with regard to local government and other areas of the public sector after 20202/1 remain unknown. To compound this uncertainty the Government remains both committed to move to 75% business rate retention nationally and implementing the Fair Funding review of the methodology which determines current funding baselines which are based on an assessment of relative needs and resources. The outcome of both these changes, and the subsequent implications for Leeds, won't be known until the autumn of 2020. In addition it remains uncertain how the Government intend to fund social care in future years and the implications of the UK leaving the EU are as yet unknown.

15.2. In the determination of these initial budget proposal and the forecast position for 2021/22 and 2022/23 a number of assumptions have been made as to the level of resources available to the Council. These assumptions are under constant review to reflect any changes in circumstances or if further information emerges in respect of known risks.

15.3. Based on the details contained in Government's technical consultation in respect of the 2020/21 Local Government Finance the Settlement Funding Assessment will increase by 1.7% or £3.1m with a corresponding increases in funding from council tax of £17.0m, which offsets a business rates variation of £10m, which overall gives an increased net revenue budget of £526.8m in 2020/21. However, the initial budget proposals for 2020/21 as set out in this report, subject to the finalisation of the detailed proposals in February 2020, will still require savings and additional income of £23.2m to produce a balanced budget.

15.4. As set out in both the Medium Term Financial Strategy 2020/21-2024/25 and Revenue Budget Update reports to the July and October Executive Boards respectively, the budget proposals detailed in this report need to be viewed within the context of the longer term approach to increase the financial sustainability and resilience of the Council's financial position.

16. Recommendations

16.1. Executive Board is asked to agree the initial budget proposals for 2020/21 and for them to be submitted to Scrutiny and also for the proposals to be used as a basis for wider consultation with stakeholders.

16.2. Executive Board is asked to note the initial budget position for 2021/22 and 2022/23 and to note that savings proposals to address the updated estimated budget gaps of £47.4m and £29.9m for 2021/22 and 2022/23 respectively will be reported to a future meeting of this Board.

16.3. Executive Board is asked to note that the proposal to approve the implementation of an additional Council Tax premium on any dwelling where the empty period is at least five years, from 100% to 200% premium, will be decided by Full Council in January 2020.

16.4. Executive Board is asked to agree that Leeds City Council become a member of the new North and West Yorkshire Business Rates Pool and act as lead authority for it. The establishment of this new Pool will be dependent upon none of the other proposed member authorities choosing to withdraw within the statutory period after designation.

16.5. Executive Board is asked to agree that the final year of Government funding to offer discretionary relief to businesses most impacted by the 2017 Business Rates Revaluation be distributed to childcare businesses in the city.

17. Background documents[2]

None.

[2] 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.

Appendix 1

2020/21

	Adults & Health £m	Children & Families £m	City Development £m	Communities & Environment £m	Resources & Housing £m	Strategic & Central £m	Total Net Revenue Budget £m
Net managed budget (2019/20) - RESTATED	**206.55**	**121.77**	**35.84**	**78.92**	**82.26**	**(8.65)**	**516.68**
Pay - Leeds City Council	1.06	2.14	1.01	1.55	2.96		8.72
Wage costs - commissioned services	6.49	0.59		0.05			7.13
Employer's LGPS contribution	(0.11)	(0.18)	(0.13)	(0.18)	(0.31)		(0.90)
Fall-out of capitalised pension costs	(0.23)	(0.37)	(0.16)	(0.26)	(0.24)		(1.25)
Inflation: General	4.20	0.71	2.04	0.46	0.13		7.55
Inflation: Electricity and Gas Tariffs	0.01	0.02	0.51	0.04	0.06		0.64
Demand and demography - Adult Social Care	2.00						2.00
Demand and demography - Children Looked After		1.40					1.40
Demand and demography - Other				0.19			0.19
Income pressures	0.00	0.70	(0.07)	0.46	0.21	0.50	1.80
Migration to Microsoft Cloud					0.81		0.81
Transforming Care Programme	0.51						0.51
Housing Benefit Overpayment income				0.40			0.40
Investment in Climate Emergency					0.30		0.30
Other Pressures	0.01	0.06	1.76	2.02	0.38	(1.65)	2.58
Debt - external interest / Minimum Revenue Provision	(0.28)			0.01		16.29	16.02
New Homes Bonus						5.19	5.19
Impact of 50% Business Rates Retention						(4.04)	(4.04)
S31 Business Rate grants						6.01	6.01
Public Health grants	(0.91)						(0.91)
Additional Social Care Grant (SR2019)	(7.50)	(6.50)					(14.00)
School Improvement Monitoring and Brokerage Grant		(0.43)					(0.43)
DfE Innovations Grant (Slippage)		1.70					1.70
Housing Benefit Admin Grant				0.40			0.40
Housing Benefit New Burdens Funding				(0.10)			(0.10)
Childrens Funeral Fund				(0.24)			(0.24)
Brexit Grant						0.10	0.10
Contribution to / (from) General Reserve						(14.49)	(14.49)
Change in Use of Earmarked Reserves	(0.01)	1.51	0.74	(0.15)	0.66	3.50	6.25
Total - cost and funding changes	**5.24**	**1.36**	**5.71**	**4.66**	**4.97**	**11.41**	**33.34**
Budget savings proposals As per Appendix 2	(10.42)	(1.37)	(3.11)	(4.78)	(2.74)	(0.76)	(23.19)
Total - Budget savings proposals	**(10.42)**	**(1.37)**	**(3.11)**	**(4.78)**	**(2.74)**	**(0.76)**	**(23.19)**
2020/21 Submission	**201.37**	**121.75**	**38.43**	**78.81**	**84.48**	**2.00**	**526.83**
Increase/(decrease) from 2019/20 £m	**(5.18)**	**(0.02)**	**2.59**	**(0.12)**	**2.22**	**10.65**	**10.15**
Increase/(decrease) from 2019/20 %	**(2.51%)**	**(0.01%)**	**7.24%**	**(0.15%)**	**2.70%**	**(123.05%)**	**1.96%**
TOTAL FUNDING AVAILABLE (Forecast Net Revenue Charge)							**526.83**
GAP							**0.00**

Indicative Revenue Budget by Directorate 2020/21

Appendix 1b

	Indicative Budget 2020/21 (£m)		
	Gross Expenditure	**Gross Income**	**Net Budget**
Adults & Health	366.9	(165.5)	201.4
Children & Families	302.3	(180.5)	121.8
City Development	155.5	(117.0)	38.4
Communities & Environment	425.0	(346.2)	78.8
Resources & Housing	264.4	(180.0)	84.5
Strategic & Central Accounts	107.3	(105.3)	2.0
Net Managed Budget	**1,621.3**	**(1,094.5)**	**526.8**

ADULTS & HEALTH - Savings options 2020/21

Appendix 2

Savings Proposal	Comments	2020/21 £m	Is this relevant to Equality & Diversity?
A) BUSINESS AS USUAL			
Cessation of schemes associated with short term funding	Spring Budget fall out: related fallout of Invest to Save spend	(2.11)	N
Back office spend	Review has identified potential savings over a range of services	(0.09)	Y
Enablement Service	To be delivered through productivity improvements	(0.50)	Y
Learning Disability	Review packages and service offer to ensure an efficient way of meeting assessed care needs is achieved	(1.00)	Y
Client Transport	Savings targeted against re-routing reviews, insourcing private hire routes, Personal Transport Allowance & Independent Travel Training.	(0.30)	Y
Collection of Client Income	Identify potential areas for maximisation of assessed income from review of internal systems and processes	(1.00)	Y
Demand (all service groups)	Extend impact of strengths based approach	(0.70)	Y
Fines	improve processes to ensure fines for delayed transfers of care are removed	(0.07)	N
Physical Impairment	Review cost of Physical Impairment packages	(0.10)	Y
Home care	Review packages to ensure assessed care is delivered efficiently	(0.10)	Y
Meals on Wheels	Remove current £200k subsidy through increasing volume of service users and/or reducing costs through improved processes	(0.20)	Y
Assistive Technology	Enhance and commercialise our current offer and technological advances available to support as many people as possible to live independent and active lives	(0.20)	Y
Occupational Therapists	Occupational Therapist time appropriately charged to the annual Disabled Facilities Grant	(0.20)	N
CHC/S117 cases	Impact of review of classification of Continuing Health Care and S117 cases	(0.10)	Y
Better Care Fund	Better Care Fund - inflationary uplift and additional funding sought	(3.70)	N
Skills for Care	Apply for funding to undertake planned developments.	(0.05)	N
Sub-Total Business As Usual		**(10.42)**	
B) SERVICE DELIVERY			
		0.00	N
Sub-Total Service Delivery		**0.00**	
C) WORKFORCE			
		0.00	N
Sub-Total Workforce		**0.00**	
D) SERVICE DELIVERY/WORKFORCE			
		0.00	N
Sub-Total Service Delivery/Workforce		**0.00**	
E) SERVICE REVIEW			
		0.00	N
Sub-Total Service Review		**0.00**	
Total Savings Options - ADULTS & HEALTH		**(10.42)**	

CHILDREN AND FAMILIES - Savings options 2020/21

Savings Proposal	Comments	2020/21 £m	Is this relevant to Equality & Diversity?
A) BUSINESS AS USUAL			
Supplies and Services savings across the Directorate	Full year effect of 2019/20 savings in supplies and services budgets across the Directorate.	(0.23)	Y
Savings in passenger transport costs to offset increases in demand	Savings to be achieved from route reviews, in-sourcing private hire routes, Personal Transport Allowances, private hire contract savings and independent travel training.	(0.44)	Y
Additional income from DSG for the cost of Personal Transport Allowances	Additional income from charging the increase in payments for PTAs to the Dedicated Schools Grant (High Needs Block)	(0.15)	Y
Additional income from traded services	This includes additional income from educational psychology based on trends and recruitment plans, specialist training in autism and raising standards, Artforms and Learning Improvement.	(0.10)	Y
Additional external income - grants and contributions	Additional income from workforce development trading £0.04m, Partnerships £0.05m, Youth Offending Service £0.1m, external funding streams £0.12m	(0.31)	Y
Additional income for the education costs of external residential placements	Move to full cost recovery of the education costs of ER placements from DSG (High Needs Block)	(0.15)	Y
Sub-Total Business As Usual		**(1.37)**	
B) SERVICE DELIVERY			
		0.00	N
Sub-Total Service Delivery		**0.00**	
C) WORKFORCE			
		0.00	N
Sub-Total Workforce		**0.00**	
D) SERVICE DELIVERY/WORKFORCE			
		0.00	N
Sub-Total Service Delivery/Workforce		**0.00**	
E) SERVICE REVIEW			
		0.00	N
Sub-Total Service Review		**0.00**	
Total Savings Options - CHILDREN AND FAMILIES		**(1.37)**	

CITY DEVELOPMENT - Savings options 2020/21

Savings Proposal	Comments	2020/21 £m	Is this relevant to Equality & Diversity?
A) BUSINESS AS USUAL			
Asset Rationalisation	Freeing up existing building capacity and reducing void management costs.	(0.20)	Y
Street Lighting LED Conversion	Continuation of the Street Lighting LED conversion scheme	(0.43)	Y
Other Operating Expenditure	Directorate wide review of other operating expenditure to identify reductions	(0.41)	Y
Advertising	Increase in external advertising income	(0.20)	N
Income	Mitigation of pay inflation via charging	(0.62)	N
Sub-Total Business As Usual		**(1.86)**	
B) SERVICE DELIVERY			
Strategic Investment Fund	Further acquisition of strategic investments to provide an income stream after borrowing	(0.75)	N
Planning	Increased fees and services for pre application enquiry services	(0.25)	N
Sub-Total Service Delivery		**(1.00)**	
C) WORKFORCE			
		0.00	N
Sub-Total Workforce		**0.00**	
D) SERVICE DELIVERY/WORKFORCE			
Highways	Increase in Site Development staffing resources to undertake chargeable external works	(0.25)	N
Sub-Total Service Delivery/Workforce		**(0.25)**	
E) SERVICE REVIEW			
		0.00	N
Sub-Total Service Review		**0.00**	
Total Savings Options - CITY DEVELOPMENT		**(3.11)**	

COMMUNITIES & ENVIRONMENT - Savings options 2020/21

Savings Proposal	Comments	2020/21 £m	Is this relevant to Equality & Diversity?
A) BUSINESS AS USUAL			
Staffing efficiencies	Increased vacancy factor across all services	(0.10)	Y
Operational expenditure	Review of operational expenditure across all services	(0.18)	Y
Welfare & Benefits postage costs	Reduction in printing and postage costs reflecting increased e-billing	(0.05)	Y
Registrars fee income	Reflects fee structure effective from January 2020	(0.03)	Y
Safer Leeds efficiencies	Further efficiency savings including maximising external income and staffing savings	(0.19)	Y
Woodhouse Lane Car Park	Increase commuter fee by 50p to £8.50	(0.10)	Y
Car Parking enforcement	Income in respect of fixed camera monitoring at Leeds Bradford Airport	(0.02)	N
Parks & Countryside - Tropical World	Additional income following development of Indoor Play area	(0.12)	Y
Waste Management	Waste disposal savings and other efficiencies	(3.10)	N
Waste Management - replacement bins	Inclusion of £5 delivery charge on replacement wheeled bins	(0.06)	Y
Elections	Review of cost of elections in line with schedule of elections	(0.40)	N
Sub-Total Business As Usual		**(4.35)**	
B) SERVICE DELIVERY			
Sub-Total Service Delivery		**0.00**	
C) WORKFORCE			
Waste Management staffing savings	Staffing savings reflecting a review of management structures	(0.05)	Y
Communities staffing savings	Staffing savings reflecting a review of management structures	(0.08)	Y
Customer Access/Welfare & Benefits staffing savings	Review of staffing arrangements across Customer Access, Council Tax and Benefits to reflect falling caseloads due to the migration of Housing Benefits to Universal Credit.	(0.20)	Y
Sub-Total Workforce		**(0.33)**	
D) SERVICE DELIVERY/WORKFORCE			
Sub-Total Service Delivery/Workforce		**0.00**	
E) SERVICE REVIEW			
Community Centres	Asset transfer savings and running cost efficiencies to reduce net cost of service	(0.10)	Y
Sub-Total Service Review		**(0.10)**	
Total Savings Options - COMMUNITIES & ENVIRONMENT		**(4.78)**	

RESOURCES AND HOUSING - Savings options 2020/21

Savings Proposal	Comments	2020/21 £m	Is this relevant to Equality & Diversity?
A) BUSINESS AS USUAL			
Shared Services & DIS	Mail and Print Review - Remove Printers; Reduce Printing volumes and investment in print unit equipment to reduce external spend	(0.54)	Y
DIS	Working with Health to deliver shared platforms and working together across City	(0.25)	N
DIS	"Breakfix" - reduce devices sent to external provider for repair	(0.06)	N
CEL - Facilities Management	Merrion House - review servicing meetings, refreshments offer & "develop Kiosk"	(0.10)	Y
CEL - Catering	Reduce reliance on meat based dishes	(0.04)	Y
CEL - Catering	Generate additional net income in Civic Flavour and Schools by winning contracts	(0.03)	N
CEL - Fleet	Generate additional external income from maintenance of other public sector vehicles	(0.21)	N
CEL - Fleet	Electric Fleet replacement & reduction in long term hire	(0.34)	N
Housing Management	Mainly Additional staff capitalisation (DFG)	(0.21)	N
Directorate Wide	Review of vacant posts and vacancy factors	(0.22)	Y
Directorate Wide	Review of line by line expenditure across all services	(0.33)	Y
Sub-Total Business As Usual		**(2.31)**	
B) SERVICE DELIVERY			
CEL	Bring LCC office waste disposal and voids in house	(0.08)	N
Sub-Total Service Delivery		**(0.08)**	
C) WORKFORCE			
Shared Services - Staffing	Automation of Invoice Processing within BSC & Admin review of servicing meetings	(0.35)	N
Sub-Total Workforce		**(0.35)**	
D) SERVICE DELIVERY/WORKFORCE			
		0.00	N
Sub-Total Service Delivery/Workforce		**0.00**	
E) SERVICE REVIEW			
		0.00	N
Sub-Total Service Review		**0.00**	
Total Savings Options - RESOURCES AND HOUSING		**(2.74)**	

Equality, Diversity, Cohesion and Integration Screening

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision.** Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

Directorate: Resources and Housing	**Service area: Corporate Financial Management**
Lead person: Victoria Bradshaw	**Contact number: 88540**

1. Title: Initial Budget Proposals 2020/21		
Is this a:		
[x] **Strategy / Policy**	[ ] **Service / Function**	[ ] **Other**
If other, please specify		

2. Please provide a brief description of what you are screening
The council is required to publish its initial budget proposals two months prior to approval of the budget by full council in February 2020. The initial budget proposals report for 2020/21 sets out the Executive's plans to deliver a balanced budget within the overall funding envelope. It should be noted that the budget represents a financial plan for the forthcoming year and individual decisions to implement these plans will be subject to equality impact assessments where appropriate.

3. Relevance to equality, diversity, cohesion and integration

All of the council's strategies/policies, services/functions affect service users, employees or the wider community – city-wide or more local. These will also have a greater/lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that impact on or relate to equality: tackling poverty and improving health and well-being.

Questions	**Yes**	**No**
Is there an existing or likely differential impact for the different equality characteristics?	X	
Have there been or likely to be any public concerns about the policy or proposal?	X	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	X	
Could the proposal affect our workforce or employment practices?	X	
Does the proposal involve or will it have an impact on • Eliminating unlawful discrimination, victimisation and harassment • Advancing equality of opportunity • Fostering good relations	 X X X	

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4.**
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5.**

4. Considering the impact on equality, diversity, cohesion and integration

If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment.

Please provide specific details for all three areas below (use the prompts for guidance).

- **How have you considered equality, diversity, cohesion and integration?**

(think about the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)

Whilst the level of resources available to the Council has increased between 2019/20 and 2020/21 the initial budget proposals identify a savings requirement of £22.7m due to unavoidable pressures such as inflation and demand/demography. Savings proposals to bridge this gap will affect all citizens of Leeds to some extent. The council has consulted on its priorities in recent years and has sought to protect the most vulnerable groups. However, the cumulative effect of successive annual government funding reductions, means that protecting vulnerable groups is becoming increasingly difficult. Further consultation regarding the specific proposals contained in this report will be carried out before the final budget for 2020/21 is agreed.

- **Key findings**

(think about any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

The budget proposals will impact on all communities but those who have been identified as being at the greatest potential risk include:

- Disabled people
- BME communities
- Older and younger people and
- Low socio-economic groups

The initial budget proposals have identified the need for staffing savings in all areas of the council which may impact on the workforce profile in terms of the at-risk groups. There will be some impact on our partners through commissioning and/or grant support which may have a knock on effect for our most vulnerable groups.

- **Actions**

(think about how you will promote positive impact and remove/ reduce negative impact)

A strategic equality impact assessment of the budget will be undertaken prior to its approval in February 2020.

There will also be further equality impact assessments on all key decisions as they go through the decision making process in 2020/21.

5. If you are **not** already considering the impact on equality, diversity, cohesion and integration you **will need to carry out an impact assessment**.

Date to scope and plan your impact assessment:	
Date to complete your impact assessment	

Lead person for your impact assessment (Include name and job title)	

6. Governance, ownership and approval Please state here who has approved the actions and outcomes of the screening		
Name	**Job title**	**Date**
Victoria Bradshaw	Chief Officer Financial Services	4th December 2019
Date screening completed		4th December 2019

7. Publishing	
Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board**, **Full Council, Key Delegated Decisions** or a **Significant Operational Decision.** A copy of this equality screening should be attached as an appendix to the decision making report: • Governance Services will publish those relating to Executive Board and Full Council. • The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions. • A copy of all other equality screenings that are not to be published should be sent to equalityteam@leeds.gov.uk for record. Complete the appropriate section below with the date the report and attached screening was sent:	
For Executive Board or Full Council – sent to **Governance Services**	Date sent: 9th December 2019
For Delegated Decisions or Significant Operational Decisions – sent to appropriate **Directorate**	Date sent:
All other decisions – sent to equalityteam@leeds.gov.uk	Date sent:

APPENDIX 4

Capital Programme Review 2019/20 to 2028/29

Annual Programme Capital Review

	LCC RES 2019/20 £000,	LCC RES 2020/21 £000,	LCC RES 2021/22 £000,	LCC RES 2022/23 £000,	LCC RES 2023/24 £000,	LCC RES 2024/25 £000,	LCC RES 2025/26 £000,	LCC RES 2026/27 £000,	LCC RES 2027/28 £000,	LCC RES 2028/29 £000,	Total LCC RES £000,
Highways Maintenance			2,400	13,000	13,000	13,000	13,000	13,000	13,000	13,000	93,400
Highways Section 278				3,500	2,800	2,100	1,400	700			10,500
Highways Section 278 external contributions					700	1,400	2,100	2,800	3,500	3,500	14,000
Highways Maintenance Capitalisations				4,600	3,700	2,800	1,800	900	0	0	13,800
Corporate Property Management		1,201	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	13,201
Schools Capital Expenditure				3,500	2,800	2,100	1,400	700	0	0	10,500
Fire Risk Assessments			750	750							1,500
Demolition in year				1,000	1,000	1,000	1,000	1,000	1,000	1,000	7,000
General Refurbishment Schools				1,000	1,000	1,000	1,000	1,000	1,000	1,000	7,000
Library Books				700	600	400	300	100			2,100
Sports Maintenance				500	500	500	500	500	500	500	3,500
Adaptations - Disabled Facilities Grants				1,069	1,069	1,069	1,069	1,069	1,069	1,069	7,483
Adaptations - supported by external funding				6,449	6,449	6,449	6,449	6,449	6,449	6,449	45,143
Telecare ASC				600	600	600	600	600	600	600	4,200
Adaptation to Private Homes				470	470	470	470	470	470	470	3,290
Childrens centres				50	50	50	50	50	50	50	350
Essential Services Programme (USB)				4,210	3,400	2,500	1,700	800	0		12,610
Digital Development				5,000	5,000	5,000	5,000	5,000	5,000	5,000	35,000
Climate Emergency Woodland Creation		300	250	200	150	100	50				1,050
Climate Emergency Woodland Creation - supported by external funding		50	100	150	200	250	300	350	350	350	2,100
Project Support Fund - Groundwork				70	70	70	70	70	70	70	490
General Capitalisation			737	4,500	3,600	2,700	1,800	900	0	0	14,237
Vehicle Programme				2,079	1,700	1,200	800	400	0	0	6,179
Fin Dev Capital Programme Management				575	575	575	575	575	575	575	4,028
Capitalisation Interest				190	300	300	300	300	300	300	1,990
LCC Borrowing	0	1,501	5,637	49,063	43,884	39,034	34,384	29,634	25,134	25,134	253,407
External Funding	0	50	100	6,599	7,349	8,099	8,849	9,599	10,299	10,299	61,243
Total	0	1,551	5,737	55,662	51,233	47,133	43,233	39,233	35,433	35,433	314,650

Major Programme Capital Review

	LCC RES 2019/20 £000,	LCC RES 2020/21 £000,	LCC RES 2021/22 £000,	LCC RES 2022/23 £000,	LCC RES 2023/24 £000,	LCC RES 2024/25 £000,	LCC RES 2025/26 £000,	LCC RES 2026/27 £000,	LCC RES 2027/28 £000,	LCC RES 2028/29 £000,	Total LCC RES £000,
City Development											
Regent Street Flyover	3,000	10,400	8,900	700	0	0	0	0	0	0	23,000
Flood Risk Mgt	0	250	250	250	250	0	0	0	0	0	1,000
Regeneration Feasibility	0	150	100	100	100	0	0	0	0	0	450
Fearnville LC	250	2,024	12,154	0	0	0	0	0	0	0	14,428
City Square			250	250	0	0	0	0	0	0	500
Parklife now included	300	2,800	100	0	0	0	0	0	0	0	3,200
Chidrens and Families											
Childrens Home Refurb	0	500	500	500	0	0	0	0	0	0	1,500
Burley Park Childrens Centre	0	850	0	0	0	0	0	0	0	0	850
Resources and Housing											
Core Systems Review	500	829	0	0	0	0	0	0	0	0	1,329
Community and Environments											
Community Hubs year 3 Phase 3	0	1,350	1,380	0	0	0	0	0	0	0	2,730
Core Centre Infra Upgrade	0	330	170	0	0	0	0	0	0	0	500
Web & Insite Dev	0	303	315	134	52	0	0	0	0	0	804
Climate Emergency Woodland Creation	150	0	0	0	0	0	0	0	0	0	150
Cottingley cemetery expansion	600	0	0	0	0	0	0	0	0	0	600
Lawnswood Crematoria Replacement	0	1,000	0	0	0	0	0	0	0	0	1,000
Summary/Key											
Supported Bids	4,150	19,475	28,771	50,363	44,234	39,034	34,384	29,634	25,134	25,134	300,315
Supported with External Funding attached	0	50	100	6,599	7,349	8,099	8,849	9,599	10,299	10,299	61,243
Reprioritised from Existing Directorate Programme	500	1,329	500	500	0	0	0	0	0	0	2,829
Reprioritised to/from another Directorate Programme	150	1,483	485	134	52	0	0	0	0	0	2,304
Total Capital Review 2019/20 to 2028/29	4,800	22,337	29,856	57,596	51,635	47,133	43,233	39,233	35,433	35,433	366,691

Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 0113 37 88661

Report of the Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22 January 2020

Subject: Best Council Plan Refresh 2020/21 to 2024/25

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☒ Yes	☐ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

1. Purpose of this report

1.1 The purpose of this report is to provide members of the Scrutiny Board (Children and Families) with an opportunity to consider the proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25, and comment on those aspects that fall within its terms of reference.

1.2 The proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25 are set out in the attached Executive Board, considered on 7 January 2020. Other Scrutiny Boards will be considering elements of the proposals relevant to their terms of reference.

2. Background information

2.1 In February 2019, Council adopted the Best Council Plan 2019/20 to 2020/21 (available here). The Best Council Plan is Leeds City Council's strategic plan, bringing together the headline aspirations from a range of supporting council and partnership plans to set out the authority's overall ambitions, policy direction and priorities for both city and organisation, underpinned by the authority's values. It informs the council's budget-setting and financial strategies, helps staff understand how the work they do makes a real difference to the people of Leeds and shows partners how the Council contributes to city-wide issues.

2.2 The Best Council Plan is a rolling multi-year document that is reviewed and refined annually as needed. The attached Executive Board report sets out proposals to

update the Best Council Plan for the five-year period 2020/21 to 2024/25, this revised timescale bringing it into line with the latest Medium-Term Financial Strategy approved by Executive Board in July 2019 and the emerging enabling framework to support the delivery of the Best City/Best Council goals.

2.3 As in previous years, it is intended to produce a summary of the discussion and comments from all Scrutiny Boards in order to make a single submission to Executive Board.

3. Main issues

3.1 The proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25 are set out in the attached Executive Board, considered on 7 January 2020.

3.2 The proposals are submitted to Scrutiny for consideration, review and comment; and the Scrutiny Board (Children and Families) is asked to consider specific matters that fall within its remit. Other Scrutiny Boards will be considering elements of the budget proposals relevant to their terms of reference.

3.3 Any comments or recommendations made by the Scrutiny Board will be submitted to the Executive Board for consideration at its meeting in February 2020; prior to submission of an updated Best Council Plan to full Council on 26th February 2020.

3.4 As in previous years, it is intended to produce a summary of the discussion and comments from all Scrutiny Boards in order to make a single submission to Executive Board.

3.5 Relevant Executive Members senior officers have been invited to attend the meeting to discuss the attached report and address any issues raised by the Scrutiny Board.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 The Best Council Plan 2019/20 to 2020/21 was developed through engagement with a range of stakeholders, notably with the Executive Board, all Scrutiny Boards, the Corporate Leadership Team and other senior officers. It also draws on priorities set out in existing council and partnership plans and strategies which have themselves been subject to extensive consultation and engagement.

4.1.2 As set out in the attached Executive Board report, the proposed update to the Best Council Plan will also be developed in consultation with members and staff and will draw on insights from the council's 2019 staff survey and public consultation on the Budget.

4.2 Equality and diversity / cohesion and integration

4.2.1 As set out in the attached Executive Board report, a strategic equality impact assessment (EIA) is currently being carried out and will be presented to Executive Board in February with the final Best Council Plan and Budget proposals – as in previous years, this will be joint EIA covering both the corporate plan and Budget. Additional EIAs have been carried out on key supporting plans and strategies.

4.3 Council policies and the Best Council Plan

4.3.1 The attached Executive Board report presents initial proposals for refreshing the Best Council Plan for 2020/21 to 2024/25, continuing to provide a framework for the council's approach to responding to the inequality challenges in Leeds through growing the economy while being a compassionate city.

4.3.2 Detailed delivery plans and key performance indicators are in place for the range of supporting plans and strategies that sit beneath the Best Council Plan. Accountability for monitoring and managing these falls within the Council's existing governance arrangements.

4.3.3 Additional details relating to Council policies are presented in the attached Executive Board report.

Climate Emergency

4.3.4 In conjunction with inclusive growth and health and wellbeing, it is proposed that the climate change emergency becomes the third 'pillar' underpinning the council's Best City ambition to tackle poverty and reduce inequalities

4.4 Resources, procurement and value for money

4.4.1 The refreshed Best Council Plan will set out the council's priorities aligned with the Medium-Term Financial Strategy and annual Budget. Developing and then implementing the Best Council Plan will continue to inform, and be informed by, the council's funding envelope and other resources.

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

4.5.1 There are no significant legal issues identified within the attached Executive Board report; which has been produced in accordance with the council's Budget and Policy Framework.

4.6 Risk management

4.6.1 The council's corporate and directorate risk registers will continue to be reviewed in light of any amendments to the Best Council Plan to ensure that the key risks are appropriately identified, assessed and managed.

4.6.2 A full risk assessment will also be undertaken of the council's financial plans – which support the delivery of the Best Council Plan. As set out in the attached Executive Board report, these arrangements comply with the Council's Risk Management Policy.

5. Conclusions

5.1 The attached Executive Board report sets out proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25.

5.2 The Scrutiny Board (Children and Families) is asked to consider and comment on those aspects that fall within its terms of reference; with other Scrutiny Boards considering elements of the proposals relevant to their specific terms of reference.

5.3 As in previous years, it is intended to produce a summary of the discussion and comments from all Scrutiny Boards in order to make a single submission to Executive Board at its meeting in February 2020.

6. Recommendations

6.1 That the Scrutiny Board considers the relevant information within the attached Executive Board report and identifies any specific comments and/or recommendations for consideration by Executive Board as final proposals are prepared for consideration by full Council in February 2020

7. Background documents[1]

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.

Leeds CITY COUNCIL

Report author: Coral Main

Tel: 0113 37 89232

Report of the Director of Resources and Housing

Report to Executive Board

Date: 7 January 2020

Subject: Best Council Plan Refresh 2020/21 to 2024/25

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☒ Yes	☐ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

Summary

1. Main issues

- The Best Council Plan is the council's strategic plan, setting out the authority's ambitions and priorities for both the city (working in partnership) and the organisation, underpinned by the values that encompass what we do and how we work. The current 2019/20 to 2020/21 Best Council Plan was adopted by Council in February 2019.
- This paper sets out an approach to refresh the Best Council Plan for the period 2020/21 to 2024/25 based on ongoing organisational development and improvement activity, review of past performance and the wider socio-economic context and drivers.
- It is proposed that the broad strategic direction of the current Best Council Plan is retained: including the overarching goal of tackling poverty and inequalities and our ambition for Leeds to be the best city in the UK. The Best Council ambition and organisational Values are also retained, though with a renewed focus.
- Proposed changes are to:
    a. Update the Foreword from the Leader and Chief Executive, articulating the council's ambitions, role and future direction;
    b. Build on the revisions made in last year's Plan to strengthen the sustainability agenda by focusing this further around the Climate Emergency: with Inclusive Growth, Health and Wellbeing and the Climate Emergency

becoming the three 'pillars' that underpin the Best City ambition and supporting priorities (please also refer to the 'Climate Emergency Update' paper on today's agenda);

c. Renew the emphasis on the Best Council ambition, focusing on the council's key resources (its people, finances, digital infrastructure and buildings) and the interlinked strategies for each; and

d. Review the Plan's outcomes and update supporting key performance indicators to further promote linkages across policy areas where required.

2. Best Council Plan Implications (click here for the latest version of the Best Council Plan)

- This report sets out proposals for refreshing the Best Council Plan.

3. Resource Implications

- The proposals set out here underpin the council's Medium-Term Financial Strategy (approved by Executive Board in July 2019) and the Initial Budget Proposals for 2020/21 on today's agenda.
- The updated Best Council section of the Plan will focus on the council's key resources.

Recommendations

Executive Board is asked to approve:

a) Engagement with Scrutiny on the emerging Best Council Plan in accordance with the Budget and Policy Framework Procedure Rules.

b) The approach set out in the report to refresh the Best Council Plan for 2020/21 to 2024/25.

c) That the Director of Resources and Housing will be responsible for developing the Best Council Plan for its consideration by this Board and Full Council in February 2020 alongside the supporting 2020/21 Budget.

1. Purpose of this report

1.1 This paper sets out proposals to refresh the Best Council Plan for the period 2020/21 to 2024/25. Subject to Executive Board's approval, the proposals will then be considered in consultation with Scrutiny Boards alongside the 2020/21 Initial Budget Proposals. Following this, a final draft of the updated Best Council Plan will be brought to February's Executive Board with the final Budget proposals, recommending its adoption by Full Council later that month.

2. Background information

2.1 In February 2019, Council adopted the Best Council Plan 2019/20 to 2020/21 (available here). The Best Council Plan is Leeds City Council's strategic plan, bringing together the headline aspirations from a range of supporting council and partnership plans to set out the authority's overall ambitions, policy direction and priorities for both city and organisation, underpinned by the authority's values. It

informs the council's budget-setting and financial strategies, helps our staff understand how the work they do makes a real difference to the people of Leeds and shows our partners how we contribute to city-wide issues.

2.2 The Best Council Plan is a rolling multi-year document that is reviewed and refined annually as needed. This paper sets out proposals to update the Best Council Plan for the five-year period 2020/21 to 2024/25, this revised timescale bringing it into line with the latest Medium-Term Financial Strategy approved by Executive Board in July 2019 and the emerging enabling framework to support the delivery of the Best City/Best Council goals.

3. Main issues

3.1 Ongoing socio-economic insight, intelligence and analysis – including the Joint Strategic Assessment 2018 and Annual Best Council Plan Performance Report looking back on 2018/19 – combined with the recently updated Index of Multiple Deprivation 2019 (IMD 2019) validate the overall strategic direction and approach set out in the current Best Council Plan: an ongoing focus on tackling poverty and inequalities, with the most disadvantaged communities in Leeds at its heart, through a dual approach of strengthening the economy but doing this in a compassionate way. Key headlines include:

- Leeds has a diverse, robust and growing economy and is increasingly the key driver of region/city region, bucking some recent negative national trends, with continued growth in key sectors including finance/business services, advanced manufacturing, health, creative and digital industries.
- However, the IMD 2019 highlights the continuing intensification of inequalities, confirming the very dynamic and multifaceted challenges often found in our most deprived communities and the requirement for us and our partners to respond more collaboratively – particularly at either end of the age-spectrum.
- Like most cities Leeds faces deep-rooted issues around housing, transport, educational attainment and demography.
- The assets we have in communities and our growing city centre reflect a confident and ambitious city. Indeed, many of our most deprived communities are also our most dynamic, with real energy and potential hotbeds for innovation.

3.2 Due to the continuation of these key themes and challenges, we propose a relatively light-touch update to the 'Best City' elements of the Best Council Plan, with a greater focus this time on the 'Best Council' components. Specific proposals are:

- To update the **Foreword** from the council's Leader and Chief Executive, articulating the vital leadership, influence and convening role and positive ambition of the council based on an approach of civic enterprise and valuing public services.
- To retain the **Best City 'Strong Economy, Compassionate City' ambition** with Health and Wellbeing and Inclusive Growth remaining at the head of the hierarchy of supporting and inter-related strategies.
- To establish the **Climate Change Emergency** as the third pillar of the Best City ambition, alongside **Inclusive Growth** and **Health and Wellbeing** with the aim

to further embed sustainability considerations into all aspects of the authority's decision-making, building on last year's Best Council Plan update.

- To review the eight **Best City population outcomes** against the three supporting pillars to ensure they still reflect our Best City ambitions. These currently are:
    - Be safe and feel safe
    - Enjoy happy, healthy, active lives
    - Live in good quality, affordable homes in clean and well cared for places
    - Do well at all levels of learning and have the skills they need for life
    - Enjoy greater access to green spaces, leisure and the arts
    - Earn enough to support themselves and their families
    - Move around a well-planned city easily
    - Live with dignity and stay independent for as long as possible
- To retain the eight **Best City priorities** below, but update the narrative behind each that explains the strategic and policy direction in the coming years:
    - Inclusive Growth
    - Health and Wellbeing
    - Sustainable Infrastructure
    - Child-Friendly City
    - Age-Friendly Leeds
    - Culture
    - Housing
    - Safe, Strong Communities
- To review and update the **key performance indicators** to further promote linkages across policy areas where required.
- To retain the **Best Council ambition** to be an Efficient, Enterprising and Healthy Organisation.
- To retain the five **Values** that underpin what we do and how we work.
    - Being open, honest and trusted
    - Treating people fairly
    - Spending money wisely
    - Working as a team for Leeds
    - Working with people and engaging all communities
- To update the **Best Council** section of the Plan, with a particular focus on establishing **a new enabling framework** to support the delivery of the Best City / Best Council goals. The framework will bring together the council's key resources and the interlinked strategies and principles behind these to ensure a more unified and coordinated approach: notably, our people, finances, digital infrastructure, buildings/estate and intelligence and communications. This will include a new People Strategy for the period 2020/21 to 2024/25, setting out the key areas of focus over the next 5 years to help all staff be their best, within an organisation that supports them and provides the tools and opportunities to do so. It will also include a new draft Asset Management Strategy which, at the time of writing, is anticipated to be brought in full to the same February 2020 Executive Board.

3.3 Should these proposals be agreed, a final draft updated Best Council Plan will be presented to Executive Board and Full Council in February 2020 for approval,

following which a graphically-designed version will be developed ready to launch for the start of the new financial year.

4. Corporate considerations

4.1 Consultation and engagement

4.1.1 The Best Council Plan 2019/20 to 2020/21 was developed through engagement with a range of stakeholders, notably with the Executive Board, all Scrutiny Boards, the Corporate Leadership Team and other senior officers. It also draws on priorities set out in existing council and partnership plans and strategies which have themselves been subject to extensive consultation and engagement.

4.1.2 The proposed update to the Best Council Plan will also be developed in consultation with members and staff and will draw on insights from the council's 2019 staff survey and public consultation on the Budget.

4.2 Equality and diversity / cohesion and integration

4.2.1 A strategic equality impact assessment (EIA) is currently being carried out and will be presented to Executive Board in February with the final Best Council Plan and Budget proposals – as in previous years, this will be joint EIA covering both the corporate plan and Budget. Additional EIAs have been carried out on key supporting plans and strategies.

4.3 Council policies and the Best Council Plan

4.3.1 This report presents initial proposals for refreshing the Best Council Plan for 2020/21 to 2024/25, continuing to provide a framework for the council's approach to responding to the inequality challenges in Leeds through growing the economy while being a compassionate city.

4.3.2 The emerging Best Council Plan will be discussed with Scrutiny Boards in the coming weeks, prior to the final Best Council Plan and Budget proposals being presented to Executive Board and Full Council in February. This process is in accordance with the council's Budget and Policy Framework (Article 4 of the council's Constitution) and the Budget and Policy Framework Procedure Rules (Part 4 Rules of Procedure).

4.3.3 Detailed delivery plans and key performance indicators are in place for the range of supporting plans and strategies that sit beneath the Best Council Plan. Accountability for monitoring and managing these falls within existing governance arrangements – for example, with partnership boards and project boards and additional scrutiny via Scrutiny Boards – with escalation processes as required to members and the Corporate Leadership Team.

4.3.4 Annual assurance reports on the robustness of the authority's performance management arrangements are considered by the council's Corporate Governance and Audit Committee, providing one of the sources of evidence for the organisation's Annual Governance Statement. The most recent assurance report was received by the Committee on 22 November 2019 (available here) with no issues identified.

Climate Emergency

4.3.5 As noted above, in conjunction with inclusive growth and health and wellbeing, it is proposed that the climate change emergency becomes the third 'pillar' underpinning the council's Best City ambition to tackle poverty and reduce inequalities.

4.4 Resources, procurement and value for money

4.4.1 The refreshed Best Council Plan will set out the council's priorities aligned with the Medium-Term Financial Strategy and annual Budget. Developing and then implementing the Best Council Plan will continue to inform, and be informed by, the council's funding envelope and other resources.

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

4.5.1 There are no significant legal issues relating to this report and all information within the report is publicly available.

4.5.2 This report has been produced in compliance with the council's Budget and Policy Framework. In accordance with this framework, the initial Best Council Plan refresh proposals, once approved by the Board, will be submitted to Scrutiny for their review and consideration. The outcome of their review will be reported to the February 2020 meeting of this Board at which proposals for the 2020/21 to 2024/25 Best Council Plan will be considered prior to submission to Full Council on 26 February 2020. As such, this report is not eligible for call-in in line with Executive & Decision Making Procedure Rule 5.1.2 which states that, 'the power to Call In decisions does not extend to decisions made in accordance with the Budget and Policy Framework Procedure Rules'.

4.6 Risk management

4.6.1 The council's corporate and directorate risk registers will continue to be reviewed in light of any amendments to the Best Council Plan to ensure that the key risks that could impact upon new and evolving strategic objectives and priorities are appropriately identified, assessed and managed.

4.6.2 A full risk assessment will also be undertaken of the council's financial plans – which support the delivery of the Best Council Plan – as part of the normal budget process with some of the most significant potential risks to the Budget and Medium-Term Financial Strategy outlined in today's 'Initial Budget Proposals' paper. These arrangements comply with the council's Risk Management Policy.

5. Conclusions

5.1 Executive Board has received a range of reports in recent years on the progress being made towards the Best City vision and ambition of Leeds having a strong economy and being a compassionate city, but also the ongoing challenges of persistent and significant inequalities. Most recently, the Best Council Plan Annual Performance Report and the government's updated Indices of Multiple Deprivation confirm this mixed picture. As the council's strategic plan that brings together a range of supporting council and partnership plans and strategies, it is therefore proposed that the refreshed Best Council Plan maintains its focus on addressing these challenges, the council's approach underpinned by three 'pillars': inclusive growth, health and wellbeing and the climate emergency.

5.2 It is also important that the council continues to play its part through ongoing improvement and prioritisation, using its resources to support the Best City vision and enabling its people right across the organisation to be their best. It is therefore further proposed that the refreshed Plan retains the 'Best Council' ambition with an updated narrative that focuses on the authority's resources and their interconnected strategies to ensure a more unified and coordinated approach: notably, across our people, finances, digital infrastructure, buildings and intelligence and communications.

5.3 This approach provides the framework for the Initial Budget Proposals for 2020/21 being considered today. Alongside the emerging Budget, the refresh of the Best Council Plan will be developed further in the coming weeks through consultation with members and officers with final detailed proposals coming back to Executive Board in February recommending its adoption by Council.

6. Recommendations

6.1 Executive Board is asked to approve:

a) Engagement with Scrutiny on the emerging Best Council Plan in accordance with the Budget and Policy Framework Procedure Rules.

b) The approach set out in the report to refresh the Best Council Plan for 2020/21 to 2024/25.

c) That the Director of Resources and Housing will be responsible for developing the Best Council Plan for its consideration by this Board and Full Council in February 2020 alongside the supporting 2020/21 Budget.

7. Background documents[1]

7.1 There are no background documents.

[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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Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 0113 3788661

Report of Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22nd January 2020

Subject: Referral to the Scrutiny Board

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☐ Yes	☒ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ No

1. Purpose of this report

1.1 The purpose of this report is to present details of a referral that falls within the remit of the Scrutiny Board (Children and Families).

2. Background information

2.1 In accordance with the Council's Scrutiny Board Procedure Rules, any member of a Scrutiny Board may request that the Scrutiny Board of which they are a member considers a matter relevant to that Board's functions. Such requests are generally considered as part of a Scrutiny Board's standard agenda item to review its work programme.

2.2 Any referrals that arise from outside of the relevant Scrutiny Board membership are to be dealt with in accordance with sections G and H of the Scrutiny Board Procedure Rules (Link to SBPR).

3. Main issues

3.1 A referral has been made by the Executive Board. Further details of the matter being referred to the Scrutiny Board is set out in the attached extract of the minutes relating to the Executive Board held on 7th January 2020.

3.2 The Scrutiny Board shall consider whether to exercise its power to review or scrutinise the matter referred and may have regard to:-

- Any relevant information provided by or representations made by the Referrer as to why it would be appropriate for the Scrutiny Board to exercise any of its powers in relation to the matter;
- The principles set out within the 'Vision for Leeds at Scrutiny' document as part of Article 6.

3.3 The Scrutiny Board may also wish to consider:

- If further information is required before considering whether further scrutiny should be undertaken;
- If the matters links in with the scope of any current / planned scrutiny inquiries;
- If a similar or related issue is already being examined by Scrutiny or has been considered by Scrutiny recently;
- If the matter raised is of sufficient significance and has the potential for scrutiny to produce realistic recommendations that could be implemented and lead to tangible improvements;
- The impact on the Board's current workload;
- The time available to undertake further scrutiny;
- The level of resources required to carry out further scrutiny.

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.

4.1.2 An invitation has been extended to the relevant Director(s) and Executive Board Member(s) to contribute to the Board's initial discussion surrounding the matter raised as part of this request.

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 any 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 Any requests for Scrutiny are dealt with in accordance with the Council's Scrutiny Board Procedure Rules as well as the principles set out within the 'Vision for Leeds at Scrutiny' document.

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

Climate Emergency

4.3.3 Following the Council's Climate Emergency declaration, importance is also placed upon the need to consider the potential climate and sustainability impacts associated with any matters being considered by Scrutiny.

4.4 Resources, procurement and value for money

4.4.1 As set out in paragraph 3.3, the Scrutiny Board is advised to consider any potential impact on its current workload in taking forward requests for Scrutiny, including the level of resources required to carry out further scrutiny.

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

5.1.1 A referral to this Scrutiny Board has been made by the Executive Board. Linked to this, the Scrutiny Board is asked to determine what, if any, further scrutiny activity is required.

6. Recommendations

6.1 The Scrutiny Board (Children and Families) is asked to determine what, if any, further scrutiny activity is required in relation to the matter referred.

7. Background documents[1]

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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EXECUTIVE BOARD

TUESDAY, 7TH JANUARY, 2020

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

APOLOGIES: Councillor L Mulherin

121 Inspection of Youth Justice Services in Leeds

The Director of Children and Families submitted a report which detailed the outcome and response to the inspection of the Leeds Youth Justice Service by Her Majesty's Inspectorate of Probation (HMIP) and which sought endorsement to working with the Inspectorate in a forthcoming review of the methodology applied to Out of Court Disposals.

As part of the introduction to the submitted report, the Executive Member for Children and Families invited the Board to request that this matter be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

As part of a broad discussion on this matter, Members discussed:
- the inspection outcomes for Leeds;
- the new inspection framework
- he approach being taken by Leeds in this area - with specific reference made to restorative work in discouraging young people from reoffending;
- how the Authority was responding to the judgement of the inspection – with reference being made to the action plan which had been established; and
- the involvement of Leeds in the national review which was being undertaken.

RESOLVED –

(a) That the results of the Youth Justice Service inspection, as detailed within Appendix 1 to the submitted report, together with the work that is underway to address areas for further development, be noted;

(b) That the intention for the Youth Justice Service in Leeds to work with Her Majesty's Inspectorate of Probation to support the review of the methodology applied to inspecting Out-of-Court Disposal, be endorsed;

(c) That the improvement and action plan, as detailed at Appendix 2 to the submitted report, be endorsed;

(d) That the inspection report of Youth Justice Services in Leeds together with the outcomes arising from the inspection be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

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Leeds CITY COUNCIL

Report author: Angela Brogden
Tel: 3788661

Report of Head of Democratic Services

Report to Scrutiny Board (Children and Families)

Date: 22nd January 2020

Subject: Work Schedule

Are specific electoral wards affected? If yes, name(s) of ward(s):	☐ Yes	☒ No
Has consultation been carried out?	☒ Yes	☐ No
Are there implications for equality and diversity and cohesion and integration?	☐ Yes	☒ No
Will the decision be open for call-in?	☐ Yes	☒ No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	☐ Yes	☒ 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 Traditional items of Scrutiny work have been incorporated into the work schedule, which involve recommendation tracking of work previously undertaken by the Children and Families Scrutiny Board; performance monitoring reports and any Budget and Policy Framework items.

3.3 Executive Board minutes from the meetings held on 25th November 2019 and 7th January 2020 are also attached as Appendix 2a and 2b. 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.

3.4 The referral made by the Executive Board during its meeting on 7th January 2020 (Minute no.121) to the Children and Families Scrutiny Board has been addressed separately as part of today's meeting agenda (Agenda Item 12).

Developing the work schedule

3.5 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.

3.6 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

Consideration of the Post 16 Meadows Park Partnership linked to the wider strategic review of Post-16 education in Leeds.

3.7 Since the last meeting, Board Members were informed of the working group arrangements made for 14th January 2020 for Board Members to meet with representatives of the Post-16 Meadows Park Partnership and the Children and Families Directorate to discuss the rationale associated with the decision to cease this particular Post 16 provision and to also consider any broader implications surrounding this decision. Feedback from this working group meeting, along with an update linked to broader strategic review, is being provided to the full Board as part of today's meeting agenda.

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 considering areas of work, the Board is reminded that influencing climate change and sustainability now forms part of the Child Friendly Leeds portfolio area.

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 documents[1]

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 (Children and Families)
Work Schedule for 2019/2020 Municipal Year

June	July	August
Meeting Agenda for 12th June 2019	**Meeting Agenda for 3rd July 2019**	**No Scrutiny Board meeting scheduled.**
Scrutiny Board Terms of Reference and Sources of Work (DB) Performance Update (PM) School Organisation Proposals and Objections Procedure (PRS)	School Organisation Proposals and Objections Procedure (PRS) Financial Outturn 2018/19 (PM) Scrutiny Inquiry - Is Leeds a child friendly city? – draft report (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 (Children and Families)
Work Schedule for 2019/2020 Municipal Year

September	October	November
Meeting Agenda for 25th September 2019	**Meeting Agenda for 23th October 2019**	**Meeting Agenda for 27th November 2019**
The 3As Strategy (PSR) SEND Inquiry (RT) Local Government and Social Care Ombudsman report on the provision of suitable education for a child absent from school due to anxiety (PSR) Post 16 Meadows Park Partnership (PSR)	School exclusion rates, elective home education and off-rolling in Leeds (PM) Inquiry into Child Poverty & 3As (RT) Draft Leeds Child Poverty Strategy (PDS)	Social, Emotional and Mental Health Support for Young People – An overview of the Local Transformation Plan for C&YP Mental Health and Wellbeing to determine potential areas for further scrutiny involvement (PSR) Scrutiny Inquiry - Is Leeds a child friendly city? – formal response (RT) Scrutiny Inquiry into Exclusions, Elective Home Education and Off-Rolling – draft terms of reference (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 (Children and Families)
Work Schedule for 2019/2020 Municipal Year

December	January	February
No Scrutiny Board meeting scheduled.	**Meeting Agenda for 22nd January 2020**	**Meeting Agenda for 5th February 2020**
	Performance report including an update on the 3As Strategy (PM) Financial Health Monitoring (PSR) 2020/21 Initial Budget Proposals (PDS) Best Council Plan Refresh – Initial Proposals (PDS) An update on the Scrutiny Board's consideration of the Post 16 Meadows Park Partnership linked to the wider strategic review of Post-16 education in Leeds.	Scrutiny Inquiry into Exclusions, Elective Home Education and Off-Rolling – Session 1 (PSR)
Working Group Meetings		
	Post 16 Meadows Park Partnership – 14/1/20	
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 (Children and Families)
Work Schedule for 2019/2020 Municipal Year

March	April	May
Meeting Agenda for 4th March 2020	**Meeting Agenda for 1st April 2020**	**No Scrutiny Board meeting scheduled.**
Children Centres Inquiry (RT) Scrutiny Inquiry into Exclusions, Elective Home Education and Off-Rolling – Session 2 (PSR)	Annual Standards Report (PM) 3As Strategy update(PM) Scrutiny Inquiry into Exclusions, Elective Home Education and Off-Rolling – draft report (PSR) The strategic review of Post-16 education in Leeds – update. Review of the circumstances and subsequent actions relating to the Ombudsman report on the provision of suitable education for a child absent from school due to anxiety – summary note of working group meeting (PSR)	
Working Group Meetings		
Review of the circumstances and subsequent actions relating to the Ombudsman report on the provision of suitable education for a child absent from school due to anxiety (PSR) – *date 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

EXECUTIVE BOARD

MONDAY, 25TH NOVEMBER, 2019

PRESENT: Councillor J Blake in the Chair

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

SUBSTITUTE MEMBER: Councillor A Khan

APOLOGIES: Councillors R Charlwood and M Rafique

97 Substitute Member

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

98 Chair's Opening Remarks

At the commencement of the meeting, the Chair highlighted that the Board meeting was being held during the pre-election 'purdah' period, and invited Board Members to bear in mind when making comment at today's meeting that the purpose of the purdah period was not to prevent the Council from carrying out its normal business, but to prevent such business from being used, or having the potential to be perceived as being used, to secure any electoral advantage.

99 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, 'Proposal to Acquire the Rose Court Site for Additional SEN Places from September 2021', referred to in Minute No. 107 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 Appendix 1 contains commercially sensitive information relating to the financial or business affairs of any particular person or organisation (including the authority holding that information) which if disclosed, could, or be likely to, prejudice the commercial interests of that person, organisation or the Council. As such, it is felt that the public interest in maintaining the exemption outweighs the public interest in disclosing this information at this point in time.

100 Late Items

There were no late items of business submitted to the meeting.

101 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

102 Minutes

RESOLVED – That the minutes of the previous meeting held on 16th October 2019 be approved as a correct record.

INCLUSIVE GROWTH AND CULTURE

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

Further to Minute No. 89, 16th October 2019, the Chief Executive submitted a report which provided a further update on the preparations being made by Leeds City Council regarding the UK's exit from the European Union.

Responding to a previous request, the inclusion within the submitted report of a section regarding the agricultural sector was acknowledged, whilst a comment regarding the appropriateness, or otherwise of submitting a report on the UK's exit from the European Union for Member's consideration during the purdah period was noted.

RESOLVED –

(a) That the continued work being undertaken to prepare the Council and the city for the UK's exit from the European Union, together with the ongoing concerns which exist regarding the lack of clarity about the nature of the exit from the EU, be noted;

(b) That the contents of the strategic response plan, as attached at Appendix A to the submitted report, together with the updates provided in the submitted cover report, be noted, with it being recognised that assumptions and planning will continue to develop as new information becomes available.

HEALTH, WELLBEING AND ADULTS

104 Enhancing Access to Community Public Access Defibrillators in Leeds

The Director of Adults and Health submitted a report which outlined the benefits associated with Community Public Access Defibrillators (CPADs) and provided details of the current provision of them across the city. The report also sought a number of approvals including the proposed approach towards the allocation of CPADs, the raising of community awareness and the training of communities on Basic Life Support and the use of the CPADs.

The Chair welcomed Councillor Khan to the meeting. Councillor Khan had been invited to attend the Board on behalf of Councillor R Charlwood, who had submitted her apologies for absence from the meeting. Councillor Khan introduced the submitted report to the Board.

Responding to a Member's enquiry regarding the recommended distances between defibrillator locations, the Board was advised that the relevant guidance had been taken into account when considering the location of CPADs within Wards, and that the identification of Wards had been based upon ensuring that each Ward had a minimum of 4, with additional allocation to those Wards judged to have a higher need based upon the criteria used. It was also noted that the location of CPADs within Wards would be determined in collaboration with the Yorkshire Ambulance Service and Ward Members.

The Board also acknowledged the importance of the work which continued to take place across the city via a range of organisations and sectors to enhance the provision of defibrillators in their local area, which complemented the CPAD programme. A Member highlighted their hope that in addition to the CPAD initiative, liaison would take place with organisations who were putting defibrillators in place in the future so that the public accessibility of those units was maximised.

The importance of the awareness raising and training proposed as part of the CPAD programme was also emphasised.

RESOLVED –

(a) That the contents of the submitted report, be noted;

(b) That the proposed allocation of 54 Community Public Access Defibrillators to ensure that every Ward has a minimum of 4, with additional allocation to Wards with highest cardiac arrest and low bystander cardiopulmonary resuscitation rates and highest early deaths from circulatory disease, be agreed;

(c) That the approach to allocate a short term project support worker, working with the Communities and Environment directorate to support: the allocation of the Community Public Access Defibrillators, community awareness raising and training through the Yorkshire Ambulance Service, be agreed;

(d) That it be noted that the Communities and Environment directorate will lead the implementation of the programme, working closely with Ward Members and with advice and guidance from the Adults and Health directorate.

<u>CHILDREN AND FAMILIES</u>

105 Thriving: The Child Poverty Strategy for Leeds

The Director of Children and Families submitted a report presenting for the purposes of approval the Child Poverty Strategy for Leeds, entitled, 'Thriving'. In addition, the report provided an overview of the range of ongoing work being undertaken across the city aimed at mitigating the impact of poverty for children and young people.

By way of introduction to the report, Members received a detailed introduction to the range of initiatives being undertaken in this area, with a proposal that further reports would be submitted in due course providing an update on the progress being made.

Members commended the work of the 'A Different Take' Leeds Panel comprising young people, young adults and parents, specifically with respect to the production of their 'More Snakes than Ladders' report.

In response to an enquiry, it was proposed and agreed that update reports would be submitted to the Board on a quarterly basis providing quantifiable information on the progress being made by the work streams undertaken as part of the strategy, with it being noted that some of the data, by its very nature, would only be available on a periodic basis.

Responding to a comment regarding the timeframes associated with the implementation of some initiatives, emphasis was placed upon the importance of ensuring that such schemes were sustainable and fully met the needs of the community. Providing further response, it was acknowledged that although academic data was sought in some instances when establishing initiatives to ensure an evidence based approach, it was highlighted that the delivery of such initiatives was also informed by those living in poverty.

A Member's comment regarding the need for local Ward Councillors to be kept informed of the related activities taking place in their respective areas was acknowledged, with an undertaking that greater communication with Ward Members would take place in future.

Emphasis was also placed upon the need for the correct balance to be found between a quantitative and qualitative approach, with the ability to be able to provide overarching citywide data on the progress being made, whilst at the same time still maintaining the ability for initiatives to be delivered in a child focussed and localised way.

The importance of striking the correct balance was further highlighted, as it was seen as key to successfully delivering schemes, when tackling hunger for example, by providing food to those young people who needed it without any of the associated stigma, whilst at the same time also looking to provide them with an opportunity to have fun and improve their wider wellbeing.

RESOLVED –

(a) That the Child Poverty Strategy for Leeds (2019-2022) entitled, 'Thriving', as appended to the covering report, be approved;

(b) That the strategic framework which is in place to tackle child poverty, together with the work being undertaken by the Council and its partners in the key areas of activity, be noted;

(c) That it be noted that the officer responsible for the implementation of the strategy is the Chief Officer, Partnerships and Health by December 2022.

106 Children and Families - Strengthening Families, Protecting Children Programme

The Director of Resources and Housing submitted a report regarding proposals which would enable the Council to take a lead role in national improvement programmes and at the same time ensure that there was sufficient leadership capacity to maintain the Council's own position whilst supporting other Authorities.

Members welcomed the submitted report and the recognition that Leeds had received in this area. The Board also welcomed the framework in the submitted report which looked to meet the challenge of ensuring that the Council continued to successfully support the children and young people of Leeds in addition to those in other designated Authorities.

RESOLVED –

(a) That the proposals, as set out within the submitted report, be approved, specifically with the following being agreed:-
   (1) To formally accept the Department for Education's 'Strengthening Families, Protecting Children' funding offer;
   (2) The establishment of a 'Strengthening Families, Protecting Children' team including a Programme Director post, which will operate at Director level;
   (3) The flexible deployment of the current Director of Children and Families to the post of Programme Director;
   (4) The appointment of a temporary Director of Children and Families, subject to the decisions of the Employment Committee;
   (5) To review these arrangements in 12 months' time.

(b) That as a result of the resolutions (above), it be noted that the Chief Officer HR will, during December 2019 make the necessary arrangements to implement resolutions (a)(2) – (a)(4), with it also being noted that the Chief Officer HR will undertake a review of these arrangements in December 2020.

<u>LEARNING, SKILLS AND EMPLOYMENT</u>

107 Proposal to acquire the Rose Court site for additional Special Educational Needs (SEN) places from September 2021

The Director of Children and Families and the Director of City Development submitted a joint report which set out details of a proposal brought forward to meet the local authority's duty to ensure a sufficiency of learning places including provision for children and young people with Special Educational Needs and Disabilities (SEND). Specifically, the report detailed the proposal to purchase Rose Court (the former Girls Grammar School site) to deliver a new special free school from September 2021.

A Member enquired whether this proposal for the Rose Court site together with other actions being taken regarding SEND provision would mean that the proposal for the Elmete Wood site (Minute No. 108 refers) would not be required. In response, the rising demand for Education Health and Care Plans and SEND provision was highlighted, and it was confirmed that the capacity which would be provided by both proposals was deemed to be necessary, and that it would enable the Authority to keep pace with demand and would look to provide parents and young people with an element of choice.

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 proposal for the Council to enter into draft Heads of Terms for the purchase of Rose Court from The Grammar School at Leeds, as set out in exempt Appendix 1 to the submitted report, be approved;

(b) That the necessary authority be delegated to the Director of City Development, to enable the Director, with the concurrence of the Executive Member for Resources and the Executive Member Learning, Skills and Employment to agree the final terms of the purchase;

(c) That it be noted that a public consultation exercise on the proposal to open a new special free school on the Rose Court site through the free school presumption route, will be required, which will be delivered by the Sufficiency and Participation Team, with it also being noted that a report will be submitted to a future Executive Board detailing the outcome of that consultation process.

108 Proposal to establish a new special free school on the Elmete Wood Site

The Director of Children and Families submitted a report regarding a proposal brought forward to meet the Local Authority's duty to ensure a sufficiency of learning places including provision for children and young people with Special Educational Needs and Disabilities (SEND). Specifically, the report presented the outcome of a consultation exercise regarding a proposal to establish a new 200 place special free school on the Elmete Wood site following Leeds City Council successfully securing funding through Wave 2 of the Special Educational Needs / Alternative Provision free schools funding provision.

It was confirmed that correspondence had been received by Board Members from a member of the public in advance of the meeting with regard to this proposal, with it being undertaken that an appropriate response would be provided to that individual.

A Member enquired whether the proposal for the Rose Court site (Minute No. 107 refers) together with other actions being taken regarding SEND provision would mean that this proposal for the Elmete Wood site would not be required. In response, the rising demand for Education Health and Care Plans

and SEND provision was highlighted, and it was confirmed that the capacity which would be provided by both proposals was deemed to be necessary, and that it would enable the Authority to keep pace with demand and would look to provide parents and young people with an element of choice.

Responding to a Member's enquiry, it was confirmed that although the proposed scheme would be delivered and funded by the Department for Education, the Council would be responsible for providing funding to deliver the access solution designed to address highways planning conditions relating to the scheme.

RESOLVED –

(a) That the outcome of the consultation exercise on the proposal to establish a new 200 place special free school on the Elmete Wood site, as detailed within the submitted report, be noted;

(b) That it be noted that the Department for Education is delivering and funding the capital costs of the scheme under the provisions of Wave 2 – Special Educational Needs/Alternative Provision (SEN/AP) free schools funding;

(c) That under the specific conditions of the funding bid, approval be given to the transfer of the Elmete Wood site under a 125 year peppercorn lease without premium to the successful sponsor identified through the free school presumption process;

(d) That it be noted that within the related funding conditions Leeds City Council must meet any associated highways costs required under planning, in addition the Local Authority must meet any ground abnormal costs where remediation is required under planning, with it also being noted that once these costs are determined, 'authority to spend' will be sought through a design and cost report;

(e) That it be noted that the successful sponsor will be determined by the Secretary of State following an assessment and interview process, with the announcement on the successful sponsor expected to be made in February 2020;

(f) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

RESOURCES

109 Capital Programme 2019/20 - 2022/23: Quarter 2 Update

The Chief Officer (Financial Services) submitted a report providing an update on the Capital Programme position as at Quarter 2 of the financial year. In addition, the report also sought some specific approvals in relation to funding injections.

RESOLVED –

(a) That the latest position on the General Fund and Housing Revenue Account (HRA) Capital Programmes, as at quarter 2 of the financial year and as detailed within the submitted report, be noted;

(b) That the net increase in the General Fund and HRA Capital Programme 2019-2023 of £115.2m since the Capital Programme setting in February 2019, be noted, with it also being noted that these injections and movements are listed in Appendix D to the submitted report and that £21.3m of schemes require injection approval as part of this report;

(c) That it be noted that the borrowing required to fund the Capital Programme in 2019-20 has reduced by £52.6m since the Capital Programme setting in February 2019, with it also being noted that the Capital Programme remains affordable within the approved debt budget for 2019-20, and that further work is underway through regular Capital Programme reviews to ensure that future debt costs are maintained within the overall medium term financial strategy;

(d) That the following £21.3m worth of injections into the Capital Programme, as set out below and as detailed within Appendix D to the submitted report, be approved:-

- £7.347m East Leeds Orbital Road additional grant from WYCA
- £2.814m Devolved Formula Capital (DFC) additional grant from govt
- £2.376m NE Leeds Junction Improvements, grant from WY+TF
- £2.062m HRA net revenue contributions
- £1.967m Learning Places Programme, S106 funding
- £1.885m Leeds city Centre Network Ph1, grant from WYCA
- £1.506m SEND Special Provision Fund Top Up Grant
- £0.392m Outer Ring Road Pudsey to Horsforth grant from WYCA
- £0.22m Community Hepatology Programme, Public Health Grant
- £0.158m Flood Risk Hawthorn Terrace, Highways Agency Grant
- £0.111m TV & Film Studio, stamp duty obligation
- £0.463m Other smaller scheme, grants and contributions

(e) That it be noted that the decision to inject funding, as detailed at resolution (d) above, will be implemented by the Chief Officer, Financial Services;

(f) That the review of Capital Programme pressures from 2020/21 onwards together with the prioritisation of proposals for consultation and inclusion in the February 2020 Capital Programme update to Executive Board, as shown in Appendix F to the submitted report, be noted.

110 Treasury Management Strategy Update 2019/20

The Chief Officer, Financial Services submitted a report providing a review of, and update on the Council's 2019/20 Treasury Management Strategy.

RESOLVED – That the update on the Treasury Management borrowing and investment strategy for 2019/20, as detailed within the submitted report, be noted.

111 Financial Health Monitoring 2019/20 - Month 6

The Chief Officer, Financial Services submitted a report which set out the Council's projected financial health position for the 2019/20, as at Month 6 of the financial year.

Responding to a Member's enquiry regarding the compensation to be paid by Veolia to the Council for not meeting contracted recycling targets, it was noted that this projected sum had been incorporated into the Council's budget assumptions. Also, it was highlighted that discussions were ongoing with Veolia regarding the level of compensation to be received and with DEFRA (Department for Environment, Food and Rural Affairs) regarding how such compensation could be invested to assist with the future achievement of recycling and waste management targets, with it being undertaken that when an agreement had been reached with DEFRA, the matter would be reported to Members of Executive Board.

Regarding the Children and Families directorate, a Member highlighted the current position in terms of External Residential (ER) placements and enquired whether it would assist the position if the Council further invested in its own accommodation provision. In response, it was highlighted that investment had taken place in children's homes in Leeds through an extensive refurbishment programme which had meant the temporary closure of some homes whilst works took place. It was noted however that newly refurbished homes were beginning to come back on stream and it was hoped that this would further reduce the need for ER placements. As such, it was believed that extra capacity in this area was not currently needed, a position that would continue to be reviewed as appropriate.

Also, responding to an enquiry regarding the loss of fee income from Children's Centres, it was highlighted that there was a plan in place to address this, which included a rebranding and marketing exercise for the centres, a review of the infrastructure with the aim of making the buildings more appealing as venues and work which was being undertaken to ensure that the correct balance of staffing was achieved at each centre.

RESOLVED –

(a) That the projected financial position of the Authority as at Month 6 (September 2019) of the financial year, be noted;

(b) That with regard to the risk that the budgeted level of capital receipts may not be receivable in 2019/20, the progress made to date on such matters, together with the fact that work is ongoing to identify budget

savings proposals that will contribute towards the delivery of a balanced budget position in 2019/20, be noted.

112 Disposal of land located on Seacroft Crescent, Killingbeck and Seacroft, for Extra Care Housing delivery and final terms of Development Agreement

Further to Minute No. 131, 19th December 2018, the Director of Adults and Health, the Director of City Development and the Director of Resources and Housing submitted a joint report which sought approval to dispose of a Council owned site on Seacroft Crescent in Killingbeck and Seacroft Ward to facilitate the development of new Extra Care housing provision in support of the Better Lives Programme.

RESOLVED –

(a) 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;

(b) That approval be granted to enter into the Development Agreement with the consortium;

(c) That approval be granted for any subsequent amendments to the terms of the disposal being delegated to the Director of City Development for his consideration and approval under the scheme of officer delegation, in consultation with the Executive Member for Resources.

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

113 City Connect 3 Leeds Package - Segregated Cycleways at Dewsbury Road (Phase 3), Elland Road and Clay Pit Lane

The Director of City Development submitted a report which sought approval for the design and delivery of a package of 3 schemes to provide segregated cycleways linking to Leeds City Centre. Specifically, the proposed cycleways were to run along Clay Pit Lane, Dewsbury Road and Elland Road. The schemes form part of the Combined Authority's 'City Connect 3' package of improvement to cycle infrastructure in West Yorkshire.

In noting that the proposals within the submitted report were to be fully funded by the West Yorkshire Combined Authority's (WYCA) City Connect programme, a Member sought an update on the current position regarding the outstanding WYCA funding in respect of phase 1 of the scheme, and given that outstanding sum, a further enquiry was made as to whether guarantees could be provided that the proposals in respect of phase 3 would be fully funded by the Combined Authority. The Member also requested to see a copy of WYCA's letter to the Council in 2016 regarding the Combined Authority's commitment in respect of funding phase 1 of the project.

In response, the Board noted that this proposed scheme would be governed by a funding agreement which phase 1 was not, and would include appropriate contingency provision. It was also noted that this scheme had the

advantage of the experience gained from the delivery of earlier phases. With regard to the commitment that WYCA had provided regarding the funding of phase 1, it was noted that the Director of City Development was scheduled to meet with the Combined Authority tomorrow with a view to raising the issue of the outstanding sum. The Director undertook to update Board Members as appropriate.

RESOLVED –

(a) That the success to date of the City Connect programme within Leeds, be noted;

(b) That the proposed Phase 3 projects which will provide segregated cycleways on Dewsbury Road, Elland Road and Clay Pit Lane, as detailed within the submitted report, be approved; and that the submission of the projects to the West Yorkshire Combined Authority as part of a full business case for the purposes of final approval, be approved;

(c) That the authority to incur expenditure of £6.14m to design and construct the cycleways, to be fully funded from the West Yorkshire Combined Authority's City Connect programme, be approved;

(d) That the following be noted:-
(i) The construction of the scheme is programmed to commence in the Spring of 2020 for completion by Spring 2021; and
(ii) The Chief Officer (Highways and Transportation) will be responsible for the implementation of such matters.

(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)

COMMUNITIES

114 The Leeds Pledge to Strengthen Civil Society

The Director of Communities and Environment submitted a report which presented for the purposes of endorsement the 'Leeds Pledge to Strengthen Civil Society' which was the result of a cross sector co-production exercise, initiated and led by Leeds Third Sector Partnership.

By way of introduction to the submitted report, the Executive Member for Communities paid tribute to Pat Fairfax, Policy and Performance Manager – Third Sector, for the longstanding work she had undertaken with the Leeds Third Sector Partnership and the wider support which she had provided across the sector, as Pat was due to retire from the Council in the near future.

In addition, Chris Hollins, Chair of Third Sector Leeds and Deputy Chair of the Leeds Third Sector Partnership, was welcomed to the meeting, and he provided an overview of the collaborative work which had been undertaken across a range of partners throughout the development of the Pledge.

In response, Members welcomed the proposals detailed within the submitted report.

RESOLVED –

(a) That the 'Leeds Pledge to Strengthen Civil Society' as detailed at Appendix 1, together with the submitted covering report, be endorsed;

(b) That the Executive Member for Communities, as Chair of the Third Sector Partnership be requested to invite the NHS, University and Third Sector colleagues to take the Pledge into their sectors and institutions and to seek their support and commitment to partnership working on this agenda;

(c) That it be noted that the Director of Communities and Environment and the Chief Officer, Communities are the senior officers responsible for the Council's oversight of the Pledge and its promotion and roll out.

115 Tackling Poverty and Inequality through Digital Inclusion

The Director of Communities and Environment submitted a report which provided an update on the approach being taken on the promotion of digital inclusion in Leeds through the '100% Digital Leeds' programme.

In presenting the submitted report, the Executive Member for Communities provided the Board with an overview of the range of work being undertaken as part of the promotion of the digital inclusion agenda.

RESOLVED –

(a) That the ongoing work, together with the progress achieved to date, on the 100% Digital Leeds programme in mitigating the impact of poverty and inequality in the city through a focus on greater digital inclusion, be noted;

(b) That the suggested areas for further work, as outlined in Section 5 of the submitted report, be agreed;

(c) That the positive approach being adopted to co-produce the future programme with citizens and communities who have 'lived experience' of poverty and inequality, be acknowledged.

DATE OF PUBLICATION: WEDNESDAY, 27TH NOVEMBER 2019

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00PM, WEDNESDAY, 4TH DECEMBER 2019

EXECUTIVE BOARD

TUESDAY, 7TH JANUARY, 2020

PRESENT: Councillor J Blake in the Chair

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

APOLOGIES: Councillor L Mulherin

116 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 B to the report entitled, 'Capital Receipts Programme Update and Approval of Future Disposals', referred to in Minute No. 134 be designated as being exempt from publication in accordance with paragraph 10.4(3) od Schedule 12A(3) of the Local Government Act 1972 on the grounds that Appendix B contains information relating 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 the inviting of best and final offers for the property/land, then it is not in the public interest to disclose this information at this point in time as this could lead to random competing bids which would undermine this method of inviting bids and affect the integrity of disposing of property/land by this process. 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.

117 Declaration of Disclosable Pecuniary Interests

There were no Disclosable Pecuniary Interests declared at the meeting.

118 Minutes

RESOLVED – That the minutes of the previous meeting held on the 25th November 2019 be approved as a correct record.

HEALTH, WELLBEING AND ADULTS

119 Leeds Safeguarding Adults Board Annual Report 2018/19

The Director of Adults and Health submitted a report presenting the Leeds Safeguarding Adults Board's Annual Report for 2018/19, together with an 'easy read' version and also a copy of the associated Strategic Plan. In summary, these documents summarised the Board's achievements over the past 12 months and set out its ambitions for the coming year.

The Board welcomed Richard Jones CBE, Independent Chair of the Leeds Safeguarding Adults Board to the meeting, who was in attendance in order to introduce the key points of the annual report and to highlight key priorities.

Together with the Independent Chair, Members discussed the key role of carers and the actions being taken to ensure that the correct balance was achieved when engaging with service users by seeking the views of both the carer and the vulnerable individual, with it being acknowledged that each case needed a tailored approach.

In response to an enquiry, the Board received details of the approaches being taken to ensure that elderly and vulnerable individuals continued to have channels of communication that they felt comfortable using when engaging the Local Authority and others, in order to avoid this area becoming a source of isolation.

RESOLVED –

(a) That the contents of the Leeds Safeguarding Adults Board Annual Report 2018/19, together with the Board's Strategic Plan, as appended to the submitted report, be noted;

(b) That the strategic aims and ambitions of the Leeds Safeguarding Adults Board to make Leeds a safe place for everyone, be supported.

CHILDREN AND FAMILIES

120 Leeds Safeguarding Children Partnership Annual Report 2018/19: Evaluating the Effectiveness of Safeguarding Arrangements in Leeds

The Director of Children and Families submitted a report presenting the annual report of the Leeds Safeguarding Children Partnership (LSCP) for 2018/19 which highlighted the areas of strength and progress as well as areas for development across the safeguarding structures.

The Board welcomed Dr. Mark Peel, the outgoing Independent Chair of the LSCP and Jasvinder Sanghera CBE, current Independent Chair as of October 2019 to the meeting, who were in attendance in order to introduce the key points of the annual report and to highlight key priorities.

Members discussed the emerging national issue of unregulated and unregistered provision for looked after children and care leavers. Members were informed that in Leeds all placements were quality assured and that there were robust arrangements in place to monitor and support looked after children. Also, it was reported that it was intended to request that a report be submitted to the LSCP on this matter.

Further to this, and in response to a specific enquiry, it was confirmed that the LSCP had not recently considered the issue of unregistered educational provision in Leeds, however, Members received further information on the actions being taken in this area, with reference being made to the work of the Area Inclusion Partnerships, and it was requested that further to this discussion, this wide ranging matter be taken away by the directorate with further information being reported to the Executive, as appropriate and in due course.

Also, in response to a specific enquiry regarding the practice of marriage between first cousins and the associated increased health risks, the Board was provided with information on the actions which were being taken to raise the awareness of such health risks across the relevant communities.

RESOLVED –

(a) That the contents of the Leeds Safeguarding Children Partnership's Annual Report for 2018/19, as appended to the submitted report, be noted and endorsed;

(b) That the safeguarding priorities for the city, as identified in the Leeds Safeguarding Children Partnership Annual Report for 2018/19, be noted and endorsed.

121 Inspection of Youth Justice Services in Leeds

The Director of Children and Families submitted a report which detailed the outcome and response to the inspection of the Leeds Youth Justice Service by Her Majesty's Inspectorate of Probation (HMIP) and which sought endorsement to working with the Inspectorate in a forthcoming review of the methodology applied to Out of Court Disposals.

As part of the introduction to the submitted report, the Executive Member for Children and Families invited the Board to request that this matter be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

As part of a broad discussion on this matter, Members discussed:

- the inspection outcomes for Leeds;
- the new inspection framework;
- the approach being taken by Leeds in this area - with specific reference made to restorative work in discouraging young people from reoffending;

- how the Authority was responding to the judgement of the inspection – with reference being made to the action plan which had been established; and
- the involvement of Leeds in the national review which was being undertaken.

RESOLVED –

(a) That the results of the Youth Justice Service inspection, as detailed within Appendix 1 to the submitted report, together with the work that is underway to address areas for further development, be noted;

(b) That the intention for the Youth Justice Service in Leeds to work with Her Majesty's Inspectorate of Probation to support the review of the methodology applied to inspecting Out-of-Court Disposal, be endorsed;

(c) That the improvement and action plan, as detailed at Appendix 2 to the submitted report, be endorsed;

(d) That the inspection report of Youth Justice Services in Leeds together with the outcomes arising from the inspection be referred to Scrutiny Board (Children and Families) in order to enable the outcomes and implications arising from this inspection to be considered in greater detail.

LEARNING, SKILLS AND EMPLOYMENT

122 Outcome of statutory notice on the expansion of East SILC – John Jamieson onto two additional sites

Further to Minute No. 75, 18th September 2019, the Director of Children and Families submitted a report detailing a proposal brought forward to meet the Local Authority's duty to ensure a sufficiency of learning places including provision for children and young people with Special Educational Needs and Disabilities (SEND). Specifically, the submitted report presented the outcome of a Statutory Notice regarding a proposal to expand generic specialist school provision at East Specialist Inclusive Learning Centre (SILC) – John Jamieson to 400 places by expanding onto two new additional sites, creating an additional 150 places: 50 primary places at the Oakwood building and 100 secondary places at the former Shakespeare site.

RESOLVED –

(a) That the proposal to permanently expand specialist provision at East SILC – John Jamieson to 400 places, expanding onto two new additional sites: the former Shakespeare primary school and the Oakwood building, with effect from January 2020, be approved;

(b) That it be noted that the implementation of the 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 the recommendation to exempt the resolutions (a) – (d) from Call In for the reasons as set out at paragraph 4.5.2 of the submitted report, be approved;

(d) That it be noted that the responsible officer for the implementation of such matters is the Head of Learning Systems.

(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 taker if it is considered that any delay would seriously prejudice the Council's, or the public's interests. In line with this, the resolutions above were exempted from the Call In process, as per resolution (c) above, and for the reasons as detailed within section 4.5.2 of the submitted report)

COMMUNITIES

123 Investing in our Neighbourhoods - A Review of the Investment in Holbeck

Further to Minute No. 108, 16th November 2016, the Director of Resources and Housing submitted a report providing an update on the investment approved in July and November 2016 for the LNA (Leeds Neighbourhood Approach) in Holbeck and the investment in group repair, specifically in the Recreations. The report also provided details of other activities which have complemented the investment as part of the Council's and partners' activity in this area to address issues of deprivation.

The progress which had been made as a result of this initiative was welcomed, and the importance of continuing the positive work in that part of the city to complement ongoing major developments, was highlighted.

Responding to a Member's enquiry, it was noted that the submitted report contained details of how the actions taken had made tangible differences for those living and working in the area. Also, further to this, it was acknowledged that the submitted report focussed upon the housing led investment undertaken in the Holbeck area, however, with regard to the ongoing work in priority neighbourhoods it was intended that further reports would be submitted to the Board regarding the impact of that work, which would include reference to the latest Indices of Multiple Deprivation statistics.

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

124 Community Asset Transfer of St. Matthew's Community Centre to 'Holbeck Together' (Previously known as 'Holbeck Elderly Aid')

The Director of City Development and the Director of Communities and Environment submitted a joint report which sought approval for the Community Asset Transfer of St Matthew's Community Centre to 'Holbeck Together' by way of a 6 year lease alongside an agreement to lease for a longer term period, subject to the future submission and approval of a business plan.

RESOLVED –

(a) That the principle of a Community Asset Transfer of St. Matthew's Community Centre in Holbeck to 'Holbeck Together', be agreed, subject to the conditions precedent, as outlined in paragraph 3.4 of the submitted report being satisfied;

(b) That following the approval of resolution (a) above, a 6 year lease to 'Holbeck Together' as an interim proposal, be agreed;

(c) That the necessary authority be delegated to the Director of City Development to enable the Director to finalise the terms of the lease arrangements to 'Holbeck Together' for both the 6 year and longer term lease, as well as the agreement to lease;

(d) That it be noted that the Chief Officer, Asset Management and Regeneration will be responsible for ensuring that the resolutions arising from the submitted report are implemented;

(e) That revenue funding to 'Holbeck Together' (formerly known as 'Holbeck Elderly Aid') of up to £143,747 over a five year period, to be implemented by the Director of Communities and Environment, be approved.

125 Promoting Affordable Warmth

The Director of Resources and Housing and the Director of Communities and Environment submitted a joint report providing an update on the Council's approach towards tackling fuel poverty in the city.

In considering the submitted report, a Member highlighted the importance of ensuring that as part of this initiative, service users, specifically the elderly and vulnerable, had channels of communication that they were comfortable using when engaging the Local Authority on this issue.

RESOLVED –

(a) That agreement be given for the Director of Resources and Housing to invite the Leeds Poverty Truth Commission to become a member of the Affordable Warmth Partnership and act as consultee for Leeds Affordable Warmth Plan;

(b) That the Board endorse the approach being taken to continue to listen to people's lived experience of cold and damp housing conditions, better understand the barriers which people are facing, and wherever possible take action locally through co-production, such as improve service provision, or use the Council's influencing powers to change national policy and regulation;

(c) That the Board's endorsement be provided to ensuring that digital solutions to assess and alleviate fuel poverty do not lead to further marginalisation and exclusion of those most in need.

INCLUSIVE GROWTH AND CULTURE

126 Update on Leeds City Council's preparations for the UK's exit from the European Union

Further to Minute No. 103, 25th November 2019, the Chief Executive submitted a report providing a further update on the preparations that Leeds City Council has been making for the UK's exit from the European Union.

The Chief Executive provided an update regarding the dialogue which continued to be undertaken with representatives of different sectors and partners on the preparations being made in this area.

In considering this matter, the Board agreed to continue the cross-party Member working group, with a suggestion that a meeting be scheduled as appropriate, in order for the working group to further consider how best to progress such preparations.

RESOLVED –

(a) That the current national position, together with the Council's next steps to prepare the Council and the city for the UK's exit from the EU, be noted;

(b) That agreement be given for the cross-party Member working group to continue, with a suggestion that a meeting be scheduled as appropriate, in order for the working group to further consider how best to progress such preparations.

127 Northern School of Contemporary Dance

The Director of City Development submitted a report which set out the important role of the Northern School of Contemporary Dance as a cultural anchor institution in the city and detailed the collaborative work underway with the Council to secure its sustainability and growth as a key stakeholder based in Chapeltown.

Responding to a Member's enquiry, it was confirmed to the Board that the properties at 133-135 Chapeltown Road were in private ownership and that constructive talks with the owners of those properties and the Northern School of Contemporary Dance were ongoing.

RESOLVED –

(a) That the Board's support for the Northern School of Contemporary Dance (NSCD) as a key anchor cultural institution in the city and in its plans for expansion, be confirmed;

(b) That the Board's support in relation to assisting the NSCD to remain and meet its ambitions within the Chapeltown area, be confirmed, with the Board also recognising the NSCD's important role within the local community;

(c) That agreement be given for the Council to continue to work collaboratively with the NSCD in securing a site for expansion, and if appropriate, for the Board to receive a further report at the earliest opportunity setting out whether there is a case for the Council to use its statutory powers in land assembly.

128 Initial Budget Proposals for 2020/21

The Chief Officer (Financial Services) submitted a report which presented the Council's initial budget proposals for 2020/21, and which sought agreement for them to be submitted to Scrutiny for consideration, and also used as a basis for wider consultation with stakeholders.

Responding to a Member's enquiry, the Board received further information regarding the 'New Towns Fund', an initiative which had been announced by the Government.

RESOLVED –

(a) That the initial budget proposals for 2020/21, as detailed within the submitted report, be agreed, with the Board's agreement also being provided for them to be submitted to Scrutiny and also for the proposals to be used as a basis for wider consultation with stakeholders;

(b) That the initial budget position for 2021/22 and 2022/23 be noted, with it also being noted that savings proposals to address the updated estimated budget gaps of £47.4m and £29.9m for 2021/22 and 2022/23 respectively will be reported to a future meeting of the Executive Board;

(c) That it be noted that the proposal to approve the implementation of an additional Council Tax premium on any dwelling where the empty period is at least five years, from 100% to 200% premium, will be determined by Full Council in January 2020;

(d) That the Board's agreement be given for Leeds City Council to become a member of the new North and West Yorkshire Business Rates Pool for 2020/21 and act as lead authority for it, with it being noted that the establishment of this new Pool will be dependent upon none of the other proposed member authorities choosing to withdraw within the statutory period after designation;

(e) That with regard to the final year of Government funding to offer discretionary relief to businesses most impacted by the 2017 Business Rates Revaluation, the Board's agreement be provided for this to be distributed to childcare businesses in the city.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and S Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

(The resolutions referred to within Minute No. 128 (a), (b) and (c) (above) given that these 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 made in accordance with the Budget and Policy Framework Procedure Rules.

However, the resolutions referred to in Minute No. 128 (d) and (e) were eligible for Call In, given that these were decisions not being taken as part of the Budget and Policy Framework Procedure Rules)

ENVIRONMENT AND ACTIVE LIFESTYLES

129 Experimental Traffic Regulation Order to Facilitate the Unobstructed Passage of Waste Collection Vehicles

The Director of City Development and the Director of Communities and Environment submitted a joint report which set out key considerations for the principle of introducing an experimental citywide Traffic Regulation Order (TRO) to facilitate the safe passage of vehicles, primarily refuse wagons, at locations where access was currently a regular problem.

Responding to a Member's enquiry, the Board was assured that TRO restrictions would only be put in place on highways where Ward Members were supportive of such action, and due to the experimental nature of the TRO, it would allow the restrictions to be amended if appropriate, for example, in response to feedback received from Ward Members.

Members also received further information regarding the use and provision of experimental TROs.

RESOLVED –

(a) That the contents of the submitted report be noted;

(b) That the principle to introduce an Experimental Traffic Regulation Order to address obstructive and indiscriminative parking at numerous locations across the Leeds district, be approved, with a view to introducing various waiting restrictions to aid and facilitate the Council's safe and timely collection of household kerbside waste;

(c) That the following be noted:-
   (i) The design and implementation of the scheme is programmed to commence in January 2020, with completion by May 2020; and
   (ii) That the Chief Officer of Highways and Transportation will be responsible for the implementation of such matters.

130 Proposal for Woodland Creation

The Director of Communities and Environment submitted a report which set out proposals on how the Council could lead an ambitious initiative to combat climate change with a programme of education and community engagement focussed around tree planting and woodland creation.

Responding to a Member's enquiry, the Board received further information on the potential and capacity to grow and plant more mature trees in future and the most effective ways to establish mature tree canopies. Members also discussed the use of the planning process in promoting this agenda and the cross-directorate partnership working required to progress this.

The Board received further information on the longer term work being undertaken in this area including the potential to use land other than that owned by the Council for woodland creation and developing the scale of the initiative to include the wider region. Members also considered the raising of community awareness regarding woodland management, the development of the 'woodland economy' and the promotion of skills in this area.

The intention to submit a report to the June 2020 Executive Board regarding the proposed White Rose Forest strategy was noted.

Also, the Board highlighted the links between woodland creation and ongoing work regarding flood alleviation scheme provision, with a suggestion being made that further information be submitted to the Board in due course around the potential use of appropriate land located on the flood plain for tree planting and woodland creation.

RESOLVED –

(a) That the approach to education, conservation and tree planting, as detailed within the submitted report, be approved, and that support be provided for the initial allocation of a minimum of 25 hectares of Council land for woodland planting each year;

(b) That approval be given to inject £0.35m per year annually into the Capital Programme over the next 5 years, with it being noted that this will include external funding of £50k in the first year, with a target to increase this by a further £50k in each subsequent year;

(c) That the necessary authority be delegated to the Director of Communities and Environment, to enable the Director to agree the required 'authority to spend' approvals for the full scheme, 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 this project, with an anticipated review each year to 2024/25.

<u>RESOURCES</u>

131 Best Council Plan Refresh 2020/21 to 2024/25

The Director of Resources and Housing submitted a report setting out proposals to update the Best Council Plan for the period 2020/21 –

2024/25, and which sought approval to undertake engagement with Scrutiny Boards on the proposals in accordance with the Budget and Policy Framework Procedure Rules.

RESOLVED – That the following be approved:-

(a) That engagement be undertaken with Scrutiny on the emerging Best Council Plan in accordance with the Budget and Policy Framework Procedure Rules;

(b) The approach set out within the submitted report to refresh the Best Council Plan for the period 2020/21 to 2024/25;

(c) That the Director of Resources and Housing will be responsible for developing the Best Council Plan for its consideration by this Board and Full Council in February 2020 alongside the supporting 2020/21 Budget proposals.

(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)

132 Financial Health Monitoring 2019/20 – Month 7

The Chief Officer, Financial Services submitted a report which set out the Council's projected financial health position for 2019/20 as at Month 7 of the financial year.

Responding to a Member's enquiry, the Board received further information on the current position regarding Business Rates appeals and the impact of this upon the Collection Fund.

RESOLVED –

(a) That the projected financial position of the Authority as at Month 7 of the financial year, as detailed within the submitted report, be noted;

(b) That with regard to the risk that the budgeted level of capital receipts may not be receivable in 2019/20, the progress made to date and the work which is ongoing to identify budget savings proposals that will contribute towards the delivery of a balanced budget position in 2019/20, be noted.

133 Capital Receipts Programme Update and Approval of Future Disposals

The Director of City Development submitted a report providing an update in relation to the Capital Receipts Programme, which sought support for the continued disposal of surplus property assets, and which recommended the disposal of a number of key sites.

Following the consideration of Appendix B 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 contents of the submitted report, which provides an update on the Capital Receipts Programme, be noted;

(b) That the continued disposal of surplus property assets through the Capital Receipts Programme, be supported, and that the list of properties detailed in Appendix A to the submitted report which are currently scheduled for disposal in the next three years, be noted;

(c) That the schedule of sites, as detailed in Appendix A to the submitted report, be approved as the Council's Capital Receipts Programme of surplus land and property for disposal;

(d) That approval be given to the Director of City Development to enter into formal one-to-one discussions with the Taylor Wimpey and Redrow consortium on the sale of the Council's land in the Southern Quadrant of the East Leeds Extension, and that subject to the outcome of those negotiations, the Director of City Development be requested to bring back a report to Executive Board to either agree the terms of the sale negotiated, or alternatively agree proposals for the sale of the land on the open market;

(e) That separately, but in parallel with resolution (d) above, approval be given for the Director of City Development to negotiate and enter into a collaboration agreement with the Taylor Wimpey and Redrow consortium on the development of a single planning application for the Southern Quadrant of the East Leeds Extension and associated land equalisation issues, in consultation with the Executive Member for Resources and the Executive Member for Climate Change, Transport and Sustainable Development.

(Under the provisions of Council Procedure Rule 16.5, Councillors A Carter and S Golton both required it to be recorded that they respectively abstained from voting on the decisions referred to within this minute)

CLIMATE CHANGE, TRANSPORT AND SUSTAINABLE DEVELOPMENT

134 Climate Emergency Update

Further to Minute No. 202, 17th April 2019, the Director of Resources and Housing submitted a report presenting an update on the progress which had been made since the Climate Emergency declaration by the Council in March 2019. The report also detailed and sought approval of the proposed targets and related actions aimed at achieving the Council's and the city's ambitions in this area.

Members welcomed the submitted report and whilst the progress made in addressing the Climate Emergency by Leeds was acknowledged, the need to continue this ambitious programme of work was highlighted.

The scale of the public consultation undertaken to date, together with the ongoing engagement with a range of sectors and partners was also acknowledged, with emphasis being placed upon the need to continue such an inclusive approach. Members also highlighted the need to continue to make representations to Government about the establishment of further local powers and freedoms to help address this emergency.

Emphasis was also placed upon the importance of meeting the challenge of progressing the climate emergency agenda, whilst at the same time further promoting inclusive growth across the city, in order to continue to support the most vulnerable.

Members reiterated the need to ensure that in addition to working cohesively with partners and the various sectors across Leeds, the Council needed to ensure that the cross-directorate relationships within the Authority worked together to effectively progress this agenda.

In conclusion, it was highlighted that further detailed discussions would be undertaken on the Climate Emergency during the forthcoming 'State of the City' event.

RESOLVED –

(a) That an £800,000 injection of Capital to retrofit 7 Council buildings, be approved;

(b) That the target to move to 100% electricity provided by green sources immediately through entering into a power purchase agreement with the ambition to continually move to more locally produced renewables over the next ten years, be approved;

(c) That the aim to remove payment for the use of staff petrol and diesel cars by 2025, be approved;

(d) That the target to buy only low emission fleet vehicles by 2025, be approved;

(e) That the vision, principles, targets and investment plan for the emerging 'Connecting Leeds' Transport Strategy, be endorsed;

(f) That the 'asks' to national government to support the action required by the government, as summarised in Annex 1 to the submitted report, to achieve 'net zero', be endorsed;

(g) That a report be submitted to the Board in June 2020 regarding the proposed White Rose Forest Strategy for Leeds.

135 Connecting Leeds: A58 Beckett Street Bus Priority Corridor

The Director of City Development submitted a report providing an update on the progress of significant schemes which have made up the 'Connecting Leeds' programme during 2019/20 and which provided details regarding the proposal to establish a bus priority corridor on the A58, Beckett Street.

It was noted that local Ward Councillors were supportive of the proposals detailed within the submitted report.

RESOLVED –

(a) That the progress which has been made since April 2016 in developing proposals for the relevant projects benefiting from 'Connecting Leeds' funding, together with the subsequent public consultation responses, be noted;

(b) That the injection of £14.3m Department for Transport (DfT) funding into the Bus Infrastructure programme transferred from the Rail and Bus packages delivered by the West Yorkshire Combined Authority, be approved, with the potential for future transfers of DfT funding from the Rail and Bus packages being noted, which would be subject to their deliverability within the timescales set by the DfT;

(c) That the expenditure of £14.54m from the 'Connecting Leeds' Capital Programme to carry out detail design and construction of the A58 Beckett Street including York Street, be authorised;

(d) That the injections of S106 Developer contributions of £431,375 for the A58 Beckett Street scheme including York Street, be approved;

(e) That subject to ongoing consultation with the Executive Member as appropriate, it be noted that the Chief Officer, Highways and Transportation will approve the final version of the designs for construction.

136 Surface Access to Leeds Bradford Airport, the North West Leeds Employment Hub and Proposed Airport Parkway Station

The Director of City Development submitted a report, which following the conclusion of a comprehensive public consultation exercise and subsequent review, presented the associated conclusions and made recommendations on the preferred approach to progressing a connectivity and surface access package for Leeds Bradford Airport and the North West Leeds Employment Hub.

Members discussed various factors relating to the revised connectivity strategy, with comments relating to the following:

- The need for the proposals to be ambitious;
- Maximising the use of any potential funding which may become available;
- Prioritising the reduction of congestion and the promotion of the Climate Emergency agenda;

- The provision of parking;
- The aim of any proposals, including the provision of a Parkway Station, to facilitate as seamless access as possible to and from the airport and the North West Leeds Employment Hub;
- The need for public consultation to be undertaken on any such proposals.

Responding to an enquiry regarding current and future rail provision in that area of the city and any proposals relating to the potential development of a Parkway Station, the Board received an update regarding the ongoing dialogue which was taking place with the West Yorkshire Combined Authority, Northern and Network Rail.

In conclusion, in addition to public sector involvement in this process, Members highlighted the key role and contribution of the airport, and emphasised how continued dialogue with the airport, the Government and other partner organisations was key to progressing this matter without delay.

RESOLVED –

(a) That the contents of the submitted report together with the headline consultation responses regarding surface access improvements as detailed at paragraph 3.7 onwards of the submitted report, be noted;

(b) That a revised connectivity package for the airport and employment hub sites be adopted, which is developed to embrace the continued development of the proposed Parkway Station and associated highway linkages between these sites;

(c) That highway connectivity Options A, B and C as previously consulted upon, and as referenced within the submitted report, be discontinued;

(d) That agreement be given to a review of the local highway network being undertaken, including technical feasibility work, in order to understand future connectivity and traffic options and investments that may be required due to the new strategy, with such work to take into account any relevant findings from the connectivity studies undertaken to date;

(e) That agreement be given to further work taking place with the West Yorkshire Combined Authority in order to develop a funding strategy for the revised connectivity proposals, including a business case and delivery mechanisms that ensure the continued forward progress of the parkway station proposals;

(f) That agreement be given for further public engagement to take place during 2020 on the updated proposals, pending the outcome of the development of the feasibility work;

(g) That agreement be given for the Director of City Development to work with the Airport and other significant employers in this part of the city to

create an exemplary travel plan which has enhanced sustainability, carbon reduction and improved public transport connections at its core;

(h) That the Director of City Development be requested to report back on the progress being made on these matters in 2020 upon the completion of further technical due diligence, feasibility work and public engagement.

(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)

DATE OF PUBLICATION: THURSDAY, 9TH JANUARY 2020

LAST DATE FOR CALL IN OF ELIGIBLE DECISIONS: 5.00PM, THURSDAY, 16TH JANUARY 2020

Draft minutes to be approved at the meeting
to be held on Wednesday, 12th February, 2020