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Supplementary Information for 9th December 2013 – North West Outer Area Committee

Agenda Item 9 - Leaf Clearance Update and Performance Report 2013; and

Agenda Item 10 - Children & Young People's Sub Group

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Report of Locality Manager (West and North West Leeds)

Report to North West Leeds (Outer) Area Committee

Date: 9th December 2013

Subject: Leaf-clearance Update and Performance Report - 2013

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Adel & Wharfedale Guiseley & Rawdon Horsforth Otley & Yeadon		
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number: Appendix number:		

Summary of main issues

- a) This report provides an update on performance on this year's leaf-clearance programme in Outer North West Leeds.
- b) Additional resources are deployed each year to undertake leaf clearance across the West and North West of Leeds.
- c) In Outer North West Leeds leaf-clearance is a key priority of the area committee under the environmental services - service level agreement (SLA) that has been agreed with the area committee.
- d) This report highlights some of the delivery challenges the service initially faced this year but also sets out how good progress is now being made by combining the capacities of the additional resources and core resources to deliver effective leaf clearance.

Recommendations

That the area committee are asked to:

- a) Note and consider the information provided, and,
- b) Provide comment and feedback on the leaf-clearance performance to date.

1. Background information

- 2.1 Leaf-clearance is undertaken as part of the SLA between the West North West Environmental Services Locality Team and the Outer North West Area Committee - the current SLA was agreed on 17th June 2013.
- 2.1 The Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services in March 2011. The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a SLA with the service that achieves, as a minimum, the service standards set by Executive Board. The SLA determines the principles of deployment of the available resources by: the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered) the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 2.2 The delegation of environmental services to Area Committee means that service resources, mainly staffing, are now devolved. Resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to new Environmental Services Locality Teams. The SLA sets out the detail of the resources which will be allocated to the Area Committees.

3. Main Issues

- 3.1 The WNW locality team has a requirement for seasonal leaf-clearance services in the winter months. For the past two years the Council has contracted with Continental Landscapes to undertake high-volume leaf clearance work. Continental Landscapes to undertake the bulk of leaf clearance work this year. This arrangement works well for the Council as it ensures we are able to utilise trained and equipped staff that have local knowledge from their work with Continental through-out the entire year. Continental's grounds maintenance work is seasonal in nature with peaks in summer and troughs in winter. This can lead to an inefficient use of resources, both in terms of staffing and equipment/plant in the winter months. It can also result in the discontinuity of service with experienced staff being lost to Continental Landscapes and therefore the city which can be disruptive at the beginning of the new grass-cutting season. In the past the Council has relied on agency staff to support high-volume leaf-clearance work - utilising agency staff is more expensive than the cost of using Continental staff and overall less effective.
- 3.2 This year's leaf-clearance work started week-commencing October 14th, and is scheduled to run for a 17 week period to the end of January 2014. At the time of drafting this report we have started week 8 of a 17 week programme. Continental landscapes are providing 4 full-time staff who work 5 days per week, Monday to Friday to undertake high-volume leaf clearance work. In addition to this resource, the Councils mechanical path and road sweepers have been prioritising leaf-clearance work.
- 3.3 **Service Challenges during weeks 1 to 3** - for the first three weeks - the high volume leaf clearance work was undertaken by the 4 Continental staff operating a hired and specially adapted refuse wagon which uses a large suction hose to remove leaves from the ground (Billy-goat) the Billy-goat is owned by the Council. During the first three weeks progress was significantly hampered and delayed due to constant break-downs of the Billy-goat. Sub-group members did comment and raise concerns with the Locality Manager on the lack of impact during the initial clearance operation at the last environmental sub-group meeting in early November. The effect of the constant breakdown of the Billy-goat in weeks 1 to 3 not only meant that leaf-clearance was slow - it also meant that Continental crews were having to manually handle leaves into the back of the refuse wagon i.e. using it as a large skip - this was not a good use of a vehicle and resource specifically hired to be used in conjunction with the Billy-goat.

- 3.4 During week 4 (week beginning 11th November), I took the decision to suspend the use of the Billy-goat and returned the refuse wagon to the hire company. Instead, the 4 Continental staff started using leaf-blowers in conjunction with the Locality Teams 4 large Road-sweepers, this has proved a far more effective way of clearing leaves and utilises the ability of the Road-sweepers to clear the road channels at the same time we are clearing pavements and paths. Mechanical path sweepers and caged vehicle crews have also been prioritising leaf-clearance in the lighter leaf-fall areas on outer North West either as part of their programmed work or instead where routes have been diverted in to the Outer North West area from other parts of the WNW.
- 3.5 **Progress made to date** - we have invested a lot of time during the springs and summers over the last 2 years on updating leaf-fall maps for each ward which have been used to guide deployment of cleansing crews during the leaf clearance period. The areas visited to date in Outer North West are split over a number of task-maps and are listed at Appendix 1 for member views and consideration. A considerable amount of leaf-clearance work has been undertaken in the Outer North West with some areas having received a number of repeat visits during leaf-fall. Initially the focus has been on priority routes and locations as well as member referrals - all map areas are being assessed once clearance has taken place to determine whether further visits need to be programmed. Whilst we can't be too precise, we expect leaf-clearance work to last until late mid- January 2014 although a lot depends on weather conditions. We are visiting all 13 wards across the WNW on a programmed basis until leaves are cleared but priority has been given to Outer North West due to the areas needs and high volumes of leaves.
- 3.6 **Primary Network routes** - some of the road channels have been swept on Arthington Lane - a major road closure is programmed for early February when further work will be undertaken on the high-speed route (the speed limits on a number of sections of Arthington Lane, have recently been changed to 30mph). Pool Road was swept in mid-November and the A65 has been swept several times from Kirkstall Abbey through to Menston. The A660 (Leeds Road) from K T Greens Car Dealer to the Lawnswood Roundabout and the A658 Pool Bank New Road from the traffic lights to Pool Bank Farm footpath has also been swept. The service will be programming road closures and traffic management (with Highways) of key primary networks as required to undertake annual cleansing which will include leaf-clearance and gully-cleansing.

4. Conclusions

- a) Leaf-clearance across the WNW area got off to a slow start this year for reasons outlined in this report -the impact of this slow start was particularly apparent in Outer North West due to the large volumes of leaf-fall.
- b) The service is now making good progress and leaf-clearance is back on track. We will continue to prioritise work and deploy resource based on local area needs and risks and continue to ensure leaves are cleared and removed to a good standard and in an effective and safe way.
- c) Valuable lessons have also been learnt for future leaf-clearance activity in relation to equipment, method and more optimal use of resources.

5. Corporate Considerations

5.1 Consultation and Engagement

- a) Leaf-clearance is undertaken under the environmental Services Service Level Agreement with the area committee - various consultation and engagement exercises have been undertaken with Members on an individual basis, as well as at ward, sub-group and Area Committee level.
- b) Performance against the SLA is now routinely discussed at all Environmental Sub-Groups.

5.2 Equality and Diversity / Cohesion and Integration

A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring and maintain neighbourhoods to an acceptable environmental standard.

5.3 Council Policies and City Priorities

The delegation of environmental services to Area Committees, via an approved Service Level Agreement, will significantly contribute towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.

5.4 Resources and Value for Money

There are no resource implications – leaf-clearance is funded from existing locality team budgets.

5.5 Legal Implications, Access to Information and Call In

- a) There are no legal implications.
- b) The report contains no information that is deemed exempt or confidential.

5.6 Risk Management

There are no risk management implications within this report.

6. Recommendations

That the area committee are asked to:

- a) Note and consider the information provided, and,
- b) Provide comment and feedback on the leaf-clearance performance to date.

7. Background documents¹

- a) There are no background documents associated with this report.

¹ The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Appendix 1

Outer North West -Leaf-clearance activity to date - October 14th to 4th December 2013

***please note all these areas will need to be re-visited and some areas listed cover more than a single ward (due to optimal route designs)**

Ward*	Areas Visited*	Areas to Visit
<p>Adel and Wharfedale</p>	<p>Adel Area - St Helens Ln, Croft, Gr, Gdns, Ave, Dunstan Dr, Ln, Gdns, Adel Ln, Adel Towers, Cl, Church Ln, Adel Park Gdns, Adel Grange Cl, Croft, Mews, Pasture, Mulberry Ave, Rise, Garth, Vw, Waylands Dr, Crt, Croft, App, Bayton Ln Otley Road A660 Weetwood to Bramhope , Tinshill Road, Holtdales - App, Ave, Cl, Cr, Drive, Fold, Gardens, Green, Lawn, Place, View, Road, Way, Long Causeway</p> <p>Ginnels and footpaths - All connecting footways / Ginnels between Sir George Martin Dr and Long Causway Footpath known as Stairfoot Walk Footpath Stairfoot Close to Stairfoot Lane Adel Woods Footpaths Holt Park-Eddison Close ginnel off Long Causway.</p> <p>Bramhope Area – Chruchgate, Chruch Hill, Leeds Road A660, Hall Rise, Creskeld Drive, Creskend Crescent, Creskeld Park, Creskeld Grove, Eastgate, Breary Lane, Tregold Crescent, Tregold Avenue, Wymore Avenue, Wynmore Drive, Wynmore Crescent, Sandy Walk, Long Meadows, Manor Close, Staircase Ln, Creskeld Ln, Otley Road A660 (S) Weetwood to Bramhope,</p> <p>Pool area - Main St, Manor Cr, Church Ln, Cl, Gdn, Mill Croft Estate, Swallow Drive, Cl, Willow Crt, Park Way, Mill, Ct, Cenotaph Pool Rd, Pool Bank New Rd, Wharfe Cr, Hall Ln, Church Ln, Arthington Ln(S), Connecting footpaths Arthington Lane to Mill Croft Estate</p>	<p>Holt Park Estate (by road sweeper)</p>
<p>Guiseley and Rawdon</p>	<p>Guiseley Area - Hawksworth Ln, New Rd, Leeds Rd, The Green, Town Gate, Park Rd(S), Hawkhill Ave, Back Ln, Bradford Rd(S), Town St, Henshaw Ave, High Str, Hill Cres, Top Apperley Ln, Micklefield Ln, Old Hollins Hill(S), Hawkstone Ave, Park Ln, Dales Way, Tranbeck Rd, Tranmere Dr,</p>	<p>Tranmere Estate by (road sweeper)</p>

Ward*	Areas Visited*	Areas to Visit
	Chevin End Rd, Netherfield Rd, Back Ln, Queensway, Church St, Oxford Rd, Town Str, West Villa Rd New Rd, Leeds Rd, Hawksworth Dr, Over Ln, Layton Ave, Rd, Pk, Dr, Crt, Carr Ln Quaker lane, Park Rd, Over Ln,	
Otley and Yeadon	<p>Yeadon area - Rufford Ave, Dr, Green Lane(S), Aire View, Windmill Ln, South View Rd, Apperley Lane(S), High Str Yeadon, (Cricket ground), Ginnels off Cricketers Gr, New Rd, Town Hall Dam Ln, Albert Sq, Apperley Ln</p> <p>Yeadon/ Rawdon area - Rawdon Rd, Town St, , Wells Ln, Micklefield Rd, Ln, Lombard St, London Ln, St, Princess St, King St, Queen St, Salisbury St, New Rd Side, Warm Ln, Gill Ln, Quakers Ln, Harrogate Rd, Benton Park Cr, Rd, Dr, Illingworth Cl, Harper In, and Rock, Southview Terr, High Str, Cemetery Rd, Hawthorn Dr, Carlton Mt, Granville Ter, Davendish St, Hudson Ter, Carlton Ln, Emmott Dr</p> <p>Otley area - Otley Rd, West Busk Ln, Bradford Rd, West Chevin Rd, Bird Cage Walk(S), Chevin Side, Leeds Rd, Cross Gr, East Busk Ln, Pool Rd, Billams Hill, Farnley Ln, Weston Ln, Charles St, Well Croft, Cambridge St, Fairfar St, Tealbeck App, North Parade, Ilkley Rd, Bird Cage Walk(S)</p>	Farnley Lane
Horsforth	A65 Abbey Rd, Wood Ln, Regents Ave, Grangewood Rd, Oliver Hill, Outwood Ln, Hawksworth Rd Carr Ln, Brownberrie Ln(S), Church Ln, Scotland Ln West End Ln, Rise, CraggWood Rd, Harrogate Rd, Micklefield Rd, Church Ave(S), Fink Hill(S), Broadway,Scotland Ln(S) Kerry Hill, Hall Ln(S), Butchers Hill, Low Rd, Newlaithes Rd, Low Ln Newley Lane, Broadway.	Stanhope Drive, West End Lane.

(S) = Several Visits

Outer North West Area Committee Children & Young People Sub Group



29th November 2013 Meeting
9.30 am Horsforth Library meeting room

Present:

Cllr P Latty (Chair),
Cllr Fox, **Cllr F**
Cllr Collins, **Cllr C**
Cllr Cleasby **Cllr CI**
Vicki Marsden - Youth Services, **VM**
Rachel Marshall AST **RM**

Apologies:

Cllr Downes,

Key Issues discussed:

1. Introduction and Apologies

Cllr Latty welcomed everyone to the meeting and introductions were made. VM gave a little background to her role following introductions.

2. Matters arising

None.

3. Youth Activity Fund applications

Following on from the meeting on the 8th November 2013 a flyer had been sent out to local community groups, the clusters, sports coaches, town and parish councils etc. The closing date was 22nd November at which 14 applications for funding were received that fit the criteria. Two were rejected as they did not fit the necessary age range.

As at 29th November 2013, £20,671 of Youth Activity Funding was available to spend.

Projects needed to be complete and funding to be committed by the end of March 2014 to comply with the funding guidelines.

The sub group members were given a copy of all the project summaries for consideration at the meeting and project evaluation forms containing a scoring mechanism.

Cllr CI left before deliberations began on the projects.

Each member then read through the 14 proposals that had been put forward and scored each one. A group discussion then took place to go through each project and they were sifted for the first time to agree all those that all Members were happy to support. The remainder of the projects were then discussed in more detail, being either rejected or recommended for approval. In all cases approvals were unanimous amongst the members considering the projects.

The applications were;

1. Project Name: Big Hoo Ha Studio Sessions

Amount applied for: £2,510

Lead Organisation: Big Hoo Ha

Ward venue: Otley & Yeadon

The project will take place at the Big Hoo Ha music and education studios in Otley, and young people aged 9 – 11 will be able to -

- compose and record music/songs
- make music
- develop confidence and work in groups
- learn about how music and songs are structured including rhythm, riffs, chords, melody and harmony

Decision at Sub Group - Recommended for approval

2. Project Name: Boiler Room

Amount applied for: £1,738

Lead Organisation: Horsforth Children's Services and Leeds Christian Community Trust

Ward venue: Horsforth

The after school club will offer young people 8 - 19 who are interested in producing music an opportunity to:-

- Record their own music
- Produce a piece of work that will be transferred onto a CD.
- Learn new skills on to use the equipment within a recording studio
- Build up their confidence and self esteem
- An opportunity to young people that have an interest in music to work in partnership

Decision at Sub Group - Recommended for approval

3. Project Name: The Drop

Amount applied for: £2000

Lead Organisation: Equilateral Media

Ward venue: TBC

The project will engage young people aged 8-19 and provide both an open opportunity for young people to explore music, and a structured learning environment to develop new skills, achieve great outcomes and potentially gain a qualification. To accomplish this each session will be split into two parts – firstly an hour drop-in style session for young people aged 8-12 and the following two hours a structured music production course for young people aged 13-19.

Decision at Sub Group - Not recommended for approval

4. Project Name: February Half Term Creative Writing Club

Amount applied for: £150

Lead Organisation: Aireborough Extended Services

Ward venue: Guiseley & Rawdon

This activity is a Holiday Creative Writing Club. It is aimed to develop the core skills of creative thinking and writing. The 2 x 2hr fun creative writing sessions will be led by an appropriately qualified teacher from the Guiseley School English department and supported by 2 or 3 pupils from Year 11 and Sixth Form.

Each session will have different children and can take up to 20 children. The sessions are open to children aged between 8 and 11.

Decision at Sub Group - Recommended for approval

5. Project Name: Inters Youth Club

Amount applied for: £1694

Lead Organisation: Horsforth Children's Services and Leeds Christian Community Trust

Ward venue: Horsforth

A project for 11 – 13 year olds which aims for them to;

- Engage in positive activities and get used to having access to the Horsforth Youth Centre.
- A varied range of activities including arts and crafts, cookery, themed discussions and activities etc. We would also look at commissioning an activity provider to come into the club to offer a different activity that the young people would like to do e.g. professional street dancing.
- A safe atmosphere to socialise with their friends, get to know youth workers and also get to know older people from their community.
- Build up their confidence and self esteem

Decision at Sub Group - Recommended for approval

6. Project Name: Multi Activity Holiday Programme

Amount applied for: £2,000

Lead Organisation: Guiseley Community Foundation

Ward venue: Guiseley & Rawdon / Otley & Yeadon

The project seeks funding to hold a sports camps at February half term in either Yeadon or in Guiseley with up to 200 places for children over the 5 days.

The activities to be offered are for 8 – 14 years olds and are to include basketball, dance, football, tri-golf, multi-sports, martial arts and arts and crafts sessions.

Decision at Sub Group - Recommended for approval

7. Project Name: The Oddballs School of Theatrical Extravaganzas

Amount applied for: £1,526

Lead Organisation: Aireborough Extended Services

Ward venue: Guiseley & Rawdon

The project aims to encourage young people to develop in the arts. There will be a drama group for 11- 16 year olds at Guiseley Baptist Church on a Tuesday evening at 6pm (The Oddballs School of Theatrical Extravaganzas) which will encourage young people to get involved with acting, directing, producing.

Decision at Sub Group - Recommended for approval

8. Project Name: Outdoor Activity Project

Amount applied for: £1077

Lead Organisation: Leeds sailing and Activity Centre

Ward: Otley & Yeadon

The project will involve running the following courses -

- 2 x Canoeing and Kayaking 2 hour Beginners Session for 8 people
- 2 x Off Road Biking Beginners 2 hour Session for 10 people
- 1 x Sailing Beginners Session 3 hours for 6 people
- 4 x Indoor Caving 1 hour for 8 people

Decision at Sub Group - Not recommended for approval

9. Project Name: Saturday Morning Dance and Gymnastics Club

Amount applied for: £300

Lead Organisation: Leeds Arts Academy

Ward venue: Guiseley & Rawdon

A club offering dance and gymnastics for 8 – 12 year olds on Saturday mornings. The participants will take part in fun and enjoyable sessions exploring the creative and artistic side of dance, and the coordinated and elegant form of gymnastics. By the end of the term pupils will be entering both the British Gymnastics official grades (Gymnastics) and the IDTA official levels (dance). In addition all performers will be rehearsing for their theatre production which combines both dance and gymnastics. All the classes will be based around fun and inclusiveness.

Decision at Sub Group - Recommended for approval

10. Project Name: Community Learn to Skateboard Project

Amount applied for: £1595

Lead Organisation: Sk8 Safe Ltd in Partnership with Aireborough Extended Services

Ward venue: Guiseley & Rawdon

A 6 week Learn to Skateboard course for the children and young people. Sk8 Safe will supply 2 instructors and all the kit including ramps for up to 20 participants per session. The Sk8 Safe Programme caters for both entry level and intermediate skateboarding thus all abilities will be actively recruited to the one session; the coaches will split into ability groups and coach accordingly.

Each session will also include Skate Park Etiquette and Safety so the children and young people will be equipped with the skills to use at their local Skate Park facility once the course is finished.

Decision at Sub Group - Recommended for approval

11. Project Name: February Half Term Holiday Camp Guiseley School

Amount applied for: £460

Lead Organisation: Star Skills Sports Academy

Ward: Horsforth

A fun holiday activity camp offering a wide range of activities inc. Dodge ball, Street Dance, Gymnastics, Tag Rugby and more.

The camp will run at Guiseley School but be open to all children in outer north west.

The camp will be staffed by 5x Level 2 qualified sports coaches and young people from the local secondary's who have or are working towards Level 1 or 2 sports leadership awards.

The camp will run from 9am – 3pm for children aged 8 - 12

Decision at Sub Group - Recommended for approval

12. Project Name: February Half Term Holiday Camp Horsforth School

Amount applied for: £460

Lead Organisation: Star Skills Sports Academy

Ward venue: Guiseley & Rawdon

A fun holiday activity camp offering a wide range of activities inc. Dodge ball, Street Dance, Gymnastics, Tag Rugby and more.

The camp will run at Horsforth School but be open to all children in outer north west.

The camp will be staffed by 5x Level 2 qualified sports coaches and young people from the local secondary's who have or are working towards Level 1 or 2 sports leadership awards.

The camp will run from 9am – 3pm for children aged 8 - 12

Decision at Sub Group - Recommended for approval

13. Project Name: Up Our Street
Amount applied for: £1085
Lead Organisation: Better Leeds Communities
Ward venue: Horsforth

A 6 week Street Play initiative for children aged 8 -12 in Hall Park.

Activities would include

- Street art e.g. chalk murals, sculpture,
- Circus skills
- Den building
- Outdoor and bushcraft skills
- Recycling and using waste materials in play
- Making music outdoors- street instruments, beat boxing
- Drama and role play
- Facepainting
- Sports & old fashioned games

Decision at Sub Group - Not recommended for approval

14. Project Name: ESNW Cluster Youth Provision: Friday Night Project (Age 11 – 19); Junior Youth Provision (8 - 11)
Amount applied for: £1630.40
Lead Organisation: YMCA
Ward venue: Adel & Wharfedale

Friday Night Project

This provision has been running successfully for more than five years. Numbers attending have been up to 40 in the past. It will be based in Holt Park Active; opening times 5 – 7 pm. Three members of staff plus volunteers will deliver the sessions. Additional staff/volunteers will be needed to expand number of places

Junior Youth Provision

In the first instance an 8 week pilot starting January 2014 will run on Thursday evenings 6 – 7.30 at a central location in the Cluster. This will be either Ireland Wood Primary school or Holt Park Active.

Both locations have excellent facilities for children and young people with additional needs.

Decision at Sub Group - Recommended for approval

Actions and Recommendations:

1. The 2 projects that were rejected will be informed.
2. The sailing activity project will be asked to resubmit an application for next year for activities to be carried out during the summer holidays.

3. The projects recommended for approval will be taken to ONW Area Committee on 9th December as supplementary information relating to the Children & Young Peoples sub group report.

4. The total value of all the schemes recommended for approval by the Children & Young Peoples sub group is £14,063. If the ONW Area Committee approve all the recommended schemes then the remainder of the Youth Activity funding still available for allocation by 31st March 2014 will be £6,608

5. The Children & Young Peoples sub group will meet in December 2013 to discuss options to spend the remainder of the Youth Activities fund. Potential options include;

- Approach approved activity providers to discuss extra provision in alternative locations or increase places on approved schemes.
- Commission the Clusters to provide activities, days out etc.

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