



NOTICE OF A PUBLIC OPEN FORUM MEETING

A public open forum based on '**Children and Young People Services**' will be held prior to the Area Committee meeting between 12.00 noon - 1.30 p.m. at Farnley Park High School.

WEST (OUTER) AREA COMMITTEE

**Meeting to be held in Farnley Park High School,
Chapel Lane, Leeds LS12 5EU
on Friday, 12th September, 2008 at 2.00 pm**

MEMBERSHIP

Councillors

| | | |
|-------------|---|-----------------------|
| A Carter | - | Calverley and Farsley |
| J Marjoram | - | Calverley and Farsley |
| F Robinson | - | Calverley and Farsley |
| M Coulson | - | Pudsey |
| J Jarosz | - | Pudsey |
| R Lewis | - | Pudsey |
| A Blackburn | - | Farnley and Wortley |
| D Blackburn | - | Farnley and Wortley |

Co-optees

| | | |
|----------------------|---|-------------------------|
| Howard Bradley | - | Youth Representative |
| Rev Kingsley Dowling | - | Faith Representative |
| Liz Navin-Jones | - | Business Representative |

**Agenda compiled by:
Governance Services Unit
Civic Hall
LEEDS LS1 1UR**

**Maria Lipzith
24 74353**

**Area Manager: Steve Crocker
Tel: 395 0966**

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

There are certain functions that are defined by regulations which can only be carried out at a meeting of the Full Council or under a Scheme of Delegation approved by the Full Council. Everything else is an Executive Function and, therefore, is carried out by the Council's Executive Board or under a Scheme of Delegation agreed by the Executive Board.

The Area Committee has some functions which are delegated from full Council and some Functions which are delegated from the Executive Board. Both functions are kept separately in order to make it clear where the authority has come from so that if there are decisions that the Area Committee decides not to make they know which body the decision should be referred back to.

A G E N D A

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| 1 | | | <p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>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)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p> | |
| 2 | | | <p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>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.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>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:-</p> | |

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| 3 | | | <p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p> | |
| 4 | | | <p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p> | |
| 5 | | | <p>APOLOGIES FOR ABSENCE</p> | |
| 6 | | | <p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair</p> | |
| 7 | | | <p>MINUTES OF THE MEETING HELD ON 11TH JULY 2008 AND ANY MATTERS ARISING</p> <p>To confirm as a correct record the attached minutes of the meeting held on 11th July 2008 and to consider any matters arising from those minutes.</p> | 1 - 8 |

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| 8 | | | <p>COMMUNITY FORUM FEEDBACK</p> <p>To receive and consider the attached minutes of public meetings and Community Forum meetings as follows:</p> <p><u>Public Meetings</u></p> <p>(a) Swinnow Community Centre on 19th May 2008</p> <p>(b) Swinnow Community Centre on 30th July 2008</p> <p><u>Community Forums</u></p> <p>(c) Farnley and Wortley Community Forum on 10th July 2008</p> <p>(d) Pudsey and Swinnow Community Forum on 30th June 2008</p> <p>(e) Tyersal Community Forum on 9th July 2008</p> <p>(Executive Function) (10 Mins)</p> | 9 - 24 |
| 9 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | <p>EARLY YEARS CAPITAL ALLOCATIONS 2008-2011</p> <p>To note a report by the Childcare Strategy Implementation Manager informing the Area Committee on the capital funding allocations for 2008/2011 that will support the implementation of the 10 Year Strategy for Childcare and the statutory duties under the subsequent Childcare Act 2006.</p> <p>(Executive Function) (10 Mins)</p> | 25 - 32 |
| 10 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | <p>AREA COMMITTEE ROLES FOR 2008/2009</p> <p>To consider a report by the Director of Environment and Neighbourhoods relating to a report and appendices referred to all Area Committees after being agreed at Executive Board on 16th July 2008 detailing the area function schedules and roles in respect of service areas for 2008/2009, including further development of responsibilities from this year onwards.</p> <p>(Executive Function) (10 Mins)</p> | 33 - 104 |

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| 11 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | COMMUNITY SAFETY UPDATE To consider a report by the West and North West Area Manager introducing NPT Inspector Tom Horner from West Yorkshire Police Authority who will give an update on the Community Safety issues in Outer West Leeds in the past six weeks. (Council Function) (10 Mins) | 105 - 106 |
| 12 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | ENVIRONMENTAL SERVICES ISSUES To note a report by the Chief Environmental Services Officer updating Members on various service related issues and how they will be working in the Outer West area. (Executive Function) (15 Mins) | 107 - 108 |
| 13 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | OUTER WEST AREA COMMITTEE WELL-BEING BUDGET UPDATE To consider a report by the Director of Environment and Neighbourhoods to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-Being budget for Wards in the West Outer area. The report also seeks approval for new projects commissioned by the Area Management Team. (Executive Function) (10 Mins) | 109 - 118 |

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| 14 | Calverley and Farsley; Farnley and Wortley; Pudsey; | | <p>OUTER WEST AREA DELIVERY PLAN PROGRESS REPORT FOR QUARTERS 3 AND 4</p> <p>To note a report and appendices by the Director of Environment and Neighbourhoods providing an update on progress of the delivery of the Area Delivery Plan for quarters 3 and 4 of 2007/2008 – October 2007 to March 2008.</p> <p>(Executive Function) (10 Mins)</p> | 119 - 152 |
| 15 | | | <p>FORWARD PLAN FOR OUTER WEST AREA COMMITTEE</p> <p>To determine a list of items for consideration at the next West Outer Area Committee meeting to be held on 7th November 2008.</p> <p>(5 Mins)</p> | 153 - 154 |
| 16 | | | <p>DATE AND TIME OF NEXT MEETING</p> <p>Friday, 7th November 2008 at 2.00 p.m. (Venue to be considered)</p> <p>MAP OF VENUE ATTACHED</p> | 155 - 156 |

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WEST (OUTER) AREA COMMITTEE

FRIDAY, 11TH JULY, 2008

PRESENT: Councillor D Blackburn in the Chair

Councillors A Blackburn, A Carter,
M Coulson, J Jarosz, R Lewis and
J Marjoram

1 Retiring Chair - Councillor A Carter's Opening Remarks

The retiring Chair, Councillor Carter welcomed Councillor Marjoram to his first Meeting of West (Outer) Area Committee.

Councillor Carter then went on to thank all the officers who have served the West (Outer) Area Committee over the last four years as he had thoroughly enjoyed his time as Chair to this Area Committee. He then went on to thank all the Elected Members on the Area Committee for their contributions over the last four years.

2 Election of Chair 2008/2009

The Chief Democratic Services Officer submitted a report outlining the arrangements for the annual election of the Chair of the Area Committee.

In accordance with the agreed procedure, the Chief Democratic Services Officer reported that two nominations for the Chair had been received, on behalf of Councillor M Coulson and Councillor D Blackburn, and those Elected Members present at the West Outer Area Committee meeting were asked to take a formal vote.

Members were also asked to consider Councillor A Carter as Deputy Chair.

RESOLVED -

- (a) That following an overall majority of votes cast by those Elected Members present at the meeting eligible to vote, Councillor D Blackburn be elected as Chair of the West (Outer) Area Committee for the 2008/2009 Municipal Year.
- (b) That following an overall majority of votes cast by those Elected Members present at the meeting, Councillor A Carter be elected as Deputy Chair.

(Councillor David Blackburn took the Chair)

3 Declarations of Interest

There were no declarations of interest.

Draft minutes to be approved at the meeting
to be held on Friday, 12th September, 2008

4 Apologies for Absence

Apologies for absence were received on behalf of Councillor L Russell and Liz Navin Jones – Business Representative.

5 Open Forum

The Chair made reference to the provision contained in the Area Committee Procedure Rules for an Open Forum session of up to 10 minutes at each ordinary meeting of an Area Committee to allow members of the public to make representations or to ask questions on matters within the remit of the Area Committee. On this occasion, no members of the public were present.

6 Minutes - 18th April 2008

That the minutes of the meeting held on 18th April 2008 be confirmed as a correct record.

7 Matters Arising from the Minutes of 18th April 2008

(a) Minutes 79 – West/North West Homes – Area Panel Meetings – Key Messages

Councillor Carter informed the meeting that both he and Councillor R Lewis had raised an issue with West North West ALMO about their continued inability to consult properly with Ward Members, particularly on Council House Improvements in their respective Wards.

Members also expressed their concern that meetings of the West North West Area Panel are being arranged at short notice and Members are unable to attend due to other commitments. Members were also concerned that the next inspection date has been arranged on the day when full Council is in session.

RESOLVED - That the West North West Area Manager be instructed to write to the West North West ALMO forwarding this Area Committee's above concerns including that Ward Members are not being included in the consultation process on any of their proposals for improvement works being done in their Wards and to invite the Chief Executive and the Chair of the West North West ALMO to attend a future meeting to present their communication and consultation strategy.

(b) Minute 82 – Community Centres Pricing and Lettings Policy

Sam Woodhead, West Leeds Area Management Officer informed the meeting that an inspection report from the Civic Buildings Section on the Calverley Mechanics Institute building is due in August 2008 and Ward Members will then be consulted on their findings.

(c) Minute 83 – Lower Wortley Road Improvement Scheme

Councillor D Blackburn informed the meeting that this matter was discussed at a recent Farnley & Wortley Community Forum meeting where it was reported that following a consultation meeting held on the 23rd June, 2008 the proposals for the Lower Wortley Improvement Scheme were well received.

8 Local Authority Appointments to Outside Bodies

The Chief Democratic Services Officer submitted a report and appendices outlining the Committee's role in relation to its Elected Member appointments to community and local engagement category appointments to outside bodies which had been delegated to the Area Committee to appoint.

It was reported that the West Outer Area Committee had responsibility for making appointments to the following organisations and Members were asked to make nominations:

- ALMO West Outer Area Panel – annual appointment
- Calverley Charity – indefinite appointment (vacancy)
- Farsley Charity – indefinite appointment (vacancy)
- Thomas & Sarah Lund's Almshouse Trust – four yearly.

RESOLVED - That the following appointments be made:

| | | |
|--|---|---|
| ALMO West Leeds Area Panel | - | Councillor R Lewis Councillor J Marjoram |
| Calverley Charity | - | Councillor J Marjoram |
| Farsley Charity | - | Councillor J Marjoram |
| Thomas and Sarah Lund's Almshouse Trust | - | Councillor R Lewis Councillor J Jarosz |

9 Appointment of Co-optees 2008/09

The Director of Environment and Neighbourhoods submitted a report which sought approval for the annual appointment of co-opted Members to the West (Outer) Area Committee, in accordance with Article 10 of the Constitution, which states that there is provision for the Area Committee to appoint up to five non-voting co-opted members to support the Area Committee.

Three nominations were received from the Reverend Kingsley Dowling – Faith Representative, Howard Bradley – Youth Representative and Liz Navin Jones – Business Representative

Draft minutes to be approved at the meeting
to be held on Friday, 12th September, 2008

RESOLVED - That the three existing co-optees be re-appointed, namely:

- Reverend Kingsley Dowling - Faith
- Howard Bradley – Youth
- Liz Navin Jones - Business

10 Community Forum Feedback

RESOLVED –

- (a) That the minutes of the Pudsey and Swinnow Public Meeting held on 22nd April 2008 be received and noted.
- (b) That the minutes of the Tyersal Community Forum held on 30th April 2008 be received and noted.
- (c) To note that the Management Committee for the Swinnow Community Centre will meet on the 30th July 2008 to discuss the future of the community centre.

11 Community Safety Update

Inspector Tom Horner, West Outer Neighbourhood Policing Team (NPT) and Gill Hunter, Area Community Safety Officer, updated Members regarding community safety issues in the Committee's area and gave a summary of the Operation Champion held between 14th – 17th May 2008 on the Gambles Hill/Heights estates (Appendix 1 to the report refers). The report provided a detailed breakdown of activities undertaken over this period from partner agencies including West North West Homes Leeds, City Services Environmental Action Team, Youth Service/Armley Juniors, Neighbourhood Wardens, West Yorkshire Fire & Rescue Service, NPT, Arson Task Force and the Driving Vehicle Licensing Association.

It was reported that local residents from the Residents Association were involved with Operation Champion and were out in the area working alongside partner agencies for the first time. Local people were also working now more closely with Neighbourhood Wardens/PCSO's, which had increased from two to three since the last Area Committee meeting.

Inspector Horner reported that a local NPT meeting is to be held on Wednesday, 16th July at Farsley in the church and apologised about the short notice. The Inspector indicated that he would be preparing a feedback report following the meeting for local Ward Members.

Councillor Coulson reminded Inspector Horner that he complained some weeks ago about the nuisance caused by those public houses in the Pudsey area - the Park, Bar 57 and the Golden Lion - siting tables and chairs outside their premises for smokers. The Inspector assured the meeting that he would personally assign an officer to inspect these premises. It was also suggested that this was an issue for the Council's Licensing Section.

Councillor R Lewis reminded Inspector Horner of an email he recently sent to his office regarding local Ward Member concern that residents on the Waterloo estate are being terrorised by a few young children. Some residents feared that these youths may carry knives. In response, Gill Hunter informed the meeting that this issue was being investigated and that she was attending a meeting on this same issue that afternoon.

RESOLVED –

- (a) That the update report and the Wortley Operation Champion evaluation as outlined in Appendix 1 attached to the submitted report be received and noted.
- (b) That the West Outer Neighbourhood Policing Team and the Council's Licensing Section investigate the nuisance caused by those public houses in the Pudsey area - the Park, Bar 57 and the Golden Lion - siting tables and chairs outside their premises for smokers.

12 Area Management Income from Advertising on Lamp Posts

The Director of City Development submitted a report outlining the contract for advertising on lamp posts in Leeds and opportunities for local communities to benefit as a result of the lamp post advertising income share proposals.

Mr Ian Moore, Streetlighting PFI Contracts Manager, presented the report and responded to Members' queries and comments.

Councillor Carter informed the meeting that when this report came to Executive Board for approval Members were very specific that the income generated from advertising on lamp posts should only be spent in those Wards where the signs are placed, as a way of giving something back to that community. He also informed the Area Committee that Ward Members should have the opportunity to object to any of the proposed sites as part of the consultation process.

Detailed discussions ensued on the contents of the report and appendices and the following points and concerns were raised:

- that parts of the Lower Wortley Ring Road are classed as residential and therefore, should not have advertising on lamp posts.
- that unless the signs were of one single image road users may be encouraged to slow down in order to read the advert.
- that the City Development Department would be able to provide better roads in the Leeds area from the income made from advertising on lamp posts.

RESOLVED - That the contents of the report and appendices be noted.

13 'Safety Central' - West Yorkshire Fire Service

The Director of Environment & Neighbourhoods submitted a detailed report

which provided information about the development of Safety Central and to invite continued involvement of West Outer Area Committee in the local development.

Steve Crocker, West North West Area Manager presented the report and introduced Gayle Elvidge, Partnership Officer – West Yorkshire Fire and Rescue who will project manager the site.

A detailed discussion ensued and it was pointed out to Members that Safety Central is a resource for the whole of West Yorkshire, not just for the local area of Leeds.

RESOLVED - That the report be received and its contents noted.

14 Area Delivery Plan 2008/9 - 2010/11

The Area Committee considered a detailed report submitted by the West North West Area Manager on the proposed content and format of the Area Delivery Plan (ADP) for 2008/2009 – 2010/2011 and details of how the ADP would link with the Leeds Strategic Plan (LSP) as set out in Appendices A attached to the submitted report.

Sam Woodhead, Area Management Officer presented the report and together with Steve Crocker, West North West Area Manager responded to Members' questions and comments.

RESOLVED –

- (a) That approval be given to the draft Area Delivery Plan (ADP) for 2008/09 – 2010/11 and its proposed link with the Leeds Strategic Plan (LSP) as outlined in the submitted report.
- (b) That the following Members be appointed as Champions for the partnership themes listed below:
 - Stronger Communities: Councillor J Marjoram
 - Enterprise, Economy & Transport: Councillor D Blackburn
 - Learning and Children: Councillor M Coulson
 - Culture & Environment: Councillor A Carter
 - Health & Wellbeing: Councillor J Jarosz
 - Thriving Neighbourhoods: Councillor A Blackburn
Councillor R Lewis

15 Outer West Area Committee Well-Being Budget Update

The Director of Environment and Neighbourhoods submitted a detailed report providing an update on the current amount of capital and revenue funding committed and available for the 2008/2009 financial year.

Sam Woodhead, Area Management Officer presented the report and responded to Members' questions and comments.

RESOLVED –

- (a) That the amount of Well-Being funding available to the Committee in 2008/09, and the budget pressures set out in Paragraph 5 of the report, be noted;
- (b) That approval be given to the capped figure of £2,000 for applications received from extended school projects;
- (c) That the Small Grant made since the last meeting, set out in Paragraph 4.1 of the report, be noted;
- (d) That the following decisions be taken in respect of the applications for funding:

Capital

- (i) Pudsey Chatsworth Road Recreation Ground - £4,000 - Approved.
- (ii) Surrey Grove - £1,000 – Approved.
- (iii) Pudsey Leisure Centre – Pedestrian Access - £1,000 – Approved.

Revenue

- (i) Town Centre Manager - £10,000 – Approved.

16 Dates, Times and Venues of Future Meetings

18th September 2008
23rd October 2008
11th December 2008
12th February 2009
9th April 2009

(All the above meetings will be held at 2.00 p.m.)

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| <p>Swinnow Community Centre Public Meeting Monday 19th May 2008</p> |
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Present:

Cllr Jarosz (Chair), Cllr Lewis, Margaret Murphy, Jean Varley, Pat Nelthorpe, Carole Gill, Ruth Lofthouse, Bill Burras, Oliver Cotton, Marva Pryce, Alison Chin, Martin Bennet, Robert West, Brain Scott, Patricia Bunn, Cheryl Bartholomew, Wendy Walton, Andy Fox, Alan Pinder, Mr Wright, Clare Wiggins

Current situation

- No management committee
- Limited usage - Only current user if The Way of Life Church (previously children's birthday parties)
- Outstanding Repairs – AC approved funding but repairs not taken place yet. Civic Buildings have delayed
- No resource to pay for caretaker

Outstanding bills

- British Gas - £53 overdue
- Yorkshire Water – direct debit cancelled
- BT – Carl had advised that this had been paid
- Electricity – this was to be confirmed

Roles and Responsibilities

- Marva confirmed that trustees would be legally responsible for the centre and should be at least age 18
- There would be some commitment to give time to the centre
- Chair – pulls the meeting together
- Secretary – gets the minutes and agenda out and is responsible for admin
- Treasurer – ensures financial transactions are kept in order
- Other roles would include opening and closing the centre, being keyholder, backup, overseeing repairs
- Qualifications are commitment, listening, honesty, integrity, team worker, clear decision making and vision, agreeing aims and objectives, seeking funding, working towards a business plan

Possible future uses

- Bingo
- Luncheon clubs (residents on the Harleys etc want this)
- Majorettes (Pudsey diamonds) want to use over the summer holidays

Checklist

- Met legal obligations
- Income and expenditure forecast
- Training
- DDA regulations
- Constitution

Other issues

- Wendy confirmed that the centre operates as a charity. This means its £200 instead of £2,000 for rates. Any profits have to go back into the organisation
- The constitution needs reviewing – Wendy has a copy
- Community consultation needed to determine uses
- Being on the management committee is not about individual liability, people must act in good faith. Debt does not rest with the individual
- Public liability insurance is in place. It will be due for renewal this summer at approx £500 p/a
- WYCAS can offer free community training but may charge for accountancy services
- Current charges for the centre are £15p/h
- Lease is £1,100 (90% grant aided)
- Carl took over as treasurer on 2nd June 07

Repairs

- CW to check lead in times for repairs

Options

1. establish (new) management committee etc
2. close centre and utilise other buildings e.g. schools, churches, pub, (library)
3. building goes to Asset Management to dispose of – firstly to Council use, then out on open market

Next steps

- finances need sorting /account – can this be used to pay off o/s bills?
- If WYCAS can't assist in reasonable time frame, CW to seek LCC accountant advice
- Circulate constitution before next meeting

**Swinnow Community Centre
Public Meeting
Wednesday 30th July 2008**

Present:

Cllr Coulson (Chair), Simon Bostrom (WYCAS), Pat Nelthorpe, Carole Gill, Ruth Lofthouse, Bill Burras, Oliver Sutton, Marva Pryce, Robert West, Brian Scott, Wendy Walton, Andrew Fox, Clare Wiggins (West Leeds Area Management), Conni Browne, Del Smith, Alan Pinder, Jack N Prince

Apologies: Richard Quinn, Cllr Richard Lewis, Cllr Josie Jarosz

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| 1.0 | Minutes and Matters arising from last meeting | |
| 1.1 | The minutes were agreed as a correct record. | |
| 1.2 | A member of the previous management committee had collected £60 from the majorettes and this had not been paid into the Community Association account | |
| 1.3 | SB advised that options were to write off the debt or refer it as a Police matter. It was suggested that it would be for the new management committee to determine the best course of action, but this level of debt was probably not worth pursuing. It could be deemed 'reasonable' rather than 'wreckless' | |
| 1.4 | Cllr Coulson agreed to ask PCSO Mik Cox to retrieve the spare set of keys to the centre. | Cllr C / Mik Cox |
| 1.5 | At the next meeting, people who had attended the previous meeting should be invited. | CW |
| 2.0 | Management Committee | |
| 2.1 | It was agreed that all property and cash should be returned to the centre. | |
| 2.2 | Simon Bostrom advised on liability. This could either be done in an unincorporated way (coming together) and there would be personal liability or an unlimited company (there would be no liability for trustees or limited to £1 etc). SB advised members should consider what the risks were and if there are any serious liabilities. | |
| 2.3 | SB suggested keeping the committee as a charity – it is the structure that is optional. In the history of SCC, there has never been any personal liability. | |
| 2.3 | The committee needs to form and then decide on roles in terms | |
| 3.0 | State of Accounts | |
| 3.1 | SB took members through the 2007 and 2008 accounts. Accounts were last submitted in 2006. SB advised that the year end date of 16 th July was an odd date but this was acceptable. He suggested changing the year end to 31 st March when the new committee forms. | |
| 3.2 | 2007 showed a £404 deficit. Cleaning was £1340. This could be saved on as a lady had offered to do this for free. | |
| 3.3 | 2008 accounts were not fully completed as SB had access to bank statements to April / May and bills to end May / June. | |
| 3.4 | CW agreed to pay £80 from majorettes into SCC bank account and make sure BS was reimbursed for the cost of the new lock. | CW |
| 3.5 | SB outlined a forecast of monthly expenses from Aug 08 to July 09. This | |

| | | |
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| | shows a bare minimum required for the centre to function. Trustees will need to add more detail to this forecast. | |
| 3.6 | At this level of turnover, a qualified accountant is not necessarily required. The committee just needs to be transparent and accountable. | |
| | | |
| 4.0 | Repairs and approved funding | |
| 4.1 | The fall pipes and roof tiles are damaged due to vandalism. | |
| 4.2 | Need to do repairs before usage is likely to pick up. | |
| 4.3 | The steps need repairing – needs concreting as the slabs get lifted. | CW |
| 4.4 | Security wire needed on roof – CW to check legality of this and possible costs and speak to Planning. Alternative may be anti-climb paint. | CW |
| | | |
| 5.0 | Current Usage | |
| 5.1 | Lots of groups can't meet at the pub etc and the CC is a better venue for them. The CC has to compete with some cheap and free venues. | |
| 5.2 | Room hire declined rapidly at the time of the reducing to 3. It was difficult for such a small committee to manage much usage. The difference between usage under a working committee in 2007 and a weak committee in 2008 is evident. There is an even spread of income from a variety of uses e.g. church, boxing, majorettes and parties. | |
| | | |
| 6.0 | Next steps | |
| 6.1 | There should be a further meeting once the schools are back as the schools need to be involved (1 st or 2 nd week September) | CW |
| 6.2 | CW to try and confirm a date for repairs. | CW |
| | | |
| 7.0 | AOB | |
| 7.1 | WNWHL to be charged £100 for display at SCC. | WW |
| 7.2 | WW has overdue account on the alarm. | |
| | | |
| 8.0 | Date of next meeting – tbc | CW |

Farnley and Wortley Forum

Date: 10 July 2008 – Highfield Methodist Church

Present:

Chair: Cllr David Blackburn

Sam Woodhead (WL Area Management), Andrew Miller, GJ Manual, J Wildon, Andy Parnham, Cllr Ann Blackburn, Jez Watson (WYP), Helen Tipping (Strategic Design Alliance), Sue Wood (WNWHL), Christine Morton (Extended Schools Co-ordinator), Margaret McKean (Youth Service), Julie Moore (WYP).

| | | Action |
|------------|--|--|
| 1.0 | Apologies: Cllr Luke Russell. | |
| 2.0 | Matters Arising | |
| 2.1 | Headcams are with the police now. Police are receiving training on how to use them. A member of the forum asked if there was any news on the withholding of building on Benson Gardens. Cllr Blackburn said that with the current climate, development is in progress but at a slower pace than anticipated, however, everything should progress as planned. Concerns were made by the forum members that the limited building may fall into extreme disrepair without building work. Cllr Blackburn stated it was in the developers' interest to make sure the building doesn't get too damaged, as they need to use the existing infrastructure and materials. Cllr Blackburn said he would keep residents informed of any progress and would mention the issue of missing tiles from the roof of the old school to the developer. Cllr Ann Blackburn to look into why stone boulders had been removed from near Chestnut Rise. | Cllr Blackburn Cllr A Blackburn |
| 2.2 | Cllr Blackburn said the issue with Blue Hill Crescent path has been resolved. | |
| 3.0 | Police issues | |
| 3.1 | Jez Watson introduced himself and said he normally covers Farnley but was happy to take any items back to his colleagues. | |
| 3.2 | Regarding the surgeries at St John's on Dixon Lane, the NPT are currently looking at where they are being held across the area. Cllr Blackburn said they would definitely continue, however venues are currently under review. | |
| 3.3 | Cllr Blackburn to speak with Inspector Horner about where the surgery can be advertised in the area. | Cllr Blackburn |
| 3.4 | The issue of parking on verges at the Connaught factory area was raised. Cllr Blackburn stated this was in hand. Sue Wood stated that Connaught do a lot of work for the ALMO, and therefore she would speak to them about resolving these issues and try and get the company to speak to some of the residents personally. | |
| 3.5 | Forum members raised the issue of parking on the pavements at the bottom of Benson Gardens. Cllrs Blackburn to raise this with Highways. | Cllr Blackburn |
| 3.6 | Cllr Blackburn raised the issue of restricted visibility at the bottom of Greenhill | |

- 3.7 Lane near the mini roundabout. Highways will look into resolving this.
Cllr Blackburn asked the police to look at the issue of lorries driving over the pavement and endangering pedestrians near the old police station at the top of Upper Wortley Road, and also asked if PCSO's could chase up the issue of parking on the pavement on Benson Gardens.

4.0 Housing

- 4.1 Sue Wood – Neighbourhood Team Leader for Wortley Office introduced herself. Sue outlined her role and the area which she covers and invited any queries from the forum.
4.2 Cllr Blackburn informed the meeting that each ALMO has any Area Panel who are soon to be matched up with Area Management / Ward member areas.
4.3 Sue informed the meeting that Housing is run as an independent organisation of the Council, and that they are due to be inspected in September and the outcome of this inspection will determine how much money can be borrowed for investment.
4.4 Sue also informed the meeting that tenants sit on the ALMO's Board and Panel, who ensure that any work in the area is sufficiently required within the community.

5.0 Lower Wortley Road Improvement Plans

- 5.1 Helen Tipping informed the meeting of the draft plans for Lower Wortley Road and Branch Road and stated that the rationale was to regenerate the area and give it an identity of its own.
5.2 Christine Morton offered help with consultation in her role as Extended Schools Co-ordinator and design of artwork for Bull Ring. Sue Wood and Helen Tipping welcomed this suggestion.
5.3 The forum suggested organising a competition to design an image for signposts etc, to give Lower Wortley an identity.
5.4 The forum thanked Helen for her presentation.

6.0 Extended Schools – Christine Morton

- 6.1 Christine introduced herself as Extended Services Development Officer and described her role and how the Cluster Of Schools idea works:
Five care offer –
1/ Responsibility is to provide child care 8am-6pm (includes breakfast club and after school clubs). To look at what is in the area and identify need.
2/ This summer have activities for all 5 weeks of holiday.
3/ Parenting and support eg computer courses: helping in schools course and in addition look at career and training opportunities.
4/ Swift access to services eg healthcare.
5/ Community access – making sure schools are available to community out of hours.

7.0 Grotspots

- 7.1 Sam Woodhead asked the forum to report any grotspots, an example being the old entrance to the school at the top of Benson Gardens, which has been reported to EAT.

8.0 Tension Monitoring

- 8.1 Sam Woodhead spoke of this item and asked the group to report any tension if they knew of any.

9.0 AOB

- 9.1 St Wilfreds No 5 bus stop – parking over gate of church. Cllr Blackburn to

| | | |
|-------------|--|--|
| 9.2 | <p>Speak with PCSO about this.</p> <p>Issue of the bus to Bramley was raised – Cllr Blackburn advised that enquiries be made by writing to Steve Graham at Metro, to copy Cllr Blackburn into the letter and he will pursue the matter when he meets with Metro.</p> | <p>Blackburn Cllr Blackburn</p> |
| 10.0 | Future dates of forums | |
| 10.1 | <p>Cll Blackburn queried why the next meeting is not at Old Farnley and asked Area Management to check when the last one was held.</p> | <p>S Woodhead</p> |
| 11.0 | Future Forum Dates | |
| | <p>Thursday, 10 July – to be arranged</p> <p>Thursday, 25 September – New Farnley CC</p> <p>Thursday, 27 November – Greenhill Primary School</p> | |

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Pudsey and Swinnow Forum

Date: 30 Jun 2008

Present: Clare Wiggins / Miranda St John (WNWAMT), Cllr Josephine Jarosz, Arthur Giles (LINKS), Jane Earnshaw (Interplay Theatre), Wendy Walton, Jane Hirst (WNWHL), Margaret Murphy, John & Denise Rider, Andrew Derra (Youth Service), Sgt S Williamson / PC L Johnson (WYP), Pat Nelthorpe.

Apologies: Lynn Lowes, Elaine Thirsk, Cllr Mick Coulson, Cllr Richard Lewis, PCSO Mike Cox, Insp. Tom Horner

| | | ACTION |
|------------|--|--------------------|
| 1.0 | Previous Minutes | |
| 1.1 | The minutes were agreed as a correct record. | |
| 1.2 | Regarding Priestley Drive, there are still no Neighbourhood Watch or anti dog fouling signs on the lampposts, and the adhesive labels that are currently up are not durable enough. Clare / Cllr J to chase up acquisition of signs like the ones on Bramley Fairfields. | CW / Cllr J |
| 1.3 | Lidget Hill car park has now been resurfaced and the white lines will be painted on 4 th July. | |
| 1.4 | It was noted that there has been no real improvement in street cleaning. The grass around the Wellstones needs cutting. Cllr J to chase Glendales. More litter bins are required, possibly near to the garage on Lowtown. Clare to contact Streetscene and CAST. | Cllr J CW |
| 2.0 | GP led health service for Leeds. | |
| 2.1 | Arthur Giles, co-Chair of LINKS came to talk about provision of medical care in the area. | |
| 2.2 | A period of consultation started on 19 th May and will run for 12 weeks. | |
| 2.3 | Patient Advisory Liaison contact no. is 0800 0525 270. AG urged local people to get involved. | |
| 2.4 | The intention is to improve surgeries and related links. There is no further news on the Gables, although 3 possible sites are still being considered. | |
| 2.5 | Local provision will still be available. However, there are not enough doctors in the Burmantofts area. Therefore this will be the site for a new centre including 2 additional GPs and a centre for minor ops, stitches, NHS dentistry etc. These will be additional rather than replacement services. It will allow people not currently registered to be so. It will be open 8am-8pm. | |
| 2.6 | A representative from the PCT will be invited to the next forum, particularly to discuss the Gables and Pudsey Health Centre. | |
| 3.0 | Planning issues | |
| 3.1 | The development on Cemetery Road is going to be housing. | |
| 3.2 | The re-development of Pudsey bus station is still going ahead. A Planning Officer and representative from Metro will be invited to the next forum. | CW |
| 3.3 | Clare to contact Highways with a view to getting a pedestrian crossing across the slip road outside Morrisons. | CW |

| | | |
|------------|---|-------------|
| 3.4 | There is no further news on Alan Briggs Mill. Pat Nelthorpe and Cllr C to provide more information. | PN / Cllr C |
| 3.5 | The chair and forum attendees commented that the update from the Planning Officer was very useful and should be a standing item on the forum agenda. CW to ask Peter Jorysz to put his contact details on so that people can direct their comments to him. | CW |
| 4.0 | I Love West Leeds | |
| 4.1 | Jane Earnshaw from Interplay Theatre came to talk about the event. It is being held at Armley Mills museum and features arts and crafts and live performance. | |
| 4.2 | It has been advertised via pupil post. | |
| 5.0 | Post office closures | |
| 5.1 | There are 3 in the Pudsey area that are due for closure. There are particular concerns from Pudsey Councillors re proposed closure of the Valley Road branch. Cllr J advised people to register their concerns. | |
| 6.0 | Youth Service update – Andrew Derra | |
| 6.1 | An exhibition of young people's photographs took place on 7th July. | |
| 6.2 | The mobile unit will be visiting Queens Park on Friday nights. It is in the Swinnow area 2 nights per week, attracting around 20 young people. | |
| 6.3 | There is a youth project on Thursdays featuring football with Farnley. | |
| 6.4 | Margaret McKeane is the new manager for Youth Service in this area. | |
| 6.5 | The team are looking into provision for the Daleside Road area to promote links with the Asian community. | |
| 6.6 | There is a Monday night group in Tyersal which is going well. The young people themselves have applied for funding to improve facilities. | |
| 6.7 | The team are looking at a summer holiday schools programme of activities involving the LAZER Centre and other local facilities. | |
| 7.0 | Community Safety and Tension Monitoring | |
| 7.1 | There has been one burglary and one robbery in the Pudsey Swinnow area over the last 2 weeks. | |
| 7.2 | ASB in Pudsey Park has reduced. 5 perpetrators have been identified and excluded from the park – the exclusion zone extends up to South Parade. 3 of the 5 have been arrested and all 5 are also banned from entering the library and Sainsburys. Most parents are on board with Police actions. A Neighbourhood Watch scheme has been set up in the South Parade area to monitor the problem. PN congratulated the Police. She reported that she had definitely seen an improvement. | |
| 7.3 | A new PCSO for Pudsey centre is due to be allocated. | |
| 7.4 | Steve Williamson is the new sergeant for Pudsey and Swinnow. | |
| 7.5 | The number for reporting any non-emergency information to police is 0113 2414999. | |
| 7.6 | Police at Pudsey station are available from 8am to 12am and 3am on a weekend. There is also an out of hours telephone service | |
| 7.7 | The Police should be advised of any young people Youth Service want to be involved in the summer sports project. | AD |
| 8.0 | AOB | |
| 8.1 | The issue of litter around Wellstone Gardens was raised. A walkabout with children from Park Springs School was arranged and EAT are aware of the | |

problem.

- 8.2 Dog fouling on Swinnow Moor was also mentioned. Clare to speak to EAT and Dog Wardens about dealing with the issue.
- 8.3 There is a further working group meeting for the Swinnow Community Centre on 30th July 7pm.

CW / JH

The next forum will be Monday 15th September

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TYERSAL COMMUNITY FORUM MINUTES
Wednesday 9th July 2008

Present: Nicola Price (Chair) (Area Management), Cllr Lewis (Chair), PCSO Dave Woodhouse (West Yorkshire Police), PCSO Hamid (West Yorkshire Police), Glenn Maude (Streetscene), G Campbell, I Punt, B Crawshaw, T Adams, G Stephenson, N Greenwood, D Hellawell, D Wilson, J R Artist, L R Allen, M Cording, Neil Ruddy, F Stowell, S Ward, I Horsman, C Hoddell, K Burns, C Hirst, P Brierley, J Turner, M Moody, M McKean, C Mills, I Warren, V Warren, L Willicombe and J Romans.

| 1.0 WELCOME | ACTION |
|---|--------|
| 1.1 Cllr Lewis welcomed everyone to the meeting and apologized for Cllr Jarosz's absence, they had found out at the last minute that a memorial room ceremony was at 7pm not 5pm. | |
| 2.0 APOLOGIES | |
| 2.1 Apologies had been received from Cllr J Jarosz, Chris Metcalfe, Eddie Foster, Janet Varley, Insp Horner, Chris Hodgson and Emma Jackson (PC). | Noted |
| 3.0 MINUTES OF THE LAST MEETING | |
| 3.1 The minutes of the last meeting were agreed as a true record. | |
| 4.0 MATTERS ARISING | |
| 4.1 <u>Arising from 4.1</u> – The area at the bottom of Tyersal Crescent needs cutting back and the litter thoroughly clearing. | GM |
| 4.2 <u>Arising from 4.4</u> – To note Parks and Countryside are looking into other options regarding fencing around Tyersal Park and horses escaping. To report back at next meeting. | CH |
| 4.3 <u>Arising from 4.10</u> – The item referred to Tyersal Court not Close. GM to action clearance of ginnel. | GM |
| 5.0 STREETSCENE | |
| 5.1 Glenn Maude, Principle Area Manager – West, introduced himself and the Streetscene service. He reported that the CAST team visit once every four weeks on a Wednesday to clear ginnels, litterpicking etc, and this service is in addition to the standard service received by all areas. If anyone has any specific sites they would like referring they can either bring them to the forum or contact Nicola Price on 395 0976 or via email at nicola.price@leeds.gov.uk. | Noted |

| | | |
|------------|--|--------------|
| 5.2 | A problem was raised with the gullies on Tyersal Court and GM agreed to get someone up to inspect all the gullies. | GM |
| 5.3 | An issue was also raised with the road sweeper not doing the pavements and GM agreed to monitor. | GM |
| 5.4 | There is a problem with both ginnels running off Tyersal Road to the Terrace and Court – GM to get the ginnels team and CAST to go and cut back the overgrowing vegetation and clear the litter. | GM |
| 5.5 | There is also a problem with weeds in the ginnel between Tyersal Park and the school. NP to pass to CH for action. | NP |
| 5.6 | NP updated the forum on the request to have the ginnel between Tyersal Road and Terrace tarmaced. At present ownership cannot be identified but NP and WYP are looking into it. | Noted |
| 5.7 | To note any general Streetscene issues should be phoned through on the ENVIRONMENTAL HELPLINE – 0113 398 4760 . | Noted |
| 6.0 | WEST YORKSHIRE POLICE | |
| 6.1 | PCSO DW reported that he is aware Tyersal is having problems with quad bikes but that most are road legal and you don't need a helmet to ride one. If you do see one you think is illegal, ie doesn't have a number plate, or is behaving in an unroadworthy manner please phone 0845 606 0606 and someone will come out and check. It would also be useful if you could note down the registration number if there is one. | Noted |
| 6.2 | PCSO DW reported that the police are undertaking a large scale operation looking at the scrap yards in Leeds and Bradford but if anyone sees anything suspicious regarding a horse and cart they should phone 999 immediately as the police need to catch them in the act to prosecute. | Noted |
| 6.3 | PCSO DW advised the forum that the main crime in Tyersal at the moment is theft from motor vehicles and attempted theft from motor vehicles. Crime reduction stickers were handed out and if anyone sees anything suspicious they should forum that the main crime in Tyersal at the moment is theft from motor vehicles and attempted theft from motor vehicles. Crime reduction stickers were handed out and if anyone sees anything suspicious they should phone 999 immediately. | Noted |
| 6.4 | PCSO DW encouraged people to form Neighbourhood Watches on their street which would help with the flow of information between forums. If anyone is interested they can call Dave for a chat on 0113 2414 999. | Noted |
| 6.5 | The Neighbourhood Policing Team also have a new text number. To send a text message to the Tyersal team, text 07950080240 , and start your message NPTWO . Please note that there is a standard network rate charge for each text. | Noted |

7.0 TYERSAL WALKABOUT – 6TH AUGUST

- 7.1 The next Tyersal walkabout will take place on Wednesday 6th August at 2pm to meet outside club.

Noted

8.0 TYERSAL SUMMER FAYRE

- 8.1 Jim Wilkinson, president of Tyersal Resident's Association, informed the forum of Tyersal Summer Fayre, which is taking place on Sunday 13th July 12-4pm and has been funded by Outer West Area Committee and the local resident's donations. All our welcome on the day and thanks were given to Margaret Cording for her help in organising the event.

Noted

9.0 ANY OTHER BUSINESS

- 9.1 Residents were also reminded that it was Tyersal school's summer fayre on Friday 11th July 6-8pm.

Noted

- 9.2 A problem was raised with where the bus stop has been moved to on Tyersal Close as there was an incident there the other week. Cllr Lewis responded a risk assessment would have been carried out before it was moved but comments would be fed back to David Dowden.

NP

- 9.3 It was raised that there had still been no progress to repair the pavement in Tyersal Court after the lighting columns had been replaced. NP to follow up with Colin Payne SCC manager.

NP

- 9.4 It was raised that the roads and pavements in Tyersal Walk are full of potholes. NP to arrange for highways to do a site visit.

NP

- 9.5 The nameplate for Tyersal Avenue has been removed – a replacement needs ordering.

NP

10.0 DATE OF NEXT MEETING

- 10.1 The next meeting will take place on Wednesday, 24th September - 7:30 pm at Tyersal Residents Club.

- 10.2 Agreed to invite to the next meeting
Chris Hodgson – Parks and Countryside
New Youth Service Area Manager – Harnek Panesar/Margaret McKean
West Yorkshire Police
Alan Robinson & maintenance - Highways

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Originator: Jo Pringle

Tel: 0113 2476828

Report of Childcare Strategy Implementation Manager

Report to Outer West Area Committee

Date: 12th September 2008

Subject: Early Years Capital Allocations 2008 - 2011

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

☐

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☒

Community Cohesion

☐

Narrowing the Gap

☒

Council
Function

☐

Delegated Executive
Function available
for Call In

☒

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

This report provides the Area Committee with information on the Department for Children, Schools and Families (DCSF) capital funding allocations and criteria for the use of the Quality and Access for all Young People and the Extended Services Capital Grants for 2008-11 as approved by Executive Board in July 2008. A briefing note circulated with this paper provides details of criteria, priorities and allocation procedures.

1.0 Purpose Of This Report

The purpose of this report is to:

Inform the Area Committee on the capital funding allocations for 08-11 that will support the implementation in the Outer West of the 10 Year Strategy for Childcare and the statutory duties under the subsequent Childcare Act 2006.

2.0 Background Information

Executive Board approval was granted in July 08 to inject £11,324,414 into the capital programme and authority has been given to Early Years to incur this expenditure on payments to Early Years providers and schools to enable the delivery of extended services and the statutory duties of the Childcare Act 2006.

All grants will be awarded using the principles outlined in the developing Leeds City Council framework for this allocation of grants to the voluntary and private sector.

The Quality and Access for all Young Children capital grant is £8.2 million over 3 years and represents a significant investment in early years provision in Leeds. The grant has three aims:

- To improve the quality of the learning environment in early years settings to support delivery of the EYFS, with a particular emphasis on improving play and physical activities; and ICT resources
- To ensure all children, including disabled children, are able to access provision
- To enable PVI providers to deliver the extension to the free offer for 3 and 4 year olds and to do so flexibly

The DCSF expectation is that the majority of this capital grant is used to improve the quality of the environment in private, voluntary and independent (PVI) early years and childcare settings both to support higher quality experiences for young children and to ensure that all children can access services and benefit fully from them. However spending on the maintained sector is not precluded.

The Extended Services Capital funding is £3.1 million over three years. The grant aims to support the delivery of the Government's Ten Year Strategy for Childcare, *Choice for parents: the best start for children*. This capital funding must support the duties set out in the Childcare Act 2006 and underpin the key role of Local Authorities as strategic leaders for childcare and children's services. The guidance indicates that capital grants should be used to support the authority's strategy for developing access to the core offer of extended services through all schools by 2010. All elements of the core offer for extended schools are eligible but funding priorities should ensure that the provision of 8am-6pm year round childcare and flexible services for 3 and 4 year olds can be achieved within each cluster. Further information on extended schools can also be found at:

www.teachernet.gov.uk/extendedschools

3.0 Main Issues

In July 08 Executive Board approved the following priorities and allocation processes of for capital funding allocations 08 – 11.

The Quality and Access for all Young Children capital grant is to be allocated through the Sure Start Out Of School Panel. Applications will be welcomed on a rolling programme with set deadline dates throughout each year. Each application will be considered by the panel against the appropriate criteria. Any previous allocations to the provider or cluster will be taken into consideration to ensure parity of distribution across the city. Large capital grants will be limited to a maximum of £100,000.

A small grant programme to support the introduction of the Early Years Foundation Stage Framework is also available to support the purchase of equipment and small works and limited to £2,500 excluding VAT for providers of the free entitlement for pre-school children. Application forms have been distributed to all eligible providers.

The Extended Services Capital grant is to be allocated through the funding panel of the Extended Services Partnership Board. This funding panel is working towards amalgamating the Sure Start out of school panel in the coming year and already has a common membership. Applications will be welcomed and processed on a rolling programme with set deadline dates throughout each year. Each application will be considered by the panel against the appropriate criteria. Any previous allocation to the cluster will be taken into consideration to ensure parity of distribution across the city. Grant size will be limited to a £100,000.

The programme documentation for these funding opportunities is available to all settings on the internet and in paper copy. A high profile communication strategy will highlight the availability of grant. Development Officers and Business Support Officers will work with the private and voluntary sector to ensure they are enabled to access this grant and take the full opportunity to improve the quality and accessibility of their settings.

Extended Schools Advisors will work with Cluster co-ordinators and Leadership teams to identify those capital programmes that are required within the cluster to ensure that flexible services can be provided for all children aged 3 and 4, that out of school activities including childcare can be delivered and that community spaces within clusters can be used for family support and other wider community purposes.

4.0 Implications For Council Policy and Governance

In December 2004 the Chancellor of the Exchequer published a pre budget report “Choice for parents; the best start for children. A ten year strategy for childcare”. The Ten Year Strategy represents a significant change to welfare state services and is a key plank in the Every Child Matters: Change for Children agenda. The Childcare Act 2006 gave statutory force to the proposals in the ten year strategy and placed four new statutory responsibilities on Local Authorities (LA):

- To secure sufficient childcare for children up to the September after the child turns 14
- To improve the wellbeing of children aged 0 to 5 and establish a proactive, accessible Early Years Service (EYS) focused on the under 5s.
- To secure the development of a children’s centre in every locality by 2010
- To provide parents with access to the full range of information they need as parents of children aged 0 to 19

The Comprehensive Spending review for 2008 – 11 identifies ring fenced or hypothecated revenue and capital funding to support Local Authorities in delivering these statutory functions.

5.0 Legal and Resource Implications

The Local Authority has the statutory responsibility to improve the well being of children under the age of five. Research clearly shows that children will only benefit from early education and care if it is high quality. Alongside adopting the best of professional practice for working with young children, a high quality setting also needs the right built environment and adequate and appropriate resources. This means providing enough space for larger group sizes which can also be used flexibly and up-to-date facilities and equipment to support children’s learning and development. These capital allocations will support the development of high quality early years services across all sectors.

In meeting the Sufficiency Duty from April 2008 Local Authorities will need to ensure that – so far as is reasonably practicable – *all* children of working parents are able to access the childcare provision they need. All funding allocated to this duty should be used in accordance with the findings of the childcare sufficiency assessments completed successfully in April 2008. The statutory guidance: *Securing Sufficient Childcare* indicates that Local Authorities may wish to support providers through one-off capital payments, particularly in relation to groups or areas where there is unmet demand. These capital funding streams will support Leeds in meeting the sufficiency duty.

It is a priority of the Children and Young People's Plan and the Council Plan that all children are able to access good quality early years services. And that every child can benefit fully from early education and care. Every setting must have an inclusion policy setting out how it will meet the needs of all children, in line with delivery of the Early Years Foundation Stage. This grant will allow Leeds to invest to provide key facilities wherever they are required, and work with as many settings as possible to ensure that their built environment and facilities are welcoming and fully inclusive.

This Comprehensive Spending Review period 2008 – 11 sees significant investment to extend the free nursery education entitlement by offering all 3 and 4 year-olds 15 hours a week for 38 weeks of the year from September 2010, delivered more flexibly. A longer and more flexible offer will give parents greater choice in balancing work and family life as well as helping children getting a better start to school. There is an identified need in Leeds to invest in the necessary facilities in PVI and school settings to enable them to deliver that extended free offer. This capital funding allocation will enable the city as a pathfinder to deliver that offer by September 2009 and will complement the revenue funding already available to providers to support the additional 2.5 hours and more flexible access.

6.0 Conclusions

Leeds has been allocated £11,324,414 to ensure that by 2011 all early years settings offer a high quality learning environment that is accessible for all children and all schools are able to deliver the full core offer of the extended schools programme. This represents a significant investment in the quality of early years settings and will support Leeds in meeting the statutory responsibilities of the Childcare Act 2006.

The Early Years Service has worked in partnership with Education Leeds and agreed a joint approach to these capital allocations that will maximize impact and effect across the city.

Extended Services Clusters and childcare providers across the Outer West can apply for funding under the identified priorities. A briefing for all elected members regarding the funding opportunities has been circulated along with the proposed documentation and rolling programme dates. This report and briefing should provide Area Committees with information so that they may influence the development of wider community based services from school sites and enable the Area Committee to play a part in identifying and publicising the availability of funding to improve quality and access for early years providers.

7.0 Recommendations

Area Committee are requested to note and comment on the report.

Background papers

- Briefing paper - Early Years Capital Grants 2008 – 2011 : June 08
- Executive Board Report July 08 – Early Years Capital Grants
- Sure Start Out of School and extended services priorities 08 – 11
- Sure Start Out of School Application Form

Early Years Capital Grants 2008 -2011

June 2008



This briefing note provides background information, and seeks to inform Elected Members on the capital funding allocations for 08 -11 that will support the implementation of the 10 Year Strategy for Childcare and the statutory duties under the subsequent Childcare Act 2006.

For Further information please contact:

Jo Pringle
Childcare Strategy Implementation Manager
Early Years and Youth Service
0113 2476828

Background Information

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- To secure sufficient childcare for children up to the September after the child turns 14
- To improve the wellbeing of children aged 0 to 5 and establish a proactive, accessible Early Years Service (EYS) focused on the under 5s.
- To secure the development of a children's centre in every locality by 2010
- To provide parents with access to the full range of information they need as parents of children aged 0 to 19

The implications of the pre budget report and the Childcare Act were subjects of Executive Board reports in January 2005 and 2006

The Comprehensive Spending review for 2008 - 11 identifies ring fenced or hypothecated revenue and capital funding to support Local Authorities in delivering these statutory functions. A report to Executive Board in May 2008 outlined the delivery plan for the final phase of the children's centre programme which will provide for 58 centres across the city. This briefing note provides details of the capital funding to support quality, inclusion and sufficiency and presents proposals on the allocation of grants in support of these functions

The Local Authority has the statutory responsibility to improve the well being of children under the age of five. Research clearly shows that children will only benefit from early education and care if it is of high quality. Alongside adopting the best of professional practice for working with young children, a high quality setting also needs the right built environment and adequate and appropriate resources. This means providing enough space for larger group sizes which can also be used flexibly and up-to-date facilities and equipment to support children's learning and development. These capital allocations will support the development of high quality early years services across all sectors.

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Grant Allocations to Leeds

The Quality and Access for all Young Children capital grant is £8.2 million over 3 years and represents a significant investment in early years provision in Leeds. The grant has three aims:

- To improve the quality of the learning environment in early years settings to support delivery of the EYFS, with a particular emphasis on improving play and physical activities; and ICT resources
- To ensure all children, including disabled children, are able to access provision
- To enable PVI providers to deliver the extension to the free offer for 3 and 4 year olds and to do so flexibly

The DCSF expectation is that the majority of this capital grant is used to improve the quality of the environment in private, voluntary and independent (PVI) early years and childcare settings both to support higher quality experiences for young children and to ensure that all children can access services and benefit fully from them. However spending on the maintained sector is not precluded.

The capital grant must be used for the three broad purposes set out above but it is for the Local Authority to decide how best to deploy the grant for maximum impact and value for money. The funding allocation received into the LA is based on numbers of under-fives and the number of PVI settings, weighted to take account of regional pricing differentials for construction and levels of deprivation.

The Extended Services Capital funding is £3.1 million over three years. The grant aims to support the delivery of the Government's Ten Year Strategy for Childcare, *Choice for parents: the best start for children*. This capital funding must support the duties set out in the Childcare Act 2006 and underpin the key role of Local Authorities as strategic leaders for childcare and children's services. The guidance indicates that capital grants should be used to support the authority's strategy for developing access to the core offer of extended services through all schools by 2010. All elements of the core offer for extended schools are eligible but funding priority should ensure that the provision of 8am-6pm year round childcare and flexible services for 3 and 4 year olds can be achieved within each cluster. Further information on extended schools can also be found at: www.teachernet.gov.uk/extendedschools

Authorities are expected to strategically link all Sure Start, Standards Fund and Area Based Grant funding, revenue and capital, to support the development of extended schools. The newly established Extended Service Partnership Board is well placed to secure that strategic connectivity and ensure consistency and quality improvement in the Extended Services agenda

Process For Accessing The Quality and Access for all Young Children Capital Grant

The Quality and Access for all Young Children capital grant will be allocated through Sure Start Out Of School Panel. Applications will be welcomed on a rolling programme with set deadline dates throughout each year. Each application will be considered by the panel against the appropriate criteria. Any previous allocations to the provider will be taken into consideration to ensure parity of distribution across the city.

Large capital grants will be limited to a maximum of £100,000. A small grant programme will be available to support equipment and small works and limited to £2,500 excluding VAT. Paperwork will be proportionate to the size of the grant. All grants will be awarded using the principles outlined in the developing Leeds City Council framework for the allocation of grants to the voluntary and private sector.

Guidance notes to providers and application form are included in the briefing for your information

Development Officers and Business Support Officers will work with the private and voluntary sector to ensure they are enabled to access this grant and take the full opportunity to improve the quality and accessibility of their settings.

The Childcare Strategy Implementation Manager will brief Area Management Committees at a themed meeting during the summer with the criteria and the process for grant allocation so that they may play a part in identifying and publicising the availability of grant to improve quality and access.

Process For Accessing The Extended Services Capital Grant

The Extended Services Capital Grant will be allocated through the funding panel of the Extended Services Partnership Board. This funding panel is working towards amalgamating the Sure Start out of school panel in the coming year and already has a common membership. Applications will be welcomed and processed on a rolling programme with set deadline dates throughout each year. Each application will be considered by the panel against the appropriate criteria. Any previous allocations to the cluster will be taken into consideration to ensure parity of distribution across the city. Grant size will be limited to a maximum £100,000 investment per project.

Extended Schools Advisors will work with Cluster co-ordinators and Leadership teams to identify those capital programs that are required within the cluster to ensure that flexible services can be provided for all children aged 3 and 4, that out of school activities including childcare can be delivered and that community spaces within clusters can be used for family support and other wider community purposes.

The Childcare Strategy Implementation Manager and Extended Service Manager will brief Area Management Committees with the criteria and process for grant spend in a themed meeting during the summer so that they may influence the development of wider community based services from school sites. The programme documentation will be the same as noted above and will be available to all clusters of extended schools and their advisers on the internet and in paper copy.



Originator: Clare Wiggins

Tel: 395 1973

Report of The Director of Environment and Neighbourhoods

Meeting: Outer West Leeds Area Committee

Date: September 12th 2008

Subject: Area Committee Roles for 2008/09

| | | | |
|--|--|---|--|
| Electoral Wards Affected: Calverley & Farsley Farnley & Wortley Pudsey <input type="checkbox"/> Ward Members consulted (referred to in report) | | Specific Implications For: Equality and Diversity <input type="checkbox"/> Community Cohesion <input type="checkbox"/> Narrowing the Gap <input type="checkbox"/> | |
| Council Function <input type="checkbox"/> | Delegated Executive Function available for Call In <input checked="" type="checkbox"/> | Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/> | |

EXECUTIVE SUMMARY

This report presents the Area Committee with details of their area function schedules and roles in relation to these service areas for 2008/09. The attached report and appendices were agreed by the Executive Board on 16th July 2008 and include further development of Area Committee responsibilities from this year onwards.

1.0 PURPOSE OF THIS REPORT

- 1.1 To report to the Area Committee their area function schedules and roles for 2008/09 as agreed by the Executive Board on 16th July 2008.

2.0 MAIN POINTS

- 2.1 The attached report Area Committee Roles 2008/09 (Area Functions) was agreed by the Executive Board on 16th July 2008.
- 2.2 The Executive Board received a paper in November 2007, the Area Management Review which proposed to further develop the responsibilities of the Area Committees during 2008/09. The attached report gives details of the proposed new responsibilities for the Area Committees in 2008/09 including changes to the Area Functions Schedule.

- 2.3 The Area Committee is requested to note that the attached appendices include a change to the delegated functions that were presented to the Executive Board which were incorrect. In one of the appendices that was presented to the Executive Board, Community Engagement was shown as a delegated function. The Council's Constitution makes it clear that Community Engagement is a Council not an Executive Function and cannot therefore be delegated by the Executive. Community Engagement is therefore identified within the report as a function where Area Committees have an enhanced role however the appendices were inaccurate. A separate letter has been sent out to Executive Board members explaining the error in the appendices. There was no error in the main report so the Executive Board decision is not affected.

3.0 RECOMMENDATIONS

- 3.1 The Committee is asked to note the contents of this report.

Background Papers:

Executive Report ' Area Committee Roles for 2008/09 (16th July 2008)
Executive Board Report ' Area Management Review (November 2007)

Report of the Director of Environment and Neighbourhoods

Executive Board

Date: 16 July 2008

Subject: Area Committee Roles for 2008/09

Electoral Wards Affected:

All

☐

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☐

Eligible for Call In

☒ x

Not Eligible for Call In

(Details contained in the report)

☐

EXECUTIVE SUMMARY

The Area Management Review, agreed by Executive Board in November 2007 proposed to further develop the responsibilities of the Area Committees during 2008/09, using this year as a period of transition to allow for dialogue between Area Committees and Services in advance of service planning for 2009-10.

This report outlines the proposed new responsibilities for the Area Committees in 2008/09. These include changes to the Area Function Schedule and new consultative responsibilities relating to Council and Well Being Functions.

Executive Board is asked to agree the amended Area Functions Schedule for 2008/09 and endorse the development of Area Committee roles in relation to Council and Well Being Functions

1.0 Purpose of this report

- 1.1 To seek Executive Board agreement to the development of Area Committees' responsibilities for 2008/09.

2.0 Background information

- 2.1 As part of the Area Management Review, presented to Executive Board in November 2007, it was agreed to extend and enhance the roles of the Area Committees with 2008/09 being a development/transition year. The review report was subsequently placed on the agendas of all the Area Committees and feedback on the proposals was used to inform the development of information about the roles for 2008/09. Each year the Executive Board agrees the functions delegated to the Area Committees. The Area Functions Schedule section in the Council's Constitution (Part 3., section 3C) is then amended accordingly and this information is presented to each of the Committees.
- 2.2 The Constitution also sets out the role of Area Committees in the governance framework of the Council. The Terms of Reference for Area Committees are set out in the Council's Constitution (Part 3, section 2B). They include Council Functions and Executive Functions. Executive Functions in turn include Area Functions and the promotion and improvement of the economic, social and environmental well being of the Committee's area or Well Being Function. Executive Functions are exercised concurrently by the Executive Board and in accordance with the officer delegation scheme (executive functions) by Directors; and decisions flowing from them are subject to call in.
- 2.3 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members. Whilst a key function of the Area Committees is to champion the concerns of their local communities the appropriate channel for that role is in their ability to make representations to the Council as set out in their Terms of Reference. Area Committees cannot make Area Function or Well Being decisions which contradict the policies and priorities agreed by the Executive Board. Officers will ensure that proper advice and support is available to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with this principle.
- 2.4 In responding to the conclusions of the Area Management review, the report does propose alterations to the number of Area Functions delegated to Area Committees. For these, the detail about the function is proposed for inclusion in the Council's Constitution. In addition the report sets out a more detailed framework for the exercise of the Well Being Function and delegated Council Functions set out in the Constitution (Part 3, section 2B) relating to the representation of community interest and the consideration of the performance, targeting, frequency and co-ordination of services.
- 2.4 It is proposed to further develop the roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Key points for each of the proposed roles are highlighted in sections 3 and 4 below. These set out the formal Area Functions and other roles which are being enhanced. Full schedules for both sets of responsibilities are attached in the appendices which accompany the report.

3.0 Proposed Area Functions for 2008/09

3.1 The table below highlights the proposed Area Functions for 2008/09. Further detail is covered in Appendix One in relation to these functions.

| Role | Summary |
|--|---|
| Area Well Being Budgets | This covers the annual capital and revenue allocation to each Committee to support the promotion and improvement of the economic, social and environmental well being of the Committee's area. Area Committees are responsible for taking decisions and monitoring activity relating to the use of well being budgets. |
| Community Centres | This covers responsibility for a portfolio of 65 community centres now vested with the Regeneration Service, 48 directly managed by the Council and 17 currently managed by community organisations. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs. |
| Neighbourhood Wardens | This covers responsibility for a team of 30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City. |
| CCTV | This covers 129 fixed cameras across the city and CCTV operators who are employed to carry out 24/7 monitoring operations. Area Committees will maintain an overview of the service in their area and receive regular information about it. The function schedule reflects the current deployment of cameras across the City. |
| Neighbourhood Management Co-ordination | This covers the identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working. Area Committees will be responsible for agreeing priority neighbourhoods through Area Delivery Plans and will agree and monitor Neighbourhood Improvement Plans for each individual area. Area Committees will approve plans for the use of locally targeted budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being). |

- 3.2 The Authority to exercise Area Functions will be held concurrently by the Executive Board, Area Committees and relevant Directors/Chief Officers (within their scheme of delegated authority). Any proposed changes to resources relating to these functions would need to be made in consultation with the relevant service Director/ Chief Officer(s) and with the agreement of the Area Committee and Executive Board where appropriate.

4.0 Other Area Committee Roles for 2008/09

- 4.1 The table below highlights a number of new proposed enhanced roles for Area Committees in relation to a number of services where they will have increased influencing, developmental and consultative responsibilities. Further detail is covered in Appendix Two in relation to these roles.

| Role | Summary |
|---|---|
| Community Engagement | This is proposed as a specific function and requirement of the Area Committees, flowing from the Area Committees' delegated Council Function 'to advise or make representations to the Council, the Executive Board, Scrutiny Boards or Regulatory Panels on all matters affecting community interests'. It is proposed that each Committee agrees a local community engagement plan based on an agreed template to ensure consistency across the city and that there is an annual report to each Committee and Executive Board on progress and future proposals. |
| Community Greenspace | This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features. Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment. |
| PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations | This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The new arrangements will allow staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees. |
| Environmental Action Teams | This newly created service, with around 60 staff in total across the City in three area based teams, will be responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the |

| | |
|---------------------------------------|--|
| | <p>enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff. Area Committees will receive regular reports about this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with neighbourhood wardens.</p> |
| Street Cleansing | <p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying. Area Committees would be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots. This would be primarily based on ward level discussions with Elected Members.</p> |
| Highways Maintenance | <p>This covers the annual and forward programme of planned maintenance on local roads, traffic management schemes and minor maintenance schemes to keep highways safe. Current arrangements would be retained whereby ward members are consulted on and informed about the progress of schemes in their ward.</p> |
| Grounds Maintenance | <p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010. Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09. A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed information prepared for this role at present.</p> |
| Local Children and Young People Plans | <p>Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan. Area Committees will continue to take part in the development and review of the local plan thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need. The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified</p> |

| | |
|---|--|
| | within it. Committees will have an additional monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans. |
| Health and Well Being. (including Adult Social Care) | As part of their responsibility to promote local well being Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan. |
| Area Based Regeneration Schemes and Town and District Centre Projects | Also consistent with the promotion of well-being, Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service. Future new capital funding availability would be subject to a process to be agreed by Executive Board. |
| Conservation Area Reviews | This covers an initial programme of reviews in 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management. Area Committees have agreed reviews in these areas and ward members will be directly involved in consultation work. |
| Advertising on Lampposts | The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities. |

- 4.2 Briefing sessions for Officers and Members will be arranged to provide clarity on this extended range of roles for the Area Committees.

5.0 Implications for council policy and governance

- 5.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements.

6.0 Legal and resource implications

- 6.1 There are no new resource or legal implications arising from the proposed extended roles of the Area Committees.

7.0 Recommendations

- 7.1 The Executive Board is asked to:

- 7.1.1 Agree the Area Functions to be delegated to Area Committees for 2008/09 as summarised above and detailed in Appendix 1
- 7.1.2 Endorse the enhanced roles of Area Committees as summarised above and detailed in Appendix 2
- 7.1.3 Request that this information is reported to the Area Committees at the next cycle of meetings
- 7.1.4 Request that the Area Functions referred to are incorporated into the Council's Constitution at the next available opportunity

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Area Committee Roles for 2008/09

Area Functions

Note: This gives details of functions delegated to the Area Committees.

A related document gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.



Area Functions Information – 2008/09

| | |
|--|---------------|
| Area Well Being Budgets | Pages 3 - 6 |
| Community Centres | Pages 7 - 11 |
| Neighbourhood Wardens | Pages 12 - 16 |
| CCTV | Pages 17 - 21 |
| Neighbourhood Management Co-ordination | Pages 22 - 25 |

Area Functions Information – 2008 / 09

| | |
|---|--|
| FUNCTION: | Area Well Being Budgets – Capital and Revenue Allocations |
| DESCRIPTION | |
| HEADLINE INFORMATION: | |
| Well being budgets delegated to Area Committees to support local priorities. | |
| OVERVIEW OF RESOURCES: | |
| Annual Revenue and Capital allocation for each Committee area. Officer support from Area Management Teams. | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: | |
| Regular reports to Area Committees on allocations, project approvals, monitoring of spend and activity. | |
| EXECUTIVE MEMBER: | |
| Cllr Les Carter | |
| RESPONSIBLE OFFICERS: | |
| DIRECTOR: Neil Evans | |
| CHIEF OFFICER: Stephen Boyle | |
| LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton | |

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Area Delivery Plans cover local priorities for well being spend and these are linked to the Leeds Strategic Plan outcomes and improvement priorities.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Taking of decisions and monitoring of activity relating to utilisation of well being budgets within the framework of the Council's Constitution and in accordance with Local Government Act 2000.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Area Management Teams provide support to enable effective administration of well being budgets in each area. Some central technical support /co-ordination particularly in relation to financial management. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Constitution
Local Government Act 2000
Area Delivery Plans

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | |
|---|--------------|----------|
| Citywide Budget For Service / Function 08/09 | | |
| | | £000s |
| Net Revenue Budget | | 3,144 |
| Net Capital Budget | | 1,676 |
| Key Funding Sources | | |
| Funding Provider | £000s | % |
| LCC: | | |
| Revenue Base | 2,007 | |
| Capital Base | 1,000 | |
| Unallocated Revenue carried forward from 07/08 | 1,137 | |
| Unallocated Capital carried forward from 06/08 | 676 | |
| Net Budget | 4,820 | |
| DESCRIPTION OF WHAT THE BUDGET REPRESENTS: | | |
| Revenue and Capital allocations to the Area Committees. | | |
| DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS: | | |
| Continuation of previously agreed formula based on population and deprivation in each area. | | |
| REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED: | | |
| Based on formula used previously and agreed by Executive Board. | | |
| DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY: | | |
| Reflects population and deprivation characteristics of different areas. | | |

AREA COMMITTEE BREAKDOWN – Area Well Being Budgets – Capital and Revenue Allocations

| | | City Wide | East | | North East | | North West | | South | | West | |
|---------------------------|--------------------------------------|------------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|----------------|
| | | | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Net Revenue Budget | Base budget for 08/09 | 2,006,430 | 290,780 | 216,360 | 173,510 | 140,410 | 215,140 | 199,800 | 243,000 | 203,880 | 150,440 | 173,110 |
| | Carry forward from 07/08 | 1,137,247 | 130,298 | 63,219 | 88,213 | 154,113 | 41,224 | 233,497 | 109,546 | 153,136 | 27,680 | 136,321 |
| | Total available to allocate 08/09 | 3,143,677 | 421,078 | 279,579 | 261,723 | 294,523 | 256,364 | 433,297 | 352,546 | 357,016 | 178,120 | 309,431 |
| Net Capital Budget | Base budget for 08/09 | 1,000,000 | 125,900 | 113,300 | 90,800 | 73,500 | 112,600 | 104,600 | 109,400 | 106,700 | 72,600 | 90,600 |
| | Unallocated carry forward from 07/08 | 675,700 | 123,900 | 8,100 | 0 | 131,400 | 91,500 | 65,100 | 33,100 | 109,900 | 19,800 | 92,900 |
| | Total available to allocate 08/09 | 1,675,700 | 249,800 | 121,400 | 90,800 | 204,900 | 204,100 | 169,700 | 142,500 | 216,600 | 92,400 | 183,500 |

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Notes:

- The revenue well being base budget allocation reflects a 2% inflationary uplift on last year's figures
- 'Carry forward from 07/08' represents the balance of what was not actually spent in 07/08. In some cases Area Committees may have already made allocations against this amount and spend will take place in 08/09 on it.
- The 'total available to allocate' revenue figures represent the amounts for Area Committees to allocate to local priorities over the course of the year (assuming that none of the carry forward amount is already allocated). As in previous years, it is assumed that not all the allocation will be actually spent within the financial year. For budget management purposes it is assumed that £250k will be carried forward into the next financial year. This will be monitored by Officers in Environment and Neighbourhoods over the course of the year.

Area Functions Information – 2008 / 09

| | |
|---|--------------------------|
| FUNCTION: | Community Centres |
| DESCRIPTION | |
| HEADLINE INFORMATION: | |
| <p>Responsibility for a portfolio of community centres vested with Regeneration Service. This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</p> | |
| OVERVIEW OF RESOURCES: | |
| <p>65 community centres city wide Managed by Regeneration Service Caretaking, cleaning, lettings, surveying and maintenance provided by Corporate Property Management Service</p> | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: | |
| <p>List of centres and management arrangements with data sheets and budget information, Lettings and Pricing policy.</p> | |
| EXECUTIVE MEMBER: | |
| <p>Cllr Les Carter – Environment and Neighbourhoods</p> | |
| RESPONSIBLE OFFICERS: | |
| <p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p> | |

| |
|---|
| OUTCOMES AND PERFORMANCE INFORMATION |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: Harmonious Communities |
| IMPROVEMENT PRIORITIES: HM-1a An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents HM-1b An increase in the number of local people that are empowered to have a greater voice and influence over local decision making and a greater role in public service delivery HM-2a Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services HM-2b An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) Annual survey – resident perception of neighbourhood and local facilities Data sheets for each centre updated at least annually |

| |
|--|
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: This covers overseeing revenue budgets, operational arrangements and the use of the centres, agreeing and implementing a schedule of charges and discounts for directly managed centres and making asset management and investment proposals to ensure the portfolio is sustainable and meets local needs. PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY: Ward members are involved in discussions about significant changes to particular centres. Proposals on significant issues which affect one or more centres in a Committee's portfolio are then subject to a report to the Area Committee. |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: (E.g. formal and informal arrangements, frequency) Mid year and year end update on portfolio and budgets. Reports as required on key issues affecting centres in the committee's area. |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Facilities Management (caretaking, cleaning, maintenance, lettings) is provided by a central team in Corporate Property Management. Co-ordination, technical support and budget management is provided by a central team in Regeneration. Local support, management of day to day issues, development of proposals and consultation is undertaken by staff in each of the Area Management Teams. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Facilities Management staff ensure that relevant legislation is followed when operating and maintaining public buildings.

LINKS TO OTHER CITY COUNCIL SERVICES:

Community space in other council buildings complements the space available in community centres.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Support the delivery of a number of community based services provided by the council and other partners.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Service Level Agreement with Facilities Management in place for caretaking, cleaning, facilities management and lettings

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Lettings and Pricing Policy being agreed by all Area Committees for implementation in 2008/09

Budget detail is complicated and some elements have a time lag e.g. utilities costs therefore caution is required when looking at budget information at any point in time. Corporate Property Management are responsible for repairs and maintenance of buildings and securing funding to address backlog maintenance.

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | |
|---|-------|-------|
| Citywide Budget For Service / Function 08/09 | | |
| | | £000s |
| Net Revenue Budget | 2,955 | |
| Net Capital Budget | | |
| Key Funding Sources | | |
| Funding Provider | £000s | % |
| LCC | 3,470 | |
| Income from Charges | | |
| LCC – other Council Services | -260 | |
| External bookings and office use | -255 | |
| Other | | |
| Other | | |
| Other | | |
| Net Budget | 2,955 | |
| DESCRIPTION OF WHAT THE BUDGET REPRESENTS: | | |
| Revenue costs associated with the operation of the community centres. | | |
| DETAIL OF ANY NON CONTROLLABLE ELEMENTS: | | |
| Provision of insurance cover and liability | | |
| Non-controllable capital asset charges. | | |
| These elements cannot be effectively monitored or controlled at an area level. | | |
| DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS: | | |
| Budgets apportioned based on revenue figures for centres in each area, adjusted each year to account for changes in the portfolio and operating costs of each centre. | | |
| Backlog maintenance budget for the city will be prioritised according to service requirements and local needs | | |
| REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED: | | |
| Suits this function and allows monitoring of costs for individual centres. | | |
| Any revenue savings generated in year can be re-invested into other community facility priorities within the same area. | | |
| DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY: | | |
| Budget for each centre depends on size, usage and income. There are therefore significant variations between budgets from centre to centre. | | |
| Time lag in receiving meaningful information on budgets centres by centre due to nature of charges (e.g. utility bills) and income. | | |
| Seasonal fluctuations affect budgets e.g. utility costs higher in second part of year. | | |

AREA COMMITTEE BREAKDOWN – Community Centres

| | | City Wide | East | | North East | | North West | | South | | West | |
|-----------------------|----------------------------|-----------|---------|---------|------------|---------|------------|---------|---------|---------|---------|--------|
| | | Total | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Resource Availability | | | | | | | | | | | | |
| Community Centres | Directly Managed | 48 | 11 | 7 | 3 | 2 | 5 | 4 | 4 | 8 | 3 | 1 |
| | Managed by Community Orgs. | 17 | 0 | 3 | 0 | 1 | 2 | 3 | 3 | 3 | 1 | 1 |
| Net Revenue Budget | Budget for 08/09 | 2,954,640 | 720,020 | 320,250 | 217,970 | 113,900 | 329,340 | 410,260 | 221,700 | 428,220 | 139,460 | 53,520 |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |

Notes: 1 Covers centres in the Regeneration service portfolio as of 1st June 2008.

2 Centres which are being / have been disposed of and ones which are anticipated to be added to the portfolio from other services are not included in these figures.

Area Functions Information – 2008 / 09

| | |
|---|------------------------------|
| FUNCTION: | Neighbourhood Wardens |
| DESCRIPTION | |
| HEADLINE INFORMATION: | |
| <p>30 Neighbourhood Wardens deployed in specific areas which provide a local patrolling function, assistance in dealing with anti-social behaviour, co-ordination to maintain the physical appearance of areas and offer support to local residents with environmental and community safety issues. Area Committees will continue to oversee local budgets and operational arrangements and links to area delivery plan priorities. The function schedule reflects the current deployment of wardens across the City.</p> | |
| OVERVIEW OF RESOURCES: | |
| <p>28 Neighbourhood Wardens and 2 Senior Wardens. Managed locally by Area Management teams.</p> | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: | |
| <p>Regular reports from Area Management Teams on performance and deployment.</p> | |
| EXECUTIVE MEMBER: | |
| <p>Cllr. Les Carter</p> | |
| RESPONSIBLE OFFICERS: | |
| <p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p> | |

| |
|--|
| OUTCOMES AND PERFORMANCE INFORMATION |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: SO: Environment IP: Address neighbourhood problem sites, improve cleanliness and access to and quality of green spaces NI: 195 SO: Thriving Places IP: reduce crime and fear of crime, reduce anti social behaviour NI: 24 SO: Harmonious Communities IP: increased sense of belonging an pride NI: 1 |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| Area Management Area Quarterly |

| |
|--|
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| This covers overseeing revenue budgets, operational arrangements. PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY: Ward members are involved in discussions about significant changes to Warden service in their areas. Proposals which affect the deployment of Wardens overall in an area are subject to a report to the Area Committee. |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: |
| (E.g. formal and informal arrangements, frequency) Regular updates to area Committees from Area Management Teams on deployment / service priorities. Half yearly update on outputs and service status. |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Operational management, local support, development of proposals from within Area Management teams. Budget management, recruitment, training, service planning is co-ordinated centrally within the Regeneration Division. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Staff ensure that relevant legislation and priorities set out in the Area Delivery Plan for each Area Committee are followed.

LINKS TO OTHER CITY COUNCIL SERVICES:

Close links with other Council services particular in multi agency crime and grime operations (Operation Champion) and newly formed Environmental Action Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Close links with other agencies (particularly the West Yorkshire Police) about tackling hotspots of crime and anti-social behaviour and close links with a range of partners particularly in multi agency crime and grime operations (Operation Champion)

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

SLAs with RSLs
Information sharing protocol with West Yorkshire Police

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

NRF transitional funding has been secured for 08/09 to maintain the service at its current level. This funding is significantly reduced for 09/10. Service review to take place.

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | |
|---|-------|-------|
| Citywide Budget For Service / Function 08/09 | | |
| | | £000s |
| Net Revenue Budget | 934 | |
| Net Capital Budget | | |
| | | |
| Key Funding Sources | | |
| Funding Provider | £000s | % |
| LCC | 310 | 33 |
| NRF | 594 | 64 |
| RSLs | 30 | 3 |
| Net Budget | 934 | 100 |
| | | |
| DESCRIPTION OF WHAT THE BUDGET REPRESENTS: | | |
| Staffing and equipment costs for neighbourhood wardens. | | |
| DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS: | | |
| Pro rata per location of Neighbourhood Wardens. | | |
| REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED: | | |
| Suits this type of function | | |
| DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY: | | |

AREA COMMITTEE BREAKDOWN – Neighbourhood Wardens

| | | City Wide | East | | North East | | North West | | South | | West | |
|-----------------------|-------------------|-----------|---------|--------|------------|--------|------------|-------|---------|-------|--------|--------|
| | | | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Resource Availability | | | | | | | | | | | | |
| No of Wardens | | 30 | 9.5 | 2.75 | 4.5 | 0.75 | 2.5 | 0 | 7 | 0 | 1 | 2 |
| | | | | | | | | | | | | |
| Net Revenue Budget | Budget for 08/09 | 934,670 | 295,301 | 87,622 | 139,880 | 23,313 | 77,711 | 0 | 217,590 | 0 | 31,084 | 62,169 |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |

Notes: Figures reflect current deployment of Wardens.
Does not include additional Wardens funded through local Area Committee and ALMO contributions.

| | |
|--|-------------|
| FUNCTION: | CCTV |
| HEADLINE INFORMATION: <p>Leeds Watch monitors the city for crime and records public space CCTV images 24 hours, 7 days a week.</p> <ul style="list-style-type: none">• Provide 24 hour 365 days a year monitoring of CCTV in areas of operation.• Contribute to reducing the fear of crime by facilitating the apprehension and prosecution of offenders and assisting in preventing and aiding detection of crime committed in public areas where CCTV in areas of operation.• Liaise with Area Management/Divisional Community Safety Partnerships and Neighbourhood Policing Teams on multi-agency operations. | |
| OVERVIEW OF RESOURCES: <p>34 CCTV operators are employed to carry out the 24/7 operations. There are 129 cameras across the city and the majority of costs are related to fixed cameras and staffing.</p> | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: <p>Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police. The service will also be enhanced to a digital system during 08/09 allowing for the improvement of performance data available. It is hoped that this enhancement will be complete by March 2009.</p> | |
| EXECUTIVE MEMBER: <p>Councillor Les Carter</p> | |
| RESPONSIBLE OFFICERS: <p>DIRECTOR: Neil Evans CHIEF OFFICER: Richard Jackson LEAD OFFICER FOR FUNCTION SCHEDULE: Wayne Clamp</p> | |

| |
|--|
| OUTCOMES AND PERFORMANCE INFORMATION |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: |
| <p>Environment Cleaner, greener and more attractive city through effective environmental management and changed behaviours.</p> <p>Thriving Places Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.</p> <p>Harmonious Communities Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.</p> |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| Leedswatch produce a weekly CCTV report which is sent out to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police. |

| |
|---|
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| <p>Public Space surveillance CCTV has to comply with Human Rights Legislation and data Protection Act and all CCTV operators must be Security Industry Authority (SIA) trained and Licensed. All operators must also comply with the Leedswatch Codes of Practice.</p> <p>There is no scope for devolved governance arrangements in terms of determining the target areas for CCTV due to the nature of the function.</p> <p>Area Committees will, through area management, be able to access information about joint Operations (e.g. ASBU operations) in advance having been informed of the chosen target areas and advise on specific issues they wish to see tackled during the operations.</p> <p>PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:</p> <p>Liaison with Leedswatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector.</p> |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: |
| <p>(E.g. formal and informal arrangements, frequency)</p> <p>Formal statistics are provided to Area Management Officers on a quarterly basis to be included in Area Committee reports.</p> |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | The function is managed by LeedsWatch local – coordination through Liaison with LeedsWatch Management concerning operations and co-ordinated jointly by the Area Community Safety Co-ordinator and the relevant Neighbourhood Policing Team Inspector. |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Council Business Plan 2008-2011
Leeds Strategic Plan 2008-2011
Area Delivery Plans
Safer Leeds Annual Plan
Divisional Community Safety Partnership Plans
Safer Leeds Service Plan
Crime & Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

LeedsWatch work closely with ASBU, Enforcement, Peace & Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's, Area Management Teams.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership – Safer Leeds Executive and Safer Leeds Board.
GOYH – Home Office
LeedsWatch have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale.
LeedsWatch also share images with Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

LeedsWatch have SLA's in place for all CCTV installations within Area Management, ALMO's, West Yorkshire Police.
A 5yr BT Contract for CCTV Fibre Provision.
A CCTV Contract expandable up to 5 yrs for CCTV Installations and Maintenance.

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | |
|---|-------|-------|
| Citywide Budget For Service / Function 08/09 | | |
| | | £000s |
| Net Revenue Budget | 984 | |
| Net Capital Budget | | |
| | | |
| Key Funding Sources | | |
| Funding Provider | £000s | % |
| LCC | 768 | 78 |
| Neighbourhood Renewal Fund | 216 | 22 |
| Net Budget | 984 | |
| | | |
| DESCRIPTION OF WHAT THE BUDGET REPRESENTS: | | |
| Staffing, Premises, Supplies and Services, travel and reallocations excluding maintenance. | | |
| DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS: | | |
| Apportionment has been made on the number of camera in each area, with the exception of £92k BT line rental which has been made on the basis of actual costs. | | |
| REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED: | | |
| Delegated budgets account for most fixed costs apart from city wide and centralised functions. | | |
| DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY: | | |

AREA COMMITTEE BREAKDOWN – CCTV

| | | City Wide | East | | North East | | North West | | South | | East | |
|------------------------------|-------------------|-----------|--------|--------|------------|--------|------------|-------|---------|--------|--------|--------|
| | | | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Resource Availability | | | | | | | | | | | | |
| Number of cameras | | 129 | 5 | 2 | 19 | 4 | 11 | 0 | 75 | 7 | 4 | 2 |
| Net Revenue Budget | Budget for 08/09 | 984,820 | 38,160 | 16,700 | 146,090 | 33,370 | 83,830 | | 567,580 | 52,660 | 30,420 | 16,010 |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |

Notes:

Page 63
1. This year the area management function schedule has been compiled using current information from BT Redcare. Only cameras that are managed and maintained by LCC are included in the schedule, this is a change from previous years where a distinction between costs for LCC cameras and other (rechargeable) cameras could not be made.

Area Functions Information – 2008 / 09

| | |
|--|---|
| FUNCTION: | Neighbourhood Management Co-ordination |
| DESCRIPTION | |
| <p>HEADLINE INFORMATION:</p> <p>Identification of priority neighbourhoods across Leeds that require more intensive resources to drive service improvements and better local outcomes. This includes improving the co-ordination of key services across the council and local partners and piloting new ways of working.</p> <p>OVERVIEW OF RESOURCES:</p> <p>Neighbourhood Improvement Plans cover dedicated resources for neighbourhood management work. This includes Safer Stronger Community Fund (SSCF) allocations in eligible neighbourhoods and other specific resources agreed through the Area Committee.</p> <p>TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:</p> <p>Priority neighbourhoods agreed through Area Delivery Plans. Neighbourhood Improvement Plans for each individual area to be agreed and monitored by Area Committee. Area Committees to give thematic approval of any locally available budgets for neighbourhood improvement work (e.g. SSCF, Area Committee Well Being).</p> | |
| <p>EXECUTIVE MEMBER:</p> <p>Cllr Les Carter</p> | |
| <p>RESPONSIBLE OFFICERS:</p> <p>DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle LEAD OFFICER FOR FUNCTION SCHEDULE: Martyn Stenton</p> | |

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Links to a range of strategic plan outcomes and improvement priorities apart from those which are explicitly related to the city as a whole.

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly progress and monitoring reports to be collated by service.
Annual report to be produced for Area Committee Members.

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Area Committees will oversee all neighbourhood management programmes in their area. This covers a responsibility for approving areas to be included in Area Delivery Plan, approving Neighbourhood Improvement Plans, monitoring progress annually and agreeing thematic priorities for any locally available funding.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Directly through or in partnership with Area Management Teams. Centrally based team in Regeneration Service provides support, co-ordination and policy development. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Local Government White Paper
Local Government Act 2000 – well being powers
Sustainable Communities Five Year Plan (2005)

LINKS TO OTHER SERVICES:

Links to range of council and partner services, particularly environmental, community safety, health, youth, jobs and skills.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Some of this work reliant on targeted central Government funding which is not likely to be available to Leeds in the future.

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | | | | | | | | | | | | | | | | |
|---|-------|-------|---------------------|--|--|--|-------|---|-------------------------------------|-------|-----|--|--|--|--|--|--|
| Citywide Budget For Service / Function 08/09 | | | | | | | | | | | | | | | | | |
| | | £000s | | | | | | | | | | | | | | | |
| Net Revenue Budget | | 1,239 | | | | | | | | | | | | | | | |
| Net Capital Budget | | 0 | | | | | | | | | | | | | | | |
| <table> <tr> <th colspan="3">Key Funding Sources</th></tr> <tr> <th></th><th>£000s</th><th>%</th></tr> <tr> <td>Safer and Stronger Communities Fund</td><td>1,239</td><td>100</td></tr> <tr> <td></td><td></td><td></td></tr> <tr> <td></td><td></td><td></td></tr> </table> | | | Key Funding Sources | | | | £000s | % | Safer and Stronger Communities Fund | 1,239 | 100 | | | | | | |
| Key Funding Sources | | | | | | | | | | | | | | | | | |
| | £000s | % | | | | | | | | | | | | | | | |
| Safer and Stronger Communities Fund | 1,239 | 100 | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | | | | | | |
| <p>DESCRIPTION OF WHAT THE BUDGET REPRESENTS:</p> <p>This is the 2008/09 allocation available to Leeds for Intensive Neighbourhood Management Work.</p> <p>DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS:</p> <p>Only areas which fell within the 3% most deprived SOAs nationally were eligible for funding under the Intensive Neighbourhood Management scheme. Target areas were selected and agreed with Government Office for Yorkshire and the Humber to comply with SSCF programme guidance in the context of the Leeds Local Area Agreement. Resource allocations to areas broadly reflect the number of SOAs within the 3% most deprived within each target area. There are seven target areas.</p> <p>REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED:</p> <p>Funding was apportioned in this way as it was in line with the requirements of funders and also enabled Leeds to target its most deprived neighbourhoods.</p> <p>DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY:</p> <p>As outlined above only seven areas were eligible to receive INM funding.</p> | | | | | | | | | | | | | | | | | |

AREA COMMITTEE BREAKDOWN – Neighbourhood Management Co-ordination

| | | City Wide | East | | North East | | North West | | South | | West | |
|-------------------------------|-------------------|-----------|---------|-------|------------|-------|------------|-------|---------|-------|--------|-------|
| | | | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Resource Availability | | | | | | | | | | | | |
| SSCF Net Revenue Budget | Budget for 08/09 | 1,239,000 | 445,600 | | 223,460 | | 86,730 | | 396,480 | | 86,730 | |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |

Notes: 1 Figures shown are SSCF contributions to Intensive Neighbourhood Management Work in eligible neighbourhoods.
2 Well Being and partner agency contributions agreed locally and part of Neighbourhood Improvement Plans.

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Area Committee Roles for 2008/09

Other Roles

Note: This gives details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.

A related document gives details of functions delegated to the Area Committees.



Other Area Committee Roles – 2008/09

| | |
|---|---------------|
| Community Engagement | Pages 3 - 5 |
| Community Greenspace | Pages 6 - 8 |
| PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations | Pages 9 - 12 |
| Environmental Action Teams | Pages 13 – 14 |
| Street Cleansing | Pages 15 – 18 |
| Highways Maintenance | Pages 19 – 21 |
| Local Children and Young People Plans | Pages 22 - 27 |
| Health and Wellbeing (Including Adult Social Care) | Pages 27 – 30 |
| Conservation Area Reviews | Pages 31 – 35 |
| Grounds Maintenance | Page 36 |
| Area Based Regeneration Schemes and Town and District Centre Projects | Page 36 |
| Advertising on Lampposts | Page 36 |

Area Committee Roles – 2008 / 09

| | |
|--|-----------------------------|
| FUNCTION: | Community Engagement |
| DESCRIPTION | |
| HEADLINE INFORMATION: | |
| <p>Overview of local engagement activities linked to improvement of local services and Area Delivery Plan priorities.</p> | |
| OVERVIEW OF RESOURCES: | |
| <p>Local engagement activities delivered primarily through Area Management teams. Allocations of Well Being resources agreed by Area Committees. Local partner inputs e.g. Police, PCT, Leeds VOICE.</p> | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: | |
| <p>Area based community engagement plan to be produced setting out minimum standards including:</p> <ul style="list-style-type: none"> • Community profile – update of local intelligence twice a year with information about local stakeholders and how to reach local communities • Calendar of planned communication and engagement activities - including information in About Leeds for all households, minimum of one ward based engagement event per annum linked to priority setting and themed discussions at Area Committees • Additional activities with particular neighbourhoods and communities linked to Area Delivery Plan priorities <p>Annual report to Area Committees and Executive Board to give overview of progress.</p> | |
| EXECUTIVE MEMBER: | |
| Cllr Les Carter | |
| RESPONSIBLE OFFICERS: | |
| DIRECTOR: Neil Evans | |
| CHIEF OFFICER: Stephen Boyle | |
| LEAD OFFICER FOR FUNCTION SCHEDULE: Rory Barke/Martyn Stenton | |

| |
|--|
| OUTCOMES AND PERFORMANCE INFORMATION |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: Harmonious Communities |
| IMPROVEMENT PRIORITIES: HM 1a – Increased number of people engaged in activities to meet community needs and improve quality of life HM 1b – Increase in number of local people empowered to have greater voice and influence over local decision making and greater role in public service delivery HM 2a – Enable robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services HM 2b – Increase sense of belonging and pride in neighbourhoods |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| Annual report to Area Committees. Information to be disaggregated to ward/neighbourhood level as appropriate. Performance Indicators currently collated at City Wide level through annual survey. |

| |
|--|
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| Area Committees responsible for overseeing and monitoring the work of the Area Management Teams in relation to local engagement activities. PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY: Area Committees to agree plan and consider annual report. Ward Members directly involved in ward/neighbourhood based activities. |
| HOW / WHEN WOULD THE FUNCTION REPORT TO AREA COMMITTEES: |
| Community Engagement Plan to be considered by Area Committee alongside Area Delivery Plan. Annual report setting out progress and future priorities along with summary of information about engagement work of other key services and local partners. Other specific reports/updates as required during the year. |

MANAGEMENT AND CO-ORDINATION

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

Locally Managed Service
With Some Central
Support/Technical
Expertise/Co-Ordination

Area Management teams lead on range of community engagement work in partnership with other services and local partners. Area Management teams and central team provides support to other consultation and engagement activities undertaken by the Council and partners.

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Leeds Strategic Plan, Council Business Plan, Equality Standard, Compact for Leeds, Parish and Town Council Charter

LINKS TO OTHER CITY COUNCIL SERVICES:

Strong links to many council services as the majority of services undertake engagement and consultation activities with a locality dimension. Key links to other Regeneration Teams, Corporate Communications Team and Equalities Team.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Key partners are Voluntary Community and Faith Sector, Police and PCT.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Government emphasis on Empowerment – White Paper due Summer 08
Participatory Budgeting pilot work currently underway in two areas of Leeds (Inner West, Outer South).

BUDGET / RESOURCES INFORMATION

Area Committees and partners allocate specific budgets and staff resources for community engagement activity.
Area Management Teams seek partner contributions to local engagement activities.

Area Committee Roles – 2008 / 09

| | |
|--|-----------------------------|
| FUNCTION: | Community Greenspace |
| DESCRIPTION | |
| HEADLINE INFORMATION: | |
| 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features, etc. | |
| OVERVIEW OF RESOURCES: | |
| Community parks are managed and maintained by the Parks and Countryside service. | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: | |
| Leeds Quality Park (LQP) assessments for assessed sites Residents' perception information from Satisfaction Surveys (2004, 2005, 2006) | |
| EXECUTIVE MEMBER: | |
| Cllr John Procter – Leisure | |
| RESPONSIBLE OFFICERS: | |
| DIRECTOR: Jean Dent | |
| CHIEF OFFICER: Martin Farrington | |
| LEAD OFFICER FOR FUNCTION SCHEDULE: Mike Kinnaird | |
| OUTCOMES AND PERFORMANCE INFORMATION | |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: | |
| This service has direct and indirect links to a number of strategic Plan outcomes | |
| IMPROVEMENT PRIORITIES: | |
| The service is half way through implementing the Parks Urban Renaissance programme utilising £3.7m for improvements to 21 community parks during 2005/09. However, less than a third of the city's community parks have been included within this programme and work is ongoing to identify the funding requirement to bring all community parks to the minimum acceptable standard identified within the Green Flag criteria. | |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: | |
| (E.g. SOA, ward, quarterly, yearly) | |

Performance Indicator (reported annually): *The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria*

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

Area committees influence the development and use of community parks and are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Executive Member involvement in sensitive/contentious issues.
Development of major policy and proposals through Executive Board.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members (and community groups) are consulted about proposals for the development and use of community parks, for example proposals for refurbishment, installation of new play equipment, etc.
Area Committee involvement sought where proposals impact on more than one site within a Committee's portfolio.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)
Ward members are involved in discussions about the development and use of community parks.
Proposals on significant issues which affect one or more community parks in a Committee's portfolio are also subject to a report to the Area Committee.
Regular update/progress reports to Area Committees.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

Operational management of day to day issues (user liaison, horticultural work, event management, and general maintenance, etc.) is provided by area based teams in Parks and Countryside.
Area based teams are supported by the professional services of a central workshop, countryside and access team, forestry team, training section and quality assurance unit (amongst others).
The service maintains a flexible approach to enable resources and expertise from an area to be brought across to another area when required to ensure the successful completion of projects.
Development of proposals and consultation is undertaken by staff in each of the area management teams, with support in the form of co-ordination, technical support and budget management being provided by a central team in Parks and Countryside.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | Park based horticultural staff are supported by professional and/or technical central services |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision For Leeds
- Cultural Strategy
- The Parks and Greenspace strategy
- Fixed Play Strategy
- Playing Pitch Strategy
- Leeds Forest Strategy
- Rights of Way Improvement Plan (and statutes relating to PROW)
- Every Child Matters
- The emerging Physical Activity Strategy
- Leeds Childhood Obesity Prevention and Weight Management Strategy 2006 - 2016
- Older Better A strategy to promote a healthy and active life for older people in Leeds 2006–2011
- The Leeds Health and Wellbeing Plan 2005 -2008

LINKS TO OTHER CITY COUNCIL SERVICES:

Community access at other P&C managed Greenspace complements the recreational/educational/conservation opportunities available in community parks. P&C work with schools in community parks and other sites to provide an environmental education resource.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Police
Primary Care Trusts

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Concessions (e.g. ice cream, hot food, etc.)

Area Committee Roles – 2008 / 09

| | |
|--|--|
| FUNCTION: | PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations |
| DESCRIPTION | |
| HEADLINE INFORMATION: <ul style="list-style-type: none"> • Co-ordination of Neighbourhood Policing Teams linked to political wards each with an NPT Inspector and PCSOs. • The aim is to contribute to the reduction of Crime and Disorder (including ASB) by providing a visible presence on the street. • PCSO's provide reassurance to communities through high visibility patrols and improved public contact. • Crime and grime issues are tackled through local tasking arrangements where partnership activity is co-ordinated. • A minimum of one multi agency operation is carried out per month per Police Division. | |
| OVERVIEW OF RESOURCES: <ul style="list-style-type: none"> • Dedicated NPT Inspectors • Dedicated 5 PCSOs per ward with an additional 3 in the Richmond Hill and Burmantofts Ward and an additional 2 in the Gipton and Harehills Ward. • Resources across partner agencies linked to neighbourhood management tasking arrangements. • The provision of a range of services, via uniformed patrols of PCSOs to reassure, reduce anti social behaviour and the fear of crime • Pre planned days of action to tackle crime and grime in targeted areas based on need as determined by Police based National Intelligence Model, co-ordinated locally by Area Community Safety Co-ordinators and relevant NPT Inspector. • Operations are supported financially through the normal day to day operational resources of those taking part with some additional funding available through Safer Leeds to provide promotional and publicity material plus some help with skips and venue hire, where required. | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: <ul style="list-style-type: none"> • Quarterly report prepared in each police division on PCSOs. • Annual themed Community Safety Area Committee Report • Information on activity undertaken is available through the Area Community Safety Co-ordinators at area management level | |
| EXECUTIVE MEMBER: Les Carter | |
| RESPONSIBLE OFFICERS: DIRECTOR: Neil Evans CHIEF OFFICER: Stephen Boyle / Richard Jackson LEAD OFFICER FOR FUNCTION SCHEDULE: Manny Mudhar / Rory Barke | |

| OUTCOMES AND PERFORMANCE INFORMATION |
|---|
| <p>LINK TO LEEDS STRATEGIC PLAN OUTCOMES:</p> <p>Environment Cleaner, greener and more attractive city through effective environmental management and changed behaviours.</p> <p>Thriving Places Reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.</p> <p>Harmonious Communities Improved Community cohesion and integration through meaningful involvement and valuing equality and diversity.</p> |
| <p>IMPROVEMENT PRIORITIES:</p> <p>Environment Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces. Improve the quality and sustainability of the built and natural environment.</p> <p>Thriving Places Reduce Crime and fear of crime. Reduce offending. Reduce the harm for drugs and alcohol to individuals and society. Reduce ant-social behaviour. Reduce bullying and harassment.</p> <p>Harmonious Communities Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services. An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.</p> |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| <ul style="list-style-type: none"> • Annual themed report to Area Committee • DCSP Strategic Performance Framework – 6 monthly review • Neighbourhood management tasking meetings • Safer Leeds Executive Report – quarterly • Information is produced after each operation which shows the activities and outputs carried out by each agency. This information is available through the Area Community Safety Co-ordinator within Area Management |

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| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| <ul style="list-style-type: none"> • NPTs and PCSOs managed by West Yorkshire Police (WYP) • Multi agency crime and grime meetings intelligence led by WYP but with involvement and influence by Area Committee of Council services (linked through Area Community Safety Co-ordinators). • Area Committees can advise on specific issues they wish to see tackled during the operations <p>PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:</p> <ul style="list-style-type: none"> • Through invitation and involvement at multi agency operation pre briefs • Community Safety Co-ordinator to act as link officer between Council and NPT Inspectors for influencing PCSO activity |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: |
| <p>(E.g. formal and informal arrangements, frequency)</p> <p>Annual themed Community Safety Area Committee Report</p> |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | <ul style="list-style-type: none">• WYP having management responsibility for PCSO and NPTs• Multi agency operations and neighbourhood management taskings jointly managed by WYP and Area Management• Central support and co-ordination in Safer Leeds |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Council Business Plan 2008-2011
- Leeds Strategic Plan 2008-2011
- Area Delivery Plans
- Divisional Community Safety Partnership Performance Framework 2008-2011
- Section 17 Crime and Disorder Act 1998

LINKS TO OTHER CITY COUNCIL SERVICES:

Impacts of all council services delivered at local level and their participation is variable depending on the nature of the target areas and the problems therein.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Crime and Disorder Reduction Partnership

GOYH – Home Office

Multi agency operations and NPTs engage in partnership with a range of partners such as:

West Yorkshire Fire Service, Arson Task Force, Arms Length Management Organisations, Youth Offending Teams, Enforcement Area Action Teams, Youth Services, Anti Social Behaviour Unit

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

The deployment of match funded PCSOs is subject to an agreed Contract between Leeds City Council and West Yorkshire Police effective until 31st March 2009.

Area Committee Roles – 2008 / 09

| | |
|--|-----------------------------------|
| FUNCTION: | Environmental Action Teams |
| DESCRIPTION | |
| <p>HEADLINE INFORMATION:</p> <p>The EATs are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control etc. The teams carry out the enforcement and preventative work, rather than the litter picking, waste collection etc role. The teams are based in 3 locations, co-terminus with area management areas. They have been created from combining City Services Enforcement with Environmental Health area teams. The teams “went live” from May 12th 2008.</p> <p>OVERVIEW OF RESOURCES:</p> <p>Each team comprises approximately 20 staff and will deal with reactive and proactive work within each area. Close links with Neighbourhood wardens should improve service delivery on the ground.</p> <p>TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:</p> <p>Committees would receive regular reports about this new combined service and be able to inform area management on how to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering, bin yards etc. There is potential for close working arrangements to be put in place with neighbourhood wardens and these new teams.</p> | |
| <p>EXECUTIVE MEMBER:</p> <p>Councillor Steve Smith</p> | |
| <p>RESPONSIBLE OFFICERS:</p> <p>DIRECTOR: Neil Evans</p> <p>CHIEF OFFICER: Andrew Mason</p> <p>LEAD OFFICER FOR FUNCTION SCHEDULE: Graham Wilson</p> | |
| OUTCOMES AND PERFORMANCE INFORMATION | |
| <p>LINK TO LEEDS STRATEGIC PLAN OUTCOMES:</p> <p>The work contributes to many of the SOCs, but the key ones affected are: Cleaner, greener and more attractive. Health & Wellbeing – healthy life choices and protecting against risks Reduced fear of crime</p> | |
| <p>IMPROVEMENT PRIORITIES:</p> <p>Business improvement priorities will focus on using good quality information to deliver better outcomes.</p> | |
| <p>GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:</p> <p>The teams are aligned with area management areas. Quarterly performance reviews will be conducted by the service.</p> | |

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Lead/Exec Member involvement in contentious issues
Several aspects of service rely on external funding and hence have external finance and performance reporting requirements

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

The number of Area Committee meetings may be insufficient for adequate influence and monitoring to take place only via this route. It would be possible for a sub group to be created by the Area Committee for a representative number of local ward Members to have greater involvement through this route.

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Locally managed service with significant support from central support and co-ordination. A service manager and deputy will be available for each team. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

A range of statutory requirements and legislation impact on the work of this service.

LINKS TO OTHER CITY COUNCIL SERVICES:

Street scene operations, other environmental health services, community safety, regeneration, housing, highways, ALMOs, building control, legal, licensing (not exhaustive list)

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Trading standards, env agency, highways agency, police, statutory undertakers, duty bodies (not exhaustive list)

Area Committee Roles – 2008 / 09

| | |
|---|-------------------------|
| FUNCTION: | Street Cleansing |
| DESCRIPTION | |
| HEADLINE INFORMATION: <p>Mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.</p> | |
| OVERVIEW OF RESOURCES: <p>Current resources across the city are</p> <ul style="list-style-type: none"> • 14 compact suction pavement sweepers • 6 medium carriageway suction sweepers • 4 large carriageway suction sweepers • 51 manual de-littering staff • 10 Litter patrol teams (litter bin emptying +shop front sweeping + supporting de-littering staff) | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: <p>Guideline schedule of street cleaning. NI 195 measure of environmental cleanliness. (From April 2008 replaces BV199). Environmental Protection Act Code of Practice - zoning information and responsibilities. Service Plan.</p> | |
| EXECUTIVE MEMBER: <p>Councillor Steve Smith</p> | |
| RESPONSIBLE OFFICERS: <p>DIRECTOR: Neil Evans CHIEF OFFICER: Andrew Mason LEAD OFFICER FOR FUNCTION SCHEDULE: Stephen Smith</p> | |

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| OUTCOMES AND PERFORMANCE INFORMATION |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: To create a Cleaner, Greener and more Attractive city through effective environmental management and changed behaviour. |
| IMPROVEMENT PRIORITIES: <ul style="list-style-type: none"> To address neighbourhood problem sites To improve cleanliness and access to and the quality of green spaces. |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| DLEQS surveys to be carried out every 4 months to provide a measure of environmental quality and identify problem areas. This information will be used to achieve the most efficient allocation of resources. NI195 reports every 4 months with an annual report every 12 months. SOA currently have specific DLEQS surveys |
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| Local oversight of Street Cleaning functions – mechanical sweeping of adopted highways, footpaths and carriageways. Manual de-littering of adopted footpaths, litter bin emptying. PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY: <ul style="list-style-type: none"> Ward members will be involved in discussions about service developments (priority areas). Area Committee sub-groups established to improve elected member involvement in service development and delivery Regular update/progress reports to Area Committees. Proposals on significant issues and or changes to service to be presented to Area Committees as formal reports. |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: |
| (E.g. formal and informal arrangements, frequency) <ul style="list-style-type: none"> DLEQS (Inc NI195) results collated every 4 months and reported annually in a formal report. Service Delivery Issues – reported as and when required both formally and informally |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | X |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Vision for Leeds to create a cleaner, greener and safer city and contribute towards narrowing the gap.
- Environmental protection Act – obligation to keep the streets clean and free from litter
- Key objective is to become the Cleanest City in Europe by 2020

LINKS TO OTHER CITY COUNCIL SERVICES:

- EPA Code of Practice on Street Litter and Refuse – Streetscene Service provide the link with all services within the Council that have a responsibility for land and keeping it clean and litter free.
- Links with other service areas within Environmental services i.e., waste strategy, refuse collection, gully emptying, graffiti removal, fly-tip removal, public convenience cleaning, needle picking, grounds maintenance, Intensive Neighbourhood Management, environmental enforcement, environmental health.
- Links to other Council Services – ALMOs, parks and Countryside Highway Services.
- PEPU

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

- West Yorkshire Police – operation champion
- West Yorkshire Fire and Rescue Services – operation champion
- West Yorkshire Probation Service

| |
|---------------------------------|
| CONTRACT / COMMISSIONING |
|---------------------------------|

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| DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION: |
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|---|
| Streetscene Services carry out this function on behalf of Highways Services who have the statutory responsibility for the highways across the city. |
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|---|
| ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION |
|---|

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|---|
| These services are currently provided seven days per week. Current operational boundaries are not co – terminus with area management wedge or ward boundaries. Any redevelopment of the service to match these boundaries may incur short to medium term costs |
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Area Committee Roles – 2008 / 09

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|---|-----------------------------|
| FUNCTION: | Highways Maintenance |
| DESCRIPTION | |
| HEADLINE INFORMATION: Responsibility for keeping highway safe for all users and carrying out planned maintenance. Providing modern and reliable street lighting, traffic management systems for safe travel and managing road space to avoid congestion and disruption. | |
| OVERVIEW OF RESOURCES: Resources to deliver highways maintenance programme | |
| TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL: Consultation with Ward members on planned maintenance programme and traffic management schemes. | |
| EXECUTIVE MEMBER: Cllr. Andrew Carter | |
| RESPONSIBLE OFFICERS: DIRECTOR: Jean Dent CHIEF OFFICER: Gary Bartlett LEAD OFFICER FOR FUNCTION SCHEDULE: Faizal Mamujee | |
| OUTCOMES AND PERFORMANCE INFORMATION | |
| LINK TO LEEDS STRATEGIC PLAN OUTCOMES: Stronger and Safer communities Attractive Clean and Green Stronger and safer communities | |
| IMPROVEMENT PRIORITIES: | |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: | |
| (E.g. SOA, ward, quarterly, yearly) | |
| Annual survey on Streetscene/Streetscape. | |

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

- Commenting on annual and forward programme of planned maintenance of local roads
- Commenting on traffic management proposals affecting local roads
- minor maintenance schemes to keep highway safe.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Ward members comment in writing to Highways or have a meeting to express their views.

- Former Highway Design & Construction of Development Department and highway services of City Services combined under Chief Officer Highways of City Development
- Executive member involvement in sensitive and contentious issues including maintenance programme.
- Highway Policy and Plan approved by Executive Board
- On going interest by the Scrutiny Board.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Reporting / consultation primarily via Ward Members as per current arrangements

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | Highway Maintenance planned programme of works, major design and construction schemes and traffic management schemes undertaken by the Chief Officer Highways after consultation with Ward Members. |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

- Highways ensure compliance with Highways Act, Traffic management Act, Traffic Signs and Regulation, Road Traffic act, Road traffic Regulations Act and Health and Safety Act.
- Highway Maintenance Policy and Plan
- Central Government Guidelines on management of highway network.

LINKS TO OTHER CITY COUNCIL SERVICES:

- Street Scene services, Park & Countryside, Housing, Transport services.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Bus companies, Utilities, Emergency services, and Highway Agency of DTp.

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| CONTRACT / COMMISSIONING |
| DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION: |
| Service Level agreement with transport services for maintenance of fleet. Highways fleet is used by the depots to deliver highway maintenance function and winter service. |

Area Committee Roles – 2008 / 09

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|--|--|
| FUNCTION: | Local Children and Young People's Plans |
| DESCRIPTION | |
| <p>HEADLINE INFORMATION:</p> <p>Development and review of local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, which will identify and drive local priorities, and inform and influence the citywide Children and Young People's Plan of the Children Leeds Partnership.</p> <p>Responsibility for performance monitoring to achieve identified citywide and local priorities and realise the 5 Every Child Matters outcomes.</p> <p>OVERVIEW OF RESOURCES:</p> <p>Operating within the context of the Children's Trust Arrangements, resources remain with partners and providers, the role of the Children and Young Peoples Plan being to influence the use of those resources, often collectively, to meet the needs of children and young people more effectively, thereby improving outcomes.</p> <p>TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:</p> <p>Local area (wedge) Children and Young People's Plans (CYPP), as an integral part of the area delivery plan, will provide information at area committee level. The plans are formulated and shaped by the use of local data and intelligence and discussion with councillors and include localised action plans within the framework of the children and young people plan priorities. The development and review of these plans, through partnership with local partners and stakeholders will ensure an increased ability to secure improvements to local services impacting on children, young people and their families, with reporting and performance monitoring provided at a meaningful local level for area committees.</p> | |
| <p>EXECUTIVE MEMBER:</p> <p>Councillor S Golton - Children's Services</p> | |
| <p>RESPONSIBLE OFFICERS:</p> <p>DIRECTOR: Rosemary Archer</p> <p>CHIEF OFFICER: Mariana Pexton</p> <p>LEAD OFFICER FOR FUNCTION SCHEDULE: Amanda Jackson</p> | |

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| OUTCOMES AND PERFORMANCE INFORMATION |
| <p>LINK TO LEEDS STRATEGIC PLAN OUTCOMES:</p> <p>Improved outcomes for children and young people, the vision being all children and young people in Leeds to be happy, healthy, safe, successful and free from the effects of poverty.</p> <p>This vision informs the planning and work of the Director of Children's Services Unit. It is at the centre of what we do, leading us to improve the lives of children and young people of Leeds.</p> <p>Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.</p> |
| <p>IMPROVEMENT PRIORITIES:</p> <p>Specific priorities identified within the CYPP as a means of improving outcomes are attached as an annex.</p> |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| <p>Annual review of citywide and local children and young people's plans.</p> <p>Resident perception annual survey.</p> <p>Participation events / feedback.</p> <p>Extended Services Cluster plans (approximately ward level)</p> |

GOVERNANCE

DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:

The local children and young people's plan outlines key priorities for the five wedge based Children Leeds Partnerships which are part of the Leeds children's trust arrangements.

The Children's Trust approach is based on a strategic commissioning model, with the Director of Children's Services Unit forming the core strategic commissioning unit working with key children's service providers both within and outside the council.

The Director of Children's Services Unit has set an accountability and integration framework to ensure a coherent approach to service planning and accountability and delegation arrangements for council services. The unit coordinates all performance information from within existing departments using the corporate framework and is currently developing a fully integrated performance management system as part of the structure for children's services.

Members of the local area committee will continue to take part in the development and review of the local plan, as an integral part of the area delivery plan, thereby influencing the strategic direction of the plan in relation to the 5 Every Child Matters outcomes and local need.

The committee will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it.

The committee will have an additional monitoring function, ensuring the 5 ECM outcomes and the improved integration of children's services e.g. as with the Breeze Youth Promise, are embedded as part of the delivery objectives of the wedge based Children Leeds Partnership and Area Delivery plans for the Area Committee.

PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:

Local members, within their designated corporate roles would act as champions for children's services and act to influence where appropriate. It is proposed that area committees also have specific strategic theme related champions, therefore there will be a strong link and support role from the Children Leeds Area Partnerships to members of the area committees.

There would also be other specific roles such as Corporate Parent, or for example, where members are involved in children's centres, act as school governors or as members of ALMO boards or regeneration boards.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

(E.g. formal and informal arrangements, frequency)

There will be regular reporting to the area committee, in a number of forms. The new role for members of strategic theme champion within area committees, will allow a regular and consistent update of ongoing activities, with the provision of regular reports and presentations to the area committee regarding local progress in improving outcomes. Additionally there may be informal arrangements in place with ward councillors regarding specific ward related issues.

MANAGEMENT AND CO-ORDINATION

PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:

The Director of Children's Services Unit is responsible for the strategic management and leadership of children's services but does not have day-to-day operational management responsibilities for the key children's services. Operational management for council run services, for example Early Years and Youth Services, are delivered and managed by the relevant Chief Officer. These Chief Officers, along with providers such as Education Leeds, Leeds Primary Care Trust and the voluntary sector, together with the Director of Children's Services form the Children's Services Leadership Team, which operates within the context of the wider children's trust arrangements.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

| | |
|---|---|
| Centrally Managed Service With Management Contacts for Each Area | Undertaken by Chief Officers on behalf of the Director of Children's Services |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | Locality Enablers, on behalf of the Director of Children's Services, coordinate and influence the work of partners in the development of a local area plan. |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

The Children and Young Peoples Plan

The Children Act 2004

Education and Inspections Act

The Childcare Act.

Every Child Matters Agenda – the 5 outcomes

The National Service Framework (NSF) for Children, Young People and Maternity Services

The Five Year Education Strategy

The Ten Year Childcare Strategy

Choosing Health

Youth Matters

Care Matters

The Ten Year Youth Strategy - Aiming High

The Children's Plan

The CYPP supports the '[Vision for Leeds](#)' and the Local Area Agreement through recognizing how improvements in these strategic aims will benefit the lives of children and young people in Leeds.

LINKS TO OTHER CITY COUNCIL SERVICES:

City Council Services e.g. Social Care, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. Increasingly this relationship is reaching into other less obvious areas, such as housing, which impact significantly on outcomes for children and young people.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Other Public Sector Services, e.g. health and police, are partners within the local Children Leeds partnerships and therefore have an active part in achieving the outcomes within the local plan. This is particularly the case for those partners named as 'relevant partners' such as police and probation. Representatives of the area Local Safeguarding Children's Board and also the Area Management Board (Education) are also members of the local Children Leeds partnership

CONTRACT / COMMISSIONING**DESCRIPTION OF ANY CONTRACT / COMMISSIONING / SERVICE LEVEL AGREEMENTS FOR SERVICE / FUNCTION:**

Some partners, including council services, will act in the role of provider/commissioner. In these cases hosting agreements will be in place. The agreement acknowledges and places on record a *leadership* role for the specific area of work being undertaken by the partner on behalf of the Director of Children's Services. It provides for the leadership of, and a framework for, securing effective partnership working to develop new strategies, initiatives, pilots or projects as required. The Agreement document will form an appendix to the Service Improvement Plan/Business Plan of the partner service / agency.

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

The Children Leeds area (wedge) partnerships are presently in the initial stages of discussion with Schools AMB (Area Management Boards) around becoming a single more cohesive partnership that will encourage and enable more integrated working, as part of ongoing work to develop the Children's Trust Arrangements, specifically the locality dimension. This work is being undertaken to ensure a more effective mechanism for delivery of outcomes for children, young people and families, within the context of both the Area Delivery Plan and the Leeds Strategic Plan.

Appendix to Local Children and Young People's Plan Function Schedule

Priorities for improving outcomes:

| Every Child Matters Outcome | Priority | Long Term Priority | Short term priority |
|------------------------------|--|---|--|
| Stay Safe | 1: Safeguarding | Embedding a safeguarding culture | Improving the assessment and care of children in need |
| | 2: Safe communities | Strengthening community safety and cohesion | Reducing bullying |
| Be Healthy | 3: Emotional Wellbeing | Promoting emotional wellbeing for all | Improving services for children, young people and families with additional mental health needs |
| | 4: Activity and obesity | Reducing obesity | Raising activity |
| | 5: Sexual Health | Improving sexual health for all | Reducing teenage conception |
| Enjoy and Achieve | 6: Secondary Progress | Improving the progress made in secondary schools | Narrowing the achievement gap for vulnerable pupils |
| | 7: Early Learning | Improving early learning | Narrowing the achievement gap for children in the most deprived areas of Leeds |
| Make a positive contribution | 8: Positive opportunities | Enhancing positive opportunities in and out of school | Reducing antisocial behaviour |
| Achieve Economic Wellbeing | 9: Qualifications and skills at 19 | Raising qualifications and skills levels for 19 year olds | Reducing the proportion of vulnerable groups not in education, training or employment |
| ALL | 10: Narrowing the gap in outcomes for the most vulnerable children and young people | | |

Priorities for improving services:

| Every Child Matters Outcome | Long term priority | Short Term Priority |
|-----------------------------|---|---|
| Service Management | Extended services for every neighbourhood | Roll out of extended services in schools and children's centres |
| Service Management | Parenting support for all | Proactive, tailored support for families facing the most severe challenges |
| Service Management | Personalised, joined up support for all | Roll out of Common Assessment Framework, Budget Holding Lead Professional and Individual learning plans |

Area Committee Roles – 2008 / 09

| | |
|--|-----------------------------|
| FUNCTION: | Health and Wellbeing |
| DESCRIPTION | |
| <p>HEADLINE INFORMATION:</p> <p>Health and well-being: the Council is required to play a key role in improving health and tackling health inequalities for the people of Leeds including the delivery of high quality social care services. The Director of Adult Social Services holds accountability for these actions, by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT. To be effective action needs to be coordinated at the local level and the Leeds PCT is organising its resources to achieve this. Area Committees will play a key role in influencing local priorities and action, and monitoring the health and well-being related targets linked to the Leeds Strategic Plan. Adult Social Care will support Area Committees in this work by liaising with key partners and services to present regular reports on the outcomes being achieved at the local level and seeking member's views on priorities and action plans.</p> <p>OVERVIEW OF RESOURCES:</p> <p>Resources to deliver Health and Wellbeing improvement priorities within the Leeds Strategic Plan</p> <p>TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:</p> <p>(E.g. service plan, development plan, service standards, action plan, local priorities)</p> <p>Service Plans Health and Wellbeing Strategy (under development) Leeds PCT Local Delivery Plan</p> | |
| EXECUTIVE MEMBER: Councillor Peter Harrand | |
| <p>RESPONSIBLE OFFICERS:</p> <p>DIRECTOR: Sandie Keene CHIEF OFFICER: John England LEAD OFFICER FOR FUNCTION SCHEDULE: John England</p> | |

| OUTCOMES AND PERFORMANCE INFORMATION |
|--|
| <p>LINK TO LEEDS STRATEGIC PLAN OUTCOMES:</p> <p>Reduced health inequalities through the promotion of healthy life choices and improved access to services.</p> <p>Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.</p> <p>Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.</p> |
| <p>IMPROVEMENT PRIORITIES:</p> <p>Reduce premature mortality in the most deprived areas</p> <p>Reduction in the number of people who smoke.</p> <p>Reduce rate of increase in obesity and raise physical activity for all.</p> <p>Reduce teenage conception and improve sexual health.</p> <p>Improve the assessment and care management of children, families and vulnerable adults.</p> <p>Improved psychological, mental health, and learning disability services for those who need it.</p> <p>Increase the number of vulnerable people helped to live at home.</p> <p>Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.</p> <p>Improve safeguarding arrangements for vulnerable children and adults through better information, recognition and response to risk.</p> |
| GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION: |
| (E.g. SOA, ward, quarterly, yearly) |
| <p>SOA level – citywide</p> <p>Quarterly and annually</p> |

| |
|---|
| GOVERNANCE |
| DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS: |
| <p>The primary focus should be the outcomes, improvement priorities and targets within the Strategic Plan relating to health and well-being.</p> <p>PRACTICAL ARRANGEMENTS – HOW WOULD LOCAL MEMBERS DEAL WITH THE PROPOSED RESPONSIBILITY:</p> <p>Through the Area Delivery Plan, and by working with key partners such as the Leeds PCT and Practice Board Commissioning Groups. The Area Committee role is one of influence, and an important conduit for the early identification of health priorities for the local area.</p> |
| HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE: |
| <p>(E.g. formal and informal arrangements, frequency)</p> <p>We are seeking to agree with Leeds PCT on joint reporting mechanism for the health and well-being theme. It is proposed to meet with each Area Committee on at least an annual basis, and more frequently, as required for those area committees covering SOA's with greatest health inequality indices.</p> |

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:**

City Council co-ordination accountability – Director of Adult Social Services co-ordinated via the Health and Well-being Strategic Leadership Team. Joint arrangements with Leeds PCT and other key stakeholders are through the Healthy Leeds Partnership and the recent formation of the Joint Strategic Commissioning Board under the aegis of the partnership.

TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:

| | |
|---|--|
| Centrally Managed Service With Management Contacts for Each Area | Delivery structures under development, drawing from the Children's Services model. |
| Locally Managed Service With Some Central Support/Technical Expertise/Co-Ordination | |

LINKS TO KEY PLANS / STRATEGIES / LEGISLATION / STATUTORY REQUIREMENTS:

Health and Well Being Strategy (under development)

LINKS TO OTHER CITY COUNCIL SERVICES:

The health and well-being theme within the Strategic Plan has links to all five Directorates within the Council. There is a particularly strong link with Children's Services, as many of the specific targets relate to children and young people. However the outcomes we are working to achieve in the medium to long term relate to the whole population.

LINKS TO OTHER PUBLIC SECTOR PARTNER SERVICES:

Leeds PCT and Health Service Trusts. Adult Social Care works closely with a range of public sector partners including West Yorkshire Police, Department for Work and Pensions, West Yorkshire Passenger Transport

Area Committee Roles – 2008 / 09

| | |
|---|----------------------------------|
| FUNCTION: | Conservation Area Reviews |
| DESCRIPTION | |
| <p>HEADLINE INFORMATION:</p> <p>A programme to review 16 designated conservation areas; in each case to assess its special character, to propose any changes to its boundary and to make proposals for its management.</p> <p>OVERVIEW OF RESOURCES:</p> <p>The work is being undertaken by the Sustainable Development Unit within the City Development Directorate</p> <p>TYPE OF INFORMATION TO BE AVAILABLE AT AREA COMMITTEE LEVEL:</p> <p>A quarterly written update on progress</p> | |
| <p>EXECUTIVE MEMBER:</p> <p>Cllr Andrew Carter, Development</p> | |
| <p>RESPONSIBLE OFFICERS:</p> <p>DIRECTOR: Jean Dent, City Development</p> <p>CHIEF OFFICER: Steve Speak, Chief Strategy & Policy Officer</p> <p>LEAD OFFICER FOR FUNCTION SCHEDULE: Richard Taylor, Conservation Team Leader, SDU</p> | |

OUTCOMES AND PERFORMANCE INFORMATION**LINK TO LEEDS STRATEGIC PLAN OUTCOMES:**

Please see SDU Service Plan 2008-09

IMPROVEMENT PRIORITIES:

To produce up-to-date conservation area boundaries, appraisals and management plans

GEOGRAPHY & FREQUENCY OF RELEVANT LOCAL PERFORMANCE INFORMATION:

Quarterly reporting

GOVERNANCE**DESCRIPTION OF WHAT PROPOSED RESPONSIBILITY COVERS:**

Review of conservation areas.
Ward members directly involved in consultation process.
Area committee overview and financial support through previously agreed well being allocations.

HOW / WHEN WOULD THE SERVICE / FUNCTION REPORT TO THE AREA COMMITTEE:

Quarterly written report

MANAGEMENT AND CO-ORDINATION**PROPOSED ARRANGEMENTS FOR SERVICE / FUNCTION IN 2008/09:****TYPE AND DETAIL OF PROPOSED ARRANGEMENTS:**

Centrally Managed
Service With Management
Contacts for Each Area

Centrally managed by SDU, with contacts in each Area

Locally Managed Service
With Some Central
Support/Technical
Expertise/Co-Ordination

ANY KEY CURRENT / FUTURE ISSUES FOR AREA COMMITTEE TO BE AWARE OF REGARDING SERVICE / FUNCTION

Opportunity for Area Committees to fund a continuation of programme beyond 31 March 2009 to review remaining designated conservation areas and to consider new ones.

| HEADLINE CITYWIDE FINANCIAL INFORMATION FOR RESPONSIBILITIES | | |
|---|-------|-------|
| Citywide Budget For Service / Function 08/09 | | |
| | | £000s |
| Net Revenue Budget | 115.5 | |
| Net Capital Budget | Nil | |
| Key Funding Sources | | |
| Funding Provider | £000s | % |
| LCC | 115.5 | 100 |
| Net Budget | 115.5 | 100 |
| DESCRIPTION OF WHAT THE BUDGET REPRESENTS: | | |
| Revenue funding for salaries, on-costs and supplies. | | |
| DESCRIPTION OF THE FORMULA USED FOR APPORTIONING BUDGET ACROSS DIFFERENT AREAS: | | |
| Agreed costings of between £6k and £8k dependent on size of each area and whether community group directly involved with the work | | |
| REASONS WHY THIS PARTICULAR FORMULA WAS SELECTED: | | |
| Consistency, fairness and need for budgets to be in place at start of programme to allow temporary staff to be engaged | | |
| DETAIL OF ANY SIGNIFICANT SERVICE / BUDGET VARIATIONS ACROSS THE CITY: | | |
| Variations as shown in table below result from previous decisions taken by the Area Committees | | |

AREA COMMITTEE BREAKDOWN – Conservation Area Reviews

(Please complete as relevant for service/function)

| | | City Wide | East | | North East | | North West | | South | | West | |
|--|-------------------|-----------|-------|--------|------------|--------|------------|--------|-------|--------|--------|--------|
| | | | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer | Inner | Outer |
| Service Standards and Performance | | | | | | | | | | | | |
| <i>Number of completed CA reviews</i> | Target for 08/09 | | 0 | 2 | 2 | 4 | 0 | 2 | 0 | 2 | 2 | 2 |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |
| Resource Availability | | | | | | | | | | | | |
| Percentage of budget allocation | | | 0 | 14 | 12 | 26 | 0 | 10 | 0 | 14 | 10 | 14 |
| Net Revenue Budget | Budget for 08/09 | | 0 | 16,000 | 14,000 | 29,500 | 0 | 12,000 | 0 | 16,000 | 12,000 | 16,000 |
| | Mid year progress | | | | | | | | | | | |
| | Year end outcome | | | | | | | | | | | |

Other roles without detailed additional information at present

Grounds Maintenance

This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. The current Ground Maintenance Contract runs to February 2010.

Environmental Services currently has the contract administration function for this contract which it carries out on behalf of the three ALMO's and Highways Services. An annual Service Improvement Plan is produced and ways to engage local members in this will be considered over the course of 2008/09.

A procurement timetable is in place for a new Grounds Maintenance Contract from March 2010. Work on this will include details on the contract package, contract administration and opportunities for the involvement of local Members in service planning, prioritisation and monitoring. There is currently, therefore, no detailed function schedule for this function at present.

Area Based Regeneration Schemes and Town and District Centre Projects

Area Committees will have responsibility for formal consultation and monitoring of area based regeneration schemes and town and district centre projects. Consistent arrangements for this will be developed, linked to the implementation of a new staffing structure in the Regeneration Service and based on experience to date with a number of local schemes. Any future new capital funding availability would be subject to a process to be agreed by Executive Board. A more detailed function schedule for this responsibility will be developed over the course of 2008/09.

Advertising on Lampposts

The council has agreed a 15 year contract for the installation of advertising on lamp posts. This will generate income for each site and may eventually result in advertising on around 800 sites across the City. Area Committees will receive a 20% share of the annual income for every lamp post site which has planning consent to spend on local priorities.

Originator: Gill Hunter

Tel: 2243200

Report of the West Leeds Area Manager

Outer West Area Committee

Date: 12th September 2008

Subject: Community Safety Issues, Outer West Leeds

Electoral Wards Affected:

Calverley & Farsley

Farnley & Wortley

Pudsey

Specific Implications For:

Ethnic minorities

☐

Women

☐

Disabled people

☐

Narrowing the Gap

☐

Council
Function

X

Delegated Executive
Function available
for Call In

☐

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

1.0 Purpose Of This Report

- 1.0 This report introduces Inspector Tom Horner from West Yorkshire Police who will give an update on Community Safety Issues in Outer West Leeds over the past 8 weeks. In particular Inspector Horner will provide an update on several police initiatives to tackle burglary and drugs as well as other local initiatives in Outer West. Inspector Horner will also inform the meeting of the changes to the Neighbourhood police team web-site and the citizens focus agenda.

2.0 Background Information

- 2.1 The North West Divisional Community Safety Partnership is responsible for delivering actions to reduce crime and disorder in the West Wedge. It is made up of representatives from key statutory agencies.

3.0 Main Issues

- 3.1 Community Safety is one of the priority areas for the Area Committee. Regular reports are received from West Yorkshire Police on key issues and activity in the Outer West Area.

4.0 Implications For Council Policy And Governance

4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken on a citywide and local level.

4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2008 – 2011 These are:

- Creating safer environments by tackling crime;
- Improving lives by reducing the harm caused by substance misuse;
- Supporting victims and reducing the risk of victimisation;
- Reducing offending and managing offending behaviour;
- Improving community confidence and public satisfaction;

Locally delivered actions will contribute to these priorities. In addition Operation Champion has been rolled out throughout the city and will be targeting hot spot areas by Police division.

5.0 Legal And Resource Implications

5.1 The West Area Management Team includes an officer with specific responsibilities for Community Safety who co-ordinates activity and acts as the link officer with West Yorkshire Police.

6.0 Conclusions

6.1 Crime and Community Safety is a priority for the Area Committee, and a representative from West Yorkshire Police, North West Division, attends the Outer West Area Committee meetings to provide a regular update on key issues.

7.0 Recommendations

7.1 Members are asked to note the update from West Yorkshire Police

Background Papers:

None



Originator: Andrew Mason

Tel: 395 2860

Report of the Chief Environmental Services Officer

Report to : Outer West Leeds Area Committee

Date: 12th September 2008

Subject: Environmental Services Issues, Outer West Leeds

Electoral Wards Affected:
Calverley & Farsley
Pudsey
Farnley and Wortley

☐

Ward Members consulted

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☐

Narrowing the Gap

☐

Council
Function

☐

Delegated Executive
Function available
for Call In

☒

Delegated Executive
Function not available for
Call In Details set out in the
report

☐

Executive Summary

1.0 Purpose Of This Report

- 1.1 This report enables Environmental Services to give an update on various service related issues within the Area Committee boundary.

2.0 Background Information

- 2.1 Environmental Services are responsible for a range of streetscene services within the Area Committee area including:-

- refuse collection and recycling
- street cleansing
- bulky waste collection
- fly tipping removal
- environmental enforcement
- household waste sorting sites
- parking related enforcement.

3.0 Main Issues

- 3.1 All of the services provided by Environmental Services have a direct impact in the quality of life of local residents and people who work in or visit the city. They support numerous priorities of the Council's stated Strategic Outcomes and Improvement Priorities.

4.0 Implications For Council Policy And Governance

- 4.1 Improving environmental standards is a key issue for the Council and for the citizens of Leeds. This has been reflected in targeted action e.g. to improve enforcement, provide additional resources to raise street cleansing standards and also to deliver the Leeds Integrated Waste Strategy.

5.0 Legal And Resource Implications

- 5.1 Within Environmental Services new Environmental Action Teams have been formed to provide a greater focus on area based working, including enforcement. The Manager of the Environmental Action Team covering this Area Committee, Ruth Lees, will be in attendance at the meeting.

6.0 Conclusion

- 6.1 Environmental Services issues will continue to be a priority for all Area Committees, and it is intended to provide regular updates on key issues either on request from Elected Members or as services develop in the future.

7.0 Recommendations

- 7.1 Members are asked to note the contents of the report and give comment on issues to be covered at future meetings.

Background Documents:

None



Originator: Clare Wiggins

Tel: 0113 395 1973

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 12th September 2008

Subject: Outer West Area Committee Well-Being Budget

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

☒ Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity ☐

Community Cohesion ☐

Narrowing the Gap ☒

Council
Function

☐

Delegated Executive
Function available
for Call In

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Delegated Executive
Function not available for
Call in Details set out in the
report

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Executive Summary

The report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for wards in the Outer West area. It seeks approval for new projects commissioned by the Area Management Team.

1.0 Purpose Of This Report

- 1.1 The report seeks to update Members on the current amount of capital and revenue funding committed and available via the Area Committee Well-being budget for wards in the Outer West area. It seeks approval for new projects commissioned by the Area Management Team.

2.0 Background Information

Allocations for 2008/9

- 2.1 The following allocation has been confirmed for 2008/9:

- Revenue: £173,110
- Capital £90,626

2.2 The balance for 2008/9 including underspend from 2007/8, well-being projects agreed at the July Area Committee and on-going commitments for 08/9 is therefore:

- Capital: £ 48,253
- Revenue: £35,023

3.0 Main Issues

3.1 The Area Committee is asked to support projects listed at Appendices 1-2 and outlined in the table below:

| Commissioned Project | Amount requested for 2008/9 | | Amount requested for 2009/10 | Amount requested for 2010/11 | Amount requested for 2011/12 | Appendix |
|--|-----------------------------|----------------|------------------------------|------------------------------|------------------------------|----------|
| | Capital | Revenue | | | | |
| Well-being Funding Available | £48,253 | £35,023 | | | | |
| Fulneck Street Lighting | £12,612.88 | | £8,310 (capital) | | | 1 |
| Calverley Cutting | £3,000 | | | | | 2 |
| Farnley Village Design Statement | | £10,000 | | | | 3 |
| Total | £15,612.88 | £10,000 | | | | |
| Balance if all projects supported | £32,640.12 | £25,023 | | | | |

Small Grants & Skips

4.1 Since the last Area Committee in July 2008 the following small grants have been approved:

- Farnley Got Talent (£500)
- Tyersal Summer Fayre (£500)
- Artsmix Market for Pudsey (£500)
- Bawns Tenants Association (£500)
- Farfield Funstars (£500)
- Leeds Irish Arts Foundation (£500)

4.2 In addition, an application has been received from The Marvelous Tea Dance Company for a second Artsmix Market in Pudsey in September. However, this has not yet been approved.

- 4.3 One skip has been approved since the last Area Committee in July. This takes the total to 7 for this financial year at a cost of £725.

5.0 Budget Pressures for 2008/9

- 5.1 It should be noted that if all projects outlined in the table above are supported along with the funding set aside for small grants, skips and communications as agreed at the July Area Committee, the balance for the well-being budget will be:

- Capital: £32,640.12
- Revenue: £25,023

- 5.2 The revenue balance is relatively small, mainly due to the ongoing commitment to CCTV coverage of approximately £27,000 for this year and a similar figure for 2009/10. The lack of funding may restrict the development of schemes in the Outer West area and will impact upon the implementation of the Area Delivery Plan for 2008/9.

6.0 Implications for Council Policy and Governance

Member Consultation

- 6.1 Well being projects are derived from West Leeds Area Management's Area Delivery Plan and developed via consultation with Area Committee Members. This plan helps to fulfill the Council's Corporate Plan objectives by aiming to create better neighbourhoods and confident communities.

7.0 Legal and Resource Implications

- 7.1 The financial resource implications of well-being projects will be processed via the Area Committee's Well-being budget. Staff resources will be provided by Area Management and partner agencies.

8.0 Conclusions

- 8.1 The projects outlined in this report aim to:
- Improve the quality and value for money of Council service delivery
 - Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities
 - To co-ordinate policy and service delivery between the local service providers

9.0 Recommendations

- 9.1 The Area Committee is asked to:
- a) comment upon and, where appropriate, approve funding for the Well-being budget for the commissioned projects attached at appendices 1 and 2
 - b) note the small grant approvals set out in paragraph 4.1
 - c) note the budget pressures referred to in paragraph 5.1

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Area Committee Well-being Fund – Project Proposal
Outer West Area Committee

Project Name:

Fulneck Moravian Settlement Heritage Lighting

Lead Organisation:

SEC and Leeds City Council Street Lighting PFI Contract team.

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The project will be delivered by SEC as part of the PFI Lighting upgrade across the city and managed by LCC.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

With the new PFI lighting scheme that is being rolled out across the city it was identified that the ordinary lighting columns that were being installed detracted from the historical vista that is important to Fulneck and its visitors.

Fulneck includes Fulneck Moravian Chapel, a Grade I listed building, Fulneck School, established in 1753 and a number of 18th-century stone houses, which are also listed buildings.

In order to enhance the historical character and in consultation with local residents and councillors it was agreed that old style historical lantern type lighting should be installed. There is an additional cost for this type of lighting of £826 per column. It has also been identified that for an additional £50 per column, the columns can be strengthened to allow hanging baskets to be added at a later date. Eight columns have been identified as particularly benefiting of this and it is hoped can be tied in with Pudsey in Bloom next year.

A letter has been sent to Unitas, the management company for Fulneck, asking if they would be willing to contribute towards the cost of the new lampposts as they have been initially requested by their tenants. Any funding received will be deducted from the final cost to Area Committee.

The project will not only benefit the local residents but also the many visitors that visit the settlement from all over the world.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

To enhance the historic character of the settlement in keeping with its surrounding and provide lighting to current specification.

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

Project cost:

Phase 1 (2008/9) - 14 heritage columns + 1 conversion to be painted black (including 7 in prominent positions strengthened for hanging baskets) = £12, 612.88 (capital)

Phase 2 (2009/10) – 10 heritage columns (including 1 strengthened for hanging baskets) = £8310 (capital)

We are applying for a total of £20,922.88 from the Outer West Area Committee to be spilt over two financial years, 2008/09 and 2009/10. Any funding received from Unitas, the Fulneck management company, would reduce the total required from the Area Committee.

Identify which geographic areas will benefit:

Pudsey , specifically Fulneck Moravian Settlement

Area Committee Well-being Fund – Project Proposal
Outer West Area Committee

Project Name:

Calverley Cutting Footpath Improvements

Lead Organisation:

Groundwork Leeds

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The project will be delivered by Groundwork Leeds in conjunction with Leonard Cheshire Home (Champion House), The Friends of Calverley Woods, Calverley in Bloom, Calverley Rotary Club and LCC Public Rights of Way section. The scheme may attract new volunteers for bulb planting and dry stone walling and maintenance.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

Calverley Cutting is a Byway Open to All Traffic (BOAT), limited by a Traffic Regulation Order to non-motorised users, which connects the village of Calverley to Apperley Bridge. The route passes under Clara Drive. There is also a non-definitive footpath between the Cutting and Clara Drive which forms a direct link between the residential area of Clara Drive and the main part of Calverley. The path also links into a circular route through Calverley Woods and back onto Carr Road which is very popular with the local community.

The scheme involves improving the quality and accessibility of the route between Clara Drive and Calverley. By re-surfacing the footpath, re-grading the slope to Clara Drive, and by installing seating and interesting features along the route, the project will create a proper circular route to and from the village of Calverley around Calverley Woods.

The scheme includes the building of two natural stone raised planters by the Friends of Calverley Woods which will be maintained by Calverley in Bloom. An interpretation board, including Braille, will inform people about the Cutting, native bulbs will enhance the environment and seats will be installed throughout the cutting, a slope with a maximum gradient of 1:12 with a handrail and tapping edge will be installed to provide access for all and appropriate access controls will be installed. Crushed sandstone will be used to re-surface the path. Letters of support and maintenance agreements from the landowners have been received.

The project will particularly benefit those who struggle to walk on uneven ground and those with wheelchairs or pushchairs.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

To provide improved access for all and environmental improvements along Calverley Cutting.

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

The total cost of the scheme is £46,000 (capital).

£3,000 is requested from the Outer West Area Committee. The remainder is to be provided by Veolia Trust (£28,000) and Local Transport Plan (£15,000).

Identify which geographic areas will benefit:

The project is primarily for the residents of Champion House. However, it will have a positive impact for many local residents and visitors.

Area Committee Well-being Fund – Project Proposal
Outer West Area Committee

Project Name:New Farnley Village Design Statement

Lead Organisation: New Farnley Vision Group Committee

Project Delivery - How will the project be delivered? (list any partners involved in the project):

The project will be delivered by the New Farnley Vision Group (NFVG) with the help of an environmental architect. The NFVG have established some valuable partnership networks with the statutory, voluntary and faith sectors, and is supported by the local Ward Councillors who attend regular monthly meetings.

Project Summary (include a brief description of the main activities, why the project is needed and links to key priorities):

The project will produce a Village Design Statement (VDS) for the New Farnley Area. A VDS is needed for new Farnley to safeguard and prevent any further erosion to the heritage and development of its open spaces, and from the density of traffic using the streets.

A VDS aims to involve local people and will describe the qualities that the residents value in their village and its surroundings. A VDS will encourage a cohesive a partnership approach within the area. It will be advisory and may be influential in determining the outcomes of future development in the local area.

In addition, a VDS will also facilitate a future Conservation Area Appraisal for Upper Moor Side.

Outcomes (summarise the main outcome/output/benefit the project will achieve):

Production of a Village Design Statement which will offer some protection to the natural and built environment in New Farnley in terms of future planning proposals.

Project Cost. Please indicate

How much the project will cost? (List all partners and their contributions)

The project will cost £10,000 (revenue). The full amount is requested from the Outer West Area Committee.

Identify which geographic areas will benefit:

New Farnley (part of the Farnley and Wortley ward)



Originator: Nicola Price

Tel: 0113 395 0976

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 12th September 2008

Subject: Area Delivery Plan Progress Report for Quarters 3 & 4

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

☒

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

☐

Community Cohesion

☒

Narrowing the Gap

☒

Council
Function

☐

Delegated Executive
Function available
for Call In

☒

Delegated Executive
Function not available for
Call In Details set out in the
report

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Executive Summary

1.0 Purpose Of This Report

- 1.1 The purpose of this report is to provide Members with an update on progress of the delivery of the Area Delivery Plan for quarters 3 and 4 of 2007/8; October 2007 – March 2008.

2.0 Background Information

- 2.1 The Outer West Area Delivery Plan (ADP) identifies the needs and priorities of this committee area. It outlines the key activities that the Area Committee and the Area Management Team will co-ordinate and deliver on. As such the ADP is a document which:

- contributes to fulfilling the role and purpose of the Area Committee;
- informs the Area Committee's decision-making including its decisions on Well-being funding (see Article 10 of the Council's Constitution);
- helps to influence the City Council and other partner agencies allocate resources;
- provide a basis for providers of priority services and partners to improve local services and deliver in a more coordinated way;
- acts as a reference point for monitoring the progress and achievement of actions;
- guides and forms the work programme for the Area Management Team.

- 2.2 The Area Delivery Plan 2007/8 was approved by members on the 23rd February 2007 at the meeting of the Outer West Area Committee.

3.0 **Main Issues**

- 3.1 Since the approval of the Area Delivery Plan the Area Management Team have used the plan as a working document which identify key actions and can be monitored to assess progress.
- 3.2 The priorities for the Area Delivery Plan are Reducing Crime, Cleaner Streets, Young People, Regeneration of Neighbourhoods and Localities and Community Engagement. Within these categories a number of actions were agreed. This report provides Members with an update on these actions.
- 3.3 Progress against each action is outlined in the table which forms the Appendix to this report. The columns include a description of each action, the lead agencies, and details of progress to date.

4.0 **Implications For Council Policy And Governance**

The priorities for the Area Delivery Plan contribute towards the strategic priority of Narrowing the Gap and community cohesion. Actions in the plan were formulated based on consultation with Ward Members and key stakeholders in the local area.

5.0 **Legal And Resource Implications**

- 5.1 The Well-Being Fund is used to finance projects which meet the objectives of the Area Delivery Plan Area Management work with Council services, partner agencies and local communities to take a strategic approach to using the Well-Being Fund which ensures best use of the funding.

6.0 **Conclusions**

- 6.1 The Area Delivery Plan sets out the key actions for 2007/8 for Outer West Leeds. Projects meeting the objectives of the Plan are funded through the Well-being fund. This report provides an update for members on progress in implementing the actions contained within the report for quarters 3 and 4 for 2007.

7.0 **Recommendations**

- 7.1 Members are asked to note progress to date on actions contained in the Area Action Plan.

Final Progress Report on the Outer West Leeds Area Delivery Plan for 2007/8

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| Streetscene and Environment Overarching PSA1 Targets: | <ul style="list-style-type: none"> • Improve the quality of the local environment by reducing the gap in aspects of liveability between the worst wards/neighbourhoods and the district as a whole, with a particular focus on reducing levels of litter and detritus. • To empower local people to have a greater voice and influence over local decision making and the delivery of services |
| Streetscene and Environment Objectives: | <p>Improve the physical environment</p> <p>Improve visual appearance of corridor routes through Outer West Leeds, main arterial routes;</p> <p>Promote Environmental education campaigns;</p> <p>Support enforcement action;</p> <p>Support the development of the West Leeds Country Park and Green Gateways Initiative;</p> <p>Promote recycling and identify new areas for zero waste facilities</p> <p>Support Groundwork improvements to greenspaces in area;</p> <p>Carry out one community clean up per ward;</p> |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|--|--|---|--|
| Support Calverley in Bloom and Pudsey In Bloom | In Bloom Group, Parks and Countryside, Area Management | Ongoing, floral displays onsite throughout summer 2007 | Improve the local environment. Greater sense of community pride and an increased profile and awareness of community activity. | Funding given to In Bloom groups to enhance their impact in Pudsey and Calverley. Additional support and attendance at meetings also provided where requested. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|--|---------------------|---|--|
| Provide information to groups in Farsley on establishing an In Bloom Group. | Community Group, Parks and Countryside, Area Management | Ongoing | Improve the local environment. Greater sense of community pride and an increased profile and awareness of community activity. | Discussion has taken place with the Farsley Village Design Statement Group regarding forming an In Bloom group. They do not feel they have the capacity at present but are possibly interested for the future but to pursue further when VDS complete. |
| Neighbourhoods in Bloom publicise the initiative with local groups and, where possible facilitate them in developing projects, which meet the judging criteria. | Leeds In Bloom/Area Management | July 07 | Greater awareness of In Bloom and opportunities for neighbourhoods to get involved in greening their area. | The In Bloom initiative was promoted at forums in the Autumn of this year, and support was given to Pudsey in Bloom on a number of projects. |
| Support local communities in carrying out community clean ups, a minimum of one per ward | Groundwork/ Area Management/ City Services | March 08 | Greater sense of community pride and an increased profile and awareness of community activity | A number of clean ups have taken place, e.g BAWNS, Gambles & Heights although there were no areas identified in the Calverley and Farsley ward as requiring an extensive clean up as all problems were dealt with through CAST . |
| Develop and implement targeted action plan of phased improvements in Farnley and Wortley | City Services Groundwork CAST Area Management Development Dept | October 07 | Raise the environmental standard within target area. | Resident's consultation carried out to inform priorities and action plan is being implemented through partnership group. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|--------------|---|---|
| Greenspace Improvement Programme | Groundwork/ Area Management/ City Services/ CAST | March 08 | Better community green spaces which are more accessible and appropriate for use by the local community. | Parks & Countryside are carrying out improvements to Calverley Victoria Park, Westroyd Park, Western Flatts. A new bandstand and new flowerbeds have been installed at Pudsey Park. Site based gardeners are in position at Tyersal Park and New Farnley Rec. |
| Add value to existing community engagement for Town Centre improvements by working with local partner organisations | Groundwork/ Area Management/ City Services/ CAST | March 08 | Greater awareness of the Town and District Centre Programme | All Town and District Centre Scheme improvement plans have been done in consultation with partner organisations e.g. Police, ALMO, Planning, City Services, Learning and Leisure, Metro and public consultation has taken place in both Farsley and Pudsey. |
| Support the West Leeds Country Park and Green Gateways initiative, including an assessment of all green spaces. The area includes Rodley Nature Reserve and canal path, Calverley Woods, Woodhall Lake, Upper Moor, Black Carr Wood, Post Hill, Farnley Hall Park and Cabbage Hill. | Parks and Countryside/Area Management/ Bradford MDC | Ongoing | Better community green spaces which are more accessible and appropriate for use by the local community. A resource for relaxation, exercise and nature conservation. | A Development Officer has been appointed to take forward the work on the West Leeds Country Park and Green Gateways. A disability assessment has also been conducted by Leeds Involvement Project for the WLCP&GG. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|--------------------------------|---------------------|--|--|
| Involve local businesses in environmental improvements | Groundwork/ Area Management | March 08 | Better links with the business community and provide opportunities for businesses to improve their area. | A number of local businesses were involved in the Bawns environmental improvements. Local businesses involved in the In Bloom campaigns. |
| Support City Services garden waste brown bin trial in Calverley and Farsley | City Services/ Area Management | For length of trial | Better community recycling of garden waste within pilot area. | The garden waste collection was rolled out in Calverley and Farsley in September 2006 to approx 4,000 households. The pilot is still running. During the winter they receive a monthly collection and in summer they receive a fortnightly collection. |
| Tackle hotspot areas for fly-tipping, litter and needle dropping, graffiti, fly posting, dog fouling, fly-tipping and abandoned vehicles by increasing public awareness of reporting mechanisms. | City Services/Area Management | Ongoing | Reduced fly-tipping, litter and needle dropping, graffiti, fly posting, dog fouling, fly-tipping and abandoned vehicles in area. | Ongoing work via referrals to CAST team and seeking salient information from community forums and referring through to appropriate agencies. |
| Promotion and provision of skips for local community clean up activities. | Area Management | Ongoing | Reduce litter and fly-tipping. Encourage local groups to look after their neighbourhood. | 24 skips were been provided in 2007/08. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|-------------------------------------|---------------------|--|---|
| Enhance Stanningley By-Pass and the Thornbury gateway, including embankment improvements and litter picking, under the West Leeds Corridor. | Area Management/ City Services | Dec 07 | Improve the surrounding environment. Improve the image of major route into Leeds from surrounding areas. Make "welcome" signage more prominent. Increase awareness of Leeds and Pudsey. | Area is included within the Leeds – Bradford corridor regeneration plan. Periodic clean-ups have taken place. Major clean-up of underpass at Thornbury Barracks roundabout took place in July 08. |
| Management and monitoring of the CAST scheme, including hotspots. | Area Management/ City Services | Ongoing | Targeted clean ups in areas with high environmental problems resulting in improved surroundings. Increase public perception of areas. | 20 referrals were made in 2007/08. |
| Support and promote the Community & City Pride Awards. | City Services/ Area Management | Dec 07 | Increase community feeling of recognition and appreciation of environmental work done in area. Raise profile of groups in area. | Literature was taken to forums to promote this event and Farsley Farfield Primary School won Primary Project of the Year. |
| Support Groundwork improvements to greenspaces. | Groundwork/Area Management | Ongoing | Improved greenspace for local residents. Reduced amount of litter and fly tipping in area. Increase community respect for environment. | Work ongoing with Groundwork on projects e.g. Bawns, etc |
| Add value to the PFI column/lantern replacement programme to identify | Area Management/SEC/ Development | Ongoing | Improved streetscene and area identity | Pudsey Town Centre identified as an area to be upgraded to heritage lighting. Other areas to be identified as the programme is rolled out. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|--|--------------|--|--|
| opportunities to upgrade standard lighting re-provision. | | | | Discussion has taken place to ensure that heritage lighting is used within the Town & District Centre proposals as part of the PFI lighting scheme. A specific style of lighting is being looked at for Fulneck Moravian Settlement to compliment the Conservation Area setting. |
| Research, cost and where feasible deliver environmental improvements/Parking improvements at the Laurels and Oakroyds. | Area Management/City Services/Groundwork | Nov 07 | Improve the environment and neighbourhoods within Outer West Leeds | Ward Members have confirmed this is still a priority. Costs currently being investigated with a view to submitting a request to November Area Committee for funding. However there are concerns with grass verge hardening causing faster surface water run-off and increasing problems of flooding. |
| Support Environmental Health in the delivery of their actions which has specific relevance to Outer West Leeds. | Environmental Health/Area Management | Ongoing | Ensure resources are maximised in service and project delivery. | Sloppy Slipper Swap has been funded and has taken place to promote falls reduction in Outer West Leeds. A second Sloppy Slipper Swap is currently under consideration for 2008/9. Area Management continues to work with the Environmental Action Teams to refer relevant issues from forums, Neighbourhood Management Initiatives etc. |

| Streetscene and Environment Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|--------------------------------------|--------------|---|--|
| Sloppy Slipper Swap in Pudsey | Environmental Health/Area Management | Dec 07 | Promote self awareness, amongst the elderly and reduce number of incidents from poorly fitting slippers. Outer West Leeds has the highest levels of falls among the elderly. To carry out a falls prevention initiative in the form of a sloppy slipper swap. | Area Management supported this project by suggesting and arranging that Social Services Home Care Service identify their most vulnerable clients and make them aware of the project. |
| To deliver a fuel poverty promotional event | Environmental Health/Area Management | Dec 07 | Promote awareness within relevant groups and target fuel poverty. Increased uptake of grants to address fuel poverty. | As part of the falls prevention promotion held in July in Pudsey officers from fuel savers came along to promote grants to address fuel poverty and gave away low energy light bulbs. Fuel saving advice provided at What's the Big Idea consultation event. |
| To continue focusing on Empty properties in inner and outer west. | Environmental Health/Area Management | Ongoing | Improve neighbourhoods within Outer West Leeds. To take enforcement action in relation to empty properties to secure improvements in appearance until they can be brought back into use. To identify and bring back into use where possible empty properties. Increased uptake of loans. | Action taken on 4 properties: School St Pudsey Grove Ducket Grove The Weasel, Roker Lane |
| To provide information on the Home Assistance Loan to vulnerable groups within the Outer west Area. | Environmental Health/Wardens | March 08 | | Information distributed at Falls prevention initiative in July and at Pudsey carnival. Article included in the "About Leeds " newspaper. |

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| Regeneration Overarching PSA1 Targets: | <ul style="list-style-type: none"> • Improve the quality of the local environment by reducing the gap in aspects of liveability between the worst wards/neighbourhoods and the district as a whole, with a particular focus on reducing levels of litter and detritus. • To empower local people to have a greater voice and influence over local decision making and the delivery of services • As part of an overall housing strategy for the district, improve housing conditions within the most deprived neighbourhoods/wards, with a particular focus on ensuring that all social housing is made decent by 2010 • Reduce premature mortality rates, and reduce inequalities in premature mortality rates between wards/neighbourhoods, with a particular focus on reducing the risk factors for heart disease, stroke and related diseases (CVD) |
| Regeneration Objectives: | <p>Continue improvement of the Town and District Centres</p> <p>Develop cross boundary working with Bradford MDC to regenerate the Leeds / Bradford corridor</p> <p>Progress LAMP for the Butterbowl and Bawns</p> <p>Support the production of a Farsley and New Farnley Village Design Statement</p> <p>Establish a community festival in Farsley</p> <p>Investigate possibility of developing Homezone or other environmental improvements in Swinnow area.</p> |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date / Achieved |
|---------------------------------------|----------------------|--------------------------|--|--|
| Lower Wortley Shop front improvements | Area Management | Feasibility stage Jan 08 | To create a cohesive identity for the Lower Wortley shops area by developing and delivering a phased plan of improvements. | Feasibility study completed. Public consultation held in July 2008, tenders are due to go out at the end of Nov 2008, with work to start in Feb 2009. |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|-----------------------------|---------------------|--|---|
| Community participation to identify projects which will add value to the Town and District Centre schemes | Groundwork (in partnership) | March 08 | Identify projects with local people, which can add value to the existing Town and District Centre Schemes. | <p>An exhibition was held in Pudsey over one week in June showcasing to local people the proposed improvements to Pudsey Town Centre, including the park, market and bus station. Residents were encouraged to comment and also identify other areas for improvement.</p> <p>Public consultation has taken place around the Farsley Town and District Centre Schemes. Comments have been taken on board and this has led to the addition of resurfacing works on Back Lane and Prospect Street.</p> <p>Ongoing consultation has taken place through Pudsey & Swinnow forum.</p> |
| Assist in proposals for Leeds – Bradford corridor | Groundwork/Area Management | March 08 | Ensure the project impact is maximised by involving relevant partners. | <p>Consultants were appointed to look at producing a regeneration framework for the Leeds Bradford Corridor and a report has now been produced.</p> <p>Sub Groups have been formed to tackle the main areas of work arising from the consultants report e.g transport, housing, jobs, skills and economy etc, and a work programme action plan formed.</p> <p>A Senior Project Manager will be appointed to lead on this work in the Autumn of 08.</p> |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|--|---------------------|--|--|
| Support Leeds City Council's Parks and Countryside department in developing opportunities in Pudsey to promote West Leeds Country Park | Parks and Countryside/ West Leeds Area Management | Ongoing | A cohesive approach to publication and promotion at a local level for West Leeds Country Park. | See West Leeds Country Park and Green Gateways entry earlier. In addition, leaflets have now been produced to promote a number of walks within the area of the park. |
| Support Metro in their intention to develop a new Bus station in Pudsey Town Centre | METRO | 2009 | Improved access to public transport for the local community. | Regular meetings held with METRO and other relevant agencies to provide updates on work and make sure the schedules are cohesive. Support also given to METRO's public exhibition in June with staffing. Planning permission was secured in Aug 08. |
| Project manage the Phase 1 improvements for Pudsey Town and District Centre | Area Management Development Department / City Services | Ongoing until 2009 | Improved streetscene and a more cohesive feel to the town centre. | Market refurbishment completed by end October 07. Pudsey Town Hall floodlighting completed Oct 07. Leisure Centre car park remodelling work completed 6/6/07. Funding approved through T&DC scheme for new toilets and improvements to Lidget Hill. However, the Lidget Hill works will now hopefully be funded through a Section 278 Agreement with developer. Joint consultation took place with Metro between the 5 th and 9 th of July 2007. Work is progressing on the purchase of noticeboards outside the Town Hall for community events to be advertised and an artist has been commissioned to work on the Pudsey Leisure Centre artwork. |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|--|---------------------|---|---|
| Review the Phase 2 proposals for Pudsey | | May 2007 | Improved streetscene and a more cohesive feel to the town centre. Raise the profile of businesses within the town centre. | Mixed responses to date from traders. West AMT concern that very unlikely to get 100% of leaseholders / property owners to commit to 50% of funding required. |
| Support Parks and Countryside in the attainment and retention of Green Flag Status of local parks | Parks and Countryside | Ongoing | Safe well managed green spaces | Ongoing support via the provision of CCTV camera in the park. Provision of new public toilet facilities adjacent to the park which will assist in retention of Green Flag status. |
| Project manage the Phase 1 improvements for Farsley Town and District Centre | Area Management Development Department / City Services | Ongoing until 2009 | Improved streetscene and a more cohesive feel to the town centre. | Implementation of Phase 1 is largely completed including CCTV installation, Minster Flatts fencing, re-surfacing Back Lane and Prospect Street, library improvements, Memorial Gardens. |
| Review the Phase 2 proposals for Farsley | Area Management | May 2007 | Improved streetscene and a more cohesive feel to the town centre. Raise the profile of businesses within the town centre. | Through discussion with local businesses, it was agreed to withdraw proposals for Phase 2 of the Farsley scheme, as the businesses in question agreed to undertake the proposed work themselves without cost to the Council. The project is due to be completed by September 2008. |
| Support and add value Christmas Lights Switch on events in Pudsey and Farsley | Area Management/ Learning and Leisure | November 07 | Better celebration events for the switch on's, thus creating greater community interest and activity draw. | Support was given to the Lights Switch as necessary and funding applications brought to Area Committee. The Pudsey Town Hall floodlighting scheme, funded through the Town & District Centre programme, added to the Christmas lights. |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|---|--|--|---|
| Continue to maintain and facilitate the Pudsey Town Centre Action Group | Area Management/ City Services/ Learning and Leisure/ Development | Ongoing | Co-ordinated approach to monitoring existing partnership developments and improvements in Pudsey. Opportunity to identify new improvements for Pudsey. | Regular meetings held between all stakeholders to increase joint working opportunities and to make sure that work is carried out and timescales are cohesive. |
| Support the Bawns Local Area Management Plan (LAMP) action group in delivering the Bawns LAMP Action plan. | Area Management/ Education Leeds/City Services | Completion targets held in LAMP action plan | Greater sense of community cohesion and involvement and direction in the delivery of services at a local level. | Regular Bawns Local Area Management Plan action group meetings held and are well attended. Group are working through the actions prioritising those that the community consultation highlighted as most important to local people. |
| Provide advice and guidance to the New Farnley Village Design Statement | Area Management / Development Department | Ongoing, estimated completion of document Dec 2008. | Guide the character of 'permitted development' i.e. minor alterations. Inform and prompt local environmental improvement initiatives. | Advice and guidance given on the process and benefits of this process. Awaiting decision from New Farnley Vision Group as to whether they wish to pursue this. |
| Support the Farsley Village Design Statement Group | Area Management / Development Department | Ongoing, estimated completion of document Dec 2009. | Guide the character of 'permitted development' i.e. minor alterations. Inform and prompt local environmental improvement initiatives. | Consultation has taken place around public perception of Farsley. An architectural character assessment has been produced and the final VDS document is now being drafted. |
| Continue to support cross boundary working with Bradford MDC to regenerate the Leeds / Bradford corridor. | Area Management / Bradford MDC equivalent | Study to be completed May 07 Review of proposed regeneration framework commence after study completed | Linking investment and activity relating to economic and business development, improved transport provision and housing improvement. | A regeneration framework has now been produced for the Leeds Bradford Corridor area and working groups are now being established to take forward the projects and proposals which are highlighted within that. A Senior Project Manager will be appointed to lead on this work in Autumn 2008. |

| Regeneration Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--------------------------------|----------------------|---------------------|-----------------------------------|--|
| Use LEGI to develop businesses | Area Management | Ongoing | Attract businesses into the area. | 3 expressions of interest submitted for funding. BARCA have received £15,000 to develop as a Development Trust. Consultants 'Civic Regeneration' are preparing a business case for a catalyst centre and a sector academy, focusing on distribution (picking and packing). |

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| Community Engagement and Cohesion | <ul style="list-style-type: none"> To empower local people to have a greater voice and influence over local decision making and the delivery of services Respect: To build respect in communities and to reduce Anti-Social Behaviour |
| Overarching PSA1 Targets: | |
| Community Engagement and Cohesion Objectives: | <p>Prepare and distribute a leaflet to communicate the achievements of the Area Management Committee;</p> <p>Review and develop community consultation and engagement arrangements (Forums);</p> <p>Hold a community arts festival in West Leeds under the I ♥ West Leeds banner;</p> <p>Establish links with Asian community at Thornbury to establish needs;</p> <p>Area Management to take over the management of local community centres;</p> <p>Produce a consultation calendar of West Leeds events;</p> <p>Produce a community directory/database for partners</p> |

| Community Engagement and Cohesion Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|--|---------------------|---|---|
| Share consultation structures, data and expertise | Groundwork/Area Management/Leeds Voice | March 08 | More cohesive approach to delivering services and co-ordinating consultation across West Leeds | Mechanisms devised and will be rolling out in the Autumn |
| Establish an E-panel through the forum network and links with local community and voluntary groups. | Area Management | December 07 | Local groups and residents can input quickly and easily give opinion and suggestion of issues, which affect them. | Work to be done in conjunction with setting up of database where emails will be provided. |
| Work with Leeds Healthy Living Network (WLHLN) to identify groups for them to work with. | West Leeds Healthy Living Network/ Area Management | Ongoing | Empower individuals and groups. | Leeds Healthy Living Network are working with the Heights Church to develop this as a community space for older and young people's groups to meet e.g Older People's Network and Youth Service etc. |

| Community Engagement and Cohesion Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|---------------------|--|--|
| Prepare and distribute 2 leaflets per year to communicate the achievements/forward actions of the Area Management Committee. | Area Management | May 07 Nov 07 | Greater awareness of Area Management at a local level. Making information more accessible to communities. | A leaflet outlining the achievements of the past year and priorities for 2007/08 has been produced and circulated to partners and given out at events. |
| Hold the 2 nd Annual 'Know Your Community Day' in Outer West Leeds | Area Management/ Partner Agencies | September 07 | Communities have access to a wide range of information and have the opportunity to comment on and participate in action and initiatives which affect their area. | Events held early 2008/09 in Tyersal and the Bawns. |
| Provide support to ward forums and Area Committees and encourage Council services and other agencies to use the forums for local consultations. | Area Management | Ongoing | Increase the number of people who feel that they belong to their area; Increase the number of people who feel that they can influence their area | Continued support provided by Area Management for Ward forums. Community to identify which council services should attend. |
| Hold a community arts festival in Pudsey under the I ♥ West Leeds banner. | Area Management | October 07 | Greater sense of community and place. Opportunity to develop a West Leeds Art Trail. | The third annual I ♥ West Leeds Festival has taken place in July and was very successful. |
| Look for opportunities to expand and enhance cross boundary working with Bradford especially around community involvement and cohesion. | Area Management/ Bradford City Council | Ongoing | Improve cross boundary working and service delivery | A regeneration framework has now been produced for the Leeds Bradford Corridor area and working groups are now being established to take forward the projects and proposals which are highlighted within that framework. |

| Community Engagement and Cohesion Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|----------------------|---|---|--|
| | | | | In addition, possible projects through community cohesion work and Tyersal forum are being investigated. |
| Area Management to oversee the management of local community centres: Greenhill, Westroyd Annex, Swinnow, Calverley Mechanics, Lower Wortley, Pudsey Meeting Room | Area Management | Ongoing | Relevant and successful community facilities | Area Management continue to manage and dispose (where relevant) of these centres. |
| Ensure that all Outer West Leeds Consultations are recorded in an Outer West Consultation Calendar and fed into the Corporate Consultation Calendar. | Area Management | Ongoing | A more cohesive and planned approach to consultation across Outer West Leeds. | An Events Calendar of Outer West events is compiled monthly and shared with partners. A method is currently being developed of communicating with public and private partners which will feed into the Corporate Consultation Calendar. |
| Produce and maintain on a quarterly basis a community directory/database for partners. | Area Management | Complete initial data base Sept 07. Maintain quarterly: Dec 07 Mar 07 onwards | Increased awareness of other partner organisations in the area. | Community Directory of partners and participants at events e.g. forums held and used for consultation. |

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| Crime and Community Safety | <ul style="list-style-type: none"> • To reduce crime, the harm caused by illegal drugs, and to reassure the public, reducing the fear of crime and anti-social behaviour. • Respect: To build respect in communities and to reduce Anti-Social Behaviour |
| Overarching PSA1 Targets: | |
| Crime and Community Safety Objectives: | <p>To support the priorities of the Safer Leeds Strategy 2005-2008:</p> <ol style="list-style-type: none"> 1. To reduce acquisitive crime and opportunities for offending; 2. To reduce anti-social behaviour and improve the local environment; 3. To reduce drug availability and minimise harm caused by drug misuse; 4. To improve public reassurance and help prevent crime through visible street security services, active communication and engagement with the public, agencies and the media; 5. To reduce the level of violent crime, particularly domestic violence, hate crime and alcohol fuelled violence. |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|---------------------|---|--|
| Support joint operations to tackle crime and anti-social behaviour. | West Yorkshire Police/Leeds Community Safety /Area Management | Ongoing | <p>Reduce overall crime levels in Leeds by 35%</p> <p>Reduction in: criminal damage; number of Anti-Social Behaviour Contracts entered into; Reduction in the number of people who have a fear of crime (CP – C551); Increased partnership approach to intelligence led operations; Engagement of schools in anti-bullying campaign</p> | <p>Operation Champion held in Calverley/Pudsey in Jan 08 targeting burglary hotspots.</p> <p>Champion planned for Gamble Hill & Heights in May 08 for Farnley Wortley Ward.</p> <p>Multi-agency tenancy sweep on Heights East & West on 18th February.</p> <p>Multi-agency action plan to deal increase of ASB around Pudsey park. 5 Acceptable Behaviour contracts issued to youths from Pudsey.</p> <p>Operation Champion held an event at Priestthorpe</p> |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|--------------|---|--|
| | | | | <p>High School to raise awareness of community safety which includes weapons awareness, via the youth Development Officers.</p> <p>Division now has Headcams to capture incidents of ASB whilst out on patrol</p> |
| Support pro-active target hardening, distraction burglary and sneak in burglary initiatives. | Area Management | Ongoing | Reduction in burglary rates (<i>Domestic Burglary Rates per 1000 (BV126)</i>) | <p>Number of initiatives and action days to tackle burglaries in Outer West. Operation Christmas Cracker, Autumn light up campaign and funding from Area Committee for timer switches.</p> <p>1 day a week action day with specialist support targeting/arresting offenders.</p> <p>Review of procedures on victims of burglary. All repeat victims are now revisited by the PCSO .</p> |
| Tackle anti social behaviour through the effective deployment of Neighbourhood Wardens, joint working with the police, and the use of CCTV and off road motorbikes. | West Yorkshire Police/Leeds Community Safety /Area Management | Ongoing | <p>Reduction in levels of anti-social behaviour in hotspot areas</p> <p>Reduce overall crime levels in Leeds by 35%</p> | <p>Wardens attend Police briefings on a fortnightly basis to share information on top nominals (targets) for crime and anti-social behaviour.</p> <p>CCTV camera are deployed in hotspot area via the NPT Inspector.</p> <p>Fastrax youth diversion programme bike riding scheme aimed at youths anti-social bike riding implemented in Farnley March 08 with PCSOs and Youth Service, aimed at responsible bike riding.</p> <p>Off Road Bike team have been successful in confiscating illegal bikes within the Outer West targeting Tyersal, Farnley and Pudsey</p> <p>The NPT Outer now has the Headcams to record incident of ASB and criminal damage offences.</p> <p>A campaign with Bradford North is being developed for May 08 targeting illegal/nuisance bike riding in Calverley/Pudsey</p> |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|---|---------------------|--|--|
| Support education programmes around drugs, and alcohol initiatives. | West Yorkshire Police/Leeds Community Safety /Area Management | Ongoing | Reduction in the number of drug and alcohol related incidents | Ongoing operations with Police and Trading standards to tackle under age sales of alcohol, and test purchasing. The police refer anyone arrested who shows a positive test for drugs to the Drugs Intervention Project to prevent re-offending. Youth Development Officers visit schools and give information/talks around the effects of drugs and alcohol. Youth Service need to develop an education programme re alcohol/drugs for young people |
| Co-ordinate tasking groups which take a problem solving approach to crime and grime issues and anti-social behaviour hotspots. | West Anti-social Behaviour Unit/ Area Management | Ongoing | Reduce overall crime levels in Leeds by 35% Percentage of Residents surveyed who said they feel "fairly safe" or "very safe" during the day/after dark whilst outside in Leeds (LIB 001/LIB 002); Reduced instances of anti-social behaviour (e.g. Farsley, Pembroke Road); Reduced number of criminal damage offences; Increased number of drug den closures Improved partnership working between PCSOs and Wardens; | Ongoing Crime and Grime meetings held monthly chaired by Inspectors and Area Community Safety Co-coordinator where wide range partner agencies agree the focus of their work on a macro/micro level e.g. evictions for anti-social behaviour, drugs raids, planned action days, referrals to Multi-Agency Panels, and Grime hot spots. This has resulted in a number of multi-agency action days to tackle both crime and grime issues in Outer West. |
| Provide community safety information for the public at community events. | Area Management | Ongoing | Number of events attended Improvements in perceptions, how safe people feel, whether or not they feel crime is reducing, and show awareness of who to go to for help | Area Community Safety-coordinator attended What are the big Idea events in Wortley, Pudsey and Calverley with representatives from the NPT. NPT road show came to Calverley, Farsley and Pudsey Owlcoates Centre & park with large media screen promoting Community Safety messages, |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|--|---|---------------------|--|---|
| Support initiatives to tackle business crime | Area Management | March 2008 | Reduction in business crime in the West Leeds Area. | and crime prevention information. An event held in March with Businesses on the Leeds/ Bradford border with police representation. Upgraded response to commercial businesses that have been a victim of crime. Premises visited by the Crime Reduction Officers and advice given about security measures. Support and assessment offered to businesses from CASAC who offer target hardening products. |
| Input into the work programme of the Neighbourhood Policing Team. | West Yorkshire Police/Community Safety/Area Management | Ongoing | Regular liaison and review meetings with the Neighbourhood Policing Team. Identification of hotspots and vulnerable areas and develop action plans to be delivered by multi agency resources Ensure the continuation of PCSO surgeries | Picked up at Crime and Grime meetings and community Forums. Regular links between PCSOs and Wardens. Multi-agency approach to crime hot spot areas environmental issues, community safety and engagement. Action days planned for the Bawns, Heights Greenthorpe, Poplars, and Pudsey. On-going initiatives with Police. |
| Pro-actively target hardens properties through CASAC. | Leeds Community Safety/CASAC | Ongoing | Domestic burglary rates per 1000 (BV126); Reduction in the number of repeat burglaries being committed | Joint funding with ALMO will be looked at for 2008/9 and there will be no funding from NFR for target hardening. |
| Distraction Burglary Initiative /Door Step Crime/Sneak In Burglaries | Leeds Community Safety/Social Services/Leeds West Homes | Ongoing | Domestic burglary rates per 1000 (BV126); Reduction in the number of bogus burglary offences; Increase in the number of properties target hardened; Introduction of 'no cold calling zones'; Increased reassurance of personal safety to | No Cold Calling Zone (NCCZ) has been established in Calverley. Spring sneak-in campaign by NPT/wardens with crime prevention materials issued and Crime stoppers leaflets distributed. Ongoing for Wardens to give talks on doorstep |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|---------------------|--|--|
| | | | vulnerable members of the community through referrals from Social Services | crime to community. The ALMO are considering implementing NCCZ in all of the sheltered housing complexes. |
| Address high incidents of domestic violence in West Leeds. | Area Management / Community Safety /West Yorkshire Police | Ongoing | Percentage of domestic violence incidents resulting in arrest; Actions against domestic violence (BV-225); | Monthly Multi-agency risk assessment conferences to support high risk victims of Domestic Violence with the North West police division and target perpetrator. The production "bad Mummy" highlighting domestic violence issues within schools has been delivered to 7 primary schools and 1 high school in Outer West. On going initiatives to raise awareness of DV with Leeds Inter-agency project and the North West DV action plan. |
| Target problems arising from alcohol abuse (especially under age drinking). | West Leeds Area Management / West Yorkshire Police /Trading Standards/ | Ongoing | Percentage of Residents surveyed who said they feel "fairly safe" or "very safe" during the day/after dark whilst outside in Leeds (LIB 001/LIB 002) | Operation with trading standards targeting off-licences in west Leeds with Trading Standards via test purchasing for under age children. Xmas initiative and additional policing of DPPO in Pudsey and Farsley Town street. On going work with the Pub watch scheme in Pudsey and Farsley. Intelligence shared at Crime and Grime meetings and between PCSOs, Wardens and Youth Service. |
| Form a Prevent and Deter Action Group to reduce crime in West Leeds. | West Yorkshire Police/West Leeds Area Management /Education/Youth Offending | Ongoing | Percentage of Residents surveyed who said they feel "fairly safe" or "very safe" during the day/after dark whilst outside in Leeds (LIB 001/LIB 002); Domestic burglary rates per 1000 (BV126); | Ongoing work with identified problematic families via the Multi-Agency Panel – Police, Social Services, Anti Social Behaviour, Youth Offending Service, Education Attendance Strategy Representative, Signpost project, Area Management and Locality Coordinator Children's Services (meets monthly) and is targeting families who display multiple issues e.g. at risk of |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|---|---|---------------------|--|---|
| | Service | | | losing tenancy, involved in crime/asb, at risk of going into care and excluded children. Funding has just been allocated for a Co-ordinators post. |
| Public safety information sessions – Community Safety awareness and fire safety at public events including forums | Area Management /West Yorkshire Police and Fire Service | Ongoing | Improvements in perceptions, how safe people feel, whether or not they feel crime is reducing, and show awareness of who to go to for help (Leeds Crime Survey) | What are the big idea events with police representation in Outer West. Attendance of police representatives at local forums, community meetings. Promotion of fire service and home fire safety checks via Champion and action days with police, wardens, fire service and Arson Task Force. Wardens Armband project delivering safety messages to primary school children. |
| Scope the issues around hate crime and develop an action plan | West Leeds District Partnership | Ongoing | Increase the percentage of people who feel local ethnic differences are respected (CS-CS1, BV174); Increase the percentage of people who feel that they belong to their local area (CP-CS3) | A multi-agency Hate Crime focus meeting has been established for the division targeting victims for additional support and offenders of Hate Crime. The meeting focuses on Victim, offender, and location and puts actions from agencies into place to address issues .The Area Community Safety Co-ordinator attends the city-wide tension monitoring group and feeds in and picks up on any local tensions in West Leeds. |
| Outer West Leeds to fund 1 Warden Post for 2007/8 | Area Management / Safer Leeds | March 08 | Develop community relationships and improve neighbourhoods at a local level. | Funding awarded from the Outer West Area Committee to the Senior Warden post. A review of the wardens service is being considered due to reduced funding city-wide |
| Support joint operations to tackle crime and anti-social behaviour. | West Yorkshire Police/Leeds Community Safety /Area Management | Ongoing | Reduce overall crime levels in Leeds by 35% Reduction in: criminal damage; number of Anti-Social Behaviour Contracts | Operation Champion held in Calverley/Pudsey in Jan 08 targeting burglary hotspot Champion planned for Gamble Hill & Heights in May 08 for Famley Wortley Ward. |

| Crime and Community Safety Action | Lead Agencies | Completed by | Objective | Progress to Date/Achieved |
|-----------------------------------|---------------|--------------|---|---|
| | | | entered into; Reduction in the number of people who have a fear of crime (CP – C551); Increased partnership approach to intelligence led operations; Engagement of schools in anti-bullying campaign | Multi-agency tenancy sweep on Heights East & West on 18 th February. Multi-agency action plan to deal increase of ASB around Pudsey park. 5 Acceptable Behaviour contracts issued to youths from Pudsey. Operation Champion held an event at Priesthorpe High School to raise awareness of community safety which includes weapons awareness via the youth Development Officers. Division now has Headcams to capture incidents of ASB whilst out on patrol |

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| Services for Young People Overarching PSA1 Targets: <ul style="list-style-type: none"> • Respect: To build respect in communities and to reduce Anti-Social Behaviour • To reduce crime, the harm caused by illegal drugs, and to reassure the public, reducing the fear of crime and anti-social behaviour. • To empower local people to have a greater voice and influence over local decision making and the delivery of services | |
| Services for Young People Objectives: | <p>To provide a schedule of contact sessions at optimum times to meet the needs of local young people and a programme of activities in school holidays.</p> <p>To implement the Children's` Act in West Leeds with other agencies/organisations working on the five Every Child Matters Outcomes as detailed below:</p> <ol style="list-style-type: none"> 1. Be Healthy 2. Stay Safe 3. Making a positive contribution |

| | |
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| | <p>4. Enjoy and Achieve</p> <p>5. Economic Well-being</p> <p>Whilst the Area Delivery Plan focuses primarily on the Youth Services delegated to the Area Committee the progress of the Children Leeds West Group in developing one improvement plan for children's services, linked to city wide priorities, is a key initiative. Focusing on the most deprived communities and engaging all agencies involved in service delivery this work will impact upon the Children's` Centre and Extended School initiatives as well as delivering the west Leeds pilot of the Common Assessment Framework. Area Management will continue to support this initiative as part of the Children West Leeds Group.</p> |
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| Action | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|---|---|---------------------|---|---|
| Support and additional input at school health fairs | Education Leeds Youth Service PCT Other agencies as appropriate | Ongoing | Increased awareness of drugs and sexual health services Increase in Youth Service involvement in school programmes | Additional member of staff with health background allocated to West. A Health Fair will take place before the summer break at Crawshaw and Farnley Park schools. Greater involvement with health projects in schools including– relationships / conflict resolution / sexual health awareness. |
| Improve Youth Enquiry Service provision in Priesthorpe High School Offer Youth Enquiry Service in all Farnley & Wortley ward schools | Youth Service Education Leeds | Ongoing | Increase in numbers of young people regularly accessing provision | Youth Enquiry Service (YES) has moved from the dining room to the library at Priesthorpe, this has resulted in more privacy/confidentiality and in turn resulted in better engagement with Asian youths. Ongoing – to be reviewed Sept 08 – YES in Farnley & Wortley ward. |
| Increase capacity to deliver sessions from mobile | Youth Service And partner | Ongoing | To increase sessional delivery from 2x6 evening sessions | Funding has been secured for year 2 of the mobile provision. Provision takes place: |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|--|--|-----------------|--|---|
| provision operating in Outer West. This will prioritise Farnley & Wortley ward but also cover other key areas. | agencies as appropriate | | To include lunchtime & after school session delivery | <p>Sun New Farnley and Gambles Mon Tyesal (youth club now developed in partnership with Tysal residents association in resident association building) and the Rokers Tues Old Farnley, Wed Butterbowl and Bawns areas</p> <p>Wed Heights, Calverley Victoria Park as well as Swinnow and Pudsey Queens park and Daleside.</p> <p>Complimentary sessions to be held in summer.</p> <p>Additional sessions held through summer 08</p> <p>Act on information re hot spots to engage young people</p> |
| Single gender work with Asian young people in Priesthorpe High School (links with Bradford YS) | Youth Service Other agencies as appropriate | June 2007 | Increased number of Asian young people engaged with accredited outcomes. | <p>Friday evenings 2 Indian female youth outreach workers working around Thornbury (Daleside). Looking to run sessions at Priesthorpe 3.30 on Fridays, and to run a separate girls group.</p> <p>Daleside mobile provision developed and ongoing. Separate Girls group to be developed Sept 08</p> <p>Youth service have attended Bradford Festival to promote Daleside provision.</p> <p>Youth service to liaise with counterparts in Bradford, with a view to putting a bid together to LCC and Bradford MC for a joint Black and Minority Ethnic youth worker.</p> |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|--|---|-----------------|--|--|
| Service to be responsive to hot spot areas | Youth Service Other agencies as appropriate | April 07 | Reduction in ongoing instances of anti-social behaviour in any one area Increase in awareness of other service providers / provision Increased participation by young people in programmes | Youth service attend Operation Champions and Tasking Group (multi agency) meetings. Ongoing involvement – information programme planning |
| Better linkage to LAZER centre motorbike project targeting young people referred by partners | Youth Service & partner agencies incl. police, youth service etc. | July – March 07 | Reduction in ASB due to motorbike usage and more young people taking part in the project | Fastrax project implemented. 8 young people identified through the Police from Farsley due to anti-social bike use for the project, held at the LAZER centre. Road safety sessions held, responsible driving, youths rewarded with a trip (PCSOs supporting the project). Area Committee has agreed to fund another Fastrax project in Outer West in 2007/8. completed |
| Establish Farfield Youth Project with Farsley Youth Development Project | Youth Service Other agencies as appropriate | Ongoing | Reduction in youth nuisance in area, improved accesses to young people programmes in the area. | Completed. Launch took place 11 July 07. Base open Mon and Tues evenings since Jan 07. |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|--|---|-----------------|--|---|
| Develop regular Youth Service support/programmes & delivery to Gypsy and Traveller young people from the Cottingley Springs site | Youth Service and Gypsy and Travellers Exchange (GATE) | Ongoing | Improved accesses to young people's programmes in the area. | Delivery of youth service programme to travellers groups every Wed 10-12 through the summer holidays in conjunction with partners. Gypsy and traveller Exchange have some funding which may be able to provide a regular night time session. Youth Service trying to link in with this. Mobile & youth workers run sessions every Thursday 5-30 – 8-30 supported by Bramley and Rodley Community Action play-workers. Ongoing support. |
| Youth Service management to continue meeting/communicating with residents via residents meetings | Youth Service | Ongoing | Attendance by YS management at Residents meetings (when invited) | Ongoing work around Personal Self Health Citizenship Education (PSHCE). |
| Increase awareness of sexual health amongst young people in Ward inc increased registration for 'C.Card' (sexual health scheme). | Youth Service Health Education Team (Youth Service) PCT | Ongoing | Reduction in teenage pregnancies and rates of STD's | Ongoing work to involve young people as part of Children's Leeds Partnership. No targets set as hard to reach group. |
| Increase in involvement in Community residents groups by young people | Youth Service Other agencies as appropriate | Ongoing | Increased community involvement and awareness by young people | Participation event held at Crawshaw School on 26 th July 2007 where the Youth Service, BARCA and Connexions worked with young people to produce a show based on the area that they |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|---|--|-----------------|---|--|
| | | | | <p>live in and their part in it, to try and increase awareness of involvement.</p> <p>Ongoing work with schools & community to be reviewed in Sept 08</p> |
| Encourage young people's involvement in I Love West Leeds and Farsley Festivals | Youth Service/inter play | Ongoing | <p>Increased community involvement and awareness by young people</p> | <p>The I Love West Leeds Festival took place during July. The festival involved local schools and young people's groups.</p> <p>Ongoing – young people participated in Festivals during summer 08 supported by youth workers and mobile provision.</p> |
| Intergenerational work with older peoples schemes in the area | Youth Service & partners incl Armley Helping Hands | March 07 | Increased awareness and understanding between older people and young people | <p>Pudsey Grangefield Year 10 children, along with older people from Armley Helping Hands attend Strawberry Lane community centre on a weekly basis, where they engage, play games, in order to look at ways (and experience them) of overcoming intergenerational barriers. The Scheme is Azden accredited.</p> <p>Complete - new opportunities to be developed with school – to review Sept 08</p> |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|--|---|-----------------|--|--|
| Buddy Programme in Pudsey Grangefield School | Youth Service Youth Development Worker(Area Mgt) Youth Service Education Leeds | Ongoing | Greater peer support and understanding | Pudsey Grangefield Year 10 children are taking part in a 6 week training event called the "Buddy Programme", looking at support and child protection issues. They then go onto support Year 7 children. To review in Sept 08 |
| Young people encouraged to apply for own funding to increase and enhance positive participatory & accredited opportunities | Youth Service | Ongoing | Positive participatory actives | Young people are encouraged to apply for own funding from Government (Youth Opportunities and capital funding). Youth opps monies successfully applied for – to fund motor biking / football / photography projects. Support & encouragement continues. |
| Increase use of local sports facilities Increase units offering sports activities. | Youth Service & partners | September 07 | To encourage young people to get involved in positive activities | Proceeds of Criminal Act Money - PACA funding has supported additional sports projects e.g. Farsley Celtic Base 4.30 – 5.30 every Thursday. complete Continue to support & encourage young people into positive activities and use of local sport activities and outdoor activities. |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|---|---|-------------------------|---|---|
| Support from connexions personal advisors | Youth Service Connexions | Ongoing | Young people have access to relevant employment training and advice | Connexions personnel advisors are working in West Leeds, targeting those Not in Education, Employment or Training (NEAT). Ongoing |
| Provide opportunities for accredited learning, promoting life skills and personal development | Youth Service Other agencies as appropriate | Ongoing | Utilisation of schemes such as Youth Train, Duke of Edinburgh Award scheme, Award Scheme Development and Accreditation Network (ASDAN) – increased outcomes for young people. | Ongoing throughout all work. Ongoing throughout all work |
| Support attendance at Pudsey Youth Theatre | Youth Service The Project | Ongoing | Ensure young people have access to a wide range of activities | Support was provided whilst the theatre was running. complete |
| Develop provision for 9 – 13 year olds with West Youth Development Officer funded by Area Committee | Youth Service/ Area Management | Ongoing | Identify activities for young people who fall outside of the Youth Services targeted age range of 11 – 19. | Ongoing work in Tyersal and Swinnow, post ceases in Oct 2007. Volunteers supported to continue provision where appropriate. |
| Continue to support the development of the Extended Schools initiative in west Leeds. | Education Leeds/ CYPSP West/ Area Management | Dec 07 | Support the extended schools initiative | An Extended Schools Co-ordinator is now in post for the Farnley Cluster of Schools and proposals are in the process of being approved for the schools in the Pudsey area. |
| Development of the Common Assessment Framework (CAF) pilot in | CYPSP West/ Children Leeds/ Area | 2007 | To develop the Common Assessment Framework (CAF) pilot in west Leeds. | Youth workers trained for pre-CAF and some for full CAF. |

| Action Service for young people | Lead Agencies | Completed By | Objective | Progress to Date/Achieved |
|---|---|-------------------------|---|--|
| west Leeds. | Management | | | Training undertaken / ongoing |
| Implementation of the Every Child Matters pilot in west Leeds. | Children Leeds/ CYPSP West/ Area Management | 2007 | Support the Every Child Matters Programme | Funding has been approved for the Summer Sports Programme for Outer West Leeds and publicity has been produced. Activities had commenced as of writing. Complete |
| To implement phases two and three of the Children's Centre programme. | Early Years Service/ Area Management | Ongoing until 2010 | Develop the Children's Centre programme. | Ongoing until 2010. Involved where relevant. As above |
| Continue to support and develop the summer sports programme | Area Management/ Partner Agencies | September 07 | Better access for young people to free sports activities. | Summer sports programme on-going throughout summer 07 in sports centres and parks, including Cottingley Springs traveller's site. Complete – young people involved in summer 08 programme which included sports activities. |

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Outer West Area Committee

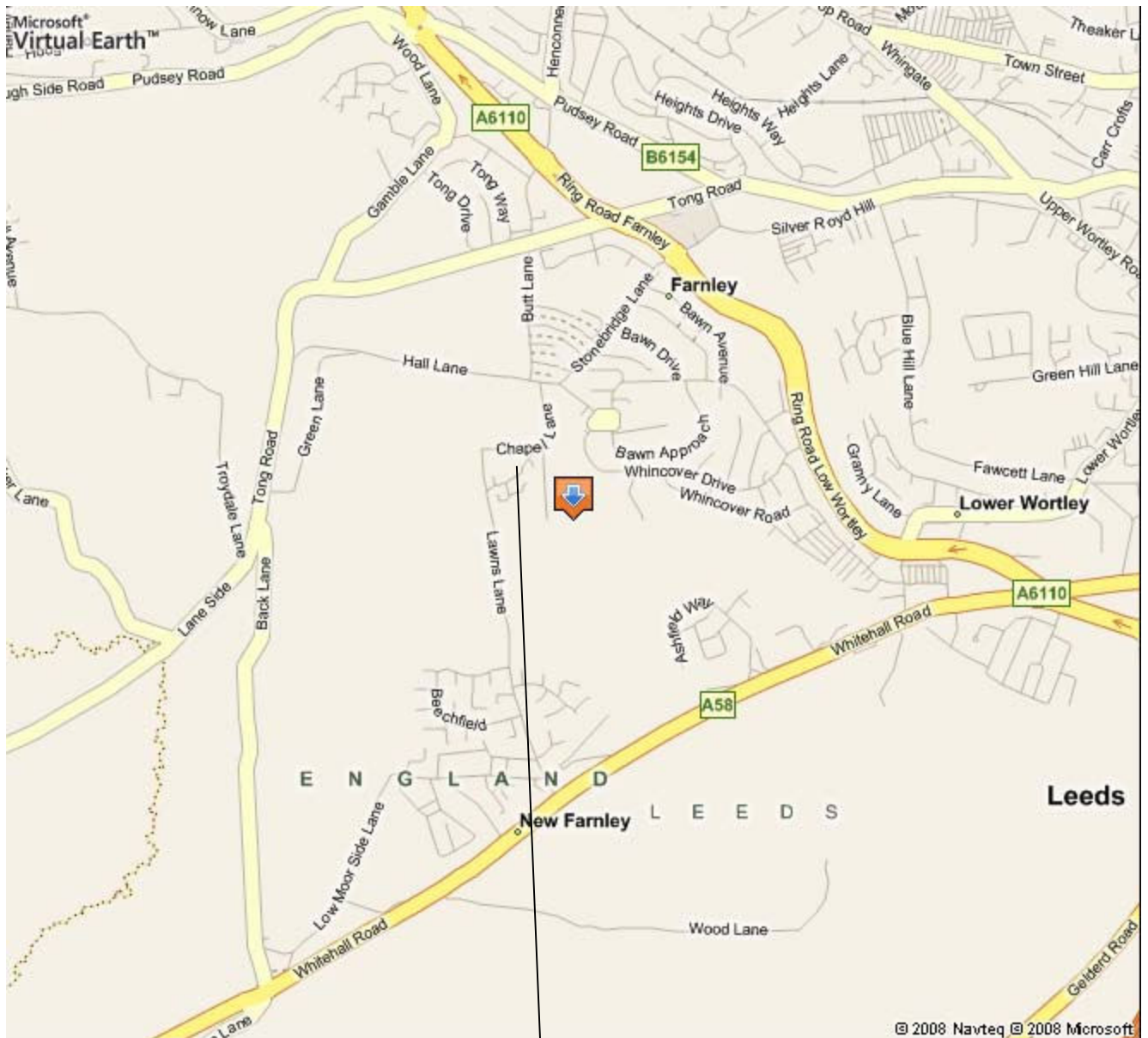
Forward Plan for November 2008

The following agenda items are suggested for the next meeting of the Outer West Area Committee:

1. Community Engagement & Cohesion (including participatory budget)
2. Well-being budget update
3. Well-being monitoring report
4. Area Manager's report (including progress against area functions)

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Agenda Item 16



Farnley Park High School
Chapel Lane, Leeds LS12 5EU

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