

# Public Document Pack



## SOUTH (OUTER) AREA COMMITTEE

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Meeting to be held in Rothwell One Stop Centre, Civic Chamber, Marsh Street, Rothwell,  
LS26 0AD  
On Monday, 15th March, 2010 at 4.00 pm

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### MEMBERSHIP

#### Councillors

J Dunn	-	Ardsley and Robin Hood;
L Mulherin	-	Ardsley and Robin Hood;
K Renshaw	-	Ardsley and Robin Hood;
R Finnigan	-	Morley North;
B Gettings	-	Morley North;
T Leadley	-	Morley North;
C Beverley	-	Morley South;
J Elliott	-	Morley South;
T Grayshon	-	Morley South;
S Golton	-	Rothwell;
S Smith	-	Rothwell;
D Wilson	-	Rothwell;

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Keith Lander  
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## **CONFIDENTIAL AND EXEMPT ITEMS**

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

### **9.0 Confidential information – requirement to exclude public access**

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

### **9.2 Confidential information means**

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

### **10.0 Exempt information – discretion to exclude public access**

10.1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

## **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.

# AGENDA

Item No	Ward	Item Not Open		Page No
1			<p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></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>	

Item No	Ward	Item Not Open		Page No
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></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><b>RESOLVED</b> – 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> <p>Agenda item 18, Leeds City Credit Union Branch Network – Access to Information Procedure Rule 10.4 (3) (information relating to the financial or business affairs of any particular person (including the authority holding that information)).</p>	
3			<p><b>LATE ITEMS</b></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><b>DECLARATION OF INTERESTS</b></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>	

Item No	Ward	Item Not Open		Page No
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 1ST FEBRUARY 2010</b></p> <p>To confirm as a correct record the minutes of the meeting held on 1<sup>st</sup> February 2010</p>	1 - 6
7			<p><b>OPEN FORUM</b></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> <p><b>(10 mins discussion)</b></p>	
8	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>REPORTING HEALTH AND ENVIRONMENTAL ACTION SERVICE ACTIVITIES TO THE AREA COMMITTEES</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing an overview of the scope and activities of the Health and Environmental Action Service.</p> <p><b>(Council Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	7 - 30
9	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>STREETSCENE SERVICES CHANGE PROGRAMME - UPDATE REPORT</b></p> <p>To receive and consider a report from the Head of Environmental Services updating the Area Committee on proposals for improvements within Streetscene Services.</p> <p><b>(Council Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	31 - 34

Item No	Ward	Item Not Open		Page No
10	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>OUTER SOUTH CHILDREN AND YOUNG PEOPLE ACTIVITY PLANNING 2010-11</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods outlining a proposed way forward for the development of out of school activity in the outer south area of Leeds.</p> <p><b>(Council Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	35 - 40
11	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>YOUTH SERVICES IN OUTER SOUTH LEEDS</b></p> <p>To receive and consider a report from the Director of Children's Services providing an overview of youth service activity across the outer south area of Leeds.</p> <p><b>(Council Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	41 - 60
12	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>COMMUNITY ENGAGEMENT</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods presenting a review of the 2009-10 Outer South Community Engagement Strategy.</p> <p><b>(Executive Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	61 - 84
13	Ardsley and Robin Hood;		<p><b>ST GABRIEL'S COMMUNITY CENTRE - 12 MONTH REVIEW REPORT</b></p> <p>To receive and consider a report of the Director of Environment and Neighbourhoods providing a detailed review of the operation of St Gabriel's Community Centre over the last 12 months.</p> <p><b>(Executive Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	85 - 92

Item No	Ward	Item Not Open		Page No
14	Ardsley and Robin Hood; Morley North; Morley South;		<p><b>SITE BASED GARDENERS IN COMMUNITY PARKS AND GREEN SPACES</b></p> <p>To receive and consider a report from the Chief Recreation Officer providing the Area Committee with a review of the work undertaken by the site based gardeners in the outer south area.</p> <p><b>(Executive Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	93 - 98
15	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>OUTER SOUTH AREA COMMITTEE WELL BEING BUDGET REPORT</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods updating Members on both the capital and revenue elements of the Area Committee's Well-being budget, advises Members of the Small Grants approved since the last meeting and invites Members to determine the capital and revenue proposals detailed within the report.</p> <p><b>(Executive Function)</b> <b>(5 mins presentation / 10 mins discussion)</b></p>	99 - 132
16	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>ACTING AREA MANAGER'S REPORT</b></p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing Members with an overview of the range of activities currently taking place within the outer south area of Leeds.</p> <p><b>(Executive Function)</b> <b>(5 mins presentation / 10 mins discussion)</b></p>	133 - 186
17	Ardsley and Robin Hood; Morley North; Morley South; Rothwell;		<p><b>DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2010-11</b></p> <p>To receive and consider a report from the Chief Democratic Services Officer requesting Members to give consideration to agreeing the dates, times and venues of their meetings for the 2009/10 municipal year.</p> <p><b>(Council Function)</b> <b>(5 mins presentation / 5 mins discussion)</b></p>	187 - 190



Item No	Ward	Item Not Open		Page No
18	Armley; Chapel Allerton; City and Hunslet; Gipton and Harehills; Killingbeck and Seacroft; Middleton Park; Morley North; Morley South; Temple Newsam; Wetherby;	10.4(3)	<p data-bbox="676 181 1257 248"><b>LEEDS CITY CREDIT UNION BRANCH NETWORK</b></p> <p data-bbox="676 293 1390 398">To receive and consider a report from the Director of City Development on Credit Union branches within the Committee's area.</p> <p data-bbox="676 443 1326 510"><b>(Council Function) (5 mins presentation / 10 mins discussion)</b></p> <p data-bbox="676 725 1070 757"><b>MAP OF TODAY'S VENUE</b></p> <p data-bbox="676 801 1390 869">Rothwell One Stop Centre, Civic Chamber, Marsh Street, Rothwell, LS26 0AD</p>	191 - 198

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# Agenda Item 6

## **SOUTH (OUTER) AREA COMMITTEE**

**MONDAY, 1ST FEBRUARY, 2010**

**PRESENT:** Councillor T Grayshon in the Chair

Councillors C Beverley, J Dunn,  
R Finnigan, B Gettings, S Golton,  
T Leadley, L Mulherin, K Renshaw and  
D Wilson

### **61 Chair's Opening Remarks**

The Chair welcomed all in attendance to the February meeting of the South (Outer) Area Committee.

### **62 Late Items**

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair admitted to the agenda, the following late item:

Agenda item 12 – Consultation on a proposal to relocate the West SILC (Victoria Park) building from Farnley Park Maths and Computing College to Bruntcliffe High School. (Minute No. 68 refers)

The report and appendix was unavailable at the time of agenda despatch.

### **63 Declaration of Interests**

Councillor Finnigan declared a personal interest in agenda item 8, Consultation on Expansion of Blackgates Primary School, and agenda item 12, Consultation on a proposal to relocate the West SILC (Victoria Park) building from Farnley Park Maths and Computing College to Bruntcliffe High School, in his capacity as Governor at Morley Victoria Primary School and Bruntcliffe High School. (Minute Nos. 67 and 68 refer)

Councillor Renshaw declared a personal interest in agenda item 8, Consultation on Expansion of Blackgates Primary School, and agenda item 12, Consultation on a proposal to relocate the West SILC (Victoria Park) building from Farnley Park Maths and Computing College to Bruntcliffe High School, in her capacity as Governor at Rodillian High School, Seven Hills Primary School and East Ardsley Primary School, and as a Member of Rothwell Extended Services Cluster. (Minute Nos. 67 and 68 refer)

Councillor Gettings declared a personal interest in agenda item 12, Consultation on a proposal to relocate the West SILC (Victoria Park) building from Farnley Park Maths and Computing College to Bruntcliffe High School, in his capacity as Governor at Bruntcliffe High School. (Minute No. 68 refers)

Draft minutes to be approved at the meeting  
to be held on Monday, 15th March, 2010

A further declaration of interest was made at a later point in the meeting.  
(Minute No. 67 refers)

#### **64 Apologies for Absence**

Apologies for absence were submitted on behalf of Councillors Elliott and Smith.

#### **65 Minutes - 30th November 2009**

The following amendments were agreed in relation to Minute No. 58, Outer South Area Committee Well-being Budget Report:

- Under 'the following issues were discussed' (3<sup>rd</sup> bullet point) – To read 'The possibility of the virement of funds from the capital to revenue budget.'
- Under 'the following revenue projects be agreed' (2<sup>nd</sup> bullet point) – To read 'Garden Maintenance Service (Morley Elderly Action) – £33,000 – Approved.'

**RESOLVED** – That the minutes of the meeting held on 30<sup>th</sup> November 2009, as amended, be confirmed as a correct record.

#### **66 Open Forum**

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chairman allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

On this occasion, there were no matters raised under this item by members of the public.

#### **67 Consultation on expansion of Blackgates Primary School**

The Chief Executive, Education Leeds, submitted a report, which presented the Area Committee with the consultation document on proposals for the expansion of Blackgates Primary School.

The Chair welcomed to the meeting Viv Buckland, Education Leeds, to present the report and respond to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Concern about the effect of birth rates on school places.
- Concerns about transport and issues relating to road safety.
- Acknowledgement that a 2 mile radius was applied to the allocation of school places.

- Confirmation that demographic changes were a factor in the drive for expansion in some parts of the city.
- Confirmation that the head-teacher and governing body of Blackgates Primary School welcomed the proposals.
- Clarification about the areas (specifically postcodes) that had been consulted. (It was agreed to provide the Area Committee with this information.)

**RESOLVED** – That the report and consultation document be noted.

(Councillor Golton arrived at 4.06 pm during the consideration of this item.)

(Councillor Leadley declared a personal interest in this item as Governor at Westerton Primary School.)

**68 Consultation on a proposal to relocate the West SILC (Victoria Park) building from Farnley Park Maths and Computing College to Bruncliffe High School**

The Chief Executive, Education Leeds, submitted a report which presented the Area Committee with the consultation document on proposals for the relocation of the West SILC (Victoria Park) modular building at Farnley Park Maths and Computing College to Bruncliffe High School.

The Chair welcomed to the meeting the following officers from Education Leeds;

- Carol Jordan, Director of Integrated Children's Services; and
- Stuart Gosney, Head of BSF and Academies.

In brief summary, the main points of discussion were:

- Concern that the proposals were an unwelcome distraction to Bruncliffe High School, particularly taking into account the difficulties previously experienced by the school.
- Clarification about the increase in transport costs. (estimated at £45k for the year)

**RESOLVED** – That the report and consultation document be noted.

**69 Outer South Area Committee Well-being Budget Report**

The Director of Environment and Neighbourhoods submitted a report which updated Members on both the capital and revenue elements of the Committee's Well-being budget, advised the Committee of the small grants approved since the last meeting and invited Members to determine the capital and revenue proposals, as detailed within the report.

The Area Committee noted an amendment to recommendation in 9.1 (e) of the report to defer consideration of funding being allocated from revenue to the capital fund for Ardsley and Robin Hood.

In brief summary, the main highlighted points were:

- Members welcomed the breakdown of well-being funding aligned to ADP themes and priorities in 2009/10.
- Members supported the well-being application for the removal of Walton Drive Steps, particularly as removal of the steps would help reduce anti-social behaviour and make the area more accessible to Wakefield Road.

#### **RESOLVED –**

(a) That the report and information appended to the report, which includes the available balance of the Area Committee's revenue and capital well-being budgets, be noted;

(b) That a decision on funding (outlined in 3.2.7 of the report) being allocated from revenue to the capital fund for Ardsley and Robin Hood, be deferred for further discussions between Area Management and Ward Members for Ardsley and Robin Hood;

(c) That continued development of the Site Based Gardeners Project be approved and further information be submitted to the March Area Committee;

(d) That the following decisions be made in relation to well-being funding proposals which had been submitted for determination at the meeting:

- Highways, Transport Strategy – Removal of Walton Drive Steps – **£2,767.50 (2009/10 Capital Budget) – Approved**
- Conservation Team – Woodlesford Conservation Audit – **£5,000 (2009/10 Revenue Budget) – Approved**
- Rothwell Competitive Music Festival – **£2,100 (2009/10 Capital Budget) – Approved.**

#### **70 Acting Area Manager's Report**

The Area Committee considered a report from the Director of Environment and Neighbourhoods which updated Members on the work of the Area Management Team since the last meeting.

The following information was appended to the report for Members' information:

- Minutes of South Leeds Community Safety Partnership – Core Group held on 4<sup>th</sup> December 2009
- Operation Champion Schedule 2010
- Minutes of South East Leeds Health and Well-being Partnership held on 17<sup>th</sup> November 2009
- Minutes of South Leeds Enterprise, Education and Training Group (SLEET) held on 9<sup>th</sup> December 2009

Draft minutes to be approved at the meeting  
to be held on Monday, 15th March, 2010

- Minutes of Children Leeds South Leadership Team held on 24<sup>th</sup> September 2009
- Wood Lane 'You Choose' Participatory Budgeting Initiative – Evaluation Report
- Oakwell and Fairfax Neighbourhood Improvement Plan – Evaluation Report
- Empty Shop Fund Criteria.

The Acting Area Manager, Keith Lander, presented the report and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Concern that parts of Ardsley and Robin Hood were not overlooked for Empty Shop Funding.
- Recognition of the positive work undertaken by the Morley Bottoms Project Team, particularly Joanne Gomersal, Project Manager in City Development, Town Councillors, Planning Enforcement and the local community.
- Confirmation that a new Director of Morley Literature Festival had been appointed, subject to contracts being signed.

#### **RESOLVED –**

- (a) That the report and information appended to the report be noted;
- (b) That the Empty Shop Fund Criteria for Morley Bottoms, outlined under appendix 8, be identified as an appropriate way to spend the Local Shops Initiative Fund; and
- (c) That Councillors Finnigan and Gettings be appointed to serve as the Council's representatives on the Morley Literature Festival.

#### **71 Date, Time and Venue of Next Meeting**

Monday 15<sup>th</sup> March, 2010 at 4.00 pm  
(Rothwell One Stop Centre, Civic Chamber, Main Street, Rothwell, LS26 0AD)

(The meeting concluded at 5.00 pm.)

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Originator: Mark Dolman

Tel: 3952776

**Report of the Director of Environment & Neighbourhoods**

**South Leeds (Outer) Area Committee**

**Date: Monday 15 March 2010**

**Subject: Reporting Health & Environmental Action Service activities to the area committees**

**Electoral Wards Affected:**

All

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 an overview of the production of a Health & Environmental Action Services report to area committees. The aim of the report is to provide information about the scope and activities of our service in particular areas of the City aligned to strategic outcomes. It seeks feedback on the value, level of detail and format of information presented in the report.

**1.0 Purpose Of This Report**

To seek feedback on the content and usefulness of a 6 monthly Health & Environmental Action Service (HEAS) activity report to area committees.

**2.0 Background Information**

The HEAS has been operational since May 2008 when it was created out of the former Enforcement Division and Environmental Health Division. Part of its remit is to consider how best to report on its activities and maintain effective communication with area committees particularly in relation to locality working. Mindful of this Graham Wilson the Head of Environmental Action & Parking produced a pilot report for North West Inner Area Committee in February 2009 which was well received. It subsequently created a lot of interest and enquiries from a number of other area committees who felt this sort of information would be valuable to them. Consequently I was given a brief by the Health & Environmental Action management team to develop a 6 monthly report to present

information that would be interesting to members and encourage debate about the nature and demand for our services.

### **3.0 Main Issues**

The attached report gives a brief description of the work undertaken by teams within HEAS and outlines the scope and demand for our services in particular areas of the City.

Information has been grouped according to the strategic outcome that a teams activities most significantly contributes to. Data is provided in relation to service requests, fixed penalty notices, enforcement notices, premises inspections, private sector housing inspections, licenses issued, homes improved and adapted. The information is provided in tables and graphs by area committee boundary.

The report must be read with a health warning in that it relies heavily on service request (SR) volumes to demonstrate the demand for particular services. In reality its not feasible to draw accurate conclusions about the productivity of teams based on SR's alone because we're not comparing like with like. The notion of SR's is a broad one. It can and is taken to mean pretty much anything from requests for telephone advice that take little time to process to complaints that may take months to investigate and result in a prosecution. Consequently there is a wide variation between the type of job undertaken by teams and the time taken to complete each job, neither of which are reflected by counting SR's. For example how do you compare issuing a FPN for littering, to inspecting a restaurant for food hygiene contraventions to investigating a work place accident? Each requires different skills, resources and personnel.

Nevertheless SR's do provide a useful indication of the types of issues that are most commonly dealt with in different areas.

This is the first edition of the report and consequently feedback is very much welcomed from committees regarding the level of detail, method of presentation and its overall usefulness as a method of reporting HEAS activities to the committees.

### **4.0 Implications For Council Policy and Governance**

None

### **5.0 Legal and Resource Implications**

None

### **6.0 Conclusions**

The HEAS collects and has access to a wealth of data. Conscious of the need for a relatively concise report we've had to be fairly selective about the information that has been included and how it is presented. Until the report has been considered by members we won't know if we've got this right, if not there is scope to change its format.

## **7.0 Recommendations**

Consider the report its format and detail and make comment:

- Is the Area Committee meeting the best forum to present this report?
- Is a 6 monthly report the right frequency?

## **Background Papers**

None

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Our Health and Environmental Action Service (HEAS) is part of Environmental Services and is responsible for a diverse range of functions including enforcement of over 100 Acts of Parliament, extensive private sector housing regeneration with programmes, adaptations to private sector homes, food safety and health & safety in commercial premises, pollution control of air, land and water, Houses' in Multiple Occupation (HMO) licensing, and regulation of the private rented sector to name but a few. The aim of this report is to give a flavour of the services we offer and the demand for those services as well as the outcomes we achieve which contribute to the local strategic partnerships vision for Leeds.

The service is divided into 3 sections with the broad responsibilities listed below.

### **Pollution Control & Housing**

- Housing regeneration – group repair, empty homes and home assistance loans
- Housing regulation – HMO and selective licensing, landlord accreditation and the condition of private rented homes
- Pollution control – noise and air pollution, permitted commercial processes, landfill site monitoring.
- Aids & adaptations to the homes of people with disabilities

### **Commercial & Business Support**

- Food Safety - food premises inspections, scores on the doors and healthy eating interventions
- Infectious disease control
- Health & safety in the workplace
- Affordable warmth - home energy efficiency improvements, health through warmth and fuel poverty initiatives
- Pest control

### **Parking & Environmental Action**

- Parking
- Highways & Environmental Enforcement (HEE) – fly tipping, highways issues, waste carrying
- Environmental Action Team's (EAT) \* 3 – littering, drainage, dog fouling, waste storage, graffiti

### **Scope of the report**

To facilitate service delivery each of the above sections are organised into teams. It is the activity of these teams which forms the basis for the presentation of information in this report. However to make the information more user friendly, headings and groupings in the report contain a blend of outputs from different teams and where possible have been aligned to strategic themes rather than the HEAS organisational structure.

Only work areas managed using the Caps Uniform IT system are included. This is of particular relevance to the HEE team as some of their work areas don't use Uniform e.g. the dog warden service, and Parking who don't use Uniform at all.

Its also worth noting that whilst a significant proportion of service requests are in effect 'complaints' the definition is much wider than that and includes requests for: advice, registrations, licences, training, planning consultations, scientific surveys, sampling as well as pro-active inspections and stop and search interventions and others.

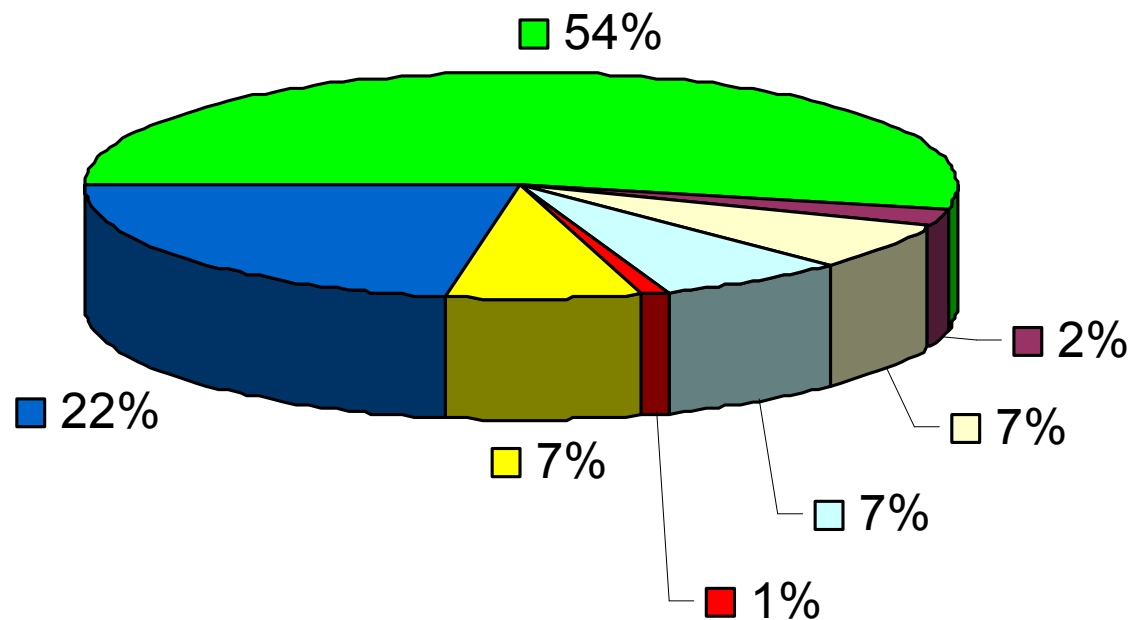
This first table shows the requests for service made to all teams and reflects the level of demand for our services by the public, other departments and external agencies. The chart below summarises the table.

## Service Requests Q2 2009-10

Table 1

TEAM	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	City	Total
Landlord Accreditation	18	3	0	10	1	0	4	3	23	2	4	68
EAST EAT	1744	841	483	0	0	0	0	0	0	0	0	3068
Food Safety	42	44	22	97	23	43	20	32	42	43	55	463
Highways and Environmental Enforcement	80	35	11	38	7	33	19	7	55	66	939	1290
H.M.O. Team	9	15	3	15	1	4	6	1	629	2	21	706
Health and Safety	18	7	5	61	56	15	18	10	17	17	18	242
Air Pollution	5	6	2	19	35	6	0	15	0	19	14	121
Commercial noise and Environmental Protection	90	81	56	180	215	66	54	103	74	137	301	1357
Pest Control	587	556	380	367	364	472	249	373	448	399	51	4246
Private Rented Sector Housing	143	33	17	275	17	18	35	18	115	24	23	718
SOUTH EAT	0	0	0	1479	752	749	0	0	0	0	0	2980
WEST EAT	0	0	0	0	0	0	818	701	1952	682	0	4153
<b>Totals</b>	<b>2736</b>	<b>1621</b>	<b>979</b>	<b>2541</b>	<b>1471</b>	<b>1406</b>	<b>1223</b>	<b>1263</b>	<b>3355</b>	<b>1391</b>	<b>1426</b>	<b>19412</b>

## Service requests Q2 2009-10



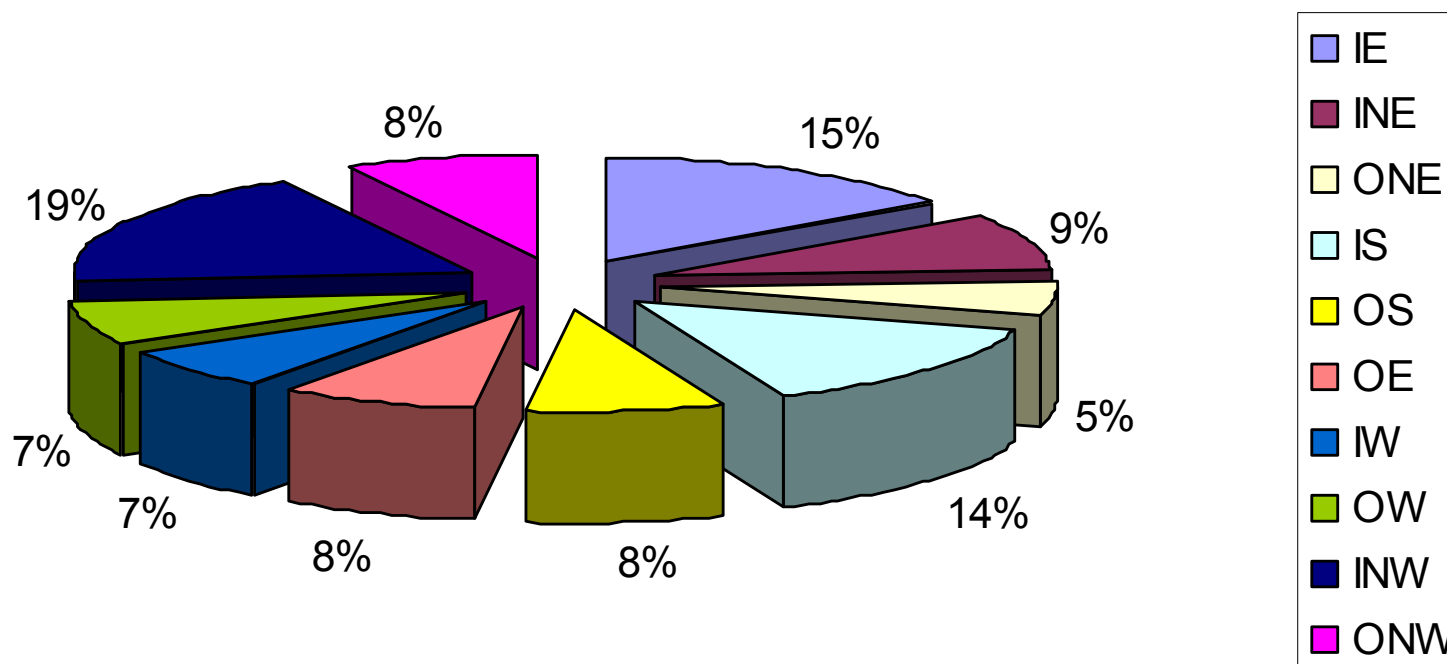
EAT's	Food Safety	Highways & Env Enf
Housing	Health and Safety	Noise and EP
Pest Control		

### Service requests by area committee Q2 2009-10

Table 2

TEAM	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	City	Total
Totals	2754	1637	980	2545	1479	1425	1224	1265	3367	1396	1458	19530

### Service requests by area committee Q2 2009-10





## Environment

- ***Cleaner, greener and more attractive neighbourhoods through effective environmental management and changed behaviours.***

The Environmental Action teams (EAT's) provide a high profile rapid response to Environmental issues. Officers are based locally to one of the 3 wedges which they service. They respond to requests from members of the public, receiving an average of 80 per working day. They also carry out high visibility patrolling for litter, waste and other street scene issues. All the work which they carry out contributes to providing a cleaner greener environment and in supporting thriving communities.

Domestic noise nuisance is the most requested service followed by domestic and commercial waste issues. A range of powers exist including seizing noise making equipment , serving Fixed Penalty and other notices and taking prosecutions.

The street scene of the City is continually improving by the actions taken by the Teams in relation to flytipping, flyering, illegal advertising and obstructions. Officers are active in all Operation Champions and Action days providing an important link with other agencies. They also carry out education in schools.

Commercial noise and some aspects of water, air and land pollution are dealt with by HEAS including emissions from landfill sites. We are statutory consultees on Noise and Public Order issues, under the Licensing Act 2003 in relation to commercial licensed premises. We also provide a 'consultancy' service for a range of agencies requiring advice/comments regarding planning applications.

## EAT's service requests by job type Q2 2009-10

Table 3

Job	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	HEE*	Total
Bonfires	18	11	14	20	38	19	16	21	18	21	1	197
Commercial waste	73	22	31	156	29	19	24	16	46	51	35	502
Domestic waste	142	67	13	173	50	30	80	50	394	46	5	1050
Drainage	95	36	31	36	64	81	40	54	61	74	0	572
Flyers	4	0	0	25	0	3	0	0	14	0	7	53
Flytipping	137	56	30	150	110	58	51	54	101	34	199	980
Highways	48	31	42	29	31	35	31	47	47	53	225	619
Housing	73	19	12	55	13	23	23	10	32	20	0	280
Litter	51	13	13	160	26	51	19	35	55	24	147	594
Noise	732	281	134	294	278	247	338	306	837	263	0	3710
Nuisance	27	16	14	10	18	13	23	19	20	18	1	179
Odour	13	5	2	10	13	13	7	8	7	8	0	86
Overgrown vegetation	65	125	84	80	67	115	44	52	61	48	1	742
Rodents	28	12	2	27	10	45	15	23	22	6	0	190
Vehicle	6	0	7	5	5	2	0	4	4	1	503	537
Waste in gardens	251	54	18	63	44	35	73	31	210	31	0	810
<b>Total</b>	<b>1763</b>	<b>748</b>	<b>447</b>	<b>1293</b>	<b>796</b>	<b>789</b>	<b>784</b>	<b>730</b>	<b>1929</b>	<b>698</b>	<b>1124</b>	<b>11101</b>

\*HEE = Highways and Environmental Enforcement team which logs complaints by street and not postal address as such there outputs can't be broken down by area.

### EAT's service requests Q2 2009-10

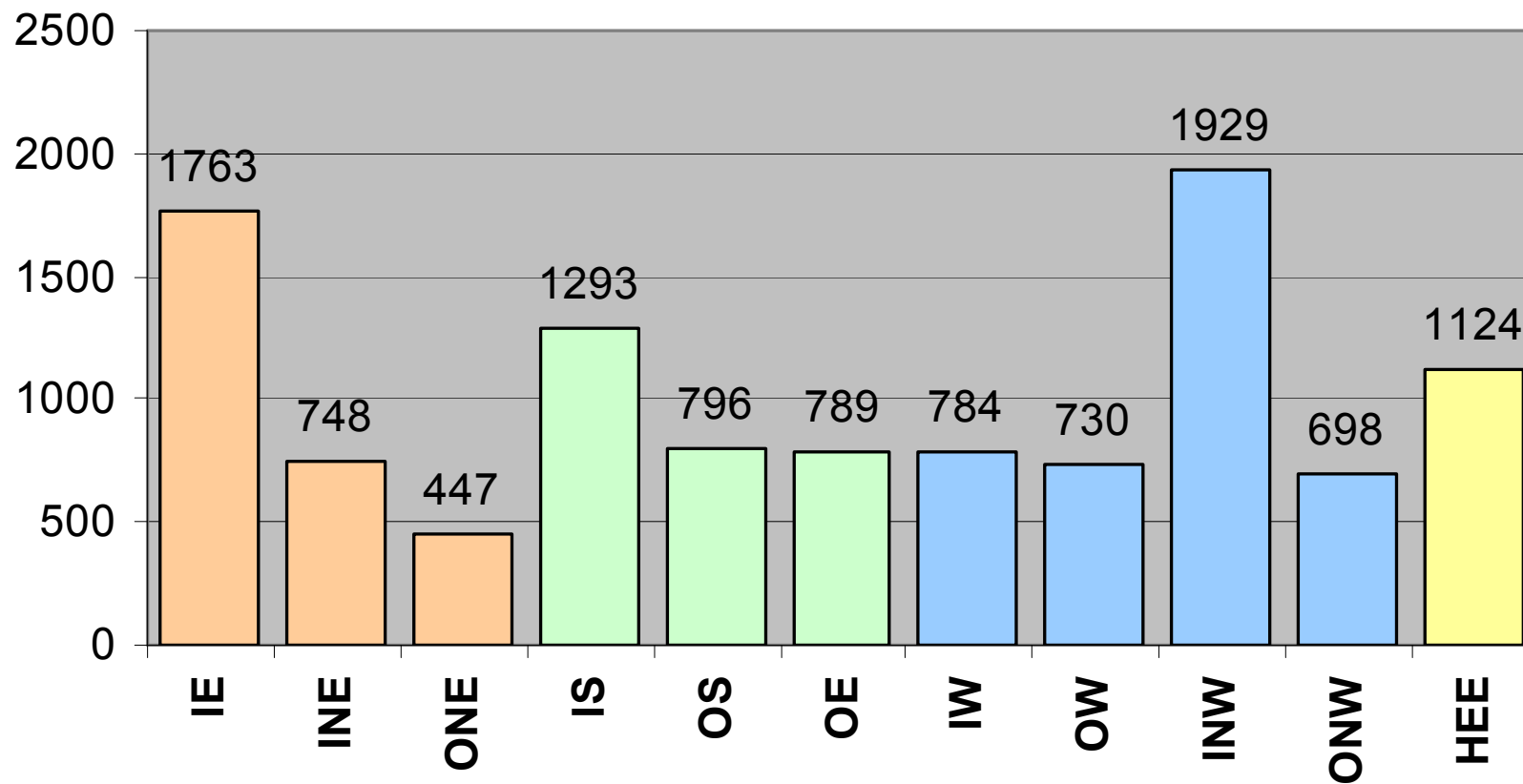


Table 4

Enforcement notices served

Job Group	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	HEE	Totals
Boarding up's	4	0	1	11	1	3	1	0	2	0	0	23
Commercial waste	14	9	8	79	14	11	9	9	40	18	514	725
Detrimental properties	1	1	1	3	1	0	0	0	0	1	2	10
Domestic waste	5	28	1	31	4	7	40	14	135	4	2	271
Drainage	16	10	1	6	4	7	48	2	17	26	0	137
Highways	8	9	22	18	6	30	7	9	13	9	32	163
Intruder alarms	0	1	3	0	1	2	2	3	0	4	0	16
Littering	38	18	3	90	19	27	4	15	83	5	88	390
Rodents	17	8	1	15	4	7	5	1	23	2	0	83
Statutory nuisance	21	15	1	18	10	79	28	7	35	8	0	222
<b>Totals</b>	<b>124</b>	<b>99</b>	<b>42</b>	<b>271</b>	<b>64</b>	<b>173</b>	<b>144</b>	<b>60</b>	<b>348</b>	<b>77</b>	<b>638</b>	<b>2040</b>

Notices served by EAT's& HEE Q2 2009-10

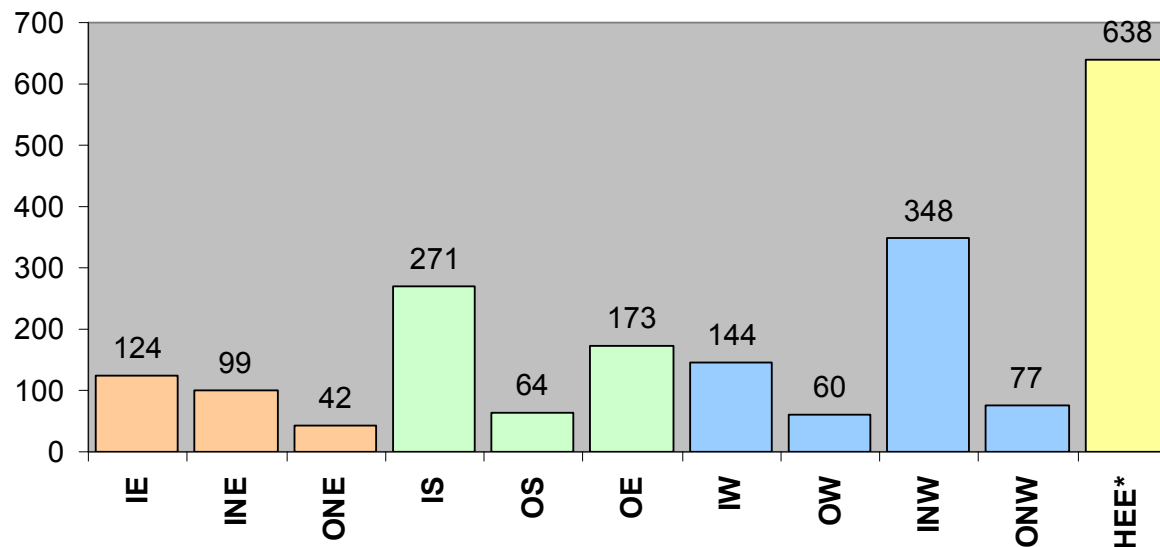
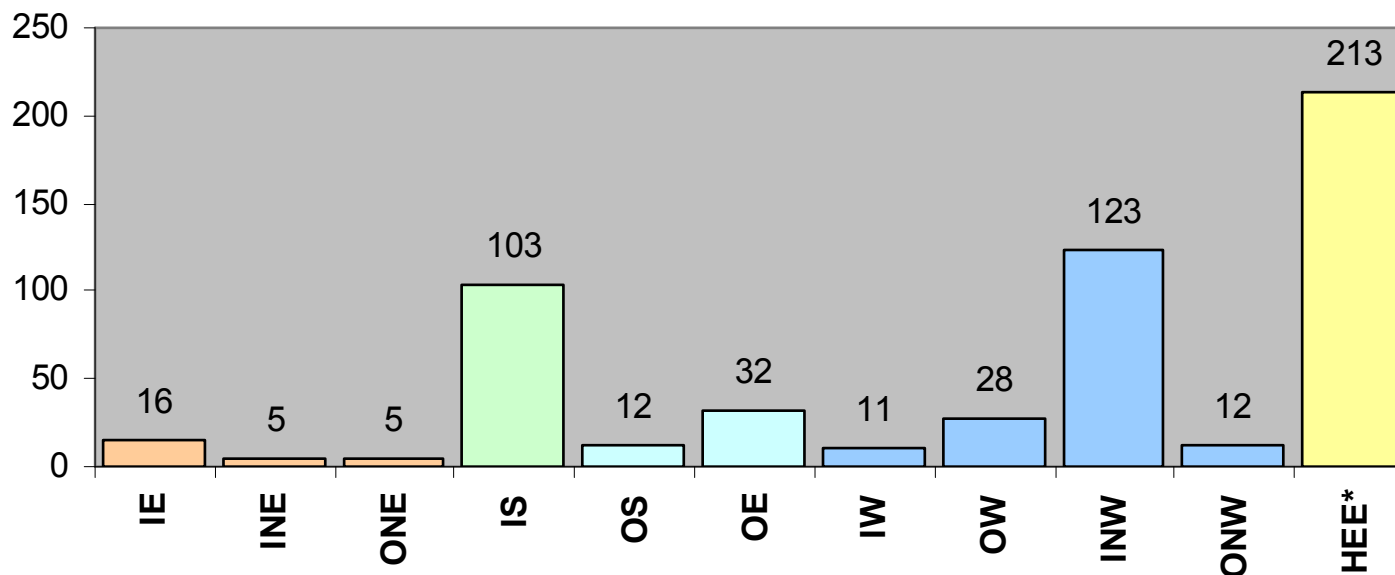


Table 5  
FPN's  
issued:

Job Group	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	HEE	Totals
Dog fouling	0	0	0	0	0	0	0	1	0	0	48	49
Domestic waste	0	0	0	0	0	0	1	1	47	0	0	49
Littering	13	4	5	93	11	29	9	25	65	10	115	379
Commercial waste	3	1	0	10	1	3	1	1	11	2	50	83
<b>Totals</b>	<b>16</b>	<b>5</b>	<b>5</b>	<b>103</b>	<b>12</b>	<b>32</b>	<b>11</b>	<b>28</b>	<b>123</b>	<b>12</b>	<b>213</b>	<b>560</b>

FPN's issued by EAT's & HEE Q2 2009-10



We operate an out of hours noise service and table 5 below shows the number of requests logged by this service. Domestic noise complaints are subsequently dealt with by the EAT's and this significant workload is reflected in the overall service requests made to each EAT in table 1.

Table 6

OOH Noise Request Type	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	City	Total
Alarm	6	9	9	1	7	6	6	7	41	9	7	108
Commercial/Leisure	2	4	4	9	2	2	1	2	2	4	16	48
Domestic	345	129	45	273	98	101	169	118	338	110	68	1794
Traffic	1	0	0	2	0	1	1	4	1	1	1	12
Licensed Premises	9	10	14	30	14	4	4	15	6	11	8	125
<b>Totals</b>	<b>363</b>	<b>152</b>	<b>72</b>	<b>315</b>	<b>121</b>	<b>114</b>	<b>181</b>	<b>146</b>	<b>388</b>	<b>135</b>	<b>93</b>	<b>2080</b>

Commercial premises	Q2
Licensing Applications	93
Process inspections	30

**Table 7** - HEAS are consulted on applications for entertainment & refreshment (including alcohol) licences. We also inspect premises whose activities if not properly controlled could cause pollution to land, air and water

Landfill site monitoring	Annual visits
Active control system sites	260
Volatile sites	125
Ex Environment Agency sites- active	177
Ex Environment Agency sites - dormant	187
Raw water analysis	46
Total	<b>795</b>

**Table 8** - Within the Leeds area we have over 300 disused landfill sites. These can generate methane and produce toxic leachates which can contaminate ground water. As such we have a programme of monitoring to ensure these pollutants don't give rise to environmental problems.

**Other Strategic objectives these service areas contribute to:**

*Health & wellbeing, Thriving communities, Harmonious communities*

## Health & Wellbeing

- **Reduce health inequalities through the promotion of healthy life choices and improved access to services;**
- **Improve quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect;**
- **Enhancing safety and support for vulnerable people through preventative and protective action to minimise risks and maximise wellbeing.**

### Adaptations

The aims of the Adaptations Agency are to remove barriers and improve quality of life, health and independence for disabled people in Leeds by working with service users, RSLs, ALMOs and contractors to ensure that people in housing of all tenures have homes which meet their needs. This can be achieved by consulting disabled people and identifying with them the housing options, including re-housing and/or adaptations, which are most appropriate for particular circumstances. Many of the works provided, such as grab rails, handrails, ramps, showers and lifts make a major contribution to a reduction in falls, especially by older people.

DFG budget 2009-10 = £10.0 million

Total spend up to the end of Q2 = £3.6 million (spend can exceed budget due to carryover and future commitments)

**Table 9**

Adaptations Q2	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	Total
Completed	75	59	30	89	66	77	46	50	40	23	555

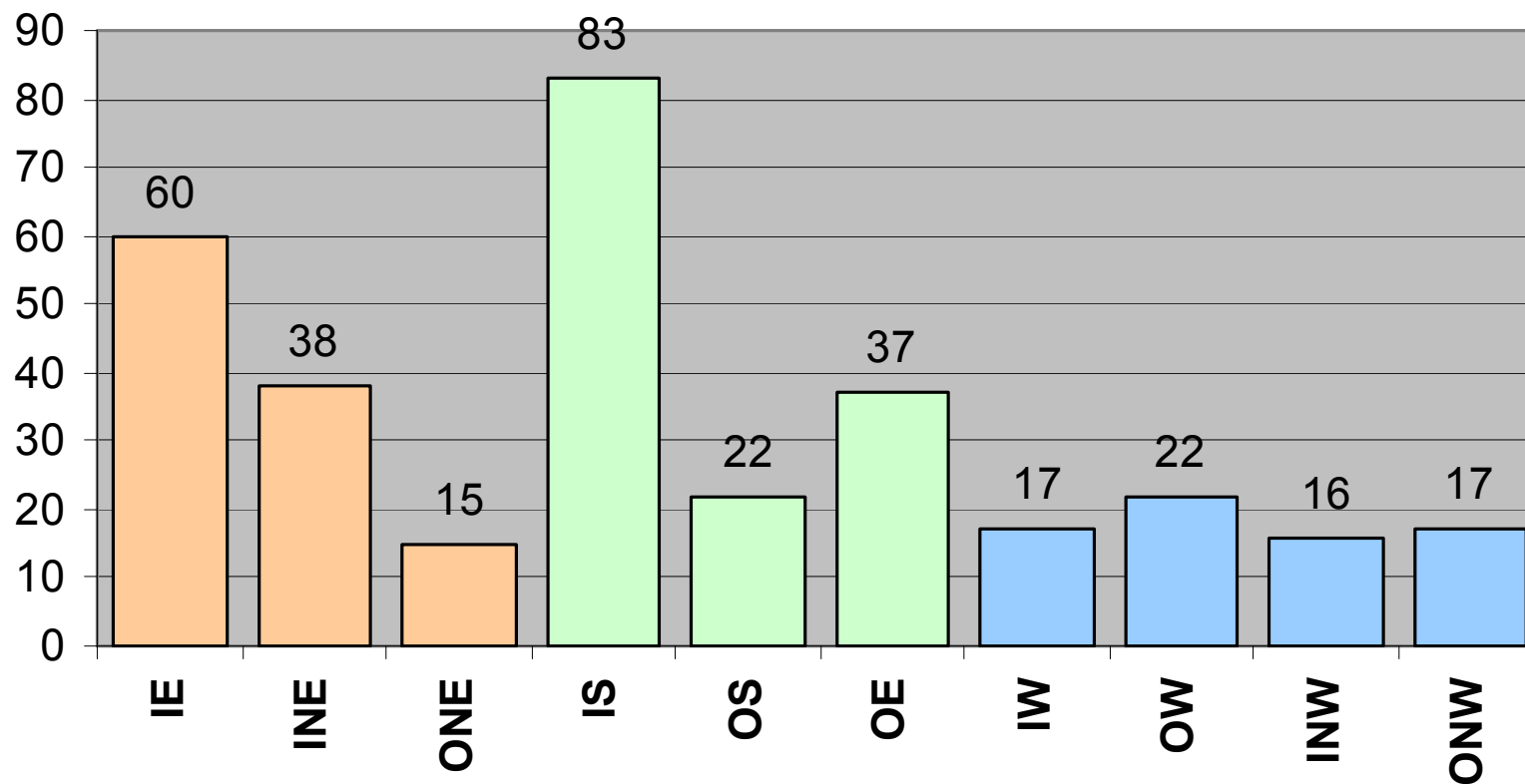
### Home Energy efficiency

Our Fuel savers team provide a One Stop Energy Advice Service to facilitate household or landlord energy efficiency improvement. This comprises fuel poverty initiatives, carbon dioxide and other green house gas emissions reductions in and from Leeds homes, Health Through Warmth (HTW) referrals and the promotion of grant take up from energy providers.

HTW operates through locally based partnerships which seek to help vulnerable people whose health is adversely affected by cold, damp living conditions such as those with cardio vascular and respiratory diseases. This is achieved by installing energy efficiency and heating measures, along with the provision of related advice and information. Clients are referred by health and other key community workers who

have attended locally based awareness sessions offered by HTW. Vulnerable people are often the least likely to seek assistance but by linking up with existing community workers they can be more easily identified enabling practical help and advice to be provided.

### Energy Interventions Q2 2009-10





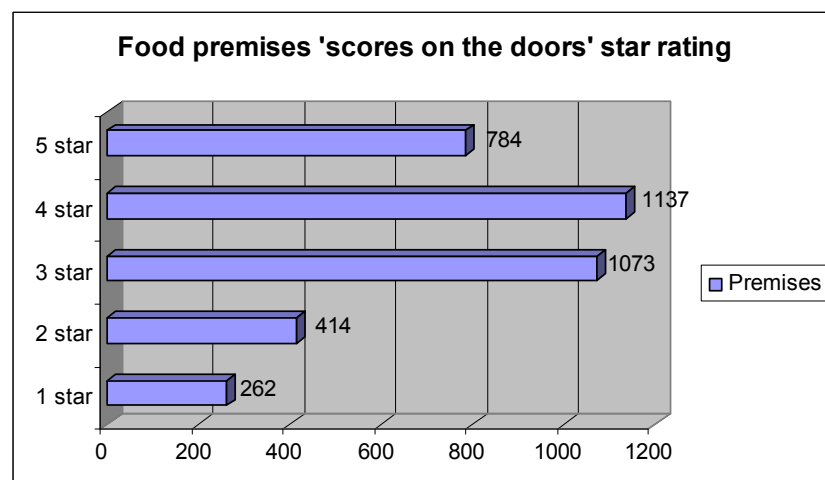
## Food safety & disease control

Our aim is to ensure that all food produced, prepared or sold in Leeds is safe to eat and will not cause ill health. Consequently 100% of all high risk premises (A-C) are inspected every? This is resource intensive and is only sustainable with the assistance of external contractors. However the priority is supplemented by a portfolio of activity to encourage businesses to raise food hygiene standards including low risk premises project, continuing well publicised enforcement, business contact, and using “scores on the doors” to inform consumers of food business hygiene performance.

The monitoring and reporting of infectious disease notifications in the city provides essential information to aid disease control, equally important is the work done in investigating particular cases of gastrointestinal illness which may indicate problems with the food or water supply to the City. Detection of other sources of gastrointestinal illness is afforded by the food and water sampling programmes. The Animal Health function concerns itself with enforcement of disease control and welfare provisions of the food animals at farms, livestock markets and during transit. Much of this work is driven and part funded by DEFRA whose Framework document drives the standards and priorities of this service.

**Table 10**

Function	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	City	Total
Food inspections	87	78	40	216	72	62	72	115	98	154	61	<b>1055</b>
Animal Health visits	0	1	27	1	13	12	3	19	3	12	4	<b>98</b>
Food samples taken	57	45	135	124	109	103	44	70	74	192	N/A	<b>953</b>



The scheme displays a star rating for food businesses based on a food hygiene inspection. Ratings awarded range from 5 stars for excellent to 0 stars for very poor. Businesses selling or producing low risk food are not included in the scheme. Although it is voluntary for food businesses to display the award all ratings can be viewed on the internet at:

<http://www.scoresonthedoors.org.uk>

So far 3,670 premises have been rated

## Health & Safety

The purpose of the service is to protect people's health and safety by ensuring risks in the changing workplace are properly controlled.

The service operates in parallel and in partnership with the Health and Safety Executive, we are both accountable through the Health and Safety Commission to the Department of Work and Pensions. The service's accountability falls broadly into two areas. Firstly, that we comply with mandatory requirements for enforcing authorities in order to meet statutory obligations under the Health and Safety at Work etc Act 1974 which describe the way in which services within local authorities must be set up, resourced and managed to deliver the services for which they are responsible. Secondly, that the activities undertaken by local authorities as enforcing authorities is aligned with the nationally established programmes, strategies and work plans.

### Health & Safety Q2 2009-10



## Housing regulation

Includes management and promotion of the Leeds Landlords' Accreditation Scheme, enforcement of Housing Act powers and controls over Houses in Multiple Occupation (HMOs) which can present higher risks to the occupants for example in terms of fire safety. Major changes introduced in the Housing Act include the introduction of licensing of all HMOs, selective licensing in areas of low demand or with severe ASB issues and generally addressing poor housing conditions which are known to have an adverse impact on health.

Table 11

Function	Inner East	Inner North East	Outer North East	Inner South	Outer South	Outer East	Inner West	Outer West	Inner North West	Outer North West	Total
All homes inspected	78	29	9	49	4	12	20	7	339	8	<b>555</b>
HMO licenses issued	-	-	-	-	-	-	-	-	-	-	<b>2985</b>
HMO licenses revoked	-	-	-	-	-	-	-	-	-	-	<b>161</b>
Currently licensed HMO's	-	-	-	-	-	-	-	-	-	-	<b>2824</b>

Table 12

Function (cumulative)	Number
Applications for licenses in the selective licensing area (IE)	<b>342</b>
Accredited bed spaces	<b>19394</b>
Accredited landlords	<b>468</b>

Most of our housing regulation work is to identify and remove category 1 hazards from properties and where possible encourage owners to bring their properties up to the decent homes standard. As such we are more active in areas with high numbers of pre 1919 properties and Houses in Multiple Occupation. The latter being particularly abundant in the Headingley area, which is reflected in table 9 above.

There are now over 18,000 accredited bed spaces in Leeds and 433 landlords are members of our accreditation scheme, The aims of the scheme are to encourage, acknowledge and actively promote good standards of privately rented accommodation and to assist landlords and tenants to undertake their respective responsibilities to each other.

## Thriving neighbourhoods

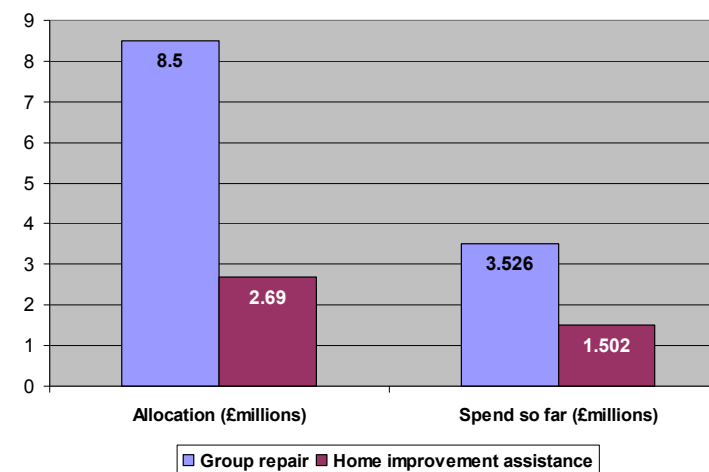
- *Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities'.*

Housing regeneration funds are allocated on a 3 year cycle by the regional housing board. We have invested heavily in group repair schemes having just completed the final phase of a 12 year programme in the Burley lodges which improved 600 properties. Phase 6 of the Beeston Hill scheme has recently started which will add to the 550 properties that have already been improved. A study is currently being undertaken into the feasibility of group repair in the East End Park/Cross Green area of Leeds. Whilst group repair is our biggest budget commitment other regeneration initiatives include the provision of home improvement assistance loans and Care & Repair grants.

A wide range of powers to support regeneration are used, including action on empty properties, compulsory purchase, declaration of clearance areas, overcrowding controls in areas with the worse housing conditions.

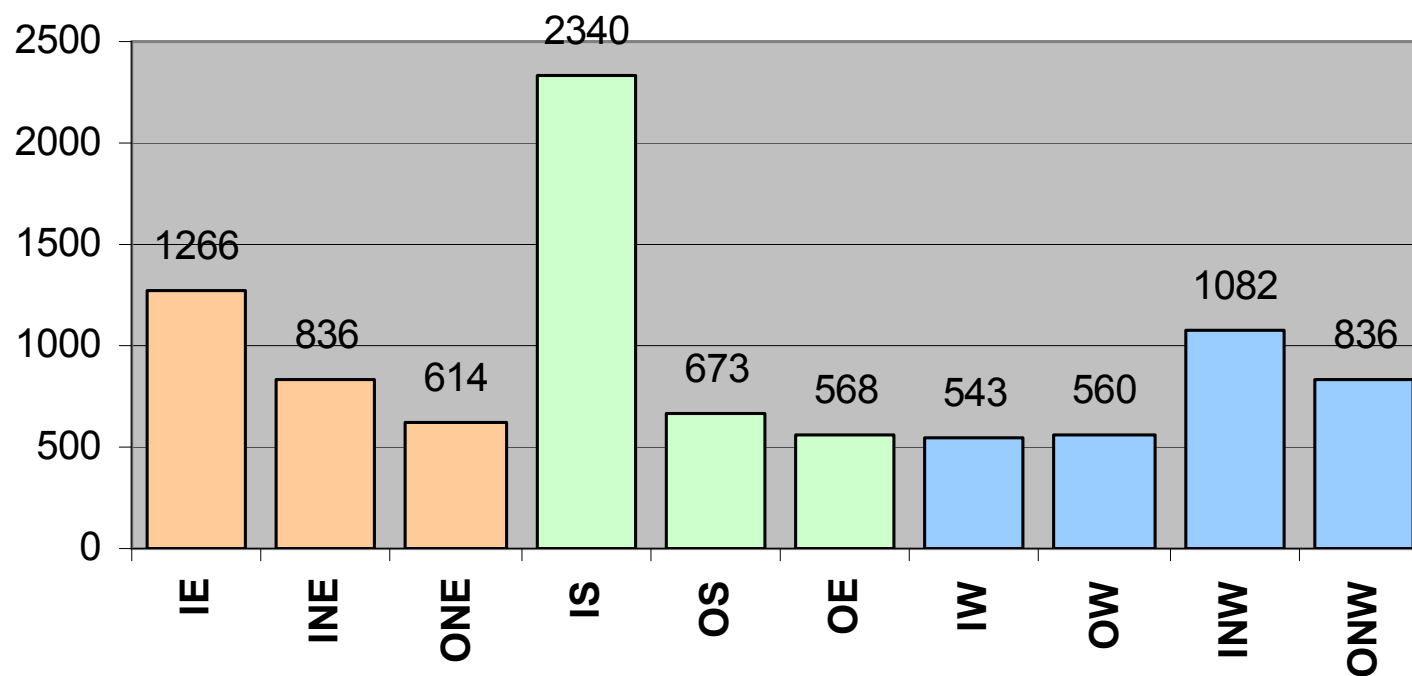
Table 13

RHB 3 year programme	Allocation (£millions)	Spend so far (£millions)	Properties improved
Group repair	8.5	3.526	82
Home improvement assistance	2.69	1.502	591
<b>Total</b>	<b>11.19</b>	<b>5.028</b>	<b>672</b>



At the end of Q2 2009-10 there were 9318 properties of all tenures that have been stood empty for longer than 6 months. As can be seen in the graph below SIS area has the highest concentration with 2340 empty properties. This is largely due to the relatively high number of recently built city centre living apartments that remain either unsold or unlet.

### Properties empty for > 6months Q2 2009-10



Other Strategic objectives these service areas contribute to:

*Health & wellbeing*

## Key performance indicators we are responsible for:

National Indicator	Date in which 2008/09 comparative data will be available
NI 182 - Satisfaction with regulatory services	Available now
NI 184 - Food premises which are broadly compliant	December 2009
NI 187 - Proportion of people unable to adequately heat their homes	Available now
NI 195 - Improved street and environmental cleanliness - litter, detritus, graffiti and fly posting	Available now
NI 196 - Improved street and environmental cleanliness - fly tipping	Available now

## We contribute to:

- NI 5 Overall/general satisfaction with local area
- NI 12 Refused and deferred Houses in Multiple Occupation (HMO) license applications leading to immigration enforcement activity
- NI 14 Avoidable contact: The average number, of customer contacts per received customer request
- NI 17 Perceptions of anti-social behaviour
- NI 21 Dealing with local concerns about anti-social behaviour and crime by the local council and police
- NI 49 Number of primary fires and related fatalities and non-fatal casualties, excluding precautionary checks
- NI 119 Self-reported measure of people's overall health and wellbeing
- NI 138 Satisfaction of people over 65 with both home and neighbourhood
- NI 139 People over 65 who say that they receive the information, assistance and support needed to exercise choice and control to live independently
- NI 141 Number of vulnerable people achieving independent living
- NI 154 Net additional homes provided
- NI 185 CO<sub>2</sub> reduction from Local Authority operations
- NI 186 Per capita CO<sub>2</sub> emissions in the LA area
- NI 188 Adapting to climate change

## Public Service Agreements and Departmental strategic objectives that we contribute to:

PSA or DSO
PSA 12 Improve the health and well-being of children and young people
PSA 14 Increase the number of children and young people on the path to success
PSA 15 Address the disadvantage that individuals experience because of their gender, race, disability, age, sexual orientation, religion or belief.
PSA 17 Tackle poverty and promote greater independence and well-being in later life
PSA 18 Promote better health and well-being for all
PSA 20 Increase long term housing supply and affordability
PSA 23 Make communities safer
PSA 28 Secure a healthy natural environment for today and the future
BERR DSO Ensure all departments and agencies deliver better regulation for the private, public and third sectors
CLG DSO Improve the supply, environmental performance and quality of housing that is more responsive to the needs of individuals, communities and the economy
CLG DSO Build prosperous communities by improving the economic performance of cities, sub-regions and local areas, promoting regeneration and tackling deprivation
Defra DSO: Climate change tackled internationally; and through domestic action to reduce greenhouse gas emissions
Defra DSO A healthy, resilient, productive and diverse natural environment
DfT DSO To sustain economic growth and improved productivity through reliable and efficient transport networks
DH DSO Ensure better health and well-being for all
HO DSO Help people feel secure in their homes and local communities

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Originator: Stephen Smith

Tel: 0113 247 4249

**Report of Head of Environmental Services**

**South Leeds (Outer) Area Committee**

**Date: Monday 15<sup>th</sup> March 2010**

**Subject: Streetscene Services Change Programme - Update Report**

**Electoral Wards Affected:**

All

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**

The period of industrial action in Streetscene Services (07/09/09 to 26/11/09) was brought to an end with agreement between the Trade Unions and Leeds City Council to set proposals that will deliver service efficiencies within the service through the Streetscene Change Programme.

The improvements will be,

- More efficient and flexible refuse collection service based on area working to deliver more streamlined collections for residents.
- Street Cleansing Services to have a more efficient 7 day city wide service.
- Improvements in attendance across the service.
- Waste Management Services to be reviewed as part of the Waste Strategy.

An implementation timetable has been proposed which will deliver service improvements by June 2010.

## **1.0 Purpose Of This Report**

- 1.1 To update the Area Committee on the proposals for improvements within Streetscene Services. The proposals have been agreed with the Trade Unions and workforce and are the result of the negotiation associated with the industrial action between September and November 2009. The report outlines the negotiated improvements and the programme to implement the proposals.

## **2.0 Background Information**

- 2.1 In 2008 a detailed review of Streetscene Services was carried out that identified areas where improvements could be made to improve efficiency and service delivery.
- 2.2 At the start of 2009 constructive negotiations took place with the Trade Unions and workforce to deliver the efficiency improvements. However, it became clear that delivery of the improvements was dependent on the Council closing the pay gap for refuse collectors created as part of the job evaluation process.

The Executive Board agreed that as the Council and Trade Unions were not able to agree on the conditions to close the pay gap and hence the efficiency improvements that market testing the service should be the preferred option to deliver service improvements.

- 2.3 The Trade Unions responded to this by balloting their members for industrial action despite intensive negotiations in July and August.
- 2.4 The strike action started on 7 September 2009 and continued until 24 November 2009 when agreement was reached over a series of proposals to improve Streetscene Services and enhance pay levels amongst the workforce.
- 2.5 The Council has agreed to suspend the process of market testing provided milestones are achieved.

## **3.0 Main Issues**

Within the proposals the main issues to be delivered are :

### **3.1 Refuse Collection**

- Citywide route rationalisation – the refuse collection routes are to be re-developed on a zone basis that will allow more flexibility within the service and a localised approach to service delivery
- Introduction of a performance related payment scheme
- Flexibility between different waste stream collections
- Improvement in attendance levels in line with corporate targets

### 3.2 Street Cleansing

Street Cleansing Services to move to a more effective 7 day city wide service. This will require a review of the current street cleaning service and allow a more flexible service and provision of services to those areas currently not covered during the weekend for example commercial centres.

The fall out of the grant funding for resources in the Intensive Neighbourhood Management areas will be considered as part of this review

Improvements in attendance levels in line with corporate targets

### 3.3 Waste Management

Household Waste Sites to be reviewed as part of the Waste Strategy. This will look at the current range of services provided at the sites, customer interface, acceptance of trade and commercial waste and cross border use of sites.

## 4.0 Milestones

- 4.1 The Council has agreed proposals for improving services with the Trade Unions and the workforce. The key milestones are as follows:

<b>Milestone</b>	<b>Proposed Date</b>
Programme Plan agreed by Leeds City Council and Trade Unions	January 2010
Refuse collection routes redesigned and ready for inspection	June 2010
PRP Scheme for refuse collection staff in place	June 2010
Reduction in absence rate to 11 working days across Streetscene	June 2010

- 4.2 The focus until June 2010 will be on delivery of the above milestones. However, the process to fully modernise the service will continue beyond that date and include delivery of the ICT Strategy.
- 4.3 The above proposals have been agreed with the Trade Unions and the implementation of many aspects of the proposals will require collective agreements between the Trade Unions and the Council. Consequently the Trade Unions will be intrinsically involved in the programme through formal negotiation meetings.
- 4.4 In the event that service improvements are not realized within agreed timescales the Council will progress privatisation of the service to achieve the efficiency savings.

## **5.0 Implication for Council Policy and Governance**

- 5.1 The successful delivery of the Streetscene Change Programme will contribute to a wide range of Council priorities i.e. improving recycling rates, achieving environmental quality targets, reducing absence rates and improving customer relations.
- 5.2 The development of the street cleaning service from 5 to 7 days will require a review of current service provision. In terms of street cleansing as an Area Committee enhanced service this review will provide Area Committees with the opportunity to influence the localized delivery of the service.

## **6.0 Legal and Resource Implications**

- 6.1 The proposals to improve Streetscene service delivery will generate financial savings. However, in the initial stages of the programme a project management resource will be required. In addition a significant input will be required for operational Streetscene Services.

## **7.0 Conclusion**

- 7.1 This is a progress report on deliberations to date, work on the streetscene change programme has begun and a more detailed update report will be provided to the next Area Committee.

## **8.0 Recommendation**

- 8.1 That members note the content of the report.
- 8.2 That a further update report be presented to the Area Committee in June/July 2010

## **Background Papers**

None



**Report of the Director of Environments & Neighbourhoods Directorate**

**South Leeds (Outer) Area Committee**

**Date: Monday 15 March 2010**

**Subject: Outer South Children and Young People Activity Planning 2010-11**

**Electoral Wards Affected:**  
 Ardsley and Robin Hood  
 Morley North  
 Morley South  
 Rothwell

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**

The Outer South 2008-11 Area Delivery Plan (ADP) has Culture, Thriving, and Stronger themes at its core which identify supporting partners in Youth Service, Sports Development, the Community and Voluntary Sector and Extended Services in the provision of out of school activities for children and young people, as a priority.

The Outer South Area Committee, agreed £35,000 Well being funding for the provision of targeted activities for Children and Young People during 2009-10. Based on the success of this joint working, the Area Committee is being asked to consider funding support for an activities programme for Children and Young People in 2010-11.

Subject to Area Committee approval of funding it is proposed to develop a programme of activities with partners of the Outer South Children and Young People Working Group, the community and voluntary sector, working through the three Outer South Extended Services Clusters – Ardsley and Tingley, Morley, Rothwell.

Area Management have developed this approach by working closely with the Extended Services Lead Advisor – South, individual Cluster Managers and by debating the context at Cluster Steering Groups during the past two months. At the locality level, proposals can now be refined based on a clear evidence of 'need' which dovetails and adds value to the Extended Services 'Activities Grant' resource for 2010-11.

## **1.0 Purpose of This Report**

- 1.1 This report outlines for the Area Committee a proposed way forward for the development of out of school activity in the Outer South. The report also provides a recommendation for commissioning activities during 2010-11. It is understood that Area Committee capacity to respond will be limited due to pressure on the Well being Budget.
- 1.2 Adopting the recommendation will frame the provision of Area Committee Children and Young People activities beyond the school setting, at peak holiday times, linked to the Extended Service Activities Grant and will be developed in consultation with partner agencies in the localities.
- 1.3 Following periodic updates, an evaluation of the full programme of Children and Young People Programme of Activities 2009-10, will be brought to a future Area Committee. Following individual project completions and evaluations, this work will inform forward planning to target resources more effectively.

## **2.0 Background Information**

- 2.1 A mapping exercise was undertaken by partners during early 2009 and areas of 'need' identified in each Ward. This formed the basis for the development of the programme of out of school activities. Funding was allocated to partners by the Children and Young People Working Group, taking account of the demonstration of 'need' and by providing a balance of activity types and for a range of ages and reported to the Area Committee.
- 2.2 Following Area Committee support and as a result of detailed discussions, the Working Group subsequently moved to focus the piloting of a summer 2009 monitoring process, supported by the Breezecard System to achieve to test more unified and robust monitoring activities.

## **3.0 2009 Summer Monitoring Activity**

- 3.1 Leeds City Council Communications (Breeze Team), Area Management and colleagues in Environment & Neighbourhoods (Geographic Research) worked together to generate reports from the Breeze database of children and young people (from the respective Ward areas and based on partner's monitoring data). From the summary data, 13 Geographic Information System (GIS) maps were generated to illustrate how the data is distilled into each locality and the broad range of activities on offer across the Outer South.
- 3.2 The recorded outcomes reflected approximately three quarters of the total summer's commissioned activities (via the Area Committee funding). Some partner's information was therefore omitted (some 26%) and therefore Breezecard numbers could not be assigned. In total 71 activities were submitted and 1,130 individual attendances were recorded.

- 3.3 The consensus view is that the outcome of this pilot, demonstrates the potential of how coordinated mapping, across partners can inform future working. If this approach can be resourced and adopted consistently across activities and boundaries, then it will enable future planning to take account of gaps in provision and seek to address them. Further, there is great potential to maximise the GIS technology for example, to overlay Anti Social Behaviour and associated data to inform the debate in greater detail where areas of concern are identified.
- 3.4 New data sharing protocols are currently being pursued between Education Leeds and Communications (Breeze Team) to allow access to school roll data which will increase the capability to target Breezecard Monitoring via the Extended Services Activity Grant and associated activities. Therefore, all children and young people will receive a Breezecard through schools in the summer term of 2010.

#### **4.0 The Commissioning Process**

- 4.1 The Extended Services 'Activities Grant' is nationally administered via the Department for Children, Schools and Families and forms part of the Government's commitment to Extended Services in and around schools and complements the Extended Services role that schools and associated partners are already delivering, focused around the Every Child Matters Agenda.
- 4.2 The Activities Grant offers funding to help schools ensure out of hours activities are accessible to those pupils who would not otherwise be able to afford them (the target group determined by schools as 'vulnerable' or 'targeted'). The purpose of the grant is to support the raising of aspirations and opportunities beyond the school day and in holiday times, creating more positive relationships with low income families and enabling engagement with schools, learning and attainment for children who qualify for free school meals.
- 4.3 School partnerships in each cluster area will determine their target groups, plan as a 'cluster' and with partners, develop opportunities for these groups and their families. The Activities Grant will operate between 1 April 2010 to 31 August 2011.
- 4.4 The Activities Grant allocations for the three Outer South Clusters for 2010-11, are to be confirmed when data from Education Leeds - Performance Management Information Team (PMIT) is updated. However, the baseline allocations are expected to be +5% to +10% (but no less than the figures below):
- Cluster of Ardsley and Tingley Schools: **£33,875**
  - Morley Children's Services Cluster: **£83,250**
  - Extended Services Rothwell Cluster: **£103,375**

4.5 The recommended commissioning process for 2010-11 Area Committee Well being Funding, is for the Outer South Extended Service Clusters to commission other partners, including representative Community Voluntary Sector organisations, who can offer summer and/or beyond school activities that link to both:

3.4.1) the 'Activities Grant' - offering specific targeted opportunities for school identified vulnerable groups and individuals

and

3.4.2) the 'Area Committee Well being Funding' – providing 'universal' opportunities for a wider group of children and young people, linked to gaps identified through the developing Activities Grant work

4.6 This process will address the following:

- Provide added value to the Department for Children, Schools and Families Activities Grant resource, being routed through Clusters in 2010-11 for vulnerable children and young people support
- Add value to the work of the Clusters, their partner organisations and their local delivery arrangements
- Support joint-working and sustainability by reinforcing existing networks and reducing duplication of activity contract arrangements, monitoring and evaluation
- Target co-ordinated activity delivery, based on the of evidence of 'need' and data collection
- Eliminate competition between partner organisations ensuring that processes and priorities are clear
- Review and build on the networks via 'Breezecard' Monitoring, piloted in the Outer South during summer 2009 to map activity provision. Please note, all children and young people will receive a Breezecard through schools in the summer term 2010
- Make direct links with the Children's and Young People's Plan and priorities
- Address Safeguarding protocols as response to the 2009 Leeds Children Services OFSTED inspections and subsequent recommendations
- Contribute to the work of The South Wedge Leadership Group
- Provide access to the Breeze Culture Network and necessitate as a statutory duty, partner's uploading concise data to the Breeze and Family Hub websites
- Provide a pilot for a potentially sustainable model of partnership work



4.7 Supporting evidence for 2010-11 Outer South Well being Funding Allocations:

Extended Services in the Outer South	No. of C&YP on School Role	Represented as a %*	No. of C&YP located in Catchment Area	Represented as a %*
<b>Cluster of Ardsley Tingley Schools</b>	3,464	<b>22.59</b>	2,582	<b>19.82</b>
<b>Morley Children's Services Cluster</b>	6,395	<b>41.71</b>	5,622	<b>43.15</b>
<b>Extended Services Rothwell</b>	5,473	<b>35.70</b>	4,826	<b>37.03</b>
<b>Total</b>	<b>15,332</b>	<b>100.00</b>	<b>13,030</b>	<b>100.00</b>

Source: Education Leeds PMIT Data (Feb 2010) \* Percentages rounded to 2 decimal places

4.8 It is therefore recommended that any Outer South Well Being funding allocation for 2010-11 be based on the following formula:

	<b>Allocation %</b>
<b>Cluster of Ardsley Tingley Schools</b>	<b>22</b>
<b>Morley Children's Services Cluster</b>	<b>42</b>
<b>Extended Services Rothwell</b>	<b>36</b>
<b>Total</b>	<b>100</b>

4.9 Additionally, there is a recommendation for each cluster to use a proportion of the Well being activities fund but not more than 10%, to support joint promotion and publicity and for contract administration/monitoring, as schools must allocate the Activities Grant on direct provision.

## 5.0 Contract Arrangements

5.1 A Service Level Agreement between Area Management Team and individual clusters will ratify the commissioning process which will be informed by Area Management Team and Education Leeds, to ensure all financial requirements are in place. Education Leeds ABC Contract Agreements and Protocols will form the basis of commissioning individual projects with partners. Across the cluster areas, policies and procedures are being finalised with reference to Health and Safety, Safeguarding, appropriate charging for activities and lettings protocols.

5.2 Monitoring of activities will include one, agreed format, building on the piloted 'Breezecard' arrangements during 2009-10, via the Children and Young People Working Group.

5.3 The Area Committee will receive a summary report of project progress following the summer activities (October 2010) and a monitoring report at end of the Financial Year

(April 2011), to include a qualitative Case Study of one successful intervention per Cluster (which can be used in parallel by partners and to an OFSTED Standard).

## **6.0 Implications for Council Policy and Governance**

6.1 None

## **7.0 Legal and Resource Implications**

7.1 A Service Level Agreement will be negotiated, based on the evidence of 'need' (via outline activity plans) in each of the three Cluster's, before any Well being Funding is commissioned.

## **8.0 Conclusions**

8.1 The proposal for Outer South Children and Young People Out of School Activity provision to work via the Extended Services Clusters, presents a robust and joined-up method for activity development and delivery, empowering Cluster's at the locality level to refine proposals based on a clear evidence of 'need' which dovetails and adds value to the Activities Grant resource. This way of working also addresses an element of risk, by eliminating two similar but competing processes operating at the same time and in the same Ward areas.

8.2 Having the ability to marry 'targeted' and 'universal' activities in one coordinated package, adds considerable weight to the 'offer' for children and young people which enables monitoring and evaluation to link to delivery via the Breezecard System.

## **9.0 Recommendations**

9.1 Members are asked to:

- a) Note the contents of the report and make comment
- b) Approve the Commissioning Process and consider allocating funding to the Outer South Children and Young People Working Group as part of the Well being budget Report deliberations
- c) Agree to receive a future combined plan of 2010-11 annual activities, (one from each of the three Cluster areas)
- d) Agree to receive a further final evaluation report of all 2009-10 activities.

## **Background Papers**

- Children & Young People Activities in Outer South 2009-10, 20 October 2008 Outer South Area Committee
- Out of School Activities, Children & Young People 2009-10, 30 March 2009 Outer South Area Committee
- Outer South Children and Young People Activities 2009-10, 19 October 2009 Outer South Area Committee



Originator: Satbinder Soor  
Tel: 0113 385 5601

**Report of the Director of Children Services**

**South (Outer) Area Committee**

**Date: Monday 15 March 2010**

**Subject: Youth Services in Outer South Leeds**

<p><b>Electoral Wards affected:</b></p> <p>Ardsley &amp; Robin Hood Morley North Morley South Rothwell</p>	<p><b>Specific implications for:</b></p> <p>Ethnic minorities <input type="checkbox"/></p> <p>Women <input type="checkbox"/></p> <p>Disabled people <input type="checkbox"/></p> <p>Narrowing the gap <input checked="" type="checkbox"/></p>
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Council function	<input checked="" type="checkbox"/>	Delegated executive function available for call in	<input type="checkbox"/>	Delegated executive function not available for Call In. Details set out in the report	<input type="checkbox"/>
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**EXECUTIVE SUMMARY**

This report provides an overview of Youth Services in the Children Leeds Directorate, and a summary of the current resources and delivery across Outer South area to ensure the best use of resources to achieve outcomes set out in the Children and Young People’s Plan and the Inner South Area Delivery Plan.

## **PURPOSE OF THE REPORT**

- 1 The purpose of this report is to:
  - a) Provide information on current services/activities for young people delivered and/or commissioned by Youth Services across the Outer South area.
  - b) Report performance against corporately agreed outcomes/targets for the period April 2009 to February 2010.
  - c) Provide information and transparency on how ward-based resources are being allocated by youth services to support youth work and commissioned activity.
  - d) Suggest ways that future services for young people across Outer South can be developed and commissioned to meet priorities identified in the Area Delivery Plan, including potential joint commissioning with Area Committee.

## **BACKGROUND AND STRATEGIC CONTEXT**

- 2 The Integrated Youth Support Service (IYSS) was primarily established as a response to the Government's 10 years strategy "The Youth Matters", Clause 6 of Education and Inspection Act 2006, localisation of Connexion's Service and the agenda of greater integration and partnership working.
- 3 In June 2007, the Executive Board agreed the following key components of IYSS:
  - Youth offer (Breeze Youth Promise).
  - Youth volunteering initiative.
  - Youth work.
  - Information, Advice and Guidance Services and Connexions provision.
  - Youth participation and engagement.
  - Out of school activities.
  - Positive activities for young people.
  - Breeze card (in conjunction with City Development Directorate).
- 4 The Children Act 2004 requires all local authorities to produce a Children and Young People's Plan (CYPP).
- 5 The key strategic priorities from the Leeds CYPP are:

### **Improving outcomes**

- Improving outcomes for looked after children.
- Improving attendance and reducing persistent absence from school.
- Improving early learning and primary outcomes in deprived areas.
- Providing places to go and things to do.
- Raising the proportion of young people in education or work.
- Reducing child poverty.
- Reducing teenage conception.
- Reducing the need for children and young people to be in care.

### **Working together better**

- Strengthening safeguarding.
- Enabling integrated working.

- 6 The Youth Service is contributing towards the achievement of these outcomes by:
- ⇒ Providing opportunities for young people to develop skills through informal learning.
  - ⇒ Supporting young people to make positive choices and find solutions to their problems.
  - ⇒ Working in partnership to make links between the different aspects of young people's lives.
  - ⇒ Encouraging young people to learn positive standards of behaviour.
  - ⇒ Keeping young people safe from physical and mental harm.
  - ⇒ Encouraging young people to be active citizens and to be aware of their rights and responsibilities.
  - ⇒ Sustaining young people's involvement over time.

- 7 The Leeds Youth Work Partnership (LYWP) was established in 2005. LYWP's membership consists of representatives from voluntary youth work organisation providers and officers from the Youth Service as an in-house provider. Increasingly LYWP is providing a mechanism to ensure joint service planning, delivery by a rich variety of providers, a wider view of resources brought to the table by partners, a shared approach to quality assurance, shared accountability for achieving targets, and a framework for current and future commissioning of youth work provision.

## **RESOURCES AND MINIMUM PERFORMANCE TARGETS**

- 8 In Leeds, the budget allocated against each ward to deliver youth activities/work is distributed on the basis of 50% according to population and 50% according to social deprivation factors.
- 9 In previous years this has been presented in terms of available youth worker hours, but is now presented in budget terms to improve accountability/transparency and to support the flexibility of options that are available for its use.
- 10 The total amount allocated to the Outer South wards is £358,367. This is broken down into each ward in *Appendix A*.
- 11 The resource is available for use to help deliver outcomes set out in the Children & Young People's Plan and local priorities expressed through the Area Delivery Plan.
- 12 For 2009/10 the allocations come with minimum performance/delivery targets which are set corporately. Details for each ward with the performance targets to the end of quarter 4 2009/10 and actuals as of February 2010 are provided in *Appendix B*.

## **CURRENT YOUTH SERVICES WORK IN OUTER SOUTH AREA**

- 13 The current programmes and details of work delivered by the Outer South Youth Service Team is provided in *Appendix C*. The area programme is split by ward to help demonstrate what service is being delivered locally.
- 14 There have been a number of staffing changes within the Outer South area over the last few months. This includes the Senior Youth Workers and Youth Workers for the Outer South area. The changes have strengthened the capacity of the service to help ensure continued improvements in delivering youth work programmes in the area.

- 15 The youth work programmes in the Outer South area have continued to reach good numbers of young people and achieve success in positive participation in organised activity. An analysis of the numbers provided in appendix B shows that the service is already well above the agreed participation targets for Ardsley & Robin Hood, Rothwell and Morley North wards. It is anticipated that the benefits of new activities and young people reached will develop into further recorded outcomes and accreditation.

General feedback from Outer South young people is that progress is being made in developing the service/team and delivering more relevant and targeted local activity.

- 16 Youth work delivery has been further strengthened by joint working with other statutory and third sector partners, as part of the (Area Committee) Outer South Children and Young People Working Group. Both Youth Work Managers and IYSS Out of School Activities Area Manager are active members of the Working Group. This ensures that services are targeted and effectiveness is increased to meet needs of children and young people.
- 17 Following Ward Member intervention, there are new developments in Churwell. A particular success has been Churwell youth club that is now open two evenings per week and attracts 30 young people on a regular basis. A group of dedicated volunteers were encouraged to manage and run this youth club with support from the youth work staff in the area.
- 18 There are five young people from Morley who have shown keen interest and attended the city wide participation group residential at Herd Farm. These young people are involved in the LsCash panel that considers Youth Opportunities Fund and Youth Capital Fund applications for South. Their input is invaluable as many young people are benefiting from Youth Opportunities Fund and Youth Capital Fund.
- 19 This group will progress into a South forum and engage in the City-wide forum for Youth Service. They will be supported and trained to gain confidence, to act as mentors and to engage with other young people and members in the area. The five young people are engaged in the participation group for the South Leeds Youth Hub and will be involved in planning activities and resources.
- 20 Young people successfully applied to the Youth Capital Fund to build a new youth room at Drighlington library, which is nearing completion. This facility will be a welcome addition for young people in the local vicinity. It will be a place for young people to meet, plan and engage in a variety of programmes. The use of this facility adds a much needed resource for the area. This was jointly funded by Youth Capital Fund and Ward Members funding.
- 21 A partnership approach to working with young people is working well. Across the Morley wards there are joint activities and working with local high schools, extended services and four voluntary organisations; these are Yzup, St Peters Church, Gildersome Cricket Club and Siegen Exchange.
- 22 During the past year the Youth Service was a member of the Neighbourhood Improvement Plan (NIP) Steering Group at Oakwell/Fairfaxes (Drighlington); Operation Stay Safe and Operation Champion with Morley NPT; and has supported the police on operation "Daybed" in Churwell, encouraging young people to become

involved in other activities rather than being perceived to be anti-social.

- 23 In Morley South, a piece of targeted work has been piloted in partnership with schools, Jak's Sports Bar, Youth Service, Police and Extended Services. The use of this space for young people from 3.30pm - 6.30pm is soon to change to 6.00pm - 8.00pm, and the venue gives young people the opportunity to use all the facilities of an adult environment and participate in other activities; for example they have designed a banner for Morley in Bloom, hosted an LSCash panel, and it is a place where they can work on their homework plans.
- 24 Lewisham park continues to be a thriving provision in both the intermediate and seniors with average attendance of 25-30 young people. They are currently half-way through a 12 week re-visit programme on understanding other cultures, racism and discrimination. The programme includes demonstration of different foods of the world and music from different cultures.
- 25 Throughout the summer both Morley North and South benefited from a wide and varied programme including trips to theme parks, sporting activities at Lewisham, Churwell, Drighlington and Gildersome. Morley central hosted a mini breeze event in August which was supported by the Youth Service and was well attended.
- 26 In Ardsley & Robin Hood ward a number of partnerships have been successful. Work has been developed with West Yorkshire Police to address anti-social behaviour and under age drinking around the Tingley area, "Operation Stay Safe" focussed on targeting young people drinking on Friday and Saturday evenings. Operation "Disguise" focussed on the dispersal order.
- 27 In partnership with Parks & Countryside, local councillors, banks, Aire Valley Homes and local tenants groups, play facilities have been located in the playing fields at East Ardsley Community Centre and a new play area is due to be installed at Smithy Lane this year.
- 28 Young people from St Gabriel's Youth Centre, Tingley Youth Centre and Winthorpe Youth Centre have successfully applied to the Youth Opportunity Fund to purchase computers, produce a video and take part in a motorbike course.
- 29 In Rothwell ward new provisions have been developed in Woodlesford Park, Wood Lane, Holmsley Field Lane, Spring Head Park and Windmill Youth Centre. The mobile facility has supported work in the areas where there are no buildings. The mobile work provision at Wood Lane Tenants and Residents Association has been support by area management.
- 30 A successful funding application by young people through the Youth Opportunity Fund, together with support from the Rothwell Families project has allowed the Rose Lund Centre to secure access to computers, with internet provision funded by the John O Gaunts TARA. Rothwell Windmill Music Project has secured funding to buy new musical equipment, support from tutors and access to a recording studio. Young people from the Wood Lane area were successful in a funding bid to Wood Lane 'You Choose' Participatory Budgeting Initiative, to engage in youth provision throughout the school holiday period. Additionally the Youth Service have active representation on the 'Rothwell Families Project' Steering Group, (a Coalfield Regeneration Trust funded project) supported by Area Management and Health for All.

- 31 There has been a good partnership working arrangement that has delivered joint work in the area. A group of sixteen young people were engaged in a community payback scheme following criminal damage at Rose Lund Centre. This work was delivered in partnership with the Police. A group of young people, Rothwell Riders, are engaged with support from Youth Service in partnership with Parks and Countryside in developing a skate park at Springhead Park. Young people have actively taken part in "Rothwell in Bloom" and transformed the area outside the Rothwell Library.

## **FUTURE DEVELOPMENTS – INCLUDING COMMISSIONING**

- 32 The Integrated Youth Support Service has set up a Leeds Youth Work Partnership (LYWP) with the voluntary sector and a commissioning process. LYWP is currently undertaking a review to clarify the elements that need to be in place to ensure the proper delivery of youth work; this includes representation at wedge level, and registration of organisations and policies on safeguarding that will be part of any contractual agreements within future commissioning processes.
- 33 When this preparatory work is completed the proposal is to meet with Area Management and bring joint-commissioning proposals through for the Wellbeing Member Working Group to consider.
- 34 All funded activity in the area must help contribute towards achieving outcomes set out in paragraph 5 which relate to the CYPP. For example, the 2009/10 Area Delivery Plan (ADP) includes a promise to "provide local activities for young people, particularly in school holidays". This clearly links with the CYPP outcome of "providing places to go and things to do". In this case an opportunity would clearly exist for joint-commission of activity between the Youth Service and the Area Committee.
- 35 The proposals for joint-commissioning in Outer South will include how the South Leeds Youth Work Partnership is used as the prime mechanism to engage with registered organisations, and to ensure that there is no duplication of activities/target groups. Consideration will also need to be given as to the role of Extended Services clusters and opportunities to link to the Activities Fund. These mechanisms will consider how support is given to smaller organisations in the area to deliver specifically targeted pieces of work; for example arts and crafts, holiday programmes and work with young people to tackle anti-social behaviour.
- 36 A recent outcome of joint working through the Outer South Children and Young People Working Group, is a combined funding bid (lead by Extended Services Rothwell and Youth Service Manager) and via the Leeds City Council 'Prevent' Programme, to target violent extremism in the Outer South by the commissioning of specialist training for frontline staff across key statutory and community, voluntary and faith sector organisations.
- 37 The Youth Services team already have ideas for next year that they would like to explore and include in proposals for spend in 2010/11. An early view from Area Committee would be helpful. These are:
- School Holiday work/programmes for 2010/11 delivered by Youth Services through continuing engagement with the Children and Young People's working



- group.
- Engaging with a national charity such as LEAP that has expertise in confronting conflict. LEAP are considering potential involvement in cohesion and conflict resolution work within the Leeds area. The Youth Service has trained some staff and will be engage young people in combating negative influences and reduce the potential for young people becoming involved with extremism.
  - A group of young people that the Youth Service is working with on a participation model for the South Youth Hub will progress towards the South area group. The Area Committee could enhance this initiative by helping to facilitate and meet with this group in the near future, to consult on youth work provision and activities for young people in the whole of South area.
  - Additional, there is targeted work with Voluntary Sector Organisations to build capacity in establishing Child Protection, Equality Policies, Curriculum, Quality Assurance, Financial Management and Reporting mechanisms. This can be initially daunting for smaller organisations but the benefits are important in establishing and valuing their contribution to work with young people and the wider community.

## **RECOMMENDATIONS**

37 The Area Committee is asked to:

- a) Note the information provided on current services/activities for young people delivered and/or commissioned by the Youth Service across the Outer South area.
- b) Note the performance against corporately agreed outcomes/targets from April 2009 to February 2010.
- c) Note how ward-based resources are being allocated by Youth Services to support youth work and commissioned activity in 2009/10.
- d) Note the work being undertaken by Youth Services to support local organisations in building their capacity and ability to deliver activities for young people; in particular the importance of ensuring that proper policies and checks are in place for financial management, safeguarding and child protection.
- e) Agree a proposed approach as to how future services for young people across Outer South area can be developed and co-ordinated to meet priorities identified in CYPP and the Area Delivery Plan, including potential joint commissioning with area committee.
- f) Note the essential work and support of volunteers in the development and delivery of this work.

### **Background information/reports**

Para 3: The Future of Youth Services in Leeds – Report to Executive Board, 13<sup>th</sup> June 2007

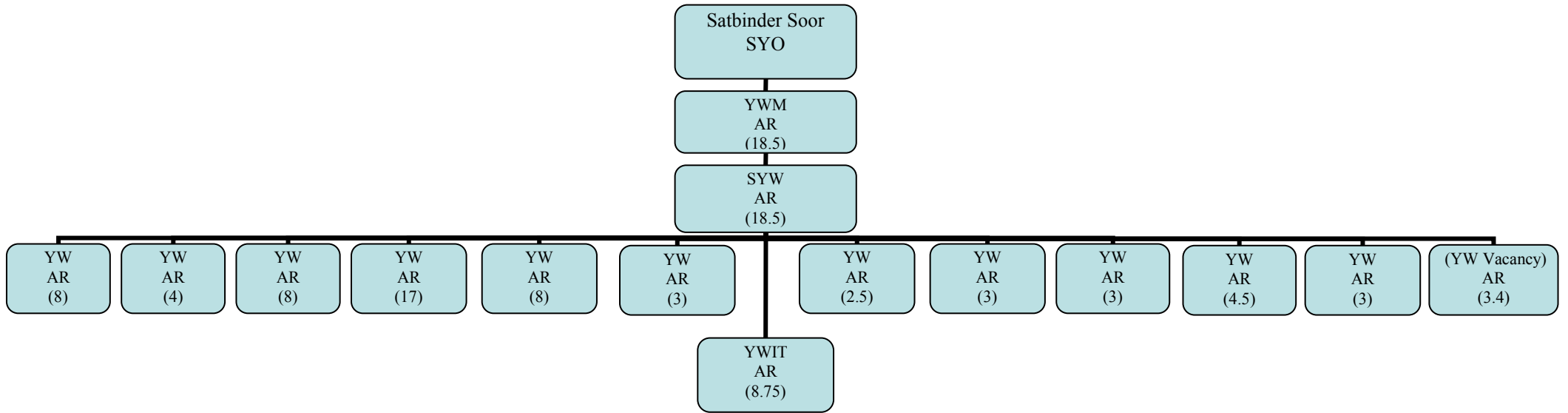
## Appendix A

### Outer South Youth Service Budget and Team Structure

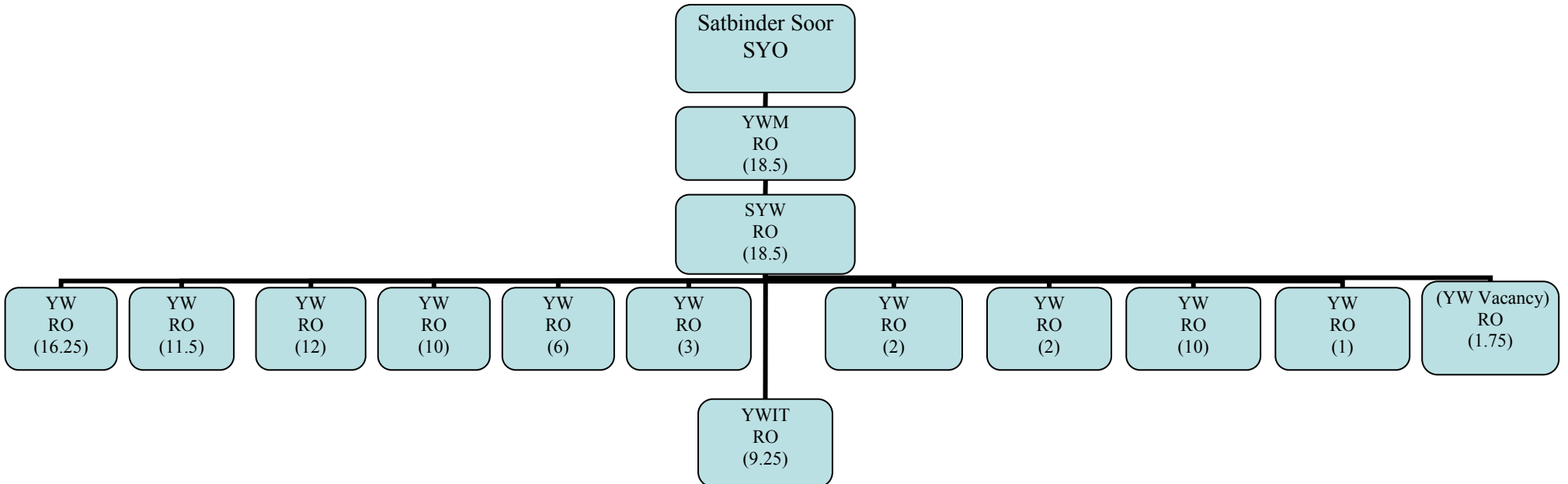
2009/10 Outer South Youth Service Budget		2009/10 Staffing			
Ward	Total (£)	Filled	Vacancy	Vol Sect	Total
<b>Ardsley &amp; Robin Hood</b>	£89,006	£86,402	£2,604	£0.00	<b>£89,006</b>
<b>Morley North</b>	£84,410	£66,806	£10,354	£7,250	<b>£84,410</b>
<b>Morley South</b>	£90,037	£73,616	£11,671	£4,750	<b>£90,037</b>
<b>Rothwell</b>	£94,914	£93,575	£1,339	£0.00	<b>£94,914</b>
<b>Total</b>	<b>£358,367</b>	<b>£320,399</b>	<b>£25,968</b>	<b>£12,000</b>	<b>£358,367</b>

Note: The Morley vacancy factors result from the resignation of 3 staff midway through the year.

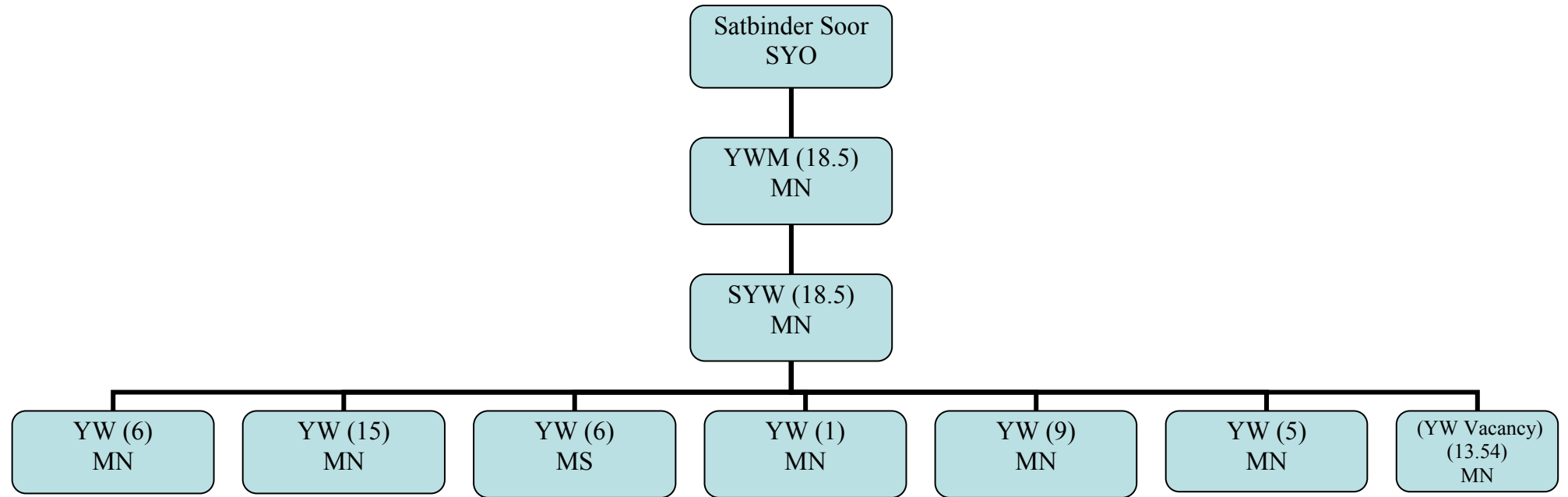
# Ardley & Robin Hood



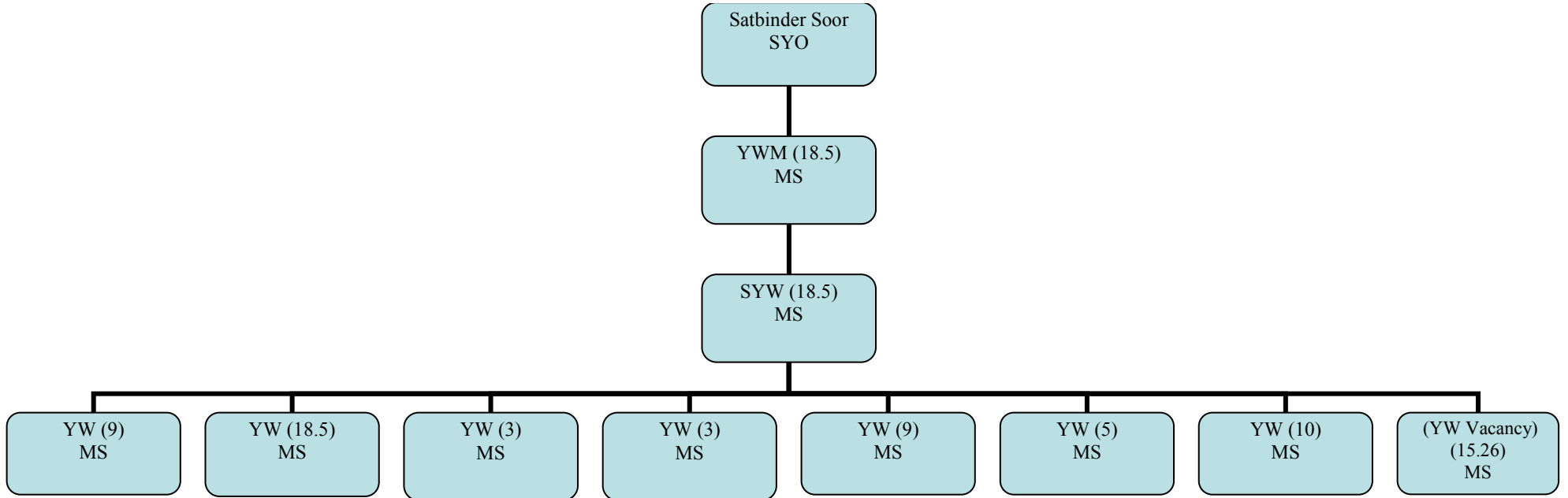
# Rothwell



**Morley North**



**Morley South**



## Appendix B

### Outer South Youth Service Performance (Covering the period April 2009 - Feb 2010)

Ward	Reached		Participation		Recorded outcomes		Accreditations	
	Target to end of Qtr4	Input to Feb	Target to end of Qtr4	Input to Feb	Target to end of Qtr4	Input to Feb	Target to end of Qtr4	Input to Feb
Ardsley & Robin Hood	397	561	238	497	143	82	63	46*
Morley North	366	357	220	343	132	132	58	49
Morley South	375	153	225	153	135	27	59	25
Rothwell	406	917	244	892	146	104	64	35*
<b>Total</b>	<b>1544</b>	<b>1988</b>	<b>927</b>	<b>1885</b>	<b>556</b>	<b>345</b>	<b>244</b>	<b>78</b>

#### Key:

**Target** is the agreed minimum number of young people by the end of quarter 4 2009/10 that the service should be aiming to record in that category.

**Input** is the number of people actually recorded by February 2010 in that category.

**Reach** is the number of different young people worked with during the year (25% of population of young people).

**Participation** is where a young person is assessed by the Youth Worker to have participated in a youth work session rather than just attended).

A **Recorded Outcome** is where a young person has shown progression as a result of youth work.

**Accreditation** is where a young person completes an activity that results in accredited learning.

**Accreditations\*** projected (in process).

## Appendix C (Ward programmes)

### Morley South Programmes February 2010

QI REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES		PERSON RESPONSIBLE SENIOR WORKER
MS1	<b><u>Lewisham Park Intermediate Group</u></b> Intermediate group taking part in arts and crafts, physical, team board games, drama and musical activities. The long term aim is to introduce young people to senior club when appropriate.	Lewisham Park Youth Centre, Clough Street, Morley, Leeds, LS27 8DH.	9 - 13	Wednesday	5.30 pm – 7.00 pm	Linda McHale
MS2	<b><u>Lewisham Park Senior Group</u></b> Providing a safe place for young people to socialise and take part in activities based on the ECM agenda. Emphasis on citizenship, social skills and diversionary activities.	Lewisham Park Youth Centre, Clough Street, Morley, Leeds, LS27 8DH.	13 – 19	Wednesday	7.30 pm – 9.30 pm	Linda McHale
MS3	<b><u>Lewisham Park C-Card</u></b> C-Card registration and pick up provision.	Lewisham Park Youth Centre, Clough Street, Morley, Leeds, LS27 8DH.	13 – 19	Wednesday	5.30 pm – 9.30 pm	Linda McHale (Within MS2 session)
MS4	<b><u>Lewisham Park Friday Group</u></b> Youth group aimed at transition between intermediate and senior group. ECM based activities, including C-Card.	Lewisham Park Youth Centre, Clough Street, Morley, Leeds, LS27 8DH.	11 – 15	Friday	6.30 pm – 8.30 pm	Linda McHale
MS5	<b><u>Morley Teenage Health Bus</u></b> Partnership work with the PCT providing a safe and confidential health based service. Provides information, support and signposting if necessary in regard to all health matters. Provision of C-Card service, pregnancy testing and Chlamydia testing.	Morrisons Car Park, Morley.	13 – 19	Monday	3.00 pm – 5.00 pm	Sam Hampson
MS6	<b><u>Lewisham Park Detached/Outreach</u></b> Street work aimed at making contact with young people not using centre based provision. Workers respond to young people's needs through detached or outreach work.	Newlands, Denshaws, Morley Town Centre	9 – 19	As required	Various	Linda McHale

MS8	<u>JD's (Morley)</u> Partnership work with local business creating after school work within a high-tech adult space.	Commercial Street, Morley, LS27 8AG.	13+	Tuesday  Thursday	3.30 pm – 6.00 pm  3.30 pm – 6.00 pm	Linda McHale
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## Morley North Programmes February 2010

<b>MN1</b>	<b><u>Gildersome Youth Group</u></b> Centre based provision providing a safe environment for young people to socialise and take part in ECM agenda based activities.	Gildersome Youth Centre, 20, Street Lane, Gildersome, Leeds, LS27 7HT.	13 – 19	Tuesday	7.30 pm – 9.30 pm	Linda McHale
			13 – 19	Thursday	7.00 pm – 9.00 pm	Linda McHale
<b>MN4</b>	<b><u>Gildersome C-Card</u></b> C-Card registration and pick up provision.	Gildersome Youth Centre, 20, Street Lane, Gildersome, Leeds, LS27 7HT.	13 – 19	Tuesday	7.30 pm – 9.30 pm	Linda McHale (included in MN1 Session)
<b>MN5</b>	<b><u>Gildersome Detached/Outreach</u></b> Street work in the Gildersome area aimed at making contact with young people not using provision. Gives workers an opportunity to do outreach work if necessary.	Gildersome Area	13 – 19	As required	Various	Linda McHale
<b>MN6</b>	<b><u>Drighlington Detached</u></b> Street work in the Drighlington area giving young people a chance to meet youth workers.	Drighlington Area	13 – 19	As required	Various	Linda McHale
<b>MN7</b>	<b><u>Churwell Youth Group/Detached/Outreach</u></b> Generic youth club provision providing a safe place for young people to socialise and take part in activities.  Street work in the Churwell area aimed at making contact with young people not using provision.	Victoria Road, Churwell, Leeds, LS27 7TG.	13 – 19	Monday	7.00 pm – 9.00 pm	Linda McHale
		Churwell Area	13 – 19	Wednesday	7.00 pm – 9.00 pm	Linda McHale
		Churwell Area	9 - 19	As required	Various	Linda McHale
<b>MNV1</b>	<b><u>Morley North Voluntary Organisation Programme:</u></b> Open Youth Club; Generic Youth work,	Morley North	13-19	Thursday	7.00 pm to 8.45 pm	Matthew Medlock (Vol Sector)



	targeting issues facing young people.					
<b>MNV2</b>	<b><u>Morley North Voluntary Organisation Programme:</u></b> Open Youth Club; Generic Youth work, targeting issues facing young people.	Morley North	11-19	Thursday	6.30 pm to 9.30 pm	Andy Dalton (Vol Sector)
<b>MNV3</b>	<b><u>Morley North Voluntary Organisation Programme:</u></b> Open Youth Club; Generic Youth work, targeting issues facing young people. Focus on Sports at Gildersome Cricket Club.	Morley North	13 – 19	Mon/Tue/Wed/Thu/Fri – (Days vary seasonally).	5.30 pm to 9.30 pm (Times may vary seasonally)	Michael McKenna (Vol Sector)
	<b>Commissioned Work</b>	Yzup Gildersome Cricket Club St. Peter's Youth Group Gildersome	/	/	/	Nick Prica
	<b>Non Contact Time Data input Non Contact Time Data input &amp; prep when not at sessions (variable)</b>	Belle Isle Centre	/	/	/	Lisa Fitzpatrick Linda McHale

## Ardsley & Robin Hood Programmes February 2010

QI REF	UNIT OF WORK / PROJECT	TAKING PLACE AT: Full Address	AGE GROUP	SESSIONS HELD DAYS & TIMES	PERSON RESPONSIBLE SENIOR WORKER
<b>AR1</b>	<b><u>LOFTHOUSE MOBILE PROVISION</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Rodillian High School Entrance, Longthorpe Lane, Lofthouse, WF3 3PS	11 to 16	Tuesday 4.00 – 5.30	<b><u>Natalie Battye</u></b>
<b>AR1</b>	<b><u>THORPE VILLAGE MOBILE PROVISION</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Oaxley Terrace Thorpe WF3	11 to 16	Tuesday 5.45 – 7.15	<b><u>Pam Abbott</u></b>
<b>AR2</b>	<b><u>ROBIN HOOD MOBILE PROVISION</u></b>	Sharp Lane Playing Field	11 to 16	Thursday 6.00 - 7.30	<b><u>Natalie Battye</u></b>

	Young People meet, socialise and participate in challenging activities while having fun in a safe environment.	Sharp Lane Robin Hood				
<b>AR4</b>	<b><u>TINGLEY SENIOR GIRLS</u></b> Provides a confidential environment for discussion supporting young women's issues i.e. health and relationships.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	13+	Monday	7.30 – 9.00	<b><u>Kim Walker</u></b>
<b>AR5</b>	<b><u>EAST ARDSLEY INTERMEDIATE YOUTH CLUB</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	St Gabriel's Community Centre Fall Lane East Ardsley WF3 2BG	11 to 13	Tuesday	6.00 – 8.00	<b><u>Sharon Bottomley</u></b>
<b>AR6</b>	<b><u>EAST ARDSLEY SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	St Gabriel's Community Centre Fall Lane East Ardsley WF3 2BG	13 to 19	Monday	7.00 – 9.00	<b><u>Pam Abbott</u></b>
<b>(6)</b>				Thursday	7.00 – 9.00	<b><u>David Walton</u></b>
<b>AR7</b>	<b><u>TINGLEY INTERMEDIATE YOUTH CLUB</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	11 to 12	Tuesday	5.00 – 6.45	<b><u>Alia Manawar</u></b>
<b>AR10</b>	<b><u>TINGLEY JUNIORS DANCE DAZL</u></b> Young people learning dance skills. Improving their listening skills. Being able to follow simple rules. Respecting discipline. Following instructions. Learning through enjoyment. Keeping active, fit and healthy. Making new and valued friendships.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	11	Monday	4.30 – 5.30	<b><u>Kim Walker</u></b>
<b>AR14</b>	<b><u>WINTHORPE SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Winthorpe Community Centre Upper Thorpe Near Wakefield	13 to 19	Tuesday	6.00 - 8.00	<b><u>Anne Fletcher</u></b>

<b>AR28</b>	<b><u>TINGLEY 16+ DROP-IN</u></b> Young people can access support and guidance, while focussing on employment and training.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	16+	Tuesday	3.00 – 4.30	<b><u>Kim Walker</u></b>
<b>AR29</b>	<b><u>TINGLEY SENIOR YOUTH CLUB</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	13 to 19	Tuesday	7.00 -9.00	<b><u>Alia Manawar</u></b>
<b>AR30</b>	<b><u>TINGLEY SENIORS DANCE DAZL</u></b> Young people learning dance skills, working with tutors to develop their co-ordination skills. Group members work towards public performances while keeping healthy and having fun while learning.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	14+	Monday	6.30 – 7.30	<b><u>Kim Walker</u></b>
<b>AR34</b>	<b><u>TINGLEY INTERS DANCE DAZL</u></b> Young people learning dance skills, working with tutors to develop their co-ordination skills. Group members work towards public performances while keeping healthy and having fun while learning.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	12 to 13	Monday	5.30 - 6.30	<b><u>Kim Walker</u></b>
<b>AR37</b>	<b><u>WEST ARDSLEY MOBILE PROVISION</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	West Ardsley Community Centre Tingley WF3	11+	Friday	7.30 – 9.00	<b><u>Anne Fletcher</u></b>
<b>AR38</b>	<b><u>TINGLEY MOBILE SESSION</u></b> Young people can meet up with youth workers in the Tingley, the key being contacting hard to reach young people, offering support and guidance and encouraging a healthy lifestyle.	Fairleigh Crescent Tingley WF3	13+	Thursday	7.45 – 9.15	<b><u>Anne Fletcher</u></b>
<b>AR39</b>	<b><u>TINGLEY DUKE OF EDINBURGH</u></b> Young people focus on developing skills by participation in Bronze, Silver, & Gold expeditions.	Tingley Youth & Community Centre Smithy Lane Tingley WF3 1Q	13+	First Thursday of every month 6.15 – 8.45		<b><u>Anne Fletcher</u></b>
<b>AR40</b>	<b><u>TINGLEY LIFE SKILLS</u></b>	Tingley Youth & Community	11+	Thursday	6.00 – 7.30	<b><u>Debbie Spink</u></b>

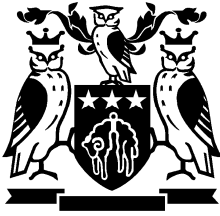
	Closed project focussing on developing life skills, programme of sessions focus on issues relevant to young people including health / healthy eating / money management and cooking.	Centre Smithy Lane Tingley WF3 1Q				
<b>AR41</b>	<b><u>OUT OF SCHOOL ACTIVITIES</u></b> Out of school activities – School holiday project which offers a range of educational activities, trips out and fun sessions	Ardsley & Robin Hood Area	10+	School Holiday Only Times Vary		<b><u>Glen O' Malley</u></b>
<b>AR42</b>	<b><u>TINGLEY DETACHED</u></b> Young people are able to make contact with youth workers in their local area, youth workers are able to provide support, guidance and assistance in dealing with challenging issues.	Tingley Area / The Crescent / Co-op & Fairleigh Crescent	11+	Friday	7.30 – 9.00	<b><u>Donald Gang</u></b>

## Rothwell Programmes February 2010

<b>QI REF</b>	<b>UNIT OF WORK / PROJECT</b>	<b>TAKING PLACE AT: Full Address</b>	<b>AGE GROUP</b>	<b>SESSIONS HELD DAYS &amp; TIMES</b>		<b>PERSON RESPONSIBLE SENIOR WORKER</b>
<b>RO1</b>	<b><u>WINDMILL SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Windmill Youth Centre Marsh Street Rothwell LS26 0AG	13 - 19	Monday	7.00 -9.00	<b><u>Mel Taylor</u></b>
<b>RO2</b>	<b><u>WINDMILL SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Windmill Youth Centre Marsh Street Rothwell LS26 0AG	13 - 19	Thursday	7.00 -9.00	<b><u>Mel Taylor</u></b>
<b>RO3</b>	<b><u>WINDMILL INTERMEDIATE YOUTH CLUB</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	Windmill Youth Centre Marsh Street Rothwell LS26 0AG	11 - 13	Friday	6.00 -8.00	<b><u>Mel Taylor</u></b>
<b>RO4</b>	<b><u>MOVE ON UP</u></b>	Windmill Youth Centre				<b><u>Karen Sturney</u></b>

	Senior members of the intermediate youth club are supported in the transition into the senior age group youth provision's	Marsh Street Rothwell LS26 0AG	11 - 14	Monday	5.00 – 6.30	
<b>RO5</b>	<b><u>ROSE LUND SENIOR YOUTH CLUB</u></b> Young people meet, socialise, and participate in challenging activities while having fun in a safe environment.	Rose Lund Centre 6 <sup>th</sup> Avenue Rothwell LS26 0HD	13 – 19	Monday	5.30 – 7.30	<b><u>Verona Mc Shane</u></b>
<b>RO7</b>	<b><u>WOOD LANE MOBILE</u></b> Mobile youth provision which provides support and guidance to young people. Activities include game consoles and internet access.	Playing Field Manor Crescent Rothwell	13+	Tuesday	7.30 – 9.00	<b><u>Glen O' Malley</u></b>
<b>RO8</b>	<b><u>WOOD LANE DETACHED / MOBILE</u></b> Mobile youth provision which provides support and guidance to young people. Activities include game consoles and internet access.	Playing Field Manor Crescent Rothwell	11 - 13	Thursday	4.00 – 5.30	<b><u>Donald Gang</u></b>
<b>RO11</b>	<b><u>WOODLESFORD MOBILE / STREET SPORTS</u></b> Young people from the Woodlesford area can participate in a range of team games which develop skills, encourage a healthier lifestyle while meeting friends and having fun.	Woodlesford Park	11+	Friday	4.00 – 5.30	<b><u>Donald Gang</u></b>
<b>RO12</b>	<b><u>WINDMILL LIFE SKILLS</u></b> Closed project focussing on developing life skills, programme of sessions focus on issues relevant to young people including health / healthy eating / money management and cooking.	Windmill Youth Centre Marsh Street Rothwell LS26 0AG	11 - 14	Thursday	5.00 – 6.30	<b><u>Karen Sturney</u></b>
<b>RO13</b>	<b><u>HOLMSLEY FIELD LANE MOBILE</u></b> Mobile youth provision which provides support and guidance to young people. Activities include game consoles and internet access.	Holmsley Field Lane Woodlesford	11+	Wednesday	4.00 – 5.30	<b><u>Glen O' Malley</u></b>
<b>RO14</b>	<b><u>MUSIC PROJECT</u></b> Peer led music project aimed at developing skills of young people around the use of musical instruments.	Windmill Youth Centre Marsh Street Rothwell LS26 0AG	11+	Wednesday	4.00 – 6.00	<b><u>Debbie Spink</u></b>

<b>RO15</b>	<b><u>ROTHWELL PARK MOBILE SESSION</u></b> Mobile youth provision which provides support and guidance to young people. Activities include game consoles and internet access.	Spring Head Park Rothwell Leeds LS26	11+	Friday	5.45 – 7.15	<b><u>Donald Gang</u></b>
<b>RO16</b>	<b><u>ROSE LUND INTERMEDIATE CLUB</u></b> Young people can participate in a variety of activities which help young people with life and social skills. Activities include cooking, arts & crafts, trips out and educational games.	Rose Lund Centre 6 <sup>th</sup> Avenue Rothwell LS26 0HD	11+	Wednesday	6.00 – 8.00	<b><u>Verona Mc Shane</u></b>
<b>RO17</b>	<b><u>CARLTON DETACHED</u></b> Young people are able to make contact with youth workers in their local area, youth workers are able to provide support, guidance and assistance in dealing with challenging issues.	Carlton Village Rothwell Leeds	11+	Wednesday	6.15 – 7.15	<b><u>Debbie Spink</u></b>
<b>RO18</b>	<b><u>WOODLESFORD DETACHED</u></b> Young people are able to make contact with youth workers in their local area, youth workers are able to provide support, guidance and assistance in dealing with challenging issues.	Woodlesford Area	11+	Friday	4.00 – 5.30	<b><u>Anne Fletcher</u></b>
<b>RO19</b>	<b><u>ROTHWELL DETACHED</u></b> Young people are able to make contact with youth workers in their local area, youth workers are able to provide support, guidance and assistance in dealing with challenging issues.	Rothwell Town Centre	13+	Friday	5.45 – 7.15	<b><u>Sharna Ramsden</u></b>
<b>RO20</b>	<b><u>ROTHWELL RIDERS</u></b> Group of young people working towards the development of a new / improved skate park at Springhead Park Rothwell.	Springhead Park, Rothwell	11+	6.00 – 7.15 Alternate Weeks		<b><u>Glen O' Malley</u></b>
<b>RO41</b>	<b><u>OUT OF SCHOOL ACTIVITIES</u></b> Out of school activities – School holiday project which offers a range of educational activities, trips out and fun sessions	Rothwell Area	11+	School Holiday Time Only Times Vary		<b><u>Glen O' Malley</u></b>



**Report of the Director of Environment & Neighbourhoods Directorate**

**South Leeds (Outer) Area Committee**

**Date: Monday 15 March 2010**

**Subject: Community Engagement**

**Electoral Wards Affected:**  
 Ardsley and Robin Hood  
 Morley North  
 Morley South  
 Rothwell

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 reviews of the 2009-10 Outer South Community Engagement Strategy and Activities. It asks Members to consider and approve a new Community Engagement Plan for 2010-11. It also demonstrates how working with partners and local groups a range of community engagement activities from the strategy have informed actions and priorities in the Area Delivery Plan 2008-11.

**1.0 Purpose of Report**

- 1.1 This report provides a review of the Outer South Community Engagement Strategy and Activities 2009-10.
- 1.2 This report outlines how consultation from community engagement activities has informed the 2010-11 priorities and actions of the Area Delivery Plan 2008-11.
- 1.3 This report will ask Members to approve a new Community Engagement Strategy and range of activities for 2010-11.

**2.0 Background Information**

- 2.1 In November 2007 the Executive Board agreed an increase in the delegated responsibilities of Area Committees. This included an enhanced role for the Area Committee in community engagement.

- 2.2 At the same time, the Executive Board agreed to end the District Partnership structure, which had previously provided a framework for multi-agency working in the city under Leeds Initiative. The Leeds Strategic Plan (LSP) now details the outcomes and priorities the Council has agreed with its partners and includes the Local Area Agreement for the City. The achievement of these LSP outcomes and priorities will contribute to the delivery of the longer term aspirations for the city as set out in the Vision for Leeds 2004 to 2020.
- 2.2 The Area Committees now have a greater role in overseeing partnership working in their areas. The Area Delivery Plans (ADP) has been changed to reflect this, as ADP's are now linked to the Leeds Strategic Plan and its priorities.
- 2.3 Two of the key improvement priorities in the ADP under the Stronger Communities theme are:
- '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'.
  - 'an increase in the number of local people engaged in activities to meet community needs and improve the quality of life for local residents'.
- 2.4 For residents to feel they are involved in local decision making and promote Members as community champions, the Area Committee needed to strengthen their role in the community engagement process. The Community Engagement Report to the Area Committee in December 2008 showed the range of community engagement work already undertaken by the Area Committee. Members agreed to support this work with additional targeted community engagement events. It was agreed that Members would agree the scope of the additional work in their respective wards, at future Ward Based Briefing meetings.

### **3.0 Community Engagement Strategy and Activities Review 2009-10**

3.1 Outlined below is a review of the agreed Community Engagement Priorities and Actions during 2009-10.

#### **3.2 All Wards**

##### **3.2.1 Neighbourhood Improvement Plans**

A significant element of current community engagement work in the Outer South is delivered through the Neighbourhood Improvement Plans (NIP). As part of the NIP programme for 2008-11 Members agreed to six new NIP areas, including Oakwell and Fairfax in Drighlington and Wood Lane in Rothwell for the first phase.

3.2.2 As part of the NIP process, a consultation takes places with households in the NIP area. The responses are used to develop the NIP action plan – which in turn is an action in the Area Delivery Plan and so can be seen as another effective method of involving local people in how services are delivered in their area.



### 3.2.3 Supported Areas

The Priority Neighbourhood Worker (PNW) supports a number of priorities for the Area Committee in addition to regenerating deprived communities. This includes developing the capacity and supporting the skills of the voluntary sector. An integral part of the PNW work is the ongoing development and support of Tenants and Residents Associations (TARA's) following the completion of a NIP. In conjunction with the Customer Involvement Officers from Aire Valley Homes (AVH), the PNW engages with residents in 'Supported Areas' to continue to build their capacity to influence and direct their affairs effectively and so assisting them to actively resolve issues and engage with services.

3.2.4 The PNW has attended Tenants and Resident Association meetings in all Supported Areas and supported management committees with planning meetings for future TARA meetings and specific projects. Consultation with residents has highlighted that the Area Committee priorities of improving the environment, more activities for children and young people, and community safety are important issues for neighbourhoods across the Outer South. ADP actions such as community skip provision, Small Grant Scheme, Operation Champions and Environmental Prides continue to assist in addressing these issues.

### 3.2.5 Small Grants

Outer South Area Committee awarded nine small grants to community groups during 2009-10. The grant provides up to £500 for community groups to undertake projects that address ADP priorities and benefit their members and the wider community. As part of the community engagement process, Small Grants offer another method of engaging and supporting local groups to build their capacity and skills base. The Area Committee continues to recognise this form of grassroots community empowerment as a priority for 2010-11.

### 3.2.6 Area Committee Meetings

Six Area Committee meetings are held in each municipal year. These are public meetings where residents are encouraged to attend and engage in the formal process of decision making in their area. The Open Forum session offers the opportunity for residents to participate and comment on issues that concern them. These meetings were held in February, March, June, September, October and November. The dates for 2010-11 have yet to be agreed by Members but it is envisaged that the Area Management Team will continue to promote Meetings in the quarterly editions of 'About Leeds', the 'Outer South Newsletter' and through associated flyers to neighbourhoods, on a project by project basis.

### 3.2.7 Outer South Newsletter

Further engagement in the form of a quarterly newsletter is currently undertaken by the Area Management Team on behalf of the Area Committee which provides an update to residents, community, voluntary and faith sector groups in the Outer South. It also provides an opportunity for community groups to promote their work to the wider community. During 2009-10, a review of the Newsletter format led to a redesign and changed format to the spring, summer, autumn and winter publication.

### 3.2.8 Talking Point

The Council launched 'Talking Point' in 2008 which is an online consultation portal. It contains details of all the consultations council departments are undertaking. The portal provides details of consultations and how residents can take part. As a council we are committed to giving feedback on the results of consultation and any changes to services that are delivered. Talking Point is just one way to give feedback to residents, but it is increasingly well used and is promoted under the 'You said, We did' item on the council website. Talking Point is also meant to be a library of consultation reports for officers to learn from and share, saving resources and duplication. Area Management has continued to upload consultation data onto the Talking Point system for all community engagement events in the Outer South during 2009-10.

### 3.2.9 Parish and Town Councils

The Parish and Town Councils within the Outer South area are recognised as key partners for the Area Committee for engaging with residents and in the delivery of projects requiring the input of local communities. There are examples of all three local councils supporting the priority work of the Area Committee. Drighlington Parish Council have been an active member of the Oakwell and Fairfax Steering Group and their participation displayed real support for the NIP programme. In cohesion terms, as a result of this work one key NIP outcome is the increased awareness and involvement of resident's from the estate, in wider Parish Council meetings and activities. Gildersome Parish Council demonstrated enthusiasm and interest in participating and delivering an event as part of the Morley Literature Festival programme. Morley Town Council continues to work with the Area Committee on the Town Centre Management project and specific priorities as raised by residents' e.g. street cleansing issues and the purchase of the Glutton machine.

### 3.2.10 Conservation Audits

The existing conservation areas of Morley 'Town Centre' and 'Morley - Dartmouth Park' have been reviewed. An appraisal has been produced proposing the substantial enlargement of the conservation area. The two existing conservation areas are to be merged within the larger 'Morley Conservation Area'. In Rothwell, the draft appraisal and boundary review is currently at internal consultation. A six week period of public consultation has been operational from the end of January 2009 and includes a public exhibition, public meeting and direct mailing to all affected by the proposed boundary change. The appraisal is scheduled to be adopted and operational from April 2010. In Oulton, the draft appraisal is proceeding through internal consultation. A six week period of public consultation has followed the same course.

### 3.2.11 Policing Pledge (Partners and Communities Together - PACT)

Area Management recognises that the Area Committee needs to be able to access and support partner consultation as a further tool for engaging with the community and influencing the ADP priorities. The Neighbourhood Policing Teams (NPT) in Morley and Rothwell have started a schedule of PACT meetings with established community groups as part of the 'Policing Pledge'. Views and comments from residents are fed directly to the NPT to address and report back to follow up meetings. These comments by residents to the NPT are then used to inform NPT community safety proposals to the Area Committee. Recently the Police and Communities Together (PACT) strapline was amended to reflect the onus on the range of different partners involved in supporting the collective response to issues raised at these meetings. The work is now referred to as (Partners and Communities Together - PACT). There are further considerations that PACT meetings could be included in a future cycle of Ward Based Briefings.

### 3.2.12 Community Heroes Awards (Community Network)

As a result of the PNW talking to groups and working with residents to develop their capacity and skills, the PNW identified the benefits of developing a Community Network which would link the various Outer South Residents Associations, to share ideas, skills, good practice and funding opportunities. The benefits of providing a network from the voluntary sector with which the Area Committee can engage when developing ADP priorities and actions was a key driver. On 9 September 2009, the first 'Outer South Area Committee: Community Heroes Awards' was held at Rodillian High School to celebrate volunteers involved in Tenants and Residents Associations.

3.2.13 Each Residents Association nominated one person to receive an Outer South Area Committee Community Heroes Award Certificate which was presented by Councillor Terry Grayshon (Chairperson, Outer South Area Committee) and Councillor Judith Elliott (Lord Mayor of Leeds). The event was supported by a number of Outer South Groups. These included Lofthouse 2000 Brass Band and The Mother's Pride Teatime Club (Rothwell), who provided refreshments. Various information stalls were present which included Health for All, Groundwork, West Yorkshire Fire Service, Leeds Tenants Federation, Aire Valley Homes and Outer South Area Management Team. The event is the forerunner to a second celebration event in 2010 which will include the wider voluntary and community sector for Leeds (as part of the Leeds Year of Volunteering).

### 3.2.14 Operation Champion

The format of Operation Champion is an evolving, multi agency crime, antisocial behaviour and environment project. Area Management were instrumental in the organisation of the two Outer South Champions in February and August 2009. The community engagement elements included promotion of the Morley South Operation (Newlands, Denshaws and Harrops estates), 24 to 26 February with distribution of crime prevention kits to targeted households. Area Management led the Morley North Operation, 4 to 6 August which included Door to door surveys at Fairfax Avenue and Walton Drive to gather community crime, community safety intelligence and to distribute partner information. A variety of stalls were organised for Morley Asda on Thursday 6 August, (including the Police Mobile Crime Reduction Office) to support the initiative.

3.2.15 There have been some key drivers for change in 2010-11, including a decreasing staff resource (within the Environmental Pride team, AMT Neighbourhood Safety Officer and with the Champion publicity budget) for Operations. A citywide review is underway. The two Outer South Operations are planned for 2010-11 in Rothwell (March) and Ardsley Robin Hood (October).

3.2.16 Leeds Residents Survey 2009

QA Research was commissioned by Leeds City Council to undertake the Leeds Residents Survey in summer 2009. The Residents Survey is a bi-annual survey of residents across the city of Leeds and is one of the most wide-ranging and comprehensive means by which the council consults with residents. Fieldwork for the last survey was carried out in 2006 and reported in 2007. The method for 2009 has been used to ensure that as much data as possible can be compared to these findings to track trends over time. The sample for the survey was expanded for 2009 to allow for robust results at a local level, to ensure information supplied is as useful as possible and instrumental in developing local areas. This survey data is designed to support Area Delivery Plans. (Please see Appendix 2 for the full report).

3.2.17 2010 Leeds Year of Volunteering

The Executive Board Decision, to brand and provide a framework for partners to participate in 2010-11 Leeds Year of Volunteering, has been supported fully by Area Management, who have taken a key role in working with colleagues across the city during 2009 and early 2010, to plan for the range of activities at both city and neighbourhood levels. Outer South Area Committee endorsed the proposals at Monday 30 November 2009 Area Committee.

3.3 **All Morley**

3.3.1 2009 Morley Literature Festival

This is a major event funded by the Area Committee and supported by Area Management. This annual event held in mid October has given Ward Councillors and Area Management an opportunity to support and develop the capacity of residents through the establishment of the 'Festival Committee' and the 'Friends of Morley Literature Festival'. The fourth Morley Literature Festival in 2009 was supported by £15,000 of Area Committee Well being Funding and attracted over 1800 people to events during the festival period (12-18 October 2009). A refreshed festival website and a much strengthened role for the 'Friends of' and 'Committee', have helped its success. This level of participation, predominantly by the local community, through events and a strong schools programme has developed community pride and raised the profile of the Area Committee through its practical and financial support to the festival.

### 3.3.2 Town Centre Management

The Area Committee agreed to continue to fund the Town Centre Management (TCM) project in February 2009. As part of the project, town 'Summits' are employed as part of the toolkit for engagement with businesses. These events have historically been held in Morley and Rothwell and provide an opportunity for business representatives and local residents to find out about work completed through the project and have a say in shaping the towns action plan for the future year. The next scheduled summit in Morley will take place alongside Town Centre Awards on 12 March 2010, at Morley Town Hall. The TCM project also has regular engagement with residents through seasonal events leaflets and household information leaflets. Morley has an active Town Centre Partnership (TCP) of traders; meetings of the TCP's provide further engagement and consultation with businesses and interested groups on the development of the town and the TCM project. The Town Centre Manager also attends weekly surgeries in Morley and Rothwell. Work to reorientate the project in Rothwell will have a strong engagement aspect to it.

## 3.4 **Morley North**

- 3.4.1 As part of the NIP in Oakwell and Fairfax, Drighlington a major piece of work has been undertaken by the PNW as part of the community engagement strategy and the Area Committee priority of regenerating neighbourhoods, involving the development of a local tenants and residents group (TARA). The NIP successfully operated between February and November 2009. A fundamental element of the NIP was the inclusion and empowerment of residents with the aim to establish and maintain a residents association. The Oakwell and Fairfax Steering Group organised an event for the residents of the estate as the most appropriate way for initial engagement with them and allow the Priority Neighbourhood Worker and Aire Valley Homes Customer Involvement Officer to develop links with residents.
- 3.4.2 The NIP Action Plan was updated during the projects duration to reflect the views of the community and the Steering Group continued to meet to deliver and monitor the action plan. On completion, the NIP key achievements included;
- Additional Youth Service Provision in the area
  - Additional targeted Children's and Young People Activities
  - The creation of a Community Room at Drighlington Library
  - Increased community engagement via newsletters, community meetings and community capacity building individuals via the TARA
  - An Environmental Pride operation and dog fouling action, new litter bins and bulb planting
  - Operation Champion in area involving key statutory partners
  - Increased police presence at TARA Meetings and a greater involvement and influence via the PACT

### **3.5 Morley South**

#### **3.5.1 Morley Network Meal Pilot**

'Network Meals' are informal and creative opportunities that help make stronger communities by creating an environment where people from different backgrounds choose to sit down together and 'connect' with each other.

3.5.2 Area Management, set out to understand if this concept could be used to support community engagement activities and contribute to future engagement around the Area Committee's strategic work such as with the Outer South Area Delivery Plan (ADP).

3.5.3 Providing a framework for a test event and using a methodology called 'The World Café', a pilot Morley Network Meal was delivered with 24 participants on Tuesday 28th April 2009 at Morley Town Hall 6-8pm, in partnership with the Outer South Area Committee, Morley Town Council and was hosted by community development charity Together for Peace (T4P).

3.5.4 The collective view from delegates was largely positive producing informative and constructive debate. It proved to be an exercise that highlighted the hard work of people in Morley and their passion and pride for their community. A range of recommendations were captured and interpreted in table form, linked to the themes of the ADP for further reference. These recommendations confirmed the Area Committee priorities of Town Centre Management, supporting the voluntary and community sector, Morley Literature Festival and the improving the local environment. The concept has been added to the suite of processes to support community engagement activities, which allow residents to influence the shaping of the Area Committee's ADP.

3.5.8 In addition to this major community engagement event the PNW attended the Newlands and Denshaws community day planning meetings and an event held on 16 May 2009. A huge commitment was demonstrated by local residents to the event and community pride and cohesion were increased as a result. This demonstrates the value of the Area Committee's support for TARA's and community groups through the actions under the 'Stronger' theme of the ADP are vital elements of it work.

### **3.6 Ardsley and Robin Hood**

#### **3.6.1 Improvements at Thorpe and Smithy Recreational Grounds**

The Area Committee has supported consultations on Smithy and Thorpe Recreational Grounds. Parks and Countryside were commissioned by the Area Committee to engage with partners and residents to record their views on the planned proposals. Youth Service, Tingley TARA and Parks and Countryside Officers consulted Members, residents and young people through questionnaires, public meetings and information boards, capturing their views on the planned development proposals. The strong involvement of the local community in both projects showed that the Area Committee priority to support green space for leisure activities and improving the environment in local neighbourhoods continues to be relevant.

- 3.6.2 Tingley TARA with support from the PNW are planning the opening of the recreation ground with a celebration event including Easter Egg hunt. The Thorpe scheme is currently being re-tendered and as soon as the costs are returned and the tenders evaluated, Parks and Countryside will be providing the local community with a programme for redevelopment. The aspiration is for work to commence as early as April 2010.
- 3.6.3 Lofthouse Participatory Budgeting Initiative  
The Lofthouse 'Bright Ideas' proved a significant piece of engagement work for the Area Committee. Between April and July 2009, a Steering Group was established with representatives from the community, Ward Councillors and Aire Valley Homes.
- 3.6.4 The Steering Group oversaw several consultation activities including a freepost postcard, public meetings and a presentation at Lofthouse Tenants and Residents Association. The consultation process highlighted that more activities for children and young people, improving community facilities and the environment are key priorities. All these actions are reflected in the Area Delivery Plan.
- 3.6.5 'Decision Day' for residents was held on Saturday 27 June at Lofthouse Christ Church, Church Hall. A range of Community Groups, Voluntary, Faith and Public Sector organisations were invited to apply for funding totaling £15,000. Presentations to the community on Decision Day resulted in three projects receiving a share of the £15,000, including 8 Carlton Scout Group, Lofthouse Brass Band 2000 and Groundwork Leeds.
- 3.6.6 Tingley Tenants and Residents Association (TARA)  
The PNW has attended the Residents Association meetings to identify need; supporting the group in contacting speakers for their meetings, assisting the Chair with a successful Small Grants Application for the summer 2009 community day. By working in partnership with AVH staff, the PNW has been able to support the TARA in the recruitment of a full committee and encourage more residents to attend the Residents Association Meetings.
- 3.7 **Rothwell**
- 3.7.1 Oulton and Woodlesford Design Statement  
Through Well being Funding, the Area Committee has supported the production of a Design Statement for Oulton and Woodlesford. Consultation will be carried out by the community and the Design Statement produced based on this consultation will record residents' views and ideas for the development of their area.

### 3.7.2 Conservation Audits

The draft appraisal and boundary review is currently at internal consultation. A six week period of public consultation has been operational from the end of January 2009 and includes a public exhibition, public meeting and direct mailing to all affected by the proposed boundary change. The appraisal is scheduled to be adopted and operational from April 2010. In Oulton, the draft appraisal is proceeding through internal consultation. A six week period of public consultation has followed the same course.

### 3.7.3 Wood Lane NIP

Wood Lane is the second of the Phase One NIPs. The PNW produced an Area Profile of the estate, to gain an understanding of the location and services already operational. Partners have assisted by providing information for this profile, for the consideration of the Steering Group.

3.7.4 The group identified priorities to address worklessness and to increase training and skills in local residents. The group also identified a gap in provision for age ranges eight to eleven year olds in terms of out of school activities. The Steering Group agreed further consultation was required to identify the training needed, suitable locations and times and other requirements to encourage participation in training e.g. transport and childcare.

3.7.5 The NIP has linked directly into the Wood Lane 'You Choose' (Participatory Budgeting Project), as potential projects are to address the key priorities identified at the Neighbourhood Improvement Plan (NIP) Steering Group.

3.7.6 It is planned to hold training and skills fair to conclude the Wood Lane Neighbourhood Improvement Plan (NIP), which will engage local residents in targeting worklessness. A further approach to engagement with the community is the proposed use of AVH Mobile Office to provide some active community outreach.

### 3.7.7 Wood Lane 'You Choose' Participatory Budgeting Initiative

As part of its community engagement strategy, the Area Committee signed up to the use of Participatory Budgeting (PB) as an appropriate initiative to engage with residents. Funding to support a programme of PB in priority areas across the Outer South was secured from the Aire Valley Homes Outer South Area Panel to deliver initiatives in Lofthouse and a future project in Morley North. To support their community engagement agenda, the 'You Choose' received £15,000 through the Area Committee Wellbeing Budget.

3.7.8 Wood Lane 'You Choose' was coordinated by a steering group (and lead by the PNW) comprising Ward Members, local residents and staff from Aire Valley Homes. Meetings held between 21 August and 11 November 2009.



- 3.7.9 The consultation with residents included a freepost return postcard asking for resident's views and concerns on their neighborhood which were delivered to every household. The PNW attended the Tenants and Residents Association to promote the event and attended youth work provision in the area to talk with young people. Priorities identified were; activities for young people, community engagement, community safety, and environmental improvements.
- 3.7.10 Following consultation with local residents three additional support sessions were organised at the Rothwell Children's Centre to engage and support local residents in the project.
- 3.7.11 'Decision Day' for residents was held on Saturday 21 November at Rothwell (Cornwall Crescent) Children's Centre. A range of community groups, voluntary, faith and public sector organisations were invited to apply for funding totaling £15,000. Presentations to the community on Decision Day resulted in six projects receiving a share of the £15,000, including Wood Lane Junior Warden Scheme, Wood Lane Tea Time Club, Police bikes, Wood Lane Benches, Carers Forum and Wood Lane Youth Project.
- 3.7.11 Manor Road Shops  
The Rothwell Tenants and Residents Association have been a significant partner in developing work to bring improvements to the area outside the shops on Manor Road. Consultation was carried out by Groundwork and Aire Valley Homes with residents' representatives and Members on the estate. Construction of the scheme which has provided an improved frontage, walkway and redesigned parking bays was completed in 2009. Regular site meetings and consultation with residents and Members has been an important project element. Furthermore, as a result of consultations (as part of Wood Lane PB) and from police intelligence, an improved CCTV scheme is being developed for the Manor Road shop frontage locality.
- 3.7.12 John O'Gaunts  
The John O'Gaunts TARA continued their development in 2009 and continues to be well attended both at the Rose Lund Centre and Temple Lawn Older Person's Complex. The PNW offers advice on Committee issues and has supported the John O' Gaunts Community Fun day and Halloween Event (including their AGM). Also, with support from Groundwork and AVH, residents continued to deliver aspects of the 'Master Plan' which was developed for the area. Committee members have also attended the Oakwells and Fairfax Residents Association meetings, to provide support to a less established group. All the above actions address key issues identified in the ADP.

### 3.7.13 Rothwell Families Project

The first meeting of the Rothwell Families Project Steering Group was 16 October 2009. This followed the successful bid by Health for All and Outer South Area Management for £100,000 revenue via the Coalfield Regeneration Trust. The funding is providing a dedicated worker and project costs to tackle gaps in services to improve health and well being, training and skills development of local residents from John O'Gaunts and Wood Lane estates. The Wood Land NIP and Wood Lane Participatory Budgeting Initiative consultations have been instrumental in steering this project.

## **4.0 Community Engagement Strategy 2010-11**

- 4.1 For residents to feel they are involved in local decision making and for Members to be promoted as 'community champions', the Area Committee will continue to play a significant role in a rolling community engagement programme. The Outer South Community Engagement Strategy 2010-11, details how Area Management proposes to support this wide ranging offer during the coming year.
- 4.2 Area Committees can influence and change service delivery on behalf of residents through their Area Delivery Plan (ADP). The duty for council service departments to consult with Area Committees when developing their annual service plans continues to allow for issues identified in the ADP to be used as a tool for influencing service planning.
- 4.3 Last year the Area Committee agreed to hold two community engagement events per ward, per year. The proposal that events should focus on innovative ways to involve local people in identifying the priorities for next year's ADP, continues to be a challenge that Area Management are committed to and are working towards. Officers will talk Members through the choices of style and location of the event in each ward and the final format will be agreed locally through Ward Member briefings.
- 4.5 The indicative Community Engagement Strategy Timetable is attached (Appendix 2). Final dates will be determined where appropriate and in consultation with Members. Publicity for activities and events is a key consideration. A publicity plan will be prepared for each event and Ward Members will be consulted as part of this process.
- 4.6 Area Management recognise ward wide events are unlikely to engage everyone across an area. Residents have different lifestyles and different preferences for how they want to interact with the Council. A variety of methodologies are available from the approaches and tools developed and trialed within the team. Officers will continue liaise with Members at Ward Based Briefings to consider the best format.

## **5.0 Other Department's and Agencies Consultation Activities**

- 5.1 Council departments and other agencies are required to consult with residents in the locality and it is important that this is recognised and linked in with the Area Committee's Community Engagement Strategy. The report already refers to the 'Talking Point' website which lists details of all council consultations and Area Management continue to submit activities on the system.
- 5.2 As part of the Community Engagement Strategy, Area Management has been liaising closely with partners to establish a schedule of their planned consultations for 2010-11. Where area based consultation activities by other agencies are being conducted and where possible and appropriate, efforts are being made to align this work with Area Management. This schedule will also be useful for informing Members and community, voluntary and faith sector groups.

## **6.0 Summary Community Engagement Activities 2010-11**

- 6.1 The following activities were discussed in the 2009-10 review section and their respective positions considered and confirmed for 2010-11: Neighbourhood Improvement Plans, Supported Areas, Small Grants, Area Committee Meetings, Outer South Newsletter, Talking Point, Parish and Town Councils, Conservation Audits, Policing Pledge (PACT), Community Heroes Awards (Community Network), Operation Champion, Leeds Residents Survey, Morley Literature Festival, Town Centre Management, Network Meals, Thorpe and Smithy Lane Recreational Grounds, Participatory Budgeting Initiatives, Tenants and Residents Associations, Oulton and Woodlesford Design Statement, Conservation Audits and Manor Road Shops.
- 6.2 In addition, the following activities are planned to add to and improve the targeted community engagement offer: A Participatory Budgeting Initiative in Gildersome (with £15,000 secured from Aire Valley Homes Area Panel), Neighbourhood Improvement Plan (NIP) initiatives for Wood Lane and Thorpe. A NIP Training and Skills Event (being planned with Aire Valley Homes, Leeds Learning Partnerships, Job Centre Plus, Joseph Priestley College and Leeds Libraries Service), Morley Town Centre Business Awards/Summit and a range of Community Days across the Outer South with Tenants and Residents Associations.
- 6.3 Customer Services Questionnaire (One Stop Centres)  
As part of close working with Outer South One Stop Centres (in Morley and Rothwell), Area Management have developed an additional set of questions aligned to the One Stop Centre Customer Services Questionnaires which are going to be trialed bi-monthly over the year to capture additional feedback from clients and be used to inform the Area Delivery Plan.

#### 6.4 2010 Leeds Year of Volunteering

The Executive Board Decision, to brand and provide a framework for partners to participate in 2010-11 Leeds Year of Volunteering, will continue to be supported fully by Area Management, who have taken a key role in working with colleagues across the city to plan for the range of activities at both city and neighbourhood levels. Outer South Area Committee endorsed the proposals at Monday 30 November Area Committee and a range of activities are being considered to incorporate the unique branding which link to supporting volunteering across the outer south.

6.5 A major focus for this offer is the Outer South 'Volunteer Support Fair', being staged on Saturday 20 March (10:00 – 14:00) at Tingley Youth and Community Centre, to showcase and promote the many and varied voluntary organisations working across the Outer South. There will also be information on related funding sources, how to complete applications and training opportunities for volunteers.

#### **5.0 Implications For Council Policy and Governance**

5.1 There are no direct implications associated with Council Policy and Governance as a result of this report.

#### **6.0 Legal and Resource Implications**

6.1 There are no legal implications as a result of this report.

#### **7.0 Conclusions**

7.1 A wide range of complimentary community engagement activities have been developed and delivered during 2009-10 by the Area Management Team to support Ward Members as Community Champions and to influence the ADP priorities and actions.

7.2 By continuing to work alongside partners and avoiding duplication of effort we have been able to use and refine the various tools at our disposal while learning from examples of best practice. We will continue to be innovative where resources allow, improving and evolving a programme of engagement activity which meets the needs of the Area Committee and allows the ADP to be strengthened during the process.

#### **8.0 Recommendations**

Members are asked to:

- a) note the contents of the report and make appropriate comment
- b) approve the new Community Engagement Strategy for 2010-11


#### **Background Papers**

- Community Engagement Report, 8 December 2008, Outer South Area Committee
- Community Engagement Report, 22 June 2009, Outer South Area Committee

		Outer South Team Key CE Dates	Partner Key CE Dates	Recurring
2010 Quarter 4	January	YOY Launch Activities YOY Youth Volunteering Scheme begins YOY Opening of Small Grants Scheme Morley and Rothwell Ward Based Briefings	Morley Bottoms Affordable Housing Development CE	Area Delivery Plan
	February	Operation Champion Outer South Newsletter Area Committee Morley 1 February	Conservation CE 6 w/k draft Appraisal/Boundary Review Rothwell, Conservation Audit Oulton	Written
	March	YOY Supporting Volunteers Event Area Committee Rothwell 15 March About Leeds Gildersome Participatory Budgeting Thorpe NIP	OSC Customer Service CE Rothwell Music Festival	
Quarter 1	April	Wood Lane NIP 'Training & Skills' Event YOY Town Centre Business Awards Area Committee? TBC Harrops and Bridge Street NIP	OSC CE Review with AMT	Area Delivery Plan
	May	Outer South Newsletter YOY Volunteer Support Packs	Rothwell 'May Day Celebration' Rothwell Music winners concert	Refreshed through mobile consultation with partners
	June	About Leeds Area Committee? TBC TARA 'Community Days' 5no TBC Mid June - July: Ward Based Briefings 4no TARA 'Community Days' 5no TBC	OSC Customer Service CE	
Quarter 2	July	TARA 'Community Days' 5no TBC Mid June - July: Ward Based Briefings 4no Tingley TARA Community Day 31-07-10 Gildersome PB 'Decision Day'	Rothwell Carnival OSC CE Review with AMT	
	August	Outer South Newsletter TARA 'Community Days' 5no TBC	Breeze Events	
	September	Outer South 'Community Heroes' Event Operation Champion YOY: poss celebration of PB outcomes TBC About Leeds Mid Sept - Oct: Ward Based Briefings 4no Area Committee? TBC	Seigen Circle Exchange Event OSC Customer Service CE Rothwell Horticultural Show	
Quarter 3	October	Morley Literature Festival Mid Sept - Oct: Ward Based Briefings 4no	OSC CE Review with AMT	Tasking TARAs Morley TCP Rothwell (Future 600 Replacement) Newsletter/Charter
	November	Outer South Newsletter Area Committee? TBC	Rothwell Christmas Fayre	Neighbourhood Improvement Plans Supported Area Status Neighbourhoods Small Grants Scheme Talking Point
	December	About Leeds (Winter TBC)	OSC Customer Service CE	
2011 Quarter 4	January		OSC CE Review with AMT	Area Delivery Plan
	February	Operation Champion Outer South Newsletter		Written
	March	About Leeds		

NOTES: TARAs: Newlands & Denshaws, Tingley, Hopefield & Northfield, John O Gaunts, Winthorpes  
NIPs: Oakwell and Fairfax, Wood Lane Any related activities TBC

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## Leeds Residents Survey 2009



# Area Committee Report for South Outer

QA Research  
November 2009




## Introduction and aims

- QA Research was commissioned by Leeds City Council to undertake the Leeds Residents Survey in summer 2009.
- The Residents Survey is a bi-annual survey of residents across the city of Leeds and is one of the most wide-ranging and comprehensive means by which the council consults with residents.
- Fieldwork for the last survey was carried out in 2006 and reported in 2007. The method for 2009 has been used to ensure that as much data as possible can be compared to these findings to track trends over time.
- The sample for the survey has been expanded for 2009 to allow for robust results at a local level to help the information supplied to be as useful as possible and instrumental in developing local areas.
- The overall objective of the research is to:
 

*"Capture the views of a representative sample of Leeds residents on a range of issues relating to places and services"*
- The 2009 survey has been designed to benchmark against the 2007 Annual Survey and provide local context for the findings from the Place Survey 2008.
- This survey is designed to support the Area Delivery Plans across the ten Area Committee areas. Each area has an individual report and an overall Leeds report is also available.


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## Methodology

- From July 31<sup>st</sup> to September 11<sup>th</sup> 3,491 face to face interviews were carried out with local residents across the city by experienced researchers.
- So that the survey sample reflected the profile of the Leeds population, the fieldwork was set with quotas by age, gender and location to reflect the 2001 census data. We also monitored ethnicity and disability.
- Once all surveys had been returned to QA Research all were inputted, quality checked and validated to comply with our quality standards to ensure the research is robust and of the highest standard.
- The findings were then analysed and a series of cross-tabulations and regression analysis were run on the overall data and further analysis was undertaken at Area Committee level which can be found in each individual Area Committee report. The profile of respondents was weighted to bring it exactly in line with the 2001 census and 2006 mid-year estimates. All results are based on this weighted data.

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## Key conclusions for SO

**Conclusion 1: Neighbourhood safety and the cleanliness of the local area are the most important factors in making somewhere a good place to live amongst residents in SO.** Residents in SO are more likely than those in the majority of other areas to think the cleanliness of the local area is important.


**Conclusion 2: Feelings of safety after dark are comparatively high in SO.** Overall, residents in SO are more likely than average to feel safe walking in their local area alone at night, although females feel less safe than males.

**Conclusion 3: Generally, residents feel that the local area has remained broadly unchanged over the past year.** Residents in SO are less likely than average to express an opinion about whether things have got better or worse in their neighbourhood over the last year.

**Conclusion 4: The majority of residents in SO are satisfied with their local area.** Residents of SO are in line with the Leeds averages in terms of levels of satisfaction with their local area.

**Conclusion 5: Helping people feel safe where they live is a high priority for the council amongst residents in SO along with education and green spaces.** Residents in SO are more likely than those in the majority of other areas to believe that education and green spaces should be a priority for spending.

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## Key conclusions for SO

**Conclusion 6: Residents in SO are slightly less likely than average to think that the council offers good value for money.** However, more positively, SO residents are less likely than average to see the council as remote and impersonal.


**Conclusion 7: Generally, SO residents are more likely than average to think the way the council runs things has got better over the last year.** Overall, the opinions of SO residents are virtually identical to the Leeds average in terms of overall satisfaction with the Council.

**Conclusion 8: Residents in SO have relatively high awareness of how to volunteer.** Awareness of how to volunteer is higher than average and nearly all other areas, but rates of volunteering are no better in SO.

**Conclusion 9: SO residents are more likely than average to get information about the council from local TV, local paid for newspapers and the council website.**

**Conclusion 10: Dissatisfaction with complaint handling is lower than average in SO.** The proportion of SO residents who had complained to the council was similar to the average. However, compared with Leeds as a whole, SO residents are more than twice as likely to complain about bin/recycling collection and provision.

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## Key Findings

• This report has been put together as a summary of the key points for this individual area of the city. The key below shows the abbreviations used whilst talking about the different areas.

Area Committee Name	Abbreviation
East Inner	EI
East Outer	EO
North East Inner	NEI
North East Outer	NEO
North West Inner	NWI
North West Outer	NWO
South Inner	SI
South Outer	SO
West Inner	WI
West Outer	WO

- For some questions a chart and boxes have been used to show the key findings and any significant differences between groups such as age, gender and ethnicity.

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## Section 1: Neighbourhoods

• Respondents were asked a range of questions relating to their local neighbourhood.

• This section covers the following questions in this order:

- **Q1** Thinking generally, which of the things below would you say are the most important in making a neighbourhood a good place to live?
- **Q2** Thinking about your neighbourhood (within 10 / 15 minutes walking distance of your home), for each of the following things below, do you think has got better or worse over the last year, or stayed the same?
- **Q3** On the whole, do you think that over the past year your neighbourhood has got better, worse or stayed the same?
- **Q4** Overall, how satisfied are you with your neighbourhood as a place to live?

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## Important factors for neighbourhoods

Q1 Thinking generally, which of the things below would you say are most important in making somewhere a good place to live?	Leeds		Area Committee SO	
	Number of respondents	%	Number of respondents	%
Neighbourhood safety (low levels of crime and anti-social behaviour)	1070	57%	271	68%
The cleanliness of your local area (e.g. no litter, no graffiti)	1483	42%	231	58%
Well-maintained roads and pavements	792	22%	139	35%
Public transport	656	18%	119	30%
Parks and open spaces	613	17%	110	27%
Shopping facilities	537	15%	97	24%
Good local schools	456	13%	74	19%
Access to primary health services (G.P.s, dentists, sexual health services etc.)	432	12%	70	18%
Low level of traffic congestion	352	10%	50	12%
Family places to play sport or keep fit (e.g. sports centres, pitches, parks)	320	9%	46	11%
Activities for teenagers (e.g. youth centres, activity centres)	418	12%	43	11%
Good local job opportunities	490	14%	39	10%
Family places to shop (e.g. supermarkets, shops, local shops)	240	7%	37	9%
Access to good quality childcare	67	2%	13	3%
Access to nature (e.g. rivers, canals, countryside)	180	5%	9	2%
Services that support or look after vulnerable adults	110	3%	6	2%
Facilities or activities for older people	104	3%	8	2%
<b>Total</b>	<b>2461</b>		<b>348</b>	

• Females were more likely (35%) to cite 'shopping facilities' than males (26%) and to mention 'well lit streets' (33% compared to 22%).

• Respondents in SO were more likely than those in other areas (excluding WI) to say 'the cleanliness of your local area' is important in making somewhere a good place to live.

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## Change in local neighbourhoods (1)

Q2 Thinking about your neighbourhood for each of the following things below, do you think each has got better or worse over the last year, or stayed the same?	Leeds		SO		Leeds		SO	
	Better	Worse	Better	Worse	Stayed the same	Better	Worse	
Access to recycling services, such as collections, household waste bins, waste hubs	11%	10%	3%	1%	10%	8%	1%	
Maintenance of roads and pavements	7%	10%	13%	10%	6%	2%	2%	
The cleanliness of your local area (e.g. no litter, no graffiti)	1%	2%	12%	12%	10%	1%	1%	
Neighbourhood safety (low levels of crime and anti-social behaviour)	3%	4%	2%	1%	6%	2%	2%	
Public transport	3%	2%	4%	1%	1%	1%	1%	
Family places to play sport or keep fit (e.g. sports centres, pitches, parks)	3%	2%	4%	1%	1%	1%	1%	
Parks and open spaces	3%	2%	4%	1%	1%	1%	1%	
Well-maintained roads and pavements	3%	2%	4%	1%	1%	1%	1%	
Good local schools	3%	2%	4%	1%	1%	1%	1%	
Access to primary health services (G.P.s, dentists, sexual health services etc.)	3%	2%	4%	1%	1%	1%	1%	
Quality of local schools	3%	2%	4%	1%	1%	1%	1%	
Family places to play sport or keep fit (e.g. sports centres, pitches, parks)	3%	2%	4%	1%	1%	1%	1%	
Low level of traffic congestion	3%	2%	4%	1%	1%	1%	1%	
Family places to shop (e.g. supermarkets, shops, local shops)	3%	2%	4%	1%	1%	1%	1%	
Local job opportunities	3%	2%	4%	1%	1%	1%	1%	
Family places to shop (e.g. supermarkets, shops, local shops)	3%	2%	4%	1%	1%	1%	1%	
Activities for teenagers (e.g. youth centres, activity centres)	3%	2%	4%	1%	1%	1%	1%	
Good local job opportunities	3%	2%	4%	1%	1%	1%	1%	
Family places to shop (e.g. supermarkets, shops, local shops)	3%	2%	4%	1%	1%	1%	1%	
Access to good quality childcare	3%	2%	4%	1%	1%	1%	1%	
Access to nature (e.g. rivers, canals, countryside)	3%	2%	4%	1%	1%	1%	1%	
Services that support or look after vulnerable adults	3%	2%	4%	1%	1%	1%	1%	
Facilities or activities for older people	3%	2%	4%	1%	1%	1%	1%	
Access to good quality childcare	3%	2%	4%	1%	1%	1%	1%	

• Males were more likely (8%) than females (2%) to state that 'knowing your neighbours' had got worse.

• Parents were more likely (30%) than non-parents (17%) to state that 'neighbourhood safety' had got worse, but more likely to state that 'access to health care' had got better (9% compared to 3%).

• Respondents in SO were more likely than average to say 'shopping facilities' (13% compared to 7%) and 'maintenance of roads and pavements' (10% compared to 7%) had got better.

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## Change in local neighbourhoods (2)

Q3 On the whole, do you think that over the past year your neighbourhood has got better, worse or stayed the same?

Response	Leeds (%)	South Outer (%)
Better	8%	7%
Worse	15%	13%
Stayed the same	70%	77%
Have lived here less than a year	5%	3%
Don't know	1%	1%
No response	1%	0%

• There was no difference in opinion between different groups of respondents.

• Generally, compared to the average (70%) respondents in SO were more likely to say their neighbourhood had 'stayed the same' (77%).

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## Overall satisfaction with neighbourhood

Q4 Overall, how satisfied are you with your neighbourhood as a place to live?

Satisfaction Level	Leeds (%)	South Outer (%)
NET: Satisfied	88%	88%
Neither satisfied nor dissatisfied	5%	6%
NET: Dissatisfied	6%	6%
Don't know	1%	0%

• There was no difference in opinion between different groups of respondents.

• Overall, respondents' satisfaction with their local area was identical to the average (88%).

• Respondents in SO (88%) were more likely than those in SI (81%) and EI (78%) to say they were 'satisfied' with their local neighbourhood as a place to live.

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## Section 2: Budget priorities

• Respondents were asked, from a list of options, which they felt were a high, medium or low priority for spending in the coming year.

• They were also asked which one they felt was the top priority.

• This section covers **Q3** 'Leeds City Council has identified the following priority areas for spending in the coming year. Please indicate **a**) whether you think each one is a high, medium or low priority **b**) mark the one you think is the top priority'.

• The following tables illustrate the results for this question.

• For comparison with the Leeds figures please see the overall report which has been produced separately.

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## Priorities for budget spending (1)

Q3 Leeds City Council had identified the following priority areas for spending in the coming year a) whether you think each one is a high, medium or low priority b) mark the one you think is the top priority

	Q3a			Q3b
	High	Medium	Low	Top Priority %
Helping people feel safe where they live	72%	26%	1%	28%
Improving the ability of local people to afford to live in a decent, warm home	67%	32%	2%	18%
Improving education and training opportunities for children and school-leavers	64%	34%	2%	18%
Improving support for business and enterprises to improve the economy and reduce local unemployment	59%	31%	3%	14%
Improving support and care for vulnerable children and adults	56%	42%	3%	2%
Improving getting around the area safely and easily without using a car	57%	38%	5%	7%
Improving green spaces and the physical environment in local neighbourhoods	52%	43%	5%	4%
Improving skills of local people	52%	41%	6%	4%
Helping people lead healthy lives	49%	47%	12%	2%
Helping people to reduce their impact on the environment through energy efficiency and reducing the amount of waste that is land filled	36%	56%	8%	1%
Helping people get involved in their community and decisions that affect them	38%	54%	7%	1%
Improving the number of vulnerable people in education, training or employment	49%	48%	3%	1%
Improving sport and culture	23%	53%	24%	0%

Base: 50 348

- Respondents were most likely (72%) to say that 'helping people feel safe where they live' is a high priority.
- This was also the top priority for spending (28%) when respondents were asked to choose one priority.

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## Priorities for budget spending (2)

- This section shows significant differences between the way SO respondents choose priorities and those chosen in other areas.

**High priority for spending:**

- 'Improving education and training opportunities for children and school leavers' (64%) compared to all of the other areas, excluding NEO (59%), NWO (55%) and SI (75%).
- 'Improving green spaces and the physical environment in local neighbourhoods' (52%) compared to all other areas, excluding SI (46%) and NEO (55%).
- 'Improving support and care for vulnerable children and adults' (56%) compared to EI (38%), EO (47%), NEI (35%), NWI (48%) and WO (39%).

**Medium priority for spending:**

- 'Helping people feel safe where they live' (26%) compared to WI (14%), SI (10%), NEO (18%) and EI (18%).

**Low priority for spending:**

- 'Improving sport and culture' (24%) compared to EO (13%), NEI (12%) and NWO (10%).

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## Section 3: Safe and cohesive neighbourhoods

- Respondents were asked a series of questions relating to anti-social behaviour, feelings of safety and community cohesion.

• This section covers the following questions in this order;

- **Q8 To what extent are the following a problem for you? Are they a very big problem, fairly big problem, not a very big problem or not a problem at all?**
- **Q7 How safe would you feel in your local area a) during the daytime b) after dark?**
- **Q6 To what extent do you agree or disagree that people from different backgrounds get on well together in your area?**

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## Anti-social behaviour (1)

Q8 To what extent are the following a problem for you? Are they a very big problem, fairly big problem, not a very big problem or no problem at all?

	A big problem		Not a problem	
	Leeds	Area Committee SO	Leeds	Area Committee SO
Rubbish and litter lying around	29%	21%	70%	76%
Young people hanging around on the streets	27%	25%	72%	74%
People not treating each other with respect and consideration	21%	19%	77%	79%
Vandalism, graffiti, and other deliberate damage to property or vehicles	20%	17%	79%	81%
Parents not taking responsibility for the behaviour of their children	20%	20%	77%	77%
People being drunk or rowdy in public spaces	19%	13%	78%	79%
Excessive neighbourhood noise	18%	14%	83%	85%
People using or dealing drugs	16%	10%	73%	72%
Noisy neighbours or loud parties	14%	10%	86%	88%
People being attacked or abused because of their differences	6%	4%	88%	77%

Base: 3491 Leeds 348 SO

- Overall, there was little variation from the average in terms of anti-social behaviour in SO.
- Respondents in SO were less likely (21%) than average (29%) to say that 'rubbish and litter lying around' was a big problem.
- They were also less likely to say 'people being drunk or rowdy in public spaces' was a big problem, (13% compared to 19%).

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## Anti-social behaviour (2)

- This section shows significant differences in perceptions of problems between SO and other areas.

**Seen to be a big problem:**

- For the majority of aspects of anti-social behaviour the only significant differences were between SO and NEO and NWO. For example;
  - 'Excessive neighbourhood noise' (14%) compared to NWO (6%) and NEO (5%).
  - 'Noisy neighbours or loud parties' (10%) compared to NWO (6%) and NEO (4%).

**Seen to be not a problem:**

- 'Rubbish and litter lying around' (76%) compared to all other areas excluding NEO (88%), NWO (85%) and WO (72%).
- 'Vandalism, graffiti and other deliberate damage to property or vehicles' (81%) compared to EI (66%), EO (74%), NWI (73%), SI (73%) and WI (74%).

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## Feelings of safety

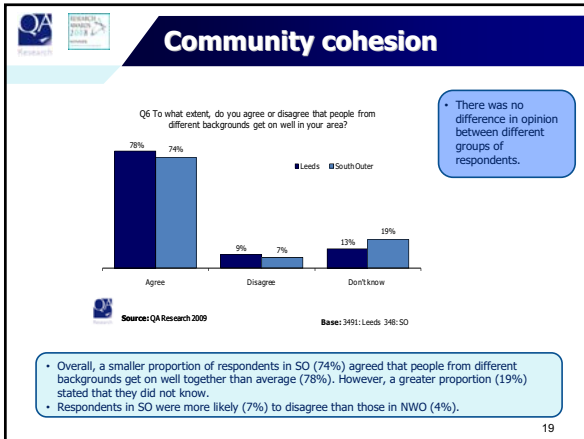
Q7a How safe would you feel walking alone in your local area after dark?

Q7b How safe would you feel walking alone in your local area during the day?

- Females (46%) were more likely than males (21%) to feel unsafe 'after dark'.

- Overall, respondents in SO (66%) were more likely than average (63%) to feel safe walking alone in their local area after dark.
- Respondents in SO (66%) were more likely to say they feel safe 'after dark' than those in SI (48%), NEI (59%) and EI (29%).

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### Section 4: Perceptions of the council

Respondents were asked a series of questions relating to local services they have used and satisfaction with these services. They were then asked questions relating to their overall perceptions of the council.

This section covers the following questions in this order;

- Q9** Have you used the following services provided or supported by Leeds City Council in the last year?
- Q10** Please indicate how satisfied or dissatisfied you are with each of these services (only users of the service were asked this question)
- Q13** How far do you agree or disagree with the following statements?
- Q12** Thinking about the way Leeds City Council runs things overall, do you think this has got better or worse over the last year, or has it stayed the same?
- Q11** Taking everything into account, how satisfied or dissatisfied are you with the way Leeds City Council runs things?

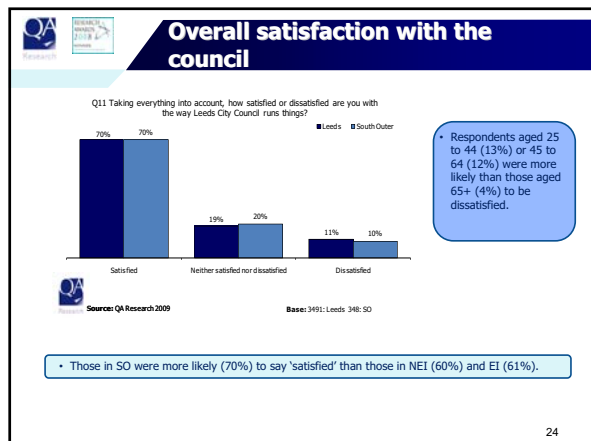
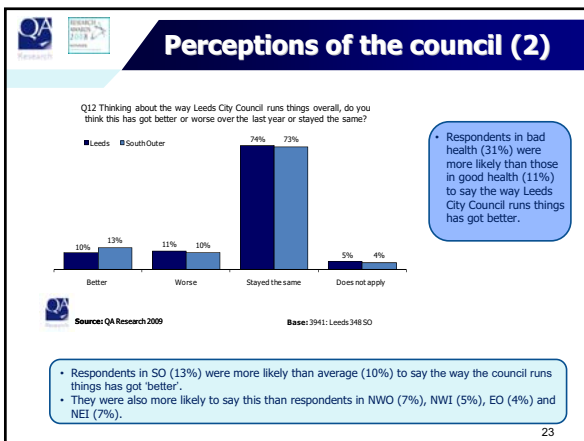
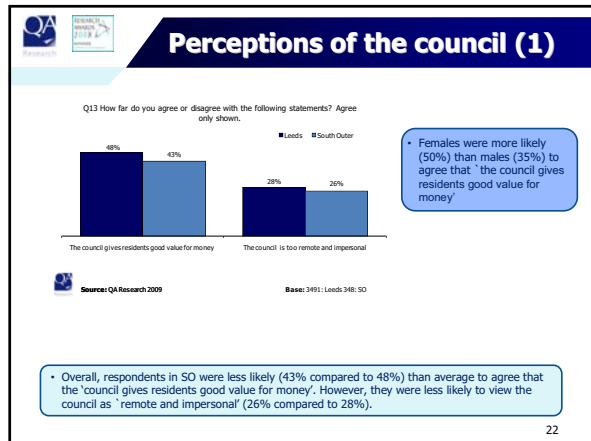
### Experience of local council services

**Satisfaction was highest with:**

- Generally, satisfaction with services supported or provided by the council was higher than average amongst SO respondents.
- Overall, satisfaction was highest for 'libraries' (99%), 'museums and galleries' (98%), 'community centres' (93%) and 'collection of general rubbish' (93%).
- Satisfaction with 'collection of recycling from your home' (91%) was significantly higher than all areas except WI (85%) and WO (88%) – amongst respondents in SO, 94% had used this service in the last year, higher than all areas except NEO (91%).
- Respondents in SO (55%) were more likely to say they had used 'parks and open spaces' than average (47%).

**Dissatisfaction was highest with:**

- Respondents were most likely to be dissatisfied with 'community safety services' (21%), although only 11% of respondents in SO had used these in the last year, a slightly lower proportion than average (16%).



**Section 5: Involvement with the council**

\*Respondents were asked questions relating to decision making by the council, accessing information and contacting the council. Finally, they were asked questions about making a complaint to the council.

\*This section covers the following questions in this order;

- **Q15** How well informed do you think Leeds City Council keeps residents about?
- **Q16** How satisfied or dissatisfied are you with each of the following?
- **Q17** Generally speaking, how involved would you like to be in the decisions that affect your local area?
- **Q24** If you needed to contact the council, how would you get contact details?
- **Q25 a)** Please indicate which of the following ways you currently get information about Leeds City Council and its services? **b)** Of the sources you chose at the last question, which one do you feel is the most trustworthy source of information about Leeds City Council and its services? **c)** Please indicate which of these sources you would prefer to use to find out information about Leeds City Council and its services in the future?
- **Q26 a)** Do you use any of the following? **b)** In the future, would you consider using any of these (of similar things) to find out information on Leeds City Council and its partners such as NHS and police?
- **Q21** Have you contacted the council with a complaint in the last 12 months?
- **Q22** What service(s) did the most recent complaint(s) relate to?
- **Q23** How satisfied were you with the way in which your complaint was handled?

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**Decision making**

- In SO, 72% of respondents said they would like to be involved in decisions which affect their area 'about the same as now' – this is slightly lower than the average for Leeds (76%); with just under a quarter (23%) saying they would like to be 'more' involved.
- Amongst respondents in SO, 28% said they feel uninformed ('doesn't tell us anything about what it does' and 'gives us only a limited amount of information') by the council about what it does in their local area. This is lower than the average for Leeds (37%).
- Respondents in SO were most likely (68%) to feel informed ('keeps us fairly well informed' or 'keeps us very well informed') about the 'services and benefits the council provides overall'. This is higher than the Leeds average of 58%.
- Respondents in SO were more satisfied (38%) than average (32%) that they are 'able to influence decisions about public service delivery in your area'.
- Respondents in SO were more likely to feel informed about 'healthy living services' (57%) than those in SI (30%), EI (29%), EO (41%), NEI (26%) and NW1 (48%).

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**Accessing information and contacting the council**

- Respondents in SO currently use 'local television programmes (e.g. Look North or Calendar)' (44%) and the council website (32%) to get information about the council and its services – respondents in SO were also more likely than average to say they use these methods (31% and 26% respectively) and more likely than average to say they use 'articles in local newspapers you pay for' (28% compared to 19%).
- Respondents in SO feel that the council website (26%) is the most trustworthy source of information about the council and its services followed by 'local television programmes' (13%). Respondents in SO were less likely (3%) than average (8%) to say 'talking with a council employee' is trustworthy.
- Respondents in SO (17%) were more likely than average (11%) to say that in future they would prefer to find out information about the council and its services from 'articles in local newspapers that you pay for'.
- Just over three in ten (31%) respondents in SO said they use 'Facebook', and 45% reported using SMS texting which is higher than the Leeds average of 35%.
- Respondents in SO were significantly more likely to want to use social media (or similar things) to find out information about the council and its partners in future than those in all areas except NW1 (45%). Respondents in SO were most likely to want to use Facebook (23%), SMS Texting (31%) and YouTube (16%) for this.

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**Complaining to the council**

- A similar proportion (23%) to average (23%) had made a complaint in the last year.
- Respondents in SO were less likely (3%) to have made more than one complaint to the council than average (6%).
- These complaints were most likely (35%) to relate to 'bin/recycling collection and provision' – this was higher than the Leeds average of 15%.
- Overall, 40% of respondents were dissatisfied with how their complaint was dealt with – lower than the average figure for Leeds of 53%.

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**Section 6: Events and volunteering**

\*Respondents were asked which council run or funded events they were aware of, attended and if so their satisfaction with these events.

\*They were also asked a series of questions on volunteering.

\*This section covers the following questions in this order;

- **Q14** Please indicate which of these Leeds City Council run or funded events you are **a)** aware of **b)** that you attended in the last year
- **Q18** How often over the last 12 months have you given unpaid help to any group(s), club(s) or organisation(s)?
- **Q19 a)** In the past 12 months have you been part of any group(s), club(s) or organisation(s) which make decisions which affect your local area. Don't include anything that was a requirement of your job **b)** if yes, which of the following have you been?
- **Q20** Within the last 12 months have you given any of your time volunteering to help clean up your local area? (e.g. Litter picks, tidying open spaces or green areas)

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**Events**

- Generally, awareness of events was higher than average and highest for 'Party in the Park' (92%), 'Christmas Light Switch On' (90%) and 'German Christmas Market' (90%).
- But, awareness was slightly lower than average for 'Leeds Waterfront Festival' (15% compared to 18%) and 'Light Night' (7% compared to 10%) and 'Classical Fantasia' (12% compared to 14%).
- Respondents in SO were most likely (73%) to have attended the 'German Christmas Market', followed by 'Christmas Lights switch on' (38%).

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## Volunteering

- Amongst respondents in SO, half (52%) said they felt informed about how to volunteer and this was higher than average (35%) and higher than all other areas except WI (45%).
- The majority of respondents in SO (94%) had not given any unpaid help to any organisation in the last 12 months, this is slightly higher than the average figure for Leeds (91%).
- Overall, the majority (97%) had not been part of any groups which make decisions that affect their local area in the last 12 months.
- The majority (98%) had not given any of their time volunteering to help clean up their local area in the last 12 months.

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## Final thoughts

- The types of people who live in SO are broadly similar to those that live in Leeds as a whole, however SO is less ethnically diverse than Leeds as a whole, and has a greater proportion of full-time workers and homeowners. Respondents in SO generally hold opinions that do not differ widely from those in the city as a whole, and are generally satisfied with Council services.

For more information, please contact:

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## Appendix

- Please find over the next few slides the demographic information of respondents who took part in the survey.
- The demographics for this area have been compared to the overall sample from across Leeds to illustrate the profile of this area against the city.
- The profile of respondents was weighted to bring it exactly in line with the 2001 census and 2006 mid-year estimates. All results are based on this weighted data – however the base sizes shown are unweighted bases. The base size is the number of respondents who answered that particular question. These are the respondents who have been used in the sub group analysis.

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## Demographic profile 1

• Compared to the overall sample (14%) there is a lower proportion (8%) of respondents aged 16 to 24 in SO.

Weighted Demographics	Leeds		Area Committee SO	
	Number of respondents	%	Number of respondents	%
<b>Age</b>				
16 to 24	483	14%	32	8%
25 to 34	615	18%	77	19%
35 to 44	674	19%	78	19%
45 to 54	481	14%	61	15%
55 to 64	507	15%	64	16%
65 and over	730	21%	88	22%
Refused	2	0%	-	-
<b>Gender</b>				
Male	1701	49%	198	50%
Female	1779	51%	202	50%
<b>Base</b>	<b>3491</b>		<b>348</b>	

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## Demographic profile 2

• The proportion of White respondents (95%) is higher in SO than the Leeds average (89%)

Weighted Demographics	Leeds		Area Committee SO	
	Number of respondents	%	Number of respondents	%
<b>Ethnicity</b>				
NET White	3112	89%	281	95%
White British	3039	87%	274	94%
White Irish	26	1%	1	0%
Other White background	46	1%	6	2%
NET Mixed	42	1%	-	-
White and Black Caribbean	16	<1%	-	-
White and Black African	13	<1%	-	-
White and Asian	10	<1%	-	-
Any other mixed background	7	<1%	-	-
NET Black or Black British	73	2%	3	1%
Black or Black British Caribbean	29	1%	2	1%
Black or Black British African	39	1%	1	0%
Any other Black or Black British	6	<1%	-	-
NET Asian or Asian British	185	5%	12	3%
Asian or Asian British Indian	53	2%	7	2%
Asian or Asian British Pakistani	86	2%	4	1%
Asian or Asian British Bangladeshi	8	<1%	-	-
Asian or Asian British Other	14	<1%	1	0%
Any other Asian	24	1%	1	0%
NET Chinese / Other	36	1%	2	0%
Chinese	47	1%	2	0%
Other	0	0%	-	-
Refused	31	1%	-	-
<b>Base</b>	<b>3491</b>		<b>348</b>	

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## Demographic profile 3

• Compared to the overall sample (28%), there is a higher proportion of respondents in SO (34%) in full-time work.

• In SO (34%), there is also higher proportion of retired respondents than average (27%).

Weighted Demographics	Leeds		Area Committee SO	
	Number of respondents	%	Number of respondents	%
<b>Disability</b>				
Yes	619	18%	76	20%
No	2872	82%	320	80%
No response	1	<1%	-	-
<b>Employment status</b>				
Employee in full-time job 30 hours plus per week	995	28%	135	34%
Employee in part-time job under 30 hours per week	433	12%	45	11%
Self employed, full or part time	89	3%	7	2%
On government supported training programme e.g. Modern A	1	0%	-	-
Full-time education at school college or university	232	7%	13	3%
Unemployed and available for work	277	8%	19	5%
Unemployed due to long term illness	162	5%	16	4%
Full-time carer for a disabled person postpartum	28	1%	3	1%
Wholly retired from work	942	27%	136	34%
Unemployed after the house	308	9%	13	3%
Doing something else	18	1%	1	0%
No Response	7	<1%	3	1%
<b>Base</b>	<b>3491</b>		<b>348</b>	

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## Demographic profile 4

Weighted Demographics	Leeds		Area Committee SO	
	Number of respondents	%	Number of respondents	%
<b>Length of residency</b>				
Under 1 year	306	9%	26	6%
1 to 5 years	927	27%	88	25%
6 to 10 years	616	18%	81	20%
11 years or more	1623	46%	155	49%
Don't know / Can't remember	18	1%	-	-
No response	3	<1%	-	-
<b>Tenure</b>				
Owned outright	959	28%	131	33%
Being bought on mortgage	899	26%	150	38%
Shared ownership	10	<1%	1	0
Rented from council/ALMO	992	28%	68	17%
Rented from Housing Association/ Trust	116	3%	9	2%
Rented from private landlord	457	13%	34	9%
Shared housing	4	<1%	-	-
Care/ support facility	3	<1%	-	-
Mobile accommodation e.g. caravan or trailer	0	0%	-	-
Other	40	1%	6	1%
No response	7	<1%	-	-
<b>Base</b>	<b>3491</b>		<b>348</b>	

•SO has a higher proportion of houses owned outright (33%) or mortgaged (38%) compared to the overall sample (28% and 26% respectively).

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## Demographic profile 5

	Number of respondents	%	Number of respondents	%
<b>Parent / guardian</b>				
Yes	1073	31%	131	33%
No	2413	69%	208	67%
No response	7	0%	2	1
<b>Religion</b>				
No religion	1414	40%	165	41%
Christian (All Christian denominations)	1796	51%	219	55%
Buddhist	13	<1%	2	0%
Hindu	25	1%	3	1%
Muslim	134	4%	3	1%
Sikh	24	1%	4	1%
Jewish	35	1%	2	0%
Other	45	1%	-	-
No response	7	<1%	2	1%
<b>Sexual orientation</b>				
Heterosexual/ straight	3397	97%	389	97%
Gay/ male	20	1%	1	0%
Lesbian/ gay/ woman	3	<1%	1	0%
Bisexual	3	<1%	-	-
Prefer not to say	64	2%	8	2%
No Response	7	<1%	1	0%
<b>Base</b>	<b>3491</b>		<b>348</b>	

•There are no notable differences from the overall sample.

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**Report of the Director of Environment & Neighbourhoods Directorate**

**South Leeds (Outer) Area Committee**

**Date: Monday 15<sup>th</sup> March 2010**

**Subject: St Gabriel's Community Centre – 12 Month Review Report**

<p><b>Electoral Wards Affected:</b></p> <p>Ardsley &amp; Robin Hood</p> <p><input checked="" type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

**Executive Summary**

This report provides a review of the operation of St Gabriel's Community Centre over the last 12 months. It highlights the work of the Management Committee, Area Management Team and partners in supporting the development of the centre and provides options for the future.

**1.0 Purpose of this Report**

1.1 The purpose of this report is to provide the Outer South Area Committee with an overview of activity that has taken place at St Gabriel's Community Centre over the last 12 months since it was decided to extend the review period on the building for a further year.

**2.0 Background Information**

2.1 In November 2007 work on the Outer South's Community Centre portfolio commenced. The scope of the work was to ensure that the Area Committee had a portfolio of facilities which were well used, in relatively good condition and were financially efficient to operate. From this exercise, a number of buildings were highlighted for review, with St Gabriel's Centre being one of them.

2.2 St Gabriel's was drawn into the review due to a number of factors – the lease between Leeds City Council and the church for the building was up for renewal, the centre was only being used for eight hours per week for Youth Service sessions and the facility cost nearly £23,000 to operate in 2007/08, with only £279 income being generated.

2.3 Following consideration of a report in April 2008, a further report was presented to Outer South Area Committee in March 2009 detailing the situation. In March 2009 the Area Committee decided that the facility could have an extended review period of 12 months due to community interest shown in developing new activities at the facility and the numbers of local community members wanting to establish a Management Committee which would publicise and promote the building as well as working with local people to deliver activities which people would like to participate in.

### 3.0 St Gabriel's Community Centre - 12 months on

3.1 During the extended review period agreed at Outer South Area Committee in March 2009, work has continued at the centre led by the Management Committee which has seen a range of activities promoted together with a number of new activities developed. As with similar community facilities, activities have been trialed and discontinued if not supported with sufficient numbers. One of the difficulties faced is that the Management Committee has struggled to establish some activities due to the 12 month operating period; they felt a longer period would have benefited them. Significantly, the group has lost the services of its Secretary for nearly a year due to family illness. This has created pressure on some members of the management committee who have had to take on additional tasks.

### 3.2 Support from Area Management Team

3.2.1 The Area Management Team has continued in its role of providing support and guidance when required. However, since the protocol (Appendix A) was put in place the Management Committee has been more effective in dealing with issues as they have been able to approach officers such as, Corporate Property Management direct. The sections below highlight the progress made, the challenges faced and the next steps.

3.2.2 Use of the facility has been maintained at around 30 hours per week. The majority of activities taking place continue to fall under the category of free lettings, therefore no additional income has been generated but caretaking costs have decreased. This is due to the key holding arrangements with the Management Committee. The timetable below shows the programme of regular activities taking place at the centre. In addition to this regular weekly programme a number of activities take place alongside other activities. These include a book club, community meetings and holiday fun sessions for children.

<b>Day</b>	<b>Activity</b>
<b>Monday</b>	Youth Service 7.00 – 9.00pm
<b>Tuesday</b>	Mums & Tots 9.30 – 11.30am Youth Service 6.00 – 8.00pm Management Committee 8.15 – 10.00pm
<b>Wednesday</b>	B.Bop 9.30 – 10.30am Labour Party (second Wednesday monthly) 6.30 – 1.00pm Councillors Advice Surgery (fourth Wednesday monthly) 5.30 – 7.30pm
<b>Thursday</b>	Mums & Tots 9.30 – 11.30am Youth Service 6.30 – 9.00pm
<b>Friday</b>	Coffee Morning 1.00 – 11.30pm Soup Lunch (Monthly) 11.00 – 2.00pm Bingo Monthly
<b>Saturday</b>	Boxing Session Youth Service
<b>Sunday</b>	



3.2.3 The table below provides an updated financial position in February 2009/10 against the end of year figures for 2008/09. Please note that the figures at February are subject to change due to any charges which may come through on the account by the end of the financial year:

<b>Cost Type</b>	<b>2008/09</b>	<b>2009/10 (at 08/02/10)</b>	<b>Variance</b>
Rates	£1,109	£1,164	£55
Caretaking	£18,963	£6,102	£12,861
Premises (utilities / supplies / services)	£4,302	-£2,256 (due to large credit on electricity bill)	£2,046
Management Fee (LCC Corporate Property Management)	£2,455	£299	£2,156
Insurance	£430	£0	£430
Maintenance costs	Included in premises costs in 08/09	£1,830	£1,830
Income from Lettings	-£294	-£60	£234
<b>Total</b>	<b>£26,965</b>	<b>£7,079</b>	<b>£19,886</b>

The table above still highlights a significant level of savings on the running costs of this facility. It is felt that these costs could possibly be trimmed back even further by a reduction in cleaning hours at the facility. It also needs to be flagged up that the electricity bill credit is a one off, so in future years the costs on this budget heading will increase. However, this is very good progress with costs reduced significantly since the review commenced in 2008.

### **3.3 St Gabriel's Management Committee**

- 3.3.1 The Management Committee was established by local residents in response to the first review. Since then the committee has operated with a membership of at least 10, including local residents, young people and supported by local Councillors. The committee's main focus continues to be around generating activities and promoting the facility for use by local people. The management committee has also taken on responsibility as key holders for the facility, in order to reduce caretaking costs at the centre.
- 3.3.2 While the Management Committee have experienced some set backs in programming activities for reasons expressed earlier, they have organised three major additions to their calendar of events this year with the staging of a Summer Fayre and Christmas Fayre. Also, more than 30 people traveled to Blackpool for the annual lights show.
- 3.3.3 Concerns regarding the building being fit for purpose now centre on the kitchen area which is clearly in need of an upgrade. Consideration of this should take account of how such work might improve the sellability of the centre as a local resource. Some concern has also been expressed about the poor state of the roadside barrier outside the centre. It is intended to highlight these issues at the next Community Centres Sub Group.
- 3.3.4 The management committee is still encouraging more activities at the centre and is keen to explore again the provision of computer courses by providing internet access to the building.

### **3.4 Views from St Michael's Church**

- 3.4.1 As with previous reports the views of St Michael's Church have been sought. St Michael's own the facility and Leeds City Council had a 15 year lease for St Gabriel's with them until it expired in April 2008. Part of the facility is still used for church services and it is understood that the congregation is growing at the church.
- 3.4.2 In addition to St Gabriel's, St Michael's Church has a church hall which they hire out for local community activities. This is very well used and they find it hard to cater for all parties interested in hiring out space at the church hall. Where possible, groups are referred to St Gabriel's to see if the space there would be suitable for use.
- 3.4.3 The trustees at St Michaels also comment that they feel that the youth facilities on offer at St.Gabriel's are first class and feel that the facility should remain open for the local youth to meet and socialise. They also opine that there is a great need for a youth club in the Falls and East Ardsley overall and believe that St.Gabriel's offers the ideal place and facilities.
- 3.4.4 The church trustees remain of the view expressed in March 2009 that if Leeds City Council were to cease their involvement with St Gabriel's Centre, then they would have no option but to sell the building, as they feel they wouldn't have enough time or sufficient funds to commit to the running of the facility or to carry out any repairs to the property.

### **4.0 Implications For Council Policy and Governance**

- 4.1 There are no direct implications associated with Council Policy and Governance as a result of this report.

### **5.0 Legal and Resource Implications**

- 5.1 The legal implications of this report would be associated with the implementation of any lease agreement between Leeds City Council and church trustees. The lease would follow the standard terms and conditions, as agreed by Executive Board in 2005, for a six year full internal and external repairing and insuring lease with a break clause after a three year period.
- 5.2 Depending on whether Area Committee decide to keep St Gabriel's open as a functional community centre or hand the building back to the church, there will be various budgetary resource implications associated with both options i.e. either an efficiency saving to re-invest into other community centres across the Outer South Area Committee portfolio or and a budget pressure which will have to be offset be the creation of efficiency savings at other buildings.

### **6.0 Conclusions**

- 6.1 While there are a number of other community facilities in the area, it is acknowledged that these facilities are usually fully booked. Having successfully addressed previous issues such as having appropriate furniture and equipment in use the management committee has now raised the issue of 'fit for purpose' with regards to the condition of the kitchen. It is proposed to consider this at the next Community Centres Sub Group and report back to the Area Committee. It is also planned to look again at expenditure particularly cleaning costs to see if they can be reduced further. This will also be highlighted at the Community Centres Sub Group.

- 6.2 A further issue is in regard to youth service provision and while sessions continue at the centre it is not clear how the youth bus operational in the Ardsley & Robin Hood impacts on the youth club. It is hoped to explore this further at the next Ardsley Robin Hood Members.
- 6.3 When considering future options the Area Committee is asked to note that the Management Committee are operating near to or at their full capacity and have clearly been under pressure with the Secretary being unavailable due to family illness.
- 6.4 Following consideration of the above information, three options are put forward for Area Committee to decide upon: to close the building, to extend the period of review by a further 12 months or for a longer term lease to be put in place. The lease would be under the standard Leeds City Council terms of six years with a break clause after three years.

## **7.0 Recommendations**

- 7.1 Outer South Area Committee is asked to consider the following recommendations:
- 7.1.1 Members are asked to note the content of this report
- 7.1.2 Members are requested to agree on one of the following options for the future of the building:
- Close St Gabriels and return to the facility back to the church
  - Extend the review period for a further 12 months
  - Leeds City Council to take on a six year lease with the church for the facility

## **Background Papers**

- St Gabriel's 12 month review, March 2009

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## St Gabriel's Community Centre - Protocols

Issue / Question	Who can help	Contact Details
<i>Repair issues</i> – has something in the centre been broken? Is something not working properly? Any general issues around maintenance of the facility	All repairs should be reported through to Civic Buildings Helpline. This will ensure the repair is recorded on the repairs system and a reference number is generated	Civic Buildings Helpline: 0113 2474105
<i>Caretaking or Cleaning</i> – if a caretaker hasn't arrived at the facility, if there isn't any cleaning materials available to use	If a building is not open between 9am – 5pm when it should be, please call one of the South Area Buildings Team. If the facility is not open when it should be after 5pm, please contact LCC Security Services. Do not open the building for another organisation even if you are they key holder.	Sharon Smith: 07891 273350 <a href="mailto:sharon.smith@leeds.gov.uk">sharon.smith@leeds.gov.uk</a> Angie Baker: 07891 272804 <a href="mailto:angie.baker@leeds.gov.uk">angie.baker@leeds.gov.uk</a> LCC Security Services: 0113 2630440  Civic Buildings Helpline: 0113 2474105
<i>Key holding</i> – if keys are lost, stolen or don't work	Any keys that or lost or stolen must be reported immediately to the Civic Buildings Helpline. If users don't have access to the facility when a letting is in place and is after 5pm, please contact LCC Security Services	Civic Buildings Helpline: 0113 2474105  LCC Security Services: 0113 2630440
<i>Furniture &amp; Equipment</i> – if there is inadequate furniture or equipment at the facility	If it is felt that the facility enquires new equipment or furniture, full details of this needs to be sent to the South East Area Management Team to be discussed at the Outer South Community Centres Sub Committee. All request for such items must be agreed by the sub committee.	Sarah May – <a href="mailto:sarah.may@leeds.gov.uk">sarah.may@leeds.gov.uk</a> 0113 3951306
<i>Lettings</i> – any questions relating to lettings – charges or application forms	Lettings Unit should be contacted directly regarding any queries about the submission of a lettings application or a current letting that is taking place at the facility	Lettings Unit – 0113 2243845
Review Report for Area Committee – deadlines, questions, content	South East Area Management Team will be overseeing the review report which will go to the Outer South Area Committee on Monday 15 <sup>th</sup> March 2010. Deadline for information for report: 5 <sup>th</sup> Feb 2010 Area Committee Chairs Briefing: 26 <sup>th</sup> Feb 2010 Area Committee Meeting: 15 <sup>th</sup> March 2010	Sarah May – <a href="mailto:sarah.may@leeds.gov.uk">sarah.may@leeds.gov.uk</a> 0113 3951306

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Originator: Phil Staniforth

Tel: 57450

**Report of the Chief Recreation Officer**

**South Leeds (Outer) Area Committee**

**Date: Monday 15<sup>th</sup> March 2010**

**Subject: Site Based Gardeners in Community Parks & Green Spaces**

**Electoral Wards Affected:**  
 Morley North  
 Morley South  
 Ardsley & Robin Hood

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 is to provide the Area Committee with a review of the work undertaken by the site based gardeners in the Outer South Area, which has been funded from the Well being Budget during the past 24 months. Furthermore the report looks at the options available to continue the service in the next 12 months.

**1.0 Purpose Of This Report**

- 1.1. The purpose of this report is to provide the Area Committee with a review of the site based gardeners scheme that is currently funded by the Area Committee Wellbeing Fund. This funding is due to cease on 31<sup>st</sup> March 2010.
- 1.2. The report also outlines options available to the Area Committee for the continuation of the service for a further 12 months until 31<sup>st</sup> of March 2011.

## 2.0 Background Information

2.1 The parks & greenspace areas currently hosting site based gardeners are:

Sites/Group of sites with a site based gardener	Ward
Drighlington Park	Morley North
Lewisham Park	Morley South
Lowry Road	Ardsley Robin Hood
Wide Lane/ Magpie Lane, Hembrigg Recreation Ground	Morley South

- 2.1 Since the introduction of the site based gardeners in 2007, there has been a significant change in public opinion. It is apparent that complaints to both Ward Councillors and the Parks and Countryside Service have declined. It must be stressed that this information is only anecdotal. In addition, the service has observed an increase in the number of residents using parks and open spaces resulting in feed back from users being complimentary of the service rather than critical. This information was accrued through conversations with the site based gardeners.
- 2.2 Each of the site based gardeners have built a rapport with users, local residents, Ward Members and local groups developing a sense of shared ownership for the site and the activities that are undertaken there. In addition, the gardeners develop a sense of responsibility and the attainment of a wealth of knowledge pertinent to the site and the people who use it. Certainly the rapport with the public often enables problems to be dealt with effectively and helps to reduce the pressure on the wider service in the area allowing issues to be resolved with little or no budget implications.
- 2.3 In Drighlington, the Parish Council often meets up with both the site based gardener and the area officer to discuss maintenance issues along side projects that they wish to undertake. One example of the close working relations is the establishment of the Quiet Garden, funded in part from Area Committee through the Participatory Budgeting 'Big Spender' project and S106. This new seating area was laid out by parks staff, but will be maintained by volunteers from the Parish Council who have taken responsibility for the seasonal bedding displays.
- 2.4 At Lowry Road, the gardener not only manages the shrub beds by undertaking litter collection and seasonal pruning, but also tends to the grass and paths, removes graffiti and over hanging branches, alongside engaging with members of the local community by talking to them and being a visible presence on site during the day. Where once Lowry Road Public Open Space suffered from anti social behaviour, the site based gardener has managed through close working with Ward Members and residents, to improve the appearance of this public open space making it a more attractive and inviting space to visit.



- 2.5 At Lewisham Park the site based gardener undertakes a wide variety of tasks from grass cutting to managing the artificial cricket wicket, keeping the surface clean and the wickets ready for use, along side maintaining the bowling green and seasonal bedding displays. Additional duties involve emptying of bins, community engagement, providing advice and tips on horticulture along with keeping the park well tended.
- 2.6 The final site based gardener of the provision is responsible for the green spaces along Wide Lane, Magpie Lane and Hembrigg Park undertaking gardening duties that range from litter collection and seasonal pruning through to grass cutting, marking out of sports pitches, inspecting the play areas, strimming around obstacles and inspecting the sports pavilion.
- 2.7 Revenue funding made available by the Area Committee Well being fund was to the value of £60,380 in 2008/09 and £46,182.50 in 2009/10. £15,712.50 was match funded by Parks and Countryside. The Parks and Countryside service continues to seek mainstream funding for increased staffing via the budget processes of the Council.

### 3.0 Main Issues

- 3.1 To continue with the existing service of four site based gardeners would require £92,000 for the financial year 2010/2011. In the light of Well being Revenue Budget pressures already existing in Outer South, two options are proposed to achieve the most effective use of resources.
- 3.2 Option 1 recommends the funding of three site based gardeners to operate in: -

Sites/Group of sites with a site based gardener	Ward
Drighlington Park	Morley North
Lewisham Park, Wide Lane/ Magpie Lane	Morley South
Smithy Lane	Ardsley Robin Hood

This option would require £69,000 of funding, broken down as follows:

- £30,000 from the Well being Fund
  - £13,000 from Drighlington Parish Council
  - £13,000 from Morley Town Council
  - £13,000 from Parks & Countryside
- } Dependent on their agreement

- 3.3 Option 2 proposes the funding for two site based gardeners for 7 months to operate in: -

Sites/Group of sites with a site based gardener	Ward
Drighlington Park	Morley North
Lewisham Park, Smithy Lane	Morley South/Ardsley Robin Hood

This option would require £40,000 of funding, broken down as follows:

- £30,000 from the Well being Fund
- £10,000 from Parks & Countryside

#### **4.0 Implications For Council Policy and Governance**

4.1 There are no implications on Council Policy and Governance associated with this scheme.

#### **5.0 Legal and Resource Implications**

5.1 There are no legal implications associated with this scheme.

5.2 The resource implications associated with this scheme are: -

##### **Option 1**

- £30,000 from the Well being Fund
- £13,000 from Drighlington Parish Council
- £13,000 from Morley Town Council
- £13,000 from Parks & Countryside

##### **Option 2**

- £30,000 from the Well being Fund
- £10,000 from the Parks & Countryside

#### **6.0 Conclusions**

6.1 It is clear that the site based gardeners have proven to be extremely popular with local residents and a great asset to the service. Since their introduction the general condition of the sites have improved markedly however the funding needed to continue the improvements at their present level will not be available owing to the current financial climate

6.2 To retain the benefits of having site-based gardeners from 1<sup>st</sup> April to 31<sup>st</sup> March 2011, two options are proposed which will enable Parks & Countryside to continue their improvements while targeting the remaining sites with mobile park's teams and local volunteers. Depending on the level of funding provided the options are: -

- **Option 1** - £69,000 for 3 site based gardeners at Drighlington Park, Lewisham Park, Magpie Lane/Wide Lane, Smithy Lane for one year
- **Option 2** - £40,000 for 2 site based gardeners at Drighlington Park, Lewisham Park and Smithy Lane for 7 months

## **7.0 Recommendations**

- 7.1 The Area Committee is asked to consider the contents of the report and decide which option to adopt to effect an acceptable continuation of the service from April 2010 – March 2011.

### **Background Papers**

- Site Based Gardeners in Community Parks & Green Spaces, 30<sup>th</sup> March 2009
- Site Based Gardeners Report, 7<sup>th</sup> July 2008

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Originator:  
Thomas O'Donovan  
Tel: 224 3040

**Report of the Director of Environments and Neighbourhoods**

**South Leeds (Outer) Area Committee**

**Date: Monday 15<sup>th</sup> March 2010**

**Subject: Outer South Area Committee Well being Budget Report**

**Electoral Wards Affected:**  
 Ardsley & Robin Hood  
 Morley North  
 Morley South  
 Rothwell

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 seeks to provide Members with:

- a) the current position on the Well being Budget.
- b) details of the 2009/10 Well being budget allocations.
- c) details of capital funding for consideration and approval
- d) details revenue projects agreed to date (Appendix 1)
- e) details of capital projects agreed to date (Appendix 2).
- f) a proposed rationale for the allocation of the 2010/11 Well being Revenue Budget, subject to Executive Board approval of the 2010/11 Wellbeing Budget, so as to introduce a commissioning approach of activities linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).
- g) details of revenue projects that can be reallocated to capital fund.

Members are also asked to note the current position regarding the Well being budget, the position of the Small Grants Budget, and agree any actions.

## 1.0 Purpose of This Report

The report provides:

- An update on both the revenue and capital elements of the Area Committee's budget.
- Details of projects that require approval
- A summary of all revenue and capital projects agreed to date
- a rationale for the allocation of the 2010/11 Well-Being Fund linked to the priorities and outcomes identified in the approved ADP.
- Details of any revenue to capital options
- An update on the Small Grants budget

## 2.0 Background Information

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of the Area Delivery Plan (ADP).
- 2.2 The Well being Budget for the Outer South is comprised of a revenue and capital allocation. The revenue allocation for 2009/10 financial year, approved by the Executive Board, has been confirmed as **£207,960**. The capital allocation for the financial year 2009/2010 has been confirmed as **£106,700**.

## 3.0 Well being Budget Position

Members should note the following points: -

### 3.1 Revenue 2008/09

- 3.1.1 The revenue budget for approved by Executive Board for 2008/09 was **£203,880**.
- 3.1.2 The amount of roll-forward of unallocated funds from the 2007/08 budget was **£153,136**.
- 3.1.3 The total amount of revenue funding available to the Area Committee for 2008/09 was **£366,231**.
- 3.1.4 The Area Committee is asked to note that of the **£334,987.00** allocated from the 2008/09 Well being Revenue Budget, a total of **£265,307.68** was actually spent as listed in **Appendix 1**. This gives a revenue roll forward of **£100,923 into 2009/10**.

## 3.2 Revenue 2009/10

- 3.2.1 The revenue budget 2009/10 approved by Executive Board for 2009/10 is **£207,960**.
- 3.2.2 The roll forward figure, new revenue allocation and additional contributions give a total 2009/10 revenue Well being Budget of **£319,283**.
- 3.3.3 Members are asked to note the total commitments for 2009/10 outlined in **Appendix 1**. This figure currently stands at **£319,197.16** and while some slippage can be expected, the budget is fully committed.
- 3.2.4 Recent Area Committee reports have highlighted the pressure on the 2009/10 revenue Well being Budget and the need for Members to give early consideration to the 2010/11 revenue Well being Budget. Detailed below is an outline of how revenue Well being Funding is currently aligned to ADP themes and priorities in 2009/10 alongside possible allocations for Well being Funding in 2010/11, subject to annual Executive Board approval of the revenue budget.
- 3.2.5 Members considered this schedule at the November Area Committee and made decisions on Morley Literature Festival, Rothwell 600 and Garden Maintenance.
- 3.2.6 At the November Area Committee officers were then asked to investigate the possible conversion of some of the capital fund to revenue and the following response was reported to the last committee.

“The capital programme is specifically compiled for the purpose of spending on capital expenditure only and cannot be converted to revenue. This involves a bidding process where programmes of capital spend are presented, discussed and decisions taken to include in the programme. If agreed programmes of work do not go ahead, for whatever reason then the monies are recycled within the capital programme.

In terms of revenue, decisions can be taken to use revenue as a contribution to enhance the capital programme and these decisions are known as RCCOs (revenue contributions to capital)”

The Area Committee asked that consideration of this issue be deferred at the last meeting to allow consultation to take place with Ardsley Robin Hood Members. Subsequent to that consultation officers have continued discussions with colleagues in finance to examine revenue transactions that could be classed as capital and then reallocating them. As reported last time, in this instance it would not be a contribution from revenue to capital as we are not transferring the budget along with the expenditure so, the revenue budget stays as it is and the amount can then used for further revenue spend. Area Management have reviewed the work and confirm that finance can not capitalise any funding spent pre 2009/10. It is confirmed therefore that £10,000 can be made available through this process and Members are asked to agree that the following projects; music equipment (£6,700), storage unit (£1,171) and ground clearing equipment (£2,322) agreed at the Lofthouse Decision Day.

The recommendation remains to allocate £15,000 revenue Well being Funding to the Lofthouse PB. This option will provide £10,193 revenue funding by converting the projects outlined above to capital expenditure. It is proposed that this expenditure is

split equally between the four Ward Capital allocations to provide additional revenue funding to support Outer South projects in 2010/11.

At the last meeting Members noted that whilst the actual spend for 2009/10 will not be confirmed until the end of the financial year, it was agreed that Officers would bring forward an update at this meeting. Following scrutiny of the Wellbeing revenue spend it is still thought that about £20,000 might be made available through roll over. It should again be noted that any final roll forward figure will not be identified until the end of the financial year. A further update will be provided to the first Area Committee of the new municipal year.

- 3.2.7 With a possible additional £30,000 revenue available, Members are asked to consider the schedule detailed below and the report presented earlier on the continuation of a site based gardeners scheme.



ADP Theme	Projects	Approx. 2009/10 allocation	2010/11
<b>Culture</b>		<b>£33,929.97</b>	<b>£38,000</b>
	Small Grants Scheme	£10,000	£10,000
	Communications Budget e.g. printing, Community Charter	£5,000	£5,000
	Colour photocopier	£2,482.97	£3,000 estimated
	Morley Literature Festival	£15,000	£10,000
	Rothwell 600		£10,000
	Community Centres	£1,447	
<b>Enterprise &amp; Economy</b>		<b>£52,731</b>	<b>£42,500</b>
	Town Centre Management	£52,731	£42,500
<b>Learning</b>	Activity identified in the cluster plans and Children Leeds partnership		
<b>Transport</b>			
<b>Environment</b>		<b>£74,786.50</b>	<b>£6,000</b>
	Site Based Gardeners	£46,182.50	
	Rothwell In Bloom	£2,004	
	Community Skips	£5,000	£3,000
	Glutton	£5,000	
	Conservation Area Reviews	£9,000	
	Oulton and Woodlesford Design Statement	£5,600	
	Activity identified through the Cleaner Neighbourhoods Sub Group e.g. Out of Hours Dog Warden Patrols	£2,000	£3,000
<b>Health and Well Being</b>		<b>£40,000</b>	<b>£33,000</b>
	Garden Maintenance Scheme	£40,000	£33,000
	Activity identified through the cluster plans/Health & Well-Being partnership.		
<b>Thriving</b>		<b>£46,050</b>	<b>£30,400</b>
	Operation Champion	£400	£400
	Activities for Children and Young People	£35,650	£20,000
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures	£10,000	£10,000
<b>Stronger</b>		<b>£61,741.69</b>	<b>£58,526.47</b>
	PNW	£36,241.69	£35,026.47
	NIPs	£6,000 Oakwells and Fairfax Wood Lane	£6,000 Thorpe Harrops and Bridge Street
	Teatime Club	£1,500	
	Supported Area Status	£3,000 Eastleighs Fairleighs Newlands and Denshaws John O'Gaunts	5X£500 = £2,500 Eastleighs Fairleighs Newlands and Denshaws John O'Gaunts Wood Lane Oakwell and Fairfax
	Community Engagement e.g. Participatory Budgeting	£15,000	£15,000
<b>TOTAL</b>		<b>£309,239.16</b>	<b>£208,426.47</b>

### 3.3 **Capital**

3.3.1 Of the **£587,008** capital funding allocated to the Area Committee for 2004/09 a total of **£532,571.08** has been committed to date leaving a balance of **£54,436.92**.

3.3.2 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
2004-08 allocation	£120,077	£120,077	£120,077	£120,077
2008/09 allocation	£26,675	£26,675	£26,675	£26,675
Spend to date	£113,845.94	£143,950.11	£141,447.48	£133,327.55
New Balance	£32,906.06	£2,801.89	£5,304.52	£13,424.45

3.3.3 The Capital allocation from the Executive Board for 2009/10 was **£106,700**. However, the Executive Board at its meeting 12th February agreed a 10% cut in this allocation. This was ratified by Full Council on 24<sup>th</sup> February. The effect of this will be detailed at the next Area Committee.

**Members are invited to bring forward suitable capital projects to be developed by Area Management Team.**

3.3.4 Members are asked to note that at present the NIP areas have been given no capital allocations and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

### 4.0 **Well being Projects**

4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.

4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the revenue balance may be greater than the amount specified in 3.2.4.

4.3 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.

4.4 Members are asked to consider the following projects:-

4.4.1 **Project Title:** Lofthouse Cemetery

**Name of Group or Organisation:** Parks and Countryside Service

**Total Project Cost:** £9,500 Capital

**Amount proposed from Well being Budget 2008/2009:** £5,500 Capital

**Ward Covered:** Ardsley and Robin Hood

**Project Summary:** The cemetery site has been the subject of recent local attention, with representation made in consultation with Ward Members. Much of the concern stems from the sporadic broken site fencing to the western section of the operational cemetery, facing cemetery lane. The site is now open at various points, leaving the location vulnerable to vandalism and anti social behaviour due in some part, to its partly isolated geography.

Following exploratory site visits with officers to ascertain what can be done to provide practical site improvements, a proposal to erect new green metal fencing and a gate has been made which would address the core issues. The rest of the site is deemed acceptably secure through established beech planting and fields to the east; children's play area and new housing development at the south, a mounded section and stone wall adjoining the old cemetery to the north.

Given the cemetery's civic importance, Parks and Countryside have identified match funding via Section 106 monies, which if married with the proposed capital budget support, would enable the works to be completed.

The provision of a new fence to the main western entrance of the cemetery will provide much improved site aesthetics, an improved entrance and site security. The aim is to make the cemetery a much more secure, attractive and inviting place to frequent, for both families attending graves and visitors to the cemetery.

Area Committee are asked to note that under Lofthouse 'Bright Ideas' Participatory Budgeting Initiative 2009, £5,000 has been allocated to 8 Carlton Scout Group, to bring back to suitable standard, the now derelict Lofthouse Parish burial site. The two sites adjoin each other to the north and therefore, together these new works would both extremely timely and complementary.

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to 'ensure the individual 'characters' and identities of Outer South Communities are maintained and conserved', under the ADP theme of 'Environment'.

4.4.3 **Project Title:** Morley Bottoms

**Name of Group or Organisation:** Morley Bottoms Project Team

**Total Project Cost:** £17,000 capital

**Amount proposed from Well being Budget 2008/2009:** £1,200 capital

**Ward Covered:** Morley North and Morley South

**Project Summary:** The aim of this scheme is to deliver public realm improvements which will improve the linkage from Morley Bottoms to the main town centre. The work will complement the current Town and District Centre funded Morley Bottoms Regeneration Scheme which included public seating in Chapel Hill and a new build social housing scheme in Chapel Hill.

Chapel Hill has suffered from lack of car parking and its distance from Morley Town Centre (Queen Street). This proposal aims to remove this barrier and connect Morley Bottoms (Chapel Hill) to Morley Town Centre (Queen Street).

The proposal already agreed by Area Committee is to repaint and repair broken seating and provide PFI lighting columns in keeping with those already on Chapel Hill and the pedestrianised parts of Queen Street. It will also provide a spotlight on the lamp column nearest Morley War Memorial to illuminate the War Memorial.

Members have previously agreed £5,400 capital funding to support this scheme; the funding will be split equally between the Morley North and Morley South Capital Well Being Budgets. However, a shortfall of £1,200 funding has been identified and Members are asked consider making an additional allocation to be split equally between Morley North and Morley South

**Area Committee/Area Delivery Plan Key Themes and Action Plan Priorities:**

This proposal supports the Area Committee priority to increase regenerate rundown neighbourhoods, under the ADP theme of 'Enterprise and Economy'.

**5.0 Small Grants Update**

5.1 There have been no small grants approved since the last meeting.

**6.0 Implications For Council Policy and Governance**

6.1 There are no direct implications for the above as a result of this report.

**7.0 Legal and Resource Implications**

7.1 Legal implications as a result of this report will be reflected in any subsequent Funding Agreements and Contracts to Tender that arise from projects funded from the Well being Budget.

7.2 Resource implications will be that the remaining balance of the Well being Budget for revenue will be reduced and remaining balance of the Well being Budget for capital will be reduced as a result of any projects funded.

**8.0 Conclusions**

8.1 The report provides up to date information on the Area Committee's Well being Budget.

## **9.0 Recommendations**

9.1 Members of the Outer South Area Committee are requested to:

- a) Note the contents of the report.
- b) Note the position of the Well being Budget as set out at 3.0
- c) Note the revenue amounts for 2009/10 as outlined in Appendix 1.
- d) Note the Wellbeing capital projects already agreed as listed in Appendix 2.
- e) Consider and agree that the funding detailed in 3.2.7 be allocated from revenue to the capital fund split equally between each Ward.
- f) Consider support for the Site Based Gardeners Project in the light of the report presented earlier and information contained here.
- g) Consider the project proposals detailed in 4.4
- h) Note the Small Grants situation in 5.1
- i) Using the information in 3.2, including the table, consider project ring fences for the 2010/11 revenue Well being Budget.

## **Background Papers**

- Well Being Report, 30<sup>th</sup> November 2009

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		2008 / 2009	2009 / 2010
<b>Budget</b>	<b>Allocation</b>	£203,880	£207,960.00
	<b>Carry forward</b>	£153,136	£100,923.00
	<b>Additional Allocation</b>	-	-
	<b>Morley Town Council</b>	£5,000.00	£4,539.00 £5,461.00
	<b>Refunded To Well being Budget due to incorrect recharges</b>	£4,215.00	£200.00
	<b>Morley T4peace April 09 contribution</b>		£200.00
	<b>TOTAL</b>	<b>£366,231</b>	<b>£319,283</b>

<b>Project</b>	<b>Delivery Organisation</b>	<b>2009/2010 Revenue Costs</b>				<b>Outcomes</b>	
		<b>Actual Revenue costs</b>	<b>Approved</b>	<b>Actual</b>	<b>Committed</b>		<b>Balance</b>
<b>Outer South Skips</b> To provide skips for community use.	South East Area Management	£2,740.00	£5,000.00	£1,480.00	£320.00	£3,200.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
<b>Outer South Small Grants Fund</b> Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£10,472.22	£10,000.00	£4,500.00	£0.00	£5,500.00	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.

Outer South Wellbeing Budget  
2008 - 2010

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Outer South Communications</b> A budget to enable effective communication and consultation on Area Committee issues in the Outer South.	South East Area Management	£5,331.87	£5,000.00	£2,700.00	£90.00	£2,210.00	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
<b>Supported Area - Eastleighs &amp; Fairleighs</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£500.00	£1,000.00	£44.00	£0.00	£956.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
<b>Supported Area - Newlands &amp; Denshaws</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management Team	£0.00	£1,000.00	£0.00	£0.00	£1,000.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
<b>Supported Area - John O'Gaunts</b> A plan aimed at making improvements in Priority Neighbourhoods. <i>Approval Date: ?</i>	South East Area Management Team	£2,751.00	£1,000.00	£305.00	£0.00	£695.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.



**Outer South Wellbeing Budget  
2008 - 2010**

**Appendix 1**

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>NIP – Oakwells &amp; Fairfaxes</b> A plan aimed at making improvements in Priority Neighbourhoods. <i>Approval Date: ?</i>	South East Area Management	£3,101.00	£3,000.00	£1,336.13	£7.13	£1,656.74	Projects aimed at the priorities identified of: ASB, environment, young people and community facilities. Narrowing the gap: improved services and wellbeing of the area.
<b>NIP – Wood Lane</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£3,000.00	£96.00	£50.00	£2,854.00	Projects aimed at the priorities identified: the environment, young people and crime and ASB. Narrowing the gap: improved services and wellbeing of the area.
<b>NIP – Harrops and Bridge Street Phase 2</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Neighbourhood Improvement Area – Thorpe - Phase 2</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Neighbourhood Improvement Area – Springbank – Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Neighbourhood Improvement Area – Ingles - Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Community Centres</b> A ringfenced amount to cover any essential work identified by the Community Centres Sub-Group. <i>Approval Date: Various</i>	South East Area Management	£1,194.29	£0.00	£0.00	£1,447.00	£1,447.00	Community centre improvements. Community involvement. Improved facilities for community use.
<b>Morley In Bloom 07/08</b> Support for Morley in Bloom.	Morley In Bloom 07/08	£4,138.97	£0.00	£0.00	£0.00	£0.00	Planting schemes in Morley. Cleaner Neighbourhoods. Vibrant town centre. Creation of community spirit.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Rothwell in Bloom</b> Support for Rothwell in Bloom. <i>Approval Date: 25/02/2008</i>	Rothwell in Bloom	£0.00	£2,004.00	£2,004.00	£0.00	£0.00	Planting schemes in Rothwell. Cleaner Neighbourhoods. Vibrant town centre. Creation of community spirit.
<b>Town Centre Management</b> A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre. <i>Approval Date: 23/02/09</i>	South East Area Management Team	£46,300.64	£62,731.00	£52,731.00	£0.00	£10,000.00	Town Centre Manager for Morley and Rothwell. Please refer to town centre Action Plans.
<b>Colour Photocopier Rental Costs</b> On-costs for Area Management team's photocopier. <i>Approval Date: 08/12/08</i>	South East Area Management Team	£2,483.00	£2,482.97	£2,482.97	£0.00	£0.00	The capacity to produce more questionnaires, publicity and newsletter to a higher standard.
<b>Ardsley &amp; Robin Hood Gardening Scheme</b> Establishment of a gardening service for Rothwell that will be aimed at older people (people over 60) and people with disabilities who are currently unable to maintain their gardens. <i>Approval Date: 25/02/2008</i>	Care & Repair	£16,031.00	£23,000.00	£17,250.00	£0.00	£5,750.00	50 gardens in the first year. 75 gardens in the second year. 100 gardens in the third year. Environmental improvements. People being helped to maintain their own homes. Community safety benefits.

**Outer South Wellbeing Budget  
2008 - 2010**

**Appendix 1**

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>DAZL</b> Dance classes for young people at risk of being involved in anti-social behaviour. <i>Approval Date: 14/04/2008</i>	Dance Action Zone Leeds	£15,368.00	£0.00	£0.00	£0.00	£0.00	Four dance classes in the Outer South. Health benefits to young people involved. Increase in self esteem for young people involved. Targeted young people at less risk of committing anti social behaviour.
<b>More for young people – Outer Activities</b> Involve more young people in more activities. <i>Approval Date: 12/04/2008</i>	Children and Young Peoples Working Group	£9,938.00	£35,000.00	£30,969.66	£4,000.00	£30.34	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
<b>Priority Neighbourhood Worker</b> Review & implement the Neighbourhood Improvement approach for Eastleighs/ Fairleighs, Newlands/ Denshaws, John O'Gaunts, Wood Lane Estate, Fairfaxes and Oakwells, The Harrops. <i>Approval Date: 25/02/2008</i>	South East Area Management	£18,961.69	£36,241.69	£29,054.66	£2,687.31	£4,499.72	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
<b>Site Based Gardeners</b> Site based gardeners at community parks. <i>Approval Date: 02/07/2008 &amp; 30/03/09</i>	Parks and Countryside	£60,380.00	£9,470.00	£9,470.00	£0.00	£0.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.

**Outer South Wellbeing Budget  
2008 - 2010**

**Appendix 1**

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Morley Literature Festival</b> Contribution towards the general revenue costs of holding the event.  <i>Approval Date:</i> 25/02/2008	South East Area Management	£15,000.00	£15,000.00	£15,000.00	£0.00	£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
<b>Mini Tennis</b> Mini tennis coaching to be delivered in Outer South Primary schools.  <i>Approval Date:</i> 12/09/2007	Outer South Primary Schools	£500.00	£0.00	£0.00	£0.00	£0.00	No of teacher trained. No of children engaged. Increased physical activities for schools children to increase health and wellbeing of young people.
<b>Rothwell 600</b> A programme of activities events to mark the 600th anniversary of Rothwell's Royal Charter.  <i>Approval Date:</i> 09/02/2009	Rothwell 600 Committee	£154.00	£0.00	£0.00	£0.00	£0.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.

Outer South Wellbeing Budget  
2008 - 2010

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Conservation Area Reviews</b> To carry out a conservation area review in both Rothwell and Morley. <i>Approval Date: 05/11/2007</i>	South Area Management Team	£16,000.00	£9,000.00	£9,000.00	£0.00	£0.00	Conservation study complete in both Rothwell and Morley. Study will be a document to support the maintenance of built heritage in the towns.
<b>Bulb Bonanza</b> To plant bulbs at key locations around town. <i>Approval Date:</i>	Groundwork	£250.00	£0.00	£0.00	£0.00	£0.00	Bulbs planted. Improve the appearance of the town.
<b>Participatory Budgeting</b> To deliver PB pilot in Outer South. <i>Approval Date: 19/12/2007</i>	South Area Management	£0.00	£15,000.00	£0.00	£0.00	£0.00	Community Engagement initiative for Outer South. £15,000 to spend on priority issues in Wood Lane and evaluation of effectiveness of PB approach in 'Narrowing the Gap'.
<b>Morley Heritage Society</b> Provision of an archive for Morley Heritage Society. <i>Approval Date:</i>	Corporate Property Management	£400.00	£0.00	£0.00	£0.00	£0.00	New archive to house and show artefacts of Morley Heritage Society. Support development of community group.
<b>Thorpe Recreation Ground</b> Design fees for construction of new playground and multi use games area at Thorpe Recreation Ground. <i>Approval Date: 25/02/2008</i>	Parks and Countryside	£8,000.00	£0.00	£0.00	£0.00	£0.00	New playground and games area for local residents. Support development of community group. Provision for activities for young people.

**Outer South Wellbeing Budget  
2008 - 2010**

Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Garden Maintenance Scheme Morley Elderly Action</b> Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens. <i>Approval Date: 25/02/2008</i>	Morley Elderly Action	£7,500.00	£17,000.00	£17,000.00	£0.00	£0.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
<b>West Ardsley Children's Project</b> To support the provision of an after school club for 90-13 year olds in West Ardsley. <i>Approval Date: 07/07/2008</i>	The Children's Project	£960.00	£0.00	£0.00	£0.00	£0.00	Weekly session over three months providing activities for young people. Building confidence and skills of young people. Provision of after school facilities for young people.
<b>Operation Champion</b> To support the multi agency crime and crime initiative in the Outer South wards. <i>Approval Date: 07/07/2008</i>	South Area Management	£400.00	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the Outer South in 2008/09. Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.

**Outer South Wellbeing Budget  
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Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Smithy Lane Recreation Ground</b> To fund design and consultation fees for work on Smithy Lane Rec. <i>Approval Date: 14/04/2008</i>	Parks & Countryside	£6,500.00	£0.00	£0.00	£0.00	£0.00	Completed consultation and design works for capital improvement to Smithy Lane Rec. Community engaged in improvements to local amenities. First stage completed in developing local facilities.
<b>John O Gaunts Environment Week</b> To support the local residents on JOG estate, in conjunction with partners, Groundwork and Aire Valley Homes to deliver an environmental week. <i>Approval Date: 25/02/2008</i>	South Area Management	£2,367.00	£0.00	£0.00	£0.00	£0.00	Variety of environmental awareness and improvement initiatives completed . Improved environment for local residents to live. Increased sense of community spirit and pride over their neighbourhood.
<b>John O Gaunts Junior Allotments</b> To purchase a timber for plant staging, heaters and equipment to carry out allotment tasks during bad weather. <i>Approval Date: 25/02/2008</i>	Groundwork	£425.00	£0.00	£0.00	£0.00	£0.00	Activities provided for young people. Educational



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Appendix 1

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Youth Bus</b> Fund equipment for the Outer South Youth Bus.  <i>Approval Date: 08/12/08</i>	Youth Service	£6,960.00	£0.00	£0.00	£0.00	£0.00	New equipment for the Youth Bus. Increased number of young accessing youth services. Reduction in ASB as a result of diversionary activities. Young People supported to develop their confidence and skills through activities on the youth bus.
<b>Community Safety</b> To support NPT to deliver community safety <i>Approval Date: 30/03/09</i>	South Leeds Area Management	£0.00	£10,000.00	£7,245.00	£2,750.00	£5.00	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
<b>Oulton &amp; Woodlesford Design Statement</b> Support community group to produce a design statement for the community with the assistance of a <i>Approval Date: 09/02/09</i>	Oulton & Woodlesford Design Consultants	£0.00	£5,600.00	£5,600.00	£0.00	£0.00	Develop the capacity of a community group through delivering a project that will produce a completed Design Statement document to support how the character of the Oulton and Woodlesford is maintained and enhanced.

Project	Delivery Organisation	2008/2009 Actual Revenue costs	2009/2010 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
<b>Tea Time Club</b> Community based project run by residents and the Children's Centre to provide meals for the local community <i>Approval Date: 30/03/09</i>	Rothwell Children's	£0.00	£1,500.00	£1,500.00	£0.00	£0.00	Residents supported to develop their skills through planning, shopping and cooking healthy meals. Community pride and spirit is increased as a result of the project.
<b>Incorrect Payment to Libraries</b>		£200.00	£0.00	£0.00	£0.00	£0.00	Z034651 Libraries miscoded to 85/676 - reclaimed in 09/10
<b>Dog Fouling Project</b> Purchase additional dog warden services for the water south area. <i>Approval Date: 30th March</i>	Dog Warden Service		£1,958.00	£0.00	£0.00	£1,958.00	Increased prosecutions for dog fouling. Increase in education of dog owners to reduce dog fouling in improve environment of neighbourhoods.
<b>Monitoring of Children and Young People Activities</b>	PAYP		£650.00	£0.00	£0.00	£650.00	Effective monitoring of the Children and Young People programme of activities to identify gaps and inform programme for 2010/11
<b>Transfer of the Glutton Funding</b>	Environmental Services		£5,000.00	£5,000.00	£0.00	£0.00	
<b>TOTAL</b>	<b>Projects agreed</b>	<b>£265,307.68</b>	<b>£319,197.16</b>	<b>£245,480.92</b>	<b>£9,904.44</b>	<b>£63,811.80</b>	
	<b>Balance</b>	<b>£100,923.15</b>	<b>£85.84</b>				

## Ardsley & Robin Hood

Project	Delivery Organisation	Projected Capital cost	Actual Spend	Outcomes	Complete
<b>Sports Facility Development</b> The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club <i>Approval date: 25/04/2005</i>	Tingley Athletic Football Club	£20,000.00	£20,000.00	Clearance of the existing site Levelling and drainage of the site. Provision of a new access point with car parking facilities. Build of a new clubhouse with changing facilities and multi purpose room. More people in the area benefiting from local sports facilities.	Complete
<b>West Ardsley Community Centre Improvements</b> Repairs to bring community centre back into active use <i>Approval date: 11/07/2005</i>	City Development/ Neighbourhoods & Housing	£16,564.00	£16,564.00	Restore outside lighting. Replace existing handrails. Additional fencing. Roller shutter door. Replace gutter and fall pipes. Connect gas supply to centre. Maintenance works to gents toilets. After school and youth provision provided in the area. More young people engaged in diversionary activities. A base for community groups to hold activities in the area.	Complete
<b>Litterbins Ardsley &amp; Robin Hood 2005/2006</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£2,900.00	£2,900.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>East Ardsley Community Centre Fence</b> Security measures taken around the East Ardsley Community Centre which has been a hotspot for anti social behaviour. <i>Approval date: 12/12/2005</i>	City Development	£13,193.00	£13,193.00	A security fence to be installed around the Centre. Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A reduction in the amount of vandalism the centre was experiencing.	Complete

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<p><b>Westerton Road Allotments Fencing</b> To erect steel fencing around the back of Westerton Road Allotments. <i>Approval date: 06/11/2006</i></p>	Parks & Countryside	£10,071.75	£10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
<p><b>Litterbins 2007/2008</b> Additional litterbins for areas identified as being problematic for litter <i>Approval date: 25/02/2008</i></p>	Environmental Services	£2,400.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<p><b>Tingley Athletic Junior Football Club – Car Park Provision</b> To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park. <i>Approval date: 25/02/2005</i></p>	Tingley Junior Athletic Football Club	£12,000.00	£12,000.00	New Overflow car park for users of Tingley FC. Supporting community groups to improve local environment and involving more young people in activities.	Complete
<p><b>Smithy Lane Recreation Ground</b> To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i>  approved date:</p>	Parks and Countryside	£35,000.00	£0.00	New play facilities. Tenants and Residents Group supported in delivering a project requested from community consultation. Improvement to the environments. Reduction in ASB. Increased facilities for children and young people.	ongoing
<p><b>Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass</b> Installation of a gully to prevent a key public right of way being flooded. <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£1,717.19	£1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete
<b>Ardsley &amp; Robin Hood Total</b>		<b>£121,845.94</b>	<b>£78,770.94</b>		

**All Morley**

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<b>Morley Community Radio</b> A radio station to be established covering the Morley area <i>Approval date: 24/04/2005</i>	Morley Community Radio	£10,000.00	£10,000.00	Broadcasted 12 days in December and 10 days in July. 40 people were involved. Many voluntary and statutory organisations fed into this and gave interviews on air. More local people being aware and able to voice their opinion on local issues.	Complete
<b>Morley Leisure Centre Disability Access</b> Measures to make Morley Leisure Centre DDA compliant. <i>Approval date: 11/07/2005</i>	Leisure Services	£15,000.00	£15,000.00	New disabled changing facilities. Lowering of reception counter. More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.	Complete
<b>Town Centre Environmental Improvements</b> Environmental Improvements in Morley Town Centre <i>Approval date: 25/02/2008</i>	Morley In Bloom	£1,000.00	£1,000.00	Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre. A more pleasant environment in Morley Town Centre encouraging more people to shop there.	Complete
<b>New Creation</b> To run environmental projects in Morley schools until the end of 2008. <i>Approval date: 25/02/2008</i>	Groundwork	£1,000.00	£1,000.00	Yellow Woods Challenge. Recycled Christmas Decorations projects. Development of bring bank sites in Morley schools. Composting schemes in Morley schools. Litter pick with Seven Hills primary School. Increase Young people and their family's knowledge of environmental issues such as recycling. An increase in recycling rates in the Outer South. Environmental Improvements in the Outer South.	Complete

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<b>Morley Bottoms Regeneration Scheme</b> Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006</i>	Development Department, LCC	£30,000	£26,693.43	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop lay by. Improve appearance; quality and value of the local area as well improve the public realm and environment.	Ongoing
<b>Scatcherd Park War Memorial</b> Restoration of the war memorial <i>Approval date: 10/09/2007</i>	Parks and Countryside	£10,000	£10,000.00	Improve appearance. Protection of a local heritage site and improve the general appearance of the park while	Complete
<b>Electrical Services to Bandstand</b> Installation of an outdoor power point at the bandstand. <i>Approval date: 17/11/2007</i>	Civic Buildings	£936	£936	Develop the technical infrastructure of the town centre. Support outdoor entertainment such as the Morley light switch on and future events.	Complete
<b>Glutton Street Cleanser</b> Purchase of a mechanical sweeper <i>Approval date: 17/11/2007</i>	Environmental Services	£6,000	£6,000	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
<b>Car parking scheme at Queensway Car Park</b> Installation of equipment providing time limited parking in car park. <i>Approval date: 17/11/2007</i>	City Development	£6,000	£6,000.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
<b>Morley Heritage Society</b> Provision of an archive for Morley Heritage Society <i>Approval date: 25/02/2008</i>	Corporate Property	£1,800	£1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group.	Complete
<b>Morley Brigg Site</b> Improve and enhance existing recycling facilities in Morley <i>Approval date: 25/02/2008</i>	City Development	£6,162.25	£6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Morley Town Hall</b> Improve facilities at Morley Town Hall. <i>Approval date: 25/02/2008</i>	Corporate Property Management	£31,000	£29,800.00	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing

## Outer South Capital Wellbeing Budget 2004 - 2009

<b>Morley in Bloom</b> Purchase of planters <i>Approval date: 11/07/2005</i>	Morley in Bloom	£1,835.40	£1,835.40	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete
<b>Morley Bottoms</b> Install new layby along with seating and fencing. <i>Approval date: 25/09/2006</i>	City Development	£8,006.57	£8,006.57	Support economic development.	Complete
<b>Morley Elderly Action</b> Building extension. <i>Approval date: 08/12/2008</i>	Morley Elderly Action	£40,000	£0.00	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	Ongoing
<b>Removal of Walton Drive Steps</b> Removal of steps and replacement with ramp and triangle of mortar along wall. <i>Approval date 01/02/2010</i>	Transport Strategy Team	£2,100	£0.00	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing
<b>All Morley Total</b>		<b>£168,740.22</b>	<b>£124,133.65</b>		

**Morley North**

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<b>Gildersome Springbank Green Doorstep Project</b> The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource. <i>Approval date: 24/10/2005</i>	Gildersome Action Group	£5,000.00	£5,000.00	Clearance of area. Litter bins in area. Benches in the area. Soft landscaping. An improvement to the physical environment of the area.	Complete
<b>Gildersome CCTV Scheme</b> The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism. <i>Approval date: 11/07/2005</i>	Gildersome Action	£12,600.00	£12,600.00	7 high resolution day / night cameras to be installed. A reduction in the incidents of crime and ASB in the area. A reduction in the fear of crime amongst local residents.	Complete
<b>Drighlington Library Disability</b> Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users. <i>Approval date: 12/12/2005</i>	Learning & Leisure	£4,500.00	£4,500.00	Two additional disabled parking bays. An increase number of people being able to take advantage of facilities at Drighlington Library and meeting hall.	Complete
<b>Minibus</b> A new mini bus for the school to help continue the pupils sporting success and achievements <i>Approval date: 12/12/2005</i>	Birchfield School	£5,000.00	£5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
<b>Drighlington Meeting Hall</b> Improvement to Drighlington Meeting hall <i>Approval date: 05/11/2007</i>	Learning and Leisure	£7,500.00	£7,500.00	Upgrade of Kitchen. Upgrade of toilets. New storage. Continued and developed use of Drighlington Meeting hall by community groups.	Complete



Outer South Capital Wellbeing Budget  
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<b>Litterbins 2007/2008</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Springfield Mill Park</b> Environmental Improvements to Springfield Mill Park <i>Approval date: 07/07/2008</i>	Friends of Springfield	£5,000	£5,000	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
<b>Churwell Park</b> Improvements to Churwell Park <i>Approval date: 14/04/2008</i>	Parks and Countryside	£5,000	£5,000	New benches and plants for shrub beds. Improvements to the environment.	Complete
<b>Churwell Park CCTV</b> Installation of CCTV at Churwell Park <i>Approval date: 30/11/09</i>	Churwell Action Group	£14,757.00	£0.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Ongoing
<b>Morley North Sub Total</b>		<b>£61,757.00</b>	<b>£46,925.00</b>		
<b>All Morley (50%)</b>		<b>£84,370.11</b>	<b>£62,066.83</b>		
<b>Morley North Total</b>		<b>£146,127.11</b>	<b>£108,991.83</b>		

## Morley South

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<b>Neighbourhood Improvement Area – Newlands &amp; Denshaws</b> A plan to aimed at making improvements in Priority Neighbourhoods. <i>Approval date: ?</i>	South Area Management	£25,100	£19,000.00  £2,000.00  £4,100.00	Albert Drive Shop Improvements. Kick around area in Newlands. Lewisham Park Improvements. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents.	Complete  Complete  Complete
<b>Rein Park – Morley South</b> An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB. <i>Approval date: 12/12/2005</i>	Parks & Countryside	£3,000.00	£3,000.00	Land adopted. Fencing. Trees planting. Reduction in the number of reported incidents of anti social behaviour in the area.	Complete
<b>Morley South Litterbins 2005/06</b> Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£4,700.00	£4,700.00	14 additional dual compartments, free standing litter bins for Morley South. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Magpie Lane – Morley South</b> Environmental improvements to secure Magpie Lane and prevent travellers from re entering the site. <i>Approval date: 12/12/2005</i>	Leeds South Homes	£8,000.00	£8,000.00	Measures taken to prevent travellers from re-entering the site on Magpie Lane. Improvements in the physical environment of the area. Residents of the area feeling more secure.	Complete
<b>Lewisham Park Youth Centre CCTV</b> CCTV scheme for Lewisham Park youth centre. <i>Approval date: 12/12/2005</i>	City Services	£8,500	£8,500	CCTV. A decrease of ASB in the area. Safer communities.	Complete

## Outer South Capital Wellbeing Budget 2004 - 2009

<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Denshaw Grove Landscaping</b> Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. <i>Approval date: 07/07/2008</i>	Groundwork	£2,214.97	£0.00	Safer stronger community. A safe and pleasant place to play.	Ongoing
<b>Improvements to Footpath 79, Wide Lane</b> Resurface footpath <i>Approval Date: 30/03/09</i>	Parks & Countryside	£3,162.40	3162.4	Improved Environment for local residents and allow better access of public right of way.	complete
<b>Morley South Sub Total</b>		<b>£57,077.37</b>	<b>£54,787.40</b>		
<b>All Morley (50%)</b>		<b>£84,370.11</b>	<b>£62,066.83</b>		
<b>Morley South Total</b>		<b>£141,447.48</b>	<b>£116,854.23</b>		

**Rothwell**

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<b>Neighbourhood Improvement Area – John O’Gaunts</b> A plan to aimed at making improvements in Priority Neighbourhoods <i>Approval date: ?</i>	South Area Management	£20,600.00	£9,000 £11,600	Diversory activities for young people. Pathways Initiative. Gardening Initiative. Youth Shelter. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents. An improvement in the physical environment of the area.	Complete Complete
<b>Litterbins Rothwell 2005/06</b> Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 24/10/2005</i>	Environmental Services	£5,000.00	£5,000.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Oulton &amp; Woodlesford Sports &amp; Social Facilities</b> The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club. <i>Approval date: 06/02/2006</i>	Parks & Countryside	£20,000.00	£20,000.00	Two new changing rooms. Officials room with toilet and shower facilities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Rose Lund Centre Improvements</b> The extension of the Rose Lund Centre. <i>Approval date: 25/02/2008</i>	Parks & Countryside	£20,000.00	£20,000.00	2 new changing rooms. Officials room with toilet and shower facilities. More young people involved in sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,400.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete

## Outer South Capital Wellbeing Budget

2004 - 2009

<b>Rothwell Litterbins</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£4,800.00	£4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Rothwell Bring Site</b> Improve and enhance existing recycling facilities in Rothwell. <i>Approval date: 25/02/2008</i>	City Development	£6,452.80	£6,452.80	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Windmill Youth Club</b> Improve facilities at Windmill Youth Club. <i>Approval date: 25/02/2008</i>	Corporate Property	£30,707	£12,500.00	Enhance and develop a community centre. Increase community use of building.	Ongoing
<b>Recycling Bring Sites (additional)</b> Resurfacing of the site. <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Manor Road Shops</b> Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75	£19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
<b>Rothwell Competitive Music Festival - Staging</b> Purchase temporary and portable staging <i>Approval date: 1st February 2010</i>	Rothwell Competitive Music Festival	£2,100	£0	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a nominal fee.	Ongoing
<b>Rothwell Total</b>		<b>£133,327.55</b>	<b>£115,045.55</b>		

<b>TOTAL</b>	<b>£542,748.08</b>	<b>£419,662.54</b>
<b>Projects agreed</b>		
<b>Balance</b>	<b>£44,259.92</b>	





**Report of the Director of Environments & Neighbourhoods Directorate**

**South Leeds (Outer) Area Committee**

**Date: Monday 15<sup>th</sup> March 2010**

**Subject: Acting Area Manager's Report**

<p><b>Electoral Wards Affected:</b></p> <p>Ardsley &amp; Robin Hood Morley North Morley South Rothwell</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input checked="" type="checkbox"/></p>	
<p>Council Function <input type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

**Executive Summary**

This report details a range of activities taking place within the Outer South Leeds Area, some of which are dealt with in greater detail elsewhere on the agenda.

This report provides Members with an update on actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in November 2009. It also provides information on current ongoing projects.

**1.0 Purpose of Report**

- 1.1 To bring to Members' attention in a succinct fashion, brief details of the range of activities with which the Area Management Team are engaged, and that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.
- 1.2 Members will recall that the refreshed Area Delivery Plan was approved at the June 2009 Area Committee with Ward Member Briefing meetings serving to focus on ward specific actions within the plan.
- 1.3 This report provides Members with an update on actions and achievements around the Area Delivery Plan since the last Area Committee meeting, it also provides members with an overview of the current projects that the Area Management Team are working on.

## **2.0 Background Information**

2.1 The ADP for 2008/9 – 2010/11 has been developed following the headings contained within the Leeds Strategic Plan and the Vision for Leeds. It is a local expression of the city's commitment to the Local Area Agreement and partnership working. The themes of the ADP are:

- Culture
- Harmonious Communities
- Enterprise and Economy
- Transport
- Environment
- Health and Wellbeing
- Thriving Places
- Learning.

2.2 The Area Delivery Plan for 2008-11 was approved by this Area Committee and a refreshed version of the plan was endorsed by the Area Committee on June 2009.

2.3 In line with the Area Committee's community engagement framework, work is ongoing to engage with local stakeholders and residents linked to service improvement and area delivery plan priorities. A report will be presented to the next Area Committee meeting which will detail the outcomes of engagement activities, address the issues that have emerged and support proposals linked to area delivery plan priorities.

## **3.0 Updates by Theme: Culture**

### **3.1 Morley Literature Festival**

3.1.1 At the November Area Committee, £10,000 revenue Well being funding, was approved subject to Executive Board approval, to support the delivery of Morley Literature Festival 2010. The Festival Committee are pleased to announce the appointment of Jenny Harris as Festival Director for 2010. Jenny Harris has previously specialised in creation, commissioning and project management of events and festivals for literature and the performing arts. Jenny's skills include marketing, communications and fundraising and she has worked with Yorkshire Forward, Folk Arts England and Tower Hamlets Council among others. Jenny has also previously worked with Leeds City Council as a Senior Music Officer during which time she led on the Fuseleeds festival and staged events in Morley Town Hall.

3.1.2 The Festival Committee are holding their Annual General Meeting on 23<sup>rd</sup> March and are working with the new Director to ensure a successful Festival for 2010 and marks its fifth anniversary.

### **3.2 Community Centres**

#### **3.2.1 Pricings and Lettings**

Further to a report presented to Area Committee in October highlighting the need for a review of Pricing & Lettings policy discount schedules, an exercise has been undertaken to re-look at the discount categories agreed by the Area Committee in 2007. Following the recent Outer South Community Centres Sub Committee, a revised discount schedule has been developed. The discount schedule is now more detailed and provides further examples for the Lettings Unit to assess applications for room hire to ensure that groups are apportioned the correct levels of discount and therefore being charged the correct lettings fees. The revised discount schedule is attached Appendix 1 for members to endorse, in order that the policy can be implemented from 1<sup>st</sup> April 2010.



### 3.2.2 Churwell C.C. / Stanhope Memorial Hall

Further to previous update reports on this subject, the business case for the renovation of Stanhope and closure of Churwell has been endorsed by LCC Financial Development. The business case was developed in order to receive a short term 'loan' from the LCC capital programme to carry out the works on Stanhope whilst the disposal and eventual sale of Churwell C.C. was progressing. In order to receive the funding, it was indicated in the business plan that any shortfall of funding from the sale of the facility would be covered either through efficiency savings made on the Outer South Community Centres portfolio or via the Outer South Area Well being Budget capital allocation. At this stage it is uncertain if any or how much funding would be required but members need to be aware that this commitment has had to be made in order for this project to be able to progress further.

### 3.3.3 Community Centres Sub Committee

The Outer South Community Centres Sub Committee last met on 10<sup>th</sup> February and the minutes and action plan are attached at Appendix 2 & 3.

## 4.0 **Updates by Theme: Enterprise and Economy**

### 4.1 Town Centre Management Morley Town Centre Business Awards

The Town Centre Business Awards developed by the Morley Chamber are a new addition to the Morley calendar of events. Since late January people have been voting for their favourite business or member of staff and a large number of votes have been cast.

The awards evening on Friday 12<sup>th</sup> March will be a glamorous event providing a positive image for the town centre and its business community. Complimentary tickets are provided to sponsors with the remainder being sold.

### 4.2 Morley Summit:

First launched in 2007 this years Morley Summit will provide the opportunity for fresh ideas and for Morley Town Centre Management Board to give a resume of the way forward and answer any questions. The summit event will take place just before the Town Awards evening at Morley Town Hall.

### 4.3 Morley Town Centre Management Board

The board continues to meet and coordinate the work of the Town Centre Manager. Minutes of recent meetings are attached at Appendix 4.

### 4.4 Rothwell & Leeds Ahead:

Town Centre Management in Rothwell still does not have a public / private sector management committee. Work on Phase 3 of the Morrisons Scheme is progressing and the reopening of Commercial Street is scheduled to start in early March. Morrisons have still to confirm if building small shops on their vacant site will be implemented.

Leeds Ahead aims to forge links between the public private and voluntary sectors. Town Centre Management is working with Leeds Ahead to develop opportunities to use to develop partnerships across the whole of the Rothwell Ward. Following a series of meetings, it is proposed the first such event will be in April and concentrate on business networking.

#### 4.5 Investment Partnership South Leeds

Following the cancellation of the first Partnership Engagement Group (PEG) because of the snow, the rearranged meeting went ahead on Tuesday 23<sup>rd</sup> February Chaired by Steve Williamson of Renew. More than 30 people attended and contributed to workshop sessions to develop work that had been scoped at the 10<sup>th</sup> October 2009 event at Elland Road. The next PEG is due to take place in May.

#### 4.5 Town & District Centre Regeneration Scheme

##### 4.5.1 Empty Shops

The LSI application forms have been sent to all empty premises in the agreed area of Morley Bottoms. 16 premises were identified. The closing date for applications is Friday 5 March. Currently two applications have been received and two other businesses have verbally said they are planning to submit applications within the deadline. One other premise has also confirmed they will work with the TCM to independently undertake improvements.

##### 4.5.2 Pedestrian Trail

The painting and replacement of street furniture along Queen Street in the town centre is progressing and orders have been raised enabling Highways Section to commence work as a matter of priority.

#### 4.6 Town & District Centre Regeneration Scheme: Morley Bottoms

The new Project Team continues to meet to coordinate this scheme. The scheme position is as follows.

Morley Bottoms has 4 components:

##### 1. Affordable Housing

- Heads of Terms agreed with YHA. Deadline for transfer 15/3.
- Ownership by 1<sup>st</sup> April
- Final cost evaluation, T&DC to fund gap.
- **Lettings Plan.** To be developed in conjunction with Members and key stakeholders. Consultation will include local businesses.

##### 2. Enforcement

- Queen Street not sold. 1-3 Brunswick Street requires follow up.

##### 3. Adoption of new lay-by progressing, street registry aware.

- Upgrading of signals and pedestrian crossing. Report on design being approved and provisionally programmed into Highways 2010/11 programme of work. However, DDA scheme on hold. Whole scheme could slip to 3 – 4 years hence.

##### 4. Planning

- Planning permission achieved.

## **5.0 Updates by Theme: Learning**

### **5.1 Children Leeds South Leadership Team**

To further strengthen links between the Children Leeds South Leadership Team and the Outer South Area Committee, the most recent minutes available are attached at Appendix 5.

## **6.0 Updates by Theme: Environment**

### **6.1 Cleaner Neighbourhoods Sub Group**

The Cleaner Neighbourhoods Sub Group met on Tuesday 26<sup>th</sup> January to discuss Environmental issues and actions highlighted in the Area Delivery Plan (ADP). The Minutes (Appendix 6) and Action Plan (Appendix 7) are presented for Members information.

#### **6.1.1 Ginnel Mapping**

Area Management (AMT) have co-ordinated a third meeting with all relevant partners to actively assist and partake in a ginnel mapping exercise in Outer South. This meeting was held in February and saw limited partner support, with Public Rights of Way, Highways, and Aire Valley Homes in attendance. The meeting agreed that the final map will be circulated to Members and partners to assist in the quick identification of ownership of ginnels in Rothwell to enable a quick referral and solution of environmental issues.

#### **6.1.2 Grit Bins**

At the Cleaner Neighbourhoods Sub Group in January, Area Management were requested to contact Highways Maintenance to request information regarding the development of a Well being Project to purchase additional grit bins in the Outer South. Highways Maintenance confirmed that there are three types of grit bins, green, yellow and blue. Green are fitted and maintained by Highways, yellow (Sale of Salt) are installed and maintained by Highways but are funded by an organisation who has successfully made a request for a grit bin. Blue bins are similar to the yellow sale of salt but are funded through Councillors budgets. Highways confirmed that there is currently an embargo on installation of new bins and filling all grit bins due to a grit shortage. Area Management are exploring with Highways Maintenance the process for grit bin installation and will provide an update to Members through the Cleaner Neighbourhoods Sub Group.

### **6.2 Smithy Lane Recreational Ground**

6.2.1 The Area Committee has supported the Smithy Lane Recreational Ground project with two capital allocations (£35,000 and £8,000) from their Ardsley Robin Hood Ward capital allocation.

6.2.2 Severe weather conditions resulted in delays on site however, work is well underway with a number of items in situ. If the weather conditions remain favourable, work on the toddler play area fencing will be completed within the next two weeks. Work on the teen area is scheduled to on 22<sup>nd</sup> February and it is envisaged that work will be completed before the end of March with only minor snagging needed in April.

### 6.3 Thorpe Recreational Ground

- 6.3.1 The Area Committee funded a consultation study with residents for spending Section 106 funding on improvements at Thorpe Recreational Ground. A full project proposal was developed based on the consultation results and a tender was circulated. However, the original tender was over budget and Parks and Countryside are now in the process of tendering, aiming for evaluation in March and work to start on site early spring.

### 6.4 Oulton & Woodlesford Design Statement

- 6.4.1 The Oulton & Woodlesford Design Statement funded by the Area Committee has made good progress since it's inception in early 2009. The project was initially driven by questionnaires being circulated to every household in the locality, with an invitation to residents to give their views on local facilities, leisure, transport, housing and community issues. The response from returns has formed part of baseline data, used to steer the project.

A well attended public meeting, in March 2009 officially launched the project. Two full day workshops were held in April 2009 to analyse the character of the area. Local volunteers took photographs, highlighted common design features and discussed areas of concern as well as the positive elements of their locality. Further workshops and meetings were held in the autumn. Local in Bloom Groups passed comment about their work. Interested groups and individuals were then asked to research the following topics:

- The history of Oulton and Woodlesford
- Listed and important buildings in the area
- Oulton Conservation Area, Oulton Hall, gardens/ parkland/ golf course
- Pedestrian/road/traffic issues in Oulton and Woodlesford
- Access throughout the two communities
- Designated footpaths/ local walks /canal walks/ cycle routes
- Local canals/Fleet Lane marina and Woodlesford lock
- Flora, fauna, birds and wildlife in the area
- The rural hinterland surrounding the two communities
- Issues with telecommunication masts
- Fleet Lane Protected Area of Search

The information has now been collated and a draft document is being prepared. The draft will be available to view and make comment on at a public exhibition at All Saints Parish Hall, Woodlesford between 1 and 2 May 2010. Any amendments will then be considered before being presented to Council for formal adoption during summer 2010. The process should ensure an adopted Design Statement before the end of the calendar year.

## 7.0 **Updates by Theme: Transport**

The 'New Generation Transport (NGT) Scheme: Current Position and Public Consultation Results' report has been circulated directly to Outer South Councillors by the new generation transport team.

## **8.0 Updates by Theme: Health and Well Being**

### **8.1 Health and Well being Partnership**

8.1.1 The South East Health and Wellbeing partnership met on the 14<sup>th</sup> January. The most recent minutes available are attached at Appendix 8.

### **8.2 Garden Maintenance**

8.2.1 Following approval by the Area Committee, Area Management has been working with Morley Elderly Action on mapping clients of the 2009/10 garden maintenance schemes operating in Outer South. This work highlighted Drighlington, Thorpe, East Ardsley and Winthorpes as areas with limited numbers of clients and to be targeted with publicity for 10/11 scheme.

## **9.0 Updates by Theme: Thriving**

### **9.1 Divisional Community Safety Partnership (DCSP)**

9.1.1 The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Robert Finnigan attends the DCSP as the Outer South Area Committee representative. An executive summary of the January meeting is available at Appendix 9.

9.1.2 The Area Management Team and Area Community Safety Co-ordinator are exploring ways of strengthening the links between the Outer South Area Committee and the South Leeds DCSP. This includes looking at how Members can be more involved in multi-agency Tasking. Information is being gathered about models in other areas and the Community Safety Champion Councillor Finnigan has been invited to the next Morley Tasking to observe. Further information about the approach will be shared with Members in due course.

### **9.2 Manor Road Shops**

Area Management have been working with Commercial Asset Management, Aire Valley Homes, Rothwell Neighbourhood Policing Team and the Rothwell Tenants and Residents Association to develop a proposal to upgrade the current CCTV scheme installed at Manor Road shops on the Wood Lane Estate, Rothwell. As a result of the CCTV scheme being subject to a review by Leeds Watch to ensure that the protocols recently agreed are fit for purpose and that all parties are legally protected. Area Management will continue to develop an upgrade scheme and present a proposal at the first Area Committee meeting in 2010/11.

## **10.0 Updates by Theme: Harmonious Communities**

### **10.1 Wood Lane NIP:**

The Wood Lane Steering group, Chaired by Councillor Don Wilson, has met monthly since October 2009 and are focusing on training and skills development in Wood Lane. They have undertaken a consultation with local residents on the estate to identify interest. A questionnaire was designed and surveys carried out at the

Children's Centre Christmas Party and outside the Manor Road shops. 37 questionnaires were completed.

Results from this consultation have now been collated and highlights the need for sessions on health and well being, cookery and IT as well as an interest in basic skills for accessing employment. As part of the Steering Group, partners from Joseph Priestley and Libraries are working with the Priority Neighbourhood Worker to arrange IT sessions to address this.

As a result of the Wood Lane questionnaire, the NIP Steering group has been able to link potential local volunteers who have expressed an interest in a particular area with relevant Wood Lane 'You Choose' projects.

Aire Valley Homes have arranged to provide the mobile office on three consecutive Wednesdays from the 7<sup>th</sup> to the 21<sup>st</sup> April 2010 as part of a jobseekers and training initiative in partnership with jobcentre plus. The Steering Group are currently exploring into the possibility of running training and learning market in the local community. The focus of this event will be to support economically excluded members of the community and to raise their awareness of education, training and employment opportunities.

#### 10.2 Thorpe and Harrops & Bridge Street:

The Priority Neighbourhood Worker has been laying the foundations for the next two Area Committee NIP's; in Thorpe and Harrops and Bridge Street. It is envisaged that the Thorpe NIP will start in April and an area profile and a list of partners to form a Steering Group are being collated. Outer South Area Management Team and the Community Safety Coordinator have been working with a student social work placement who will assist in developing the Harrops & Bridge Street NIP

#### 10.3 Oakwells and Fairfax:

The Oakwell and Fairfax Tenants and Residents Association currently has a full committee who are enthusiastic and committed to their roles. Due to adverse weather conditions the meeting arranged January 2010 was cancelled and the committee rearranged a new meeting for 24<sup>th</sup> February 2010. Previous meetings have been low in attendance by local residents so the group is planning to hold a community type event to gather interest from the local community and increase membership and involvement of residents from the estate.

#### 10.4 Coalfields Regeneration Trust Funding

10.4.1 Health For All are pleased to announce the appointment of Emily Godfrey as the Families Support Coordinator for the Rothwell Families Project. The Steering Group for Rothwell Families Project continues to meet quarterly to support the delivery of a range of projects, to target health and well being and training and skills development of residents. The next meeting is planned for 11<sup>th</sup> March and updates will be given on support to the Mother's Pride Teatime Club at John O'Gaunts and Wood Lane, the IT suite at Rose Lund and arrangements for training courses on both estates.

## 10.5 Year of Volunteering

10.5.1 Area Management continues to support the South East Area Management link with Leeds Year of Volunteering and to deliver the Outer South Area Committee programmed for Year of Volunteering. Including; linking the Siegen Circle with key contacts at Voluntary Action Leeds to support their Year of Volunteering event in September, attending the monthly Theme Leads Meeting at Enterprise House and exploring linking promotional activities across Area Management.

10.5.2 As part of the Outer South Area Committee programmed of activities to support the Year of Volunteering, a Volunteer Support Fair is arranged for Saturday 20<sup>th</sup> March 10-3pm at Tingley Youth and Community Centre. The event will showcase the varied voluntary organisations working in the Outer South and provide information for them on training and funding available and also provide information to local residents on how to become a volunteer.

## 11.0 **Recommendations**

11.1 The Area Committee is asked to:

- a) note the above information and make comment as appropriate.
- b) endorse the revised South East Pricings & Lettings Policy

## **Background Papers**

- Area Manager's Report, 1<sup>st</sup> February 2010
- Well Being Report, 1<sup>st</sup> February 2010
- 'Department of Communities and Local Government: Extra Support for Town Centres', Regeneration Management Team Meeting, 14<sup>th</sup> October 2009
- Priority Neighbourhood Worker and Neighbourhood Improvement Plans, September 1<sup>st</sup> 2008
- Conservation Area Reviews, 10<sup>th</sup> September 2007

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Inner South		
Belle Isle Foundation	Middleton Park	LCC
Cranmore & Raylands CC	Middleton Park	CO
Holbeck YC	Beeson & Holbeck	CO
Middleton Skills Centre	Middleton Park	Adult Services pick up costs annually
Old Cockburn Sports Hall	City & Hunslet	LCC - to be leased to Joseph Priestley
St Matthews CC	Beeson & Holbeck	LCC
Watsonian Pavillion	Beeson & Holbeck	LCC - to be leased to Tiger 11
William Gascoigne	Middleton Park	LCC
Outer South		
Blackburn Hall	Rothwell	LCC
Charwell CC	Morley North	CO
East Ardsley CC	Ardsley & Robin Hood	CO
Gildersome YC	Morley North	LCC
Lewisham Park	Morley South	LCC
4 rooms @ Morley Town Hall	Morley South	LCC
Peel Street YC	Morley South	Joseph Priestley
Rose Lund Centre	Rothwell	LCC
St Gabriel's	Ardsley & Robin Hood	LCC
West Ardsley CC	Ardsley & Robin Hood	CO
Tingley Youth & Community Centre	Ardsley & Robin Hood	LCC
Windmill YC	Rothwell	LCC
Outer East		
Altonon Bywater Y & A Centre	Kippax & Methley	LCC
Altonon Bywater Welfare Hall	Kippax & Methley	LCC
Fieldhead CC	Crossgates & Whinmoor	LCC
Firfields CC	Garforth & Swillington	CO
Garforth Welfare Hall	Garforth & Swillington	CO
Kippax CC	Kippax & Methley	CO
Kippax YC	Kippax & Methley	LCC
Methley Veterans Shelter	Kippax & Methley	CO
Methley Village Centre	Kippax & Methley	LCC
Micklefields YC	Kippax & Methley	LCC
St Gregory's Y&A Centre	Crossgates & Whinmoor	LCC
Room Band / Charges - South Inner		
Band A £25	Room Band / Charges - South Outer	Room Band / Charges - Outer East
Band A £25	Band A £25	Band A £25
Band B £16	Band B £16	Band B £16
Band C £12	Band C £12	Band C £12
Band D £5 (only charge if kitchen booked for food prep)	Band D £5 (only charge if kitchen booked for food prep)	Band D £5 (only charge if kitchen booked for food prep)
Band E - negotiable	Band E - negotiable	Band E - negotiable

South Inner and Outer Buildings with other pricing systems.	
Room Band	Charge per hour
Morley Town Hall, Alexandra Hall	£50
Morley Town Hall, Meridian Room	£25
Morley Town Hall, Large Banqueting Suite	£25
Morley Town Hall, Small Banqueting Suite	£15
Main Hall, Blackburn Hall	£25
Watsonian Pavillion	£6 for all users, no discounts
South Inner and Outer East	

Key holders will not have to pay any lettings fees or additional catering charges of £3ph - these charges come into force at weekends and bank holidays.

Categories	Main Group	Sub Group	South Inner	South Outer	Outer East	Comments from South East Area Management Team
Cat 1	Adult Learning / Educational Classes (inc. provision for under 19s) (inc. Colleges)	Colleges as per rates agreed corporately (£2.50 ph under 2000 hrs, percentage of running costs above 2000. Colleges this applies to - Leeds City College (exT Darnley, P. Lane, C of Technology) and Joseph Priestley. Colleges are involved at academic year end.  <b>Schools</b> - Core business delivery to 4 - 19yr during school hours 8.30 - 16.00. This applies to projects involving young people in statutory education who are not in mainstream school, at risk of exclusion etc  <b>WEA</b> (Workers Education Association)	£2.50 per room for all rooms. (This rate applies up to 2000hrs use) The charging year for colleges runs from Sept-Aug. Above 2000 hrs NST to calculate annual charge for college block bookings.	£2.50 per room for all rooms	£2.50 per room for all rooms. (This rate applies up to 2000hrs use) The charging year for colleges runs from Sept-Aug. Above 2000 hrs NST to calculate annual charge for college block bookings.	
Cat 2	Centre Management Committees / User Groups	Applies to meetings to discuss building related issues held either by the centre management committee or groups who are based in or use the centre and call a meeting to discuss centre issues.	No charge Monday to Friday. £5 per room per hour at weekends/council holidays.	No charge Monday to Friday. £5 per room per hour at weekends/council holidays.	No charge Monday to Friday. £5 per room per hour at weekends/council holidays.	No changes Reduced to £5ph for all rooms at weekends and bank holidays
Cat 3	Meetings of Community Benefit	i.e. Pubwatch, TARA, N'hood Watch, Community Forums, crime reduction advice, fire safety advice, 'In Bloom', Friends of Groups, faith groups, disability groups, Christmas lights switch ons  Councillors & MPs surgeries	No charge Monday to Friday £5 per room per hour for weekend/council holiday usage of rooms.	No charge Monday to Friday £5 per room per hour for weekend/council holiday usage of rooms.	No charge Monday to Friday £5 per room per hour for weekend/council holiday usage of rooms.	Reduced following issues raised at community centre sub committee Reduced following issues raised at community centre sub committee
Cat 4	Commercial use	General - sale of goods - including gold, jewellery, carpets, clothing, auctions  TV Filming  Public performance	Standard charges + 50% seven days per week £1000 per day £250 per half day (four hours)	Standard charges + 50% seven days per week £1000 per day £250 per half day (four hours)	Standard charges + 50% seven days per week £1000 per day £250 per half day (four hours)	New charging rate established to cover the category  Ok to stand at this fee, as paid by TV companies who use Morley Town Hall who are regular users of MTH and Lettings Info, users were just charged at room rate. Arrangements in other venues usually include the operation of a bar - users must reach a certain bar spend to get the venue for free or pay the difference. We cannot offer a similar arrangement for hire of MTH, so hire charges to be decreased to still generate business at the facility
Cat 5	Council Departments or Statutory Agencies	Internal / inter-agency meetings, public meetings, consultations, hosting of open days (recruitment, new service being launched), WYP Authority meetings  Town & Parish Councils	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge  If town and parish councils in your area do not have any buildings of their own, use of our CCs will be free for meetings. For any other activity they can be charged so you'll need to agree a charge	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge  If town and parish councils in your area do not have any buildings of their own, use of our CCs will be free for meetings. For any other activity they can be charged so you'll need to agree a charge	Standard charges to be applied seven days per week. Use by the Area Management Team would be free of charge  All meetings purely involving officers should be charged standard rate. Any meetings consulting or involving members of public to be charged at Cat 3 rates	
Cat 6	Lifestyle and leisure groups	Lifestyle and leisure groups - charged activity, income reinvested in service (no profit)	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	Health Eating group, exercise classes, swimming clubs, arts and crafts, language classes, computer skills, poetry, art appreciation, domino groups, games, bingo, dogical appreciation societies, pagan groups, tea dances, competitive festivals i.e. brass band/pianoforce

	Lifestyle and leisure groups - charged activity income not reinvested (profit)	Standard charges seven days per week	Standard charges seven days per week	Standard charges seven days per week	Standard charges seven days per week	Could include groups such as Slimmers World, bingo, dance classes, dog/cat appreciation societies, pagan groups, tea dances, competitive festivals i.e. brass band/piano/dance
<b>Cat 7</b>	Lifestyle and leisure - free activity	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	Hearth Attack / Stroke clubs, healthy lifestyle activities, Blood Donor Service
	Older Peoples' groups (60+) free activity	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	No charge Monday - Friday. £5ph charges at weekends and Council Bank Holidays	Social clubs and friendship groups
<b>Cat 8</b>	Older Peoples' groups (60+), charged activity, income reinvested (no profit)	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	No charge Monday - Friday. 50% charges at weekends and Council Bank Holidays	Luncheon Clubs
	Older Peoples' groups (60+), charged activity, income not reinvested (profit)	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays	50% charge Monday - Friday. Standard charges at weekends and Council Bank Holidays	
	Performances	Performances charged at the hourly room rate.	Performances charged at the hourly room rate.	Performances charged at the hourly room rate.	Performances charged at the hourly room rate.	From feedback from MTH users, they were only charged 90% but AMT hasn't been aware of this until recently. Trofey Brass Band has always been charged as a community group at £0, not rehearsals, so explains issues with new fees being implemented
<b>Cat 8</b>	Rehearsals	Rehearsals charged at 50% of the hourly room rate.	Rehearsals charged at 50% of the hourly room rate.	Rehearsals charged at 50% of the hourly room rate.	Rehearsals charged at 50% of the hourly room rate.	
	Set Building	No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge	No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge	No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge	No charge when building is already in use / caretaker on site. Otherwise group will have to pay caretakers charge	Issues have now risen regarding set up fees for productions - if buildings are open the groups can set up stages FOC but if the building has to be specially opened, then groups will have to pay charges for caretakers. If a group wishes to use the dressing rooms when holding a production at MTH or Blackburn Hall, this will be included in the hire fees for these facilities
<b>Cat 9</b>	General functions e.g. conferences, seminars, presentations	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function - security, caretaking and cleaning.	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function - security, caretaking and cleaning.	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function - security, caretaking and cleaning.	Standard charges for room hire for other functions. Additional charges as appropriate based on costs of any extra services needed for the function - security, caretaking and cleaning.	Morley Town Council to be granted four FOC functions per annum. Any charitable functions for the Lord Mayor of Leeds to be FOC. All rest to be charged at the standard rates.
	Wedding Ceremonies and Civil Partnerships	£90 seven days per week	£90 seven days per week	£90 seven days per week	£90 seven days per week	Leeds Town Hall charges on average £140 for the room for the ceremony. Wedding receptions falls under charges for parties
	Wedding Reception	The wedding reception falls under charges for parties	The wedding reception falls under charges for parties	The wedding reception falls under charges for parties	The wedding reception falls under charges for parties	
	Birthday parties under 13 yrs	Children's birthday parties (under 13) room rate only plus cost of cleaning	Children's birthday parties (under 13) room rate only plus cost of cleaning	Children's birthday parties (under 13) room rate only plus cost of cleaning	Children's birthday parties (under 13) room rate only plus cost of cleaning	
	Parties upto 100 people	Parties or up to 100 people Room rate + £100 cleaning made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours	Parties or up to 100 people Room rate + £100 cleaning made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours	Parties or up to 100 people Room rate + £100 cleaning made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours	Parties or up to 100 people Room rate + £100 cleaning made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 2 stewards x 5 hours	
	Parties upto 100 - 200 people	Parties 100-200 people £315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 4 stewards x 5 hours	Parties 100-200 people £315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 4 stewards x 5 hours	Parties 100-200 people £315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 4 stewards x 5 hours	Parties 100-200 people £315 made up of: £25 room rate x 5 hours £100 cleaning and skip £9 x 4 stewards x 5 hours	
	Parties upto 300 - 400 people	Parties 300 - 400 people £405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours	Parties 300 - 400 people £405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours	Parties 300 - 400 people £405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours	Parties 300 - 400 people £405 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 4 stewards x 5 hours	
	Parties upto 500 - 600 people	Parties 500-600 people £495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours	Parties 500-600 people £495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours	Parties 500-600 people £495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours	Parties 500-600 people £495 made up of: £25 room rate x 5 hours £100 cleaning & skip £9 x 6 stewards x 5 hours	
<b>Cat 10</b>	Not for profit organisations (Changed from Charities)	Charities, Company Limited by Guarantee, un-registered groups, social enterprises, industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),	Charities, Company Limited by Guarantee, un-registered groups, social enterprises, industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),	Charities, Company Limited by Guarantee, un-registered groups, social enterprises, industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),	Charities, Company Limited by Guarantee, un-registered groups, social enterprises, industrial societies or co-operatives carrying out charitable fundraising events (jumble sales, charity auctions etc),	Reduced costs for users from previous schedule. No complaints received from charities in South Leeds with regards to new pricing schedule
<b>Cat 11</b>	Young People	Young people - Under 19, Charged activities, income reinvested - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)	Young people - Under 19, Charged activities, income reinvested - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)	Young people - Under 19, Charged activities, income reinvested - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)	Young people - Under 19, Charged activities, income reinvested - Breakfast clubs, after school clubs, playschemes, playgroups, uniformed services (scouts, guides, St John's Ambulance)	

	<b>Young people – Under 19. Charged activities income not reinvested</b> - Mental arts, Under 18 discos, Dancing classes	50% charge Monday - Friday, Standard charges at weekends and Council Bank Holidays	50% charge Monday - Friday, Standard charges at weekends and Council Bank Holidays	50% charge Monday - Friday, Standard charges at weekends and Council Bank Holidays	
<b>Cat 12</b>	<b>Vulnerable Adults (Self Help and Support Groups)</b> <b>Self - Help</b> Alcoholics Anonymous, Narcotics Anonymous, Mental Health Support Groups, Disabled groups (blind, deaf, physically impaired, learning disabilities), Counselling <b>Support</b> Mental Health Support, Special Needs and Learning Disability Support, Physical disability Support <b>Advice (free advice)</b> CAB, debt counselling, any other free advice type session	No charge Monday - Friday, £5ph charges at weekends and Council Bank Holidays No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	No charge Monday - Friday, £5ph charges at weekends and Council Bank Holidays No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	No charge Monday - Friday, £5ph charges at weekends and Council Bank Holidays No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms. No charge Monday to Friday and £5 per room per hour for weekend/council holiday usage of rooms.	New category
<b>Cat 13</b>	<b>Democratic Structures</b>	Standard charges to be applied.	Standard charges to be applied.	Standard charges to be applied.	
<b>Cat 14</b>	<b>Changing Rooms/shower facilities</b>	Not applicable in this area.	Not applicable in this area.	£205 per season per junior team, £309 per season per adult team.	n/a in South Leeds, Parks & Countryside manage changing rooms at Rose Lund Centre
<b>Cat 15</b>	<b>Existing Users and Usage</b>	Not applicable to this area, only to Outer North East	Not applicable to this area, only to Outer North East	Not applicable to this area, only to Outer North East	n/a
<b>Cat 16</b>	<b>Polling Station use</b>	It is unconditional to charge a hire fee for polling centre use. The only charges that can be levied is for heating, lighting, caretaking (and for any damage that might be caused).	Relevant charges apportioned in line with costs incurred	Relevant charges apportioned in line with costs incurred	

**PRESENT:** Councillors: Grayshon (Chairman), Wilson, Dunn and Gettings  
In attendance: Sarah May, Tom O'Donovan & Sharon Smith

**APOLOGIES:** None

**ACTION**

**1.0 Minutes of the last meeting**

Minutes of the last meeting held on 11<sup>th</sup> November were agreed as an accurate record.

**2.0 Matters Arising**

None

**3.0 Property maintenance**

A citywide schedule of maintenance has been developed and will be managed by Alan Clarkson.

Monitoring of individual facility maintenance is recorded in the Action Plan

Shelagh Crossley to attend in future.

**TPO**

Each building will have its own maintenance officer. List to next meeting.

**SM**

**4.0 Pricing & Lettings**

Data base update now delayed to October. Agreement with Mayoral Office Morley regarding four free uses will be implemented, for bookings after 1<sup>st</sup> April 2010.

**4.0 Outer South Community Centres Action Plan**

An updated action plan was presented to the committee. Please see Action Plan

**5. AOB**

See Action Plan

An update on finance will be requested for next meeting. It was noted that some miscoding can give a misleading read on some facilities.

A similar update be requested for the hire of facilities.

Key holding at Tingley Y&C to be clarified around Councillors Advice Surgeries.

**5. Time and date of next meeting**

A forward schedule of future meetings for 2010 has been drawn up:

- Wednesday 12<sup>th</sup> May, 10am, Windmill YC
- Wednesday 11<sup>th</sup> August, 10am, Morley Town Hall
- Wednesday 10<sup>th</sup> November, 10am, Windmill YC

**All to  
note**

Strategic Target	Key Actions / Facilities	Progress to date
<b>To ensure the community centres portfolio is operating effectively</b>	Review the usage pattern of all community facilities in Outer South Leeds and compare with the caretaking hours currently operated in the centres	Ongoing as and when particular issues come up at facilities.
	Look at the list of backlog maintenance for all community facilities and prioritise for any funding which may become available	To be an agenda item at a future meeting
<b>Maintenance and management issues</b>	Blackburn Hall	Major refurbishment under way.
Page 149	Churwell Community Centre / Stanhope Memorial Hall	Approval given to ring fence the capital receipt from Churwell to invest in Stanhope refurbishment. Business case assessed by Corporate Finance then signed off by AMB in March. This should cause release of funding to do work at Stanhope prior to sale of Churwell.
	East Ardsley CC	No issues at present
	Morley Town Hall (Morelian, Alexandra Hall, Small Banqueting and Large Banqueting)	Friends of Morley Town Hall being scoped before being established. Work being undertaken with Morley Amateur Operatic Society to support a bid they are putting together to improve the stage area. Heating breakdown recently was a concern.
	Lewisham Park	No issues at present
	Rose Lund Centre	No issues at present
	Tingley Youth & Community Centre	Councillor Dunn queried capital receipt from former Blackgates. Shelagh Crossley to follow up.

	West Ardsley Community Centre	Verbal update given. Jane Dwan felt business not strong enough for increase agreed. Possible some increase if numbers improve. Local Councillors will contact Jane to get further background. Officers will review finance & numbers information from Jane.
	Windmill Youth Club	Judo Club to carpet toilet area agreed, liaise with George Hartley. Screening at toilet and windows required. Review meeting to be put in place regarding Judo Club at the facility. Some issues ongoing. Judo club already broke protocol several times. Bring review forward to March.
<b>Rationalisation of community facilities portfolio</b>	Gildersome Youth Club	Valuation completed and some information on usage received but, not complete. Gloria Jessop had requested permission to build a structure to house large toys. Structure should be permanent for security and may require planning approval.
	St Gabriel's Community Centre	Work with Mngement Committee has begun to prepare Area Committee report for March meeting
<b>Pricing and Lettings Policy for South Leeds</b>	Implementation of a revised Pricing & Lettings Policy for South Leeds	Revised policy approved and endorsed by Outer South Area Committee, likely implementation October 2010. Morley Town Council and other users reminded not to make bookings on behalf of third parties.
<b>Promote the facilities we have on offer to local people, businesses and organisations</b>	Develop marketing and promotional strategy for Outer South Leeds Community Centres	Leaflet for the Large & Small Banqueting Suites, Morelian and Alexandra Hall is to be finalised once Friends of Morley Town Hall has been established. The leaflet will follow a similar format of the one designed for Otley Courthouse

***Please note, this table covers all community facilities delegated to the Area Committee to be managed on a local basis***





**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Wednesday 30<sup>th</sup> September 2009  
 MBI Office  
 Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Steve Jones (SJ)	Morley Town Council
Keith Robinson	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Tom O'Donovan	Area Management
Peter Mudge (PM)	Town Centre Manager

### 1.0 Welcome & Introductions

- 1.1
- Councillor Finnigan welcomed everyone to the meeting

### 2.0 Apologies

- Robert Tempest

### 3.0 Minutes of the last meeting

- The minutes were agreed as a true record.

### 4.0 Matters Arising

- The next Morley partnership meeting will be on Monday 5<sup>th</sup> October. Topics for the October meeting will include the forthcoming launch of redevelopment of the Dewsbury Rd Corridor and progress on the Morley Bottoms Development.
- Cllr Finnigan noted the number of empty shops in Morley compared well with neighbouring towns with their average being 17% vacancy while Morley's is roughly 8%  
 KR said the feel amongst town businesses remains buoyant despite the national gloom.
- Cllr Finnigan said the Street market had been a successful day and the town had also benefited by positive comments on BBC Breakfast.
- Peter said Boots had promised to provide an answer on the possibility of funding the town awards event next year
- Peter said he and KR had met with Insp Morgan concerning the Queens Pub. Insp Morgan confirmed street tables seemed a solution and it was also agreed PM will meet with the Slip landlord to discuss people loitering outside the pub.
- Agreed Peter should arrange meeting with interested parties - including TCMB members, Police and Highways to investigate reducing illegal vehicle usage on Queen Street.

## 5.0 Correspondence

- None received.

## 6.0 Finance

Members received the latest budget and approved funds for a mobile phone with camera and email pick up, and maximum support of £650 support for street entertainers for the Literature Festival street market, £235 towards costs for the White Rose display and £885 towards the Christmas street lighting.

## 7.0 Queensway Car Park –enforcement proposals

Leeds CC Car Parks Manager Mark Jefford gave a presentation on his plans to begin enforcement on the Queensway Car Park 3 hour zone. Area Committee will be notified of the plan at their October meeting. MTCMB appreciated that the ability to undertake enforcement should increase the number of available spaces before Christmas.

The Board supported Cllr Grayshon's proposal that greater usage should be investigated at the Peel St Nursery Carpark and Morley Bottoms Car Park. MJ said he would investigate this with TCM and would get signs put beside meters in Queensway Car Park notifying users that they could stay over three hours on evenings and Sundays.

## 8.0 Work Programme

### 8.1

- Developing the evening economy is taking place with café events and the planned launch of a town centre folk club. Also suggested launching a comedy club with duo acts.
- Meeting held with Insp Morgan – key areas of discussion were The Queen Hotel, visiting The Slip, the opportunity for more regular catch ups and calling a meeting between Police, Highways, Chamber and Cllr Finnigan to discuss reducing illegal traffic use of Queen Street. .
- Fundraising group has held its first meeting with Neil Heywood as chair and Beverley and Peter looking to identify new sources of funding.
- Peter met with David Halliwell (Millshaw Properties) who showed support for ongoing work in Morley town centre and wished to include the South Queen Street proposal as ongoing projects working alongside any South Leeds masterplan.
- White Rose weekend went well with some 40 traders taking part over the two days.
- Street market – received promises from 36 stalls and some 10 other displays. Oxfam have confirmed their Hay on Wye display and that they will convert their shop front into a bookshop for the week. Hopefully this will remain afterwards.
- Three shops shut, two new ones open and applications in for another four.
- Peter seeking government empty shop funding to open a local artists shop in Morley Bottoms.
- Ernie Wise statue aiming for installation on 27 November – but still uncertain if work can be completed in time.

- T&DC have said they need to speak with Area Management over a better way to progress the application for funding towards restoring the seating. Cllr Finnigan said this needs progressing asap.

**9.0 Any Other Business**

- 9.1
- None

**10.0 Date & time of next meeting**

**10.1** Tuesday 3<sup>rd</sup> November at 12.30pm. MBI Office Morley Town Hall

**All**

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**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Tuesday 3<sup>rd</sup> November 2009  
 MBI Office  
 Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Steve Jones (SJ)	Morley Town Council
Keith Robinson	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Tom O'Donovan	Area Management
Peter Mudge (PM)	Town Centre Manager

### 1.0 Welcome & Introductions

- Cllr F welcomed everyone to the meeting

### 2.0 Apologies

- Robert Tempest

### 3.0 Minutes of the last meeting

- Cllr G said David Halliwell should be referred to as director of Evans rather than Millshaw Properties. Otherwise the minutes were agreed as a true record.

### 4.0 Matters Arising

- SJ - The Morley Partnership meeting on 5<sup>th</sup> October had discussed holding 3 meetings a year with one being the Summit. The TCMB Board agreed with this.
- Discussion over whether LCC Car Parks were introducing fines for people exceeding the 3 hour limit in Queensway Car Park. Agreed to gain clarification for next meeting.
- KR - The Morley Weekend at the White Rose had gone well though possibly not quite so many shoppers in the WR as at the first one. He said the maximum number of recurrences should be twice a year though other activities could occur inbetween.
- Cllr G - The Lantern Festival had gone well but it would be helpful to give people details of the next big event in the town centre. Agreed event providers would work together on producing such promotion updates.
- Cllr F - The Morley Bottom plans had now been submitted and PM had a copy available for board members to view.
- KR - Chamber sub groups were progressing in numbers and membership.

### 6.0 Finance

Discussion was held over layout of the MTCMB budget and it was

agreed an improved format should be presented to the next meeting.

## **7.0 Work Programme**

- 7.1
- PM presented a new “Traffic light” format Work Programme listing progress on all approved actions. Itemised points were:
  - Boots have promised to provide an answer on the possibility of funding the town awards event next year but none were so far forthcoming. Board agreed to make a decision at their December meeting.
  - Agreed PM should arrange meeting with interested parties - including TCMB members, Police and Highways to investigate reducing illegal vehicle usage on Queen Street.
  - T&DC approached for funding support for street light replacement, pin spot for War Memorial and with Street Lighting to see columns painted and new columns near Park and with Highways and MBI over funds to paint, repair and revarnish seats.
  - Regen approached for funding support for derelict shops and in particular opening a shop for local artists.
  - Devise and gain required support for street café regulations and locations – meeting arranged for Wed 11 Nov 09
  - Developing an evening folk group – meeting being held on Wed 4<sup>th</sup> Nov
  - Queensway Car Park is under increasing useage and TCM is developing ideas for increased on street parking

## **8.0 Any Other Business**

- 8.1
- None

## **9.0 Date & time of next meeting**

9.1 Tuesday 1<sup>st</sup> December at 2pm. MBI Office Morley Town Hall

**All**



**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 11<sup>th</sup> December 2009  
 MBI Office  
 Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Keith Robinson	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Tom O'Donovan	Area Management
Peter Mudge	Town Centre Manager

### 1.0 Welcome & Introductions

- Cllr F welcomed everyone to the meeting

### 2.0 Apologies

- Steve Jones (unaware of the meeting)
- PM apologised for not confirming invitations to this impromptu meeting had been distributed.
- Board confirmed this meeting had no official standing.

### 3.0 Minutes of the last meeting

- n/a – Minutes will come to the calendared next Meeting (11 Jan)

### 4.0 Matters Arising

- As a result of his follow up meeting with Real Radio PM presented their new proposal offering a slightly reduced promotional package at half the original price. Board decided not to proceed with paid radio advertising at this stage though it may be something which could be investigated next year with consultation with Galaxy, Radio Aire etc as well as Real.
- Rather than Radio Advertising and posters, promotion of the Blue Cross Sale should be through the Wakefield Press Newspaper group, street banners and professional posters.
- KR said the Chamber was concerned about its cashflow as several of the income streams had yet to be realised. He gained Board confirmation that the Town Awards Event could generate funds for the Chamber and that the £5,000 would be transferred to the Chamber once the MTCMB had agreed the Town Awards Work Programme and Timeline.
- TPO said he would be happy to attend the next Town Awards meeting to hear progress so far and assist with the Way Forward.

### 9.0 Date & time of next Board meeting

9.1 Monday 11<sup>th</sup> January at 2pm. MBI Office Morley Town Hall

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**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Monday 11<sup>th</sup> January 2009  
MBI Office  
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Keith Robinson	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Tom O'Donovan	Area Management
Peter Mudge	Town Centre Manager

### 1.0 Welcome & Introductions

- Cllr F welcomed everyone to the meeting

### 2.0 Apologies

- None

### 3.0 Minutes of the last meeting(s)

- The minutes were agreed subject to the following amendments:
- 1<sup>st</sup> December: - 6.2 Should say "Area Committee asked to consider salary and on costs ..."
- 6.5 – "use of the exhibition area by Domino Pizza."
- 11<sup>th</sup> December – This should record that "The Board was meeting in its advisory capacity" rather than had no official standing.

### 4.0 Matters Arising

- 1<sup>st</sup> December – 6.5 – Blue Cross Promotion - TPO asked if a survey would be undertaken to judge success and assist with plans for next one – confirmed it would be.
- Agreed a receipt must be obtained to show that donations paid at the Lights Switch on have gone to the Town Council Entertainments Committee. Board said TCM not to have any involvement with handling cash in future.
- 
- 11<sup>th</sup> December –
- 4.1 Cllr G asked for TCM and Chamber to crack on with getting quotations for radio advertising with a suitable broadcaster.
- Cllr F proposed the £5,000 for the Town Awards and Summit should be shifted across to the Chamber as soon as a written request was received,
- Confirmed all other funding for this event must be found by the Chamber.
- Cllr G asked for clarity on the room hire fee

## **5.0 Finance**

- PM said there was nothing to add in finance section this month

## **6.0 Work Programme**

- 6.1
- Town Awards – Steve Smith to be contacted about acting as MC. TCM had previously become confused as to this arrangement.
  - Nigel Bell to be included in the list of companies approached to provide catering and the bar.
  - The programme was approved however Town Centre should be included in the title of the event.
  - Confirmed that the Ernie Wise statue unveiling had been moved to March 19<sup>th</sup>.
  - Agreed the report on Developing a plan to exploit visitor potential should be ready for August 2010.
  - Events to be held in the leisure centre should feature in the town centre events listing. PM to contact Sharon Gard.
  - Cllr F and Cllr G to get Town council support for an events display to feature in the Town Council display cabinet.
  - KR said Chamber sub groups going reasonably well but some going better than others.
  - PM asked to progress discussions with Christmas Lights team to improve displays in 2010 and get tree into Chess Board.
  - Investigate production of a new map for the town centre
  - Include an Easter Egg hunt in Scatcherd Park

## **7.0 Any Other Business**

- PM to liaise with MAOS to get banners in front of town hall.

## **8.0 Date & time of next meeting**

8.1 Monday 1<sup>st</sup> February 1pm. MBI Office Morley Town Hall

**All**



**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Monday 1<sup>st</sup> March 2010  
 MBI Office  
 Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Town Cllr Steve Jones	Morley Town Council
Keith Robinson	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Tom O'Donovan	Area Management
Peter Mudge	Town Centre Manager

### 1.0 Welcome & Introductions

- Cllr F welcomed everyone to the meeting

### 2.0 Apologies

- Cllr Grayshon

### 3.0 Minutes of the last meeting(s)

- The minutes were approved

### 4.0 Matters Arising

- Cllr Finnigan said the idea of an Easter Egg hunt in Scatcherd Park will not now progress.
- PM said the Empty Shop Fund application forms had been sent out, BL said he was liaising with Amaans for their application.
- PM said Morrisons have confirmed the empty unit in the Precinct is about to be let.
- PM to contact City Lighting and other possible sources to see if Council can put the annual bunting up.
- 

### 5.0 Finance

- PM presented funding request for Folk Evenings – supported by board.

### 6.0 Work Programme

- Summit itinerary approved with “top table” of Keith Lander as Chair, Cllr Finnigan (Town Centre Management Board Chair,) Town Cllr Jones (Morley Partnership Chair), Keith Robinson (Chamber Chair) and Pete Mudge (Town Centre Manager).
- White Rose meeting will include and update by RT on opportunities for an Estate Agents event at the WR

- Street Markets will be for St Georges, Brass Bands, Yorkshire Day, Literature Festival and Christmas.
- PM to contact Morrisons over potential of a multi storey in Queensway Car Park.
- PM to discuss Easter Egg event in Scatcherd Park with Driglington organiser

## **7.0 Any Other Business**

- Discussion was held regarding the Empty Shops fund and TPO asked what business representatives think of a referee signing the application. Members present said a business plan should suffice. BT said if the work had to be done in 3 months would there be any flexibility if not completed in time. TPO said the idea was to push as hard as possible for completion within that timeframe.
- UK Ginger day gained support from TCMB. – PM liaising with promoter.
- RT said putting up bunting throughout the town centre is a logistical problem for the Chamber and should be a town event with the town supplying a cherry picker. SJ said it should be a cost for the Council.

## **8.0 Date & time of next meeting**

**8.1** Monday 1<sup>st</sup> March 1.30pm. MBI Office Morley Town Hall

**All**

**CHILDREN LEEDS SOUTH LEADERSHIP TEAM****MINUTES OF THE MEETING HELD AT THE SOUTH LEEDS CLC  
ON WEDNESDAY 18 NOVEMBER 2009**Present

Dave Bache	Area Inclusion Partnership Director
Diane Drury	Social Care
Louise Drury	LHFA
Doreen Escolme	Health
Anne-Marie Holdsworth	Cluster Chair – Inner South
Keith Lander	Area Management – LCC
Shaid Mahmood	Locality Enabler
Pat McGeever	Voluntary Sector
Sue Morgan	Education Leeds – Integrated Services
Munaf Patel	Signpost
Lesley Schofield	Leeds Youth Offending Team
Satbinder Soor	IYS
Barbara Temple	Ed Leeds – Extended Services
Everton Wattle	Leisure Services
Bernadette Young	AIP Chair

Guests

Councillor Bob Gettings  
Tom O'Donovan  
John Freeman (ECM Survey)  
Alison (Activities Fund)  
Tony Waring (JPC)

1.	<u>Welcome and apologies</u>  BY welcomed everyone to the meeting.  Apologies were received from:  Gill Austerfield, Simon Costigan, Dennis Fisher, Cathy Gurney, Chris Halsall, Deborah Kenny, Josh McDonald, Louise Megson, Rosalind Morley, Vera Smith, Liz Snelling, Christine Street.	
2.	<u>Minutes and matters arising from the last meeting</u>  P1 Ok P2 Ok P3 Ok P4 Discuss task groups later. NEET figures for the South have just been received. P5 Health representatives – would like a list of all health representatives. P6 Roll of elective members. Councillor Gettings is here today. P7 Ok	

P8	Ok	
P9	Ok	
P10	Ok	
8.	<p><u>ECM Survey</u></p> <p>Sheets were handed out by John Freeman. The re-launch was introduced in April 2009. Contract with the previous survey provider had been terminated due to problems with the IT software. Leeds Learning Network has developed a software package. This is available for testing from January 2010. The survey has a new look and is much easier to complete. It is available to all pupils in Years 5, 6, 7, 9 &amp; 11. In tests Year 5 pupils got through the survey in 40 minutes. Pupils will be given introductory lessons on how to use the system and schools will be given training.</p> <p>This survey does not replace the school survey.</p> <p>The on-line survey is anonymous. Very vulnerable and LAC need to be included in the survey. The Youth Service are under pressure to collect data.</p> <p>This compliments a wider view of the lives and behaviour of students in the community not exclusive school practice.</p> <p>Anticipate a good take up.</p> <p>5,000 primary school children in Years 5 and 6 completed the survey. Secondary school numbers were a bit lower.</p> <p>Can get the information at school, cluster and citywide level – it is one source of intelligence alongside others.</p> <p>Anne-Marie Holdsworth commented that Coburn had experienced difficulty with the previous survey.</p> <p>Need a window of 3 to 4 weeks to carry out the survey. Woodkirk will look at the whole programme. Felt that they could not commit to the programme as it is difficult to take students out of the class. Taking Year 7 and Year 8 off timetable to complete the survey may not be too big a problem but Year 11 would undoubtedly cause problems.</p> <p><b>John Freeman said that he would circulate the prospective timetable. Will return to a meeting in the future to let members know of developments.</b></p> <p><b>Keith Lander wondered if it would be a good idea to collect the data by postcode. It would be possible to do this if the postcode is on PLASC.</b></p> <p>Would be useful to see which schools are taking part in the survey.</p>	

3.	<p><u>Monitoring and resources – Barbara Temple</u></p> <p>At the last meeting looked at information from the cluster. BT wanted to know if anyone would like to attend the meetings. Over the next 3 months will be monitoring:</p> <p>09/10 budget around clusters Area Inclusion Partnership</p> <p>Will report back to the meeting in January.</p> <p>There will be a presentation regarding the activities grant later in the meeting.</p> <p>P-Mit information around clusters will be updated in January 2010.</p> <p>The work group terms of reference has been updated.</p> <p>Next meeting will be 13 January 2010.</p> <p>Satbinder Soor has offered BT administration support with the meetings.</p> <p>AMB funding needs to change to Area Inclusion Partnership.</p> <p>The monitoring group is a key group. Has a focussed role to make sure the funding and resources coming in meet the needs of the pupils. Need some research support to see what grants and bids are available.</p> <p>DB mentioned that the Psychology service are doing some training and could possibly come up with a piece of work that a school could use as a framework for vulnerable children. DB will try and organise this.</p> <p><u>NEET - Colleges preventing NEET</u></p> <p>Meeting will be held with Connexions PA in December.</p> <p>Held taster sessions in the summer and intend to do activities next summer.</p> <p>Working with Year 6 students.</p> <p>BT mentioned that there was an event in Holbeck on Friday 20 November. 10 Young people in years 5 and 6 can take a place.</p> <p><b>Put on the next agenda to inform the meeting how this is going.</b> NEET figures 11½/12%, noted that figures drop between September and January. In January the confederations will be holding meetings to look at the data. Information regarding NEET will be sent out month by month.</p> <p>Students vulnerable to NEET do not normally stay the full term of the</p>	
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<p>course. Need to do more work. January is a good time to do this around the data.</p> <p>Some young people between 16 and 18 are difficult to follow up. IGEN will have to get the data.</p> <p>Pat McGeever raised the question as to whether targeted work was done with the parents of NEET. There is a pilot project for Years 5 and 6. Pat McGeever is wanting to engage more with JPC and the parents of students.</p> <p>Shaid Mahmood stated that there was a need for preventative work. Whole families need to be looked at. Louise Megson who is absent today due to illness has written a report. <b>Put this item on the next agenda.</b> It is generally difficult to engage parents of pupils aged 16+. Need to do more work earlier on.</p> <p>Windmill Primary has some aspirational photos of people doing well – building a message around aspirations. <b>In January discuss aspirational ideas.</b></p> <p>Extended Services will support this as well. It tends to be a hot house on Year 11 students doing GCSEs – need to look beyond.</p> <p><u>Teen Conception – Update handed out</u></p> <p>Working on 3 areas: Raising Aspirations, Access to Contraceptive Services and Sex and relationships.</p> <p>The contraceptive bus which toured around the South Leeds area has been stopped due to cutbacks. Jonathan White would like any information regarding this. Doreen Escolme will find out what has happened to the bus.</p> <p>Training sessions – who would benefit from your teams?</p> <p>St Lukes funding is in jeopardy discussion ensued around this</p> <p>Jonathan White stated that it would be helpful to the three task and finish groups if a map of all youth work activities across the inner south could be provided. <b>Satbinder Soor said he could provide this information.</b></p> <p>Jenny Midwinter has sent out an e-mail with dates and events between November 2009 and January 2010. <b>Forward this e-mail to Anne Lodge so that it can be sent out to the group.</b></p> <p>‘Speak Easy’ project – Munaf Patel (course for parents to help them speak to their children about sex education). Identify existing parents who were teenage parents.</p> <p><u>Family Support</u> – Cathy Gurney not present at the meeting.</p>	<p>Sent by AL on 20.11.09</p>
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<p><u>AIP</u></p> <p>Dave Bache passed documents round to the group. <b>Anne Lodge will e-mail the criteria etc to the group.</b></p> <p>There is £1/2m a year. Set up 3 sub groups in the AIP reporting to BT's group. Accountability needs to be very clear by 2011. Money in Pathways is going to change.</p> <p>LILS – Leeds Inclusive Learning Strategy – localising extended services and support. Document was handed out by Dave Bache. Looking to get greater symmetry with Children's Services and Education Leeds. Monitoring group around work streams in the AMB. Some streams are only funded for a short time. Make sure all resources are pulled together to make a real difference.</p> <p>BEST and behaviour education support team focussed on behaviour. 3 or 5 teams working in the primary sector and wedge based.</p> <p>D Bache looking at the teams to come up with a more integrated model. Funding available until 2010.</p> <p>BEST funded by AMB. Cockburn hold the budget.</p> <p><b>BT will send out a table, put down any projects and when the funding ends.</b></p> <p><i>Pat McGeever pointed out that funding could change with the general election. Need to get a sense of how different pathways might be in the future. Funding streams may change. Gain intelligence of this.</i></p> <p>Commissioning Group for vulnerable children – how can we target money around what we are trying to achieve? What resources can we pull together? Need to be more sharply focused and have a target and time scale.</p> <p>M Patel stated that the group had already been contributing to this agenda i.e. assessing our value and impact and re-commissioning appropriate services.</p> <p>Shaid Mahmood is not optimistic about time scales. Resources will decrease quite rapidly over the next few years. Will be different models around inclusion. How do we ensure that the AIP/AMB agenda fits better. Potentially with the right leadership it can be used effectively. More work will have to be done for less money as the funding stream is coming to an end. Money is not going through Education Leeds with the development of Academies and Trusts.</p> <p>Continuing provision around kids excluded from school – piece of work. What do CAMS do? Using map provision to bring information to the group. Shaid Mahmood to spend more time on this. How do we utilise</p>	
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	<p>work that has been done and open up for discussion and bring the services around to do that? Secondary Heads are involved in NEET. Jonathan White and Lynda Johnson linking up to other agenda items.</p> <p>The AMB has moved on over the last 5 years and is now working much closer with other services.</p> <p>Shaid Mahmood – Paul Bolland is looking at the budgets. May have 10% - 20% less money than before. Who will look at our actual targets and then see if there is funding?</p> <p>Keith Lander felt that a radical shake up was needed. Look at the most efficient way of doing this. Need to streamline and possibly have a single pot of money which is divided accordingly.</p> <p>Push forward work on mental health and children at risk of sexual assault.</p> <p>Need to re-align what we do. Human resources are important.</p> <p>4. <u>Inspection update and the bigger picture – Shaid Mahmood</u></p> <p>Had unannounced inspection in June. Informed last Monday that they had 10 days to prepare for an announced inspection lasting 10 days. Inspectors will be in on Monday 23 November. Setting up local groups for the inspectors to meet. Children Services is the key line of enquiry, see how they are working together. Inspections of PRUs, special schools will feed into the inspection. Will be looking at the way services work with children and young people and how Social care handle any complex cases.</p> <ul style="list-style-type: none"> <li>• Developing the capacity to work better. Development of panel of services to help unblock CAFS.</li> <li>• Building on the work Signpost etc has done for vulnerable families</li> </ul> <p>5. <u>CAFS</u></p> <p>Rosaline Morley who is absent today has a better understanding of where we have got with the CAF.</p> <p>7. <u>Children’s Panel – Munaf Patel, Barry Jones and John Lund</u></p> <p>Panel members have been identified. Monthly meeting for 3 hours. Panel of decision makers. Referral process in place. Referral two weeks prior to the Panel.</p> <p>Panel will be solution focused and problem solving. Will have specific actions in place.</p> <p>Decision by the end of the week for the first meeting. Invitation will be sent by e-mail early in December.</p>	<p>e-mail sent out by AL on 23.11.09</p>
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6.	<p>Any agency submits a request for intervention to Children Leeds Panel. Families will have undergone a CAF. Would be small numbers, 10 to 12 families. Endless resources will have gone into the case but the situation will not have improved (i.e. ASBOs, domestic violence etc). Paperwork circulated before the Panel Meeting and the reasons why it has been taken to the panel. If the case has not been moved on will be challenged at this meeting.</p> <p>Project support – moving at pace. City safeguarding response – Lesley and Muanf - work is going well.</p> <p>Panels start 10 December. The South will begin on 15 December. Rosemary Archer wants to see the panels up and running by Christmas. Will hold a training afternoon in December.</p> <p>Need to communicate to everyone.</p> <p>Project support team are behind this. Guidance around the thresholds going on the site today. Panel members have a responsibility to disseminate information to their areas.</p> <p>There is linkage with the community and the Police. The Chief Inspector for Leeds is involved.</p> <p><u>Intervention Panels – Shaid Mahmood</u></p> <p>Setting up groups of people to unblock barriers to progress around CAF. Streamlining the services for the benefit of children.</p> <p>Size and number of Panels will be decided on after looking at the data.</p> <p>Mark Hopkin and Barry to clarify if there are too many clusters in the area.</p> <p>Start communication and dissemination to everyone so they know what to do.</p> <p>Form relationships if possible before February. Will have locality meetings.</p> <p><u>Activities Fund</u></p> <p>Barbara Temple and Alison spoke on this topic. Money is coming from the DCSF Economic Disadvantaged Fund which was piloted this year – £½ million. Confirmation has been received that the South will receive £560,000 next year. Going into cluster budget. It is aimed at disadvantaged children who do not participate in after school activities or in summer holidays. Trying to get them to participate.</p> <p>A lot of money for a short period of time. Clusters to work for a short period of time. Clusters to work with the schools and look at priorities</p>	
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	<p>for the schools. Take on board priorities of the wedge. Could be teenage pregnancy or NEET activities.</p> <p>Cluster planning allocation of money now (not for administration). Clusters are putting together Business plans and they have to have them endorsed and then to the extended partnership by April 2010. Use Breeze structure. Breeze has good recognition. Every child will have a Breeze card which will introduce them to outer school activities. Monitoring will be done. Free School Meals is a guide for children who are eligible for this funding.</p>	
<p>9.</p>	<p><u>Pilot greater intervention with families.</u></p> <p>Could be creative and innovative in what we do. Siblings could be involved or money could be supplied for a family to do something together.</p> <p>Under the South Wedge Leadership need a group around outside school activities. Wedge booklets will not be funded. There is no funding to support the cost of summer booklets. BT thinks that the booklet is important.</p> <p>Keith Lander pointed out that having a wedge wide directory does not interest students in other areas. A booklet for immediate areas would be more useful. With the breeze card students can go on-line.</p>	
<p>10</p>	<p><u>Extended Services Wedge Funding</u></p> <p>£18,000 extended services funding. The project around SILC did not go ahead. Money still there. Clusters do not have admin support. Spend over £10,000 has to go through procurement.</p> <p><b>Go for option 3.</b></p>	
<p>11</p>	<p><u>YRO Legislation</u></p> <p>Lesley Schofield will send out information. Legislation changes on 30 November. Youth Offending Team – impact on young people risk led. Dictates number of and level of intervention. No extra resources etc. Massive change.</p>	
<p>12.</p>	<p><u>Accountability of Leadership Group – Local Governance Paper</u></p> <p>LA contributed to a paper see Appendix 3.</p> <p>Executive Board – 3 layers of accountability with the LA. Elective members understanding the changes which have been made.</p> <p>Children’s Champions elected:</p> <p>Councillor A Gabrielle Councillor Bob Gettings</p>	

	<p>Putting together documents to explain the changes. Safeguarding board work still in progress.</p> <p>Brokering meetings with Children's Services. Has been signed off by executive board. Not having terms of reference that covers everything and have accepted that. Role to broker relationships and push hard to make this happen. Engagement with elective members - the new structure allows engagement in this. Putting people in a safer place.</p> <p>Keith Lander wished to thank staff who were engaged in the area delivery plan. Consultation process in the South – formal paper out soon.</p> <p>Inner South - trial Belle Isle with NIPS (Neighbourhood Improvement Plans). Invited to be involved with this team. To address issues at locality level. Covers a wide range of issues, building on good work already going on.</p> <p>The Locality working agenda is one of the Council's key strands. The South East area to pilot area pathfinder. Keith Lander will come back to another meeting with this.</p> <p>Look at this work in detail.</p>	
13.	<p>Date of the next meeting <b><u>TUESDAY 19 JANUARY AT ROYDS SCHOOL. 9.30 a.m. to 12.00 noon.</u></b></p>	
14	<p><u>Membership of the group and administration</u></p>	
	<p>Will revisit membership of the group and administration. Look at between now and January.</p>	
	<p>Administration Support for the meetings – BY asked Shaid Mahmood if he would be able to provide future admin support.</p>	
15.	<p><u>Any other business</u></p>	
	<p>Diane Drury informed the group that Social Care would be interviewing for Advanced Practitioners (12 new posts). Hopefully there will be 13 new posts next year. May re-structure how they do things.</p>	

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**LEEDS**  
CITY COUNCIL

Cleaner Neighbourhoods Sub-Group  
10.30am Tuesday 26th January 2010  
Small Banqueting Room  
Morley Town Hall

<b>ATTENDANCE</b>	
Cllr Gettings	Ward Councillor
Cllr Finnigan	Ward Councillor
Cllr Golton	Ward Councillor
Kevin Vaughan	Aire Valley Homes
Allan Dixon	Aire Valley Homes
Kim Regan	Streetscene Communications
Robert Tindall	Streetscene
Parvez Hussain	Environmental Enforcement Action Team
Roy Greaux	Parks and Countryside
Sarah Henderson	Area Management Team

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Introductions were made and everyone was welcomed.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Cllr Elliott, Ward Councillor; Cllr Dunn, Ward Councillor; Phil Diamond, Aire Valley Homes; Sue Spellman, Aire Valley Homes; Kevin Barker, Parks and Countryside; Steve Wetherill, Streetscene.	
<b>3.0</b>	<b>Minutes and Matters Arising</b>	
3.1	Minutes were agreed as an accurate record.	
3.2	<u>Brown Bins</u> Councillor Finnigan requested that a press release be arranged, notifying residents that brown bin collections are back to normal. Some residents in Gildersome had expressed their uncertainty over collections days.	<b>KR</b>
3.3	Councillor Gettings highlighted the positive and quick response received to deal with any issues arisen from the brown bin collection roll out.	
<b>4.0</b>	<b>Health and Environmental Action Service Report</b>	
4.1	HEAS report circulated.  Comments received from the group regarding the report to feedback to Mark before the presentation at the March Area Committee: <ul style="list-style-type: none"> <li>• Good to compare with areas across the city but would be more useful to see if ward data available.</li> <li>• Councillors want to know if it is an effective use of resources, statistics require further explanation.</li> </ul>	<b>SH</b>

	<ul style="list-style-type: none"> <li>• Too much data and very hard to understand, it requires some context to help explanation</li> <li>• Lots of acronyms which added to making the report hard to understand.</li> <li>• Hard to get meaning from the report.</li> <li>• Councillors highlighted importance of regular reporting back on work carried out. Responsiveness from services may be good but important that Ward Councillors are aware of when work completed and what was completed.</li> <li>• Be good to highlight issues in Outer South and solutions to tackle them in the longer term</li> </ul>	
<b>5.0</b>	<b>Action Plan</b>	
5.1	Updates on Action Plan received. See Action Plan.	
5.2	<p><b>Litterbins</b></p> <p>Proposal needs to consider both maintenance of bins from when they are installed but to monitor if require more frequent emptying. Streetscene confirmed that crews monitor use of bins and if bins need emptying more frequently it is programmed in.</p> <p>Streetscene to develop proposal for 10-20 bins across the Outer South including, cost, locations, project timescale and capacity to maintain them.</p>	
5.3	<p><b>Ginnels</b></p> <p>Group agreed that pilot project to map Outer South ginnels had become drawn out over several months and project needed an urgent refocus on achieving actions. Initial meeting saw poor partnership support. AMT to arranged a further meeting to progress in December. This saw positive support from partners and an agreed way forward. The next meeting has been arranged for early February.</p>	<b>SH</b>
5.4	<p><b>Waste Segregation Pilot</b></p> <p>Week commencing 15<sup>th</sup> February official roll out of bins. First collection on 25<sup>th</sup> Feb. Streetscene communications team have educational resource to answer residents queries.</p> <p>Pilot will be monitored for 6months. All food collected and will be used to make compost for agricultural use. 8,500 households receiving pilot. Fortnightly collection of green bin, brown bin and black bin. Weekly food waste collection.</p>	<b>SH</b>
5.5	<p><b>Operation Champion</b></p> <p>Ward Members to be informed of full operation in Rothwell and as Env Pride incorporated into Rothwell Champion would like to know area targeted for clean up.</p>	



5.6	<p><b>Garden Maintenance</b> Map circulated illustrating Aire Valley Homes houses and the locations of garden maintenance service clients. Members highlighted Drighlington, Thorpe, East Ardsley and Winthorpes as areas to be targeted with publicity for 10/11 scheme.</p> <p>Information to be circulated around Sub Group and to Neil Lennox and Action Groups.</p>	SH
5.7	<p><b>Environmental Pride</b> AVH identified Manor Road, Hepworth Avenue car park and Hepwoth Crescent ginnels as area to target on 17<sup>th</sup> Feb Env Pride.</p>	
5.8	<p><b>CAST</b> Streetscene to look at how CAST is monitored and reported back to Ward Members Group requested that the use of before and after photos circulated to Members as method of updating them be explored.</p> <p>Enforcement Team visit reported flytipping and try to find evidence of a culprit to prosecute. Regular hotspots are under surveillance. There is a LCC CCTV surveillance team but resource intensive.</p> <p>Enforcement Team confirmed that dependent on law being broken and land ownership, depends on whether the prosecution is undertaken by the Environment Agency or the local authority. E.g. chemical waste would be the Environment Agency responsibility and having no waste carriers license would be LCC prosecution.</p>	RT
5.9	<p><b>Green Space</b> Update on Smithy and Thorpe Recreational Grounds. Smithy Rec started on site in January, delayed due to weather. Thorpe undergoing re-tendering as over budget.</p> <p>Councillors identified need for list of approved contractors on procurement's approved list be looked at to ensure value for money.</p>	Area Committee
6.0	<p><b>Area Committee Enhanced Roles</b></p>	
6.1	<p>Ward Based Briefings identified as most suitable forum for Streetscene to meet with Members and receive input into the Streetscene street cleansing and refuse waste collection</p>	
7.0	<p><b>Any Other Business</b></p>	
7.1	<p><b>Grit Bins</b> Request from Cllr Golton to investigate potential for Area Committee to fund new grit bins in Outer South but aware ongoing cost to maintain. AMT to email Steve Monks to explore resource implications, maintenance issues and criteria for identifying locations.</p>	SH

7.2	<p><b>Springhead Park</b> Cllr Golton raised that a couple of boulders at Springhead Park had been moved and if Parks and Countryside could look at and monitor to ensure the boulders continue to act as a deterrent.</p>	<b>SH</b>
7.3	<p><b>Dog Fouling</b> Referral to be made to Dog Warden Service: green area and verge on corner of Low Shops Lane and Haigh Side Drive, Rothwell.</p> <p>Group identified dog licenses as solution to resource problems faced by the service including number of officers for patrols and to undertake educational work.</p>	<b>Area Committee</b>
7.4	<p><b>Arterial Routes</b> Whitehall Road to Drig Bypass and bottom half of wide lane, leaf mould a problem.</p> <p>Litter on arterial roads Dewsbury Road and Drighlington Bypass a significant issue. Enforcement investigating and Streetscene to address.</p>	<b>RT</b>  <b>RT</b>
<b>8.0</b>	<b>Date of the Next Meetings</b>	
8.1	10.30am Tuesday 13 <sup>th</sup> April, Small Banqueting Room, Morley Town Hall	<b>SH</b>

## 26.01.10 Outer South Cleaner Neighbourhood Sub Group Action Plan

	ADP Action 2009/10	CN Action	Who responsible	Target Outcome	PROGRESS
<b>Litterbins</b>	Support environmental initiatives to target street cleanliness	Streetscene to confirm position on additional litterbins for Outer South, including criteria used, capacity to install and maintain, and delivery timescale.	Streetscene	Streetscene criteria for installation and maintenance agreed to inform a funding proposal	To be agreed as action at meeting.
<b>Ginnels</b>	Support environmental initiatives to target street cleanliness	Map ginnels in Outer South	Environmental Services / Area Management Team / Aire Valley Homes / P&C / Land Records / Highways /PROW	Definitive list of ginnel locations and ownership.	Second meeting held in Dec with relevant partners who agreed to actively support the exercise. The key land ownership document for each service was presented and discussed. Partners agreed a process for delivery; starting with a request to the Neighbourhood Services for a definitive landownership map amalgamating the land ownership maps and a second meeting arranged in early February to review the draft map and to identify ginnels for marcation on this map.

<p><b>Waste Segregation Pilot</b></p> <p>Appendix 7</p>	<p>Reduce amount of waste sent to landfill</p>	<p>Support Communications Team in delivery of Waste Segregation Pilot as appropriate</p>	<p>Environmental Services</p>	<p>Residents in Rothwell ward using scheme and contributing to reduction in waste to landfill sites.</p>	<p>Planned roll out in October delayed due to industrial action. Decided to start in new year and left Jan as Xmas catch up. 25<sup>th</sup> Jan will see information sent to all residents. Official roll out of bins on 15<sup>th</sup> Feb including full information pack. First collection on 22<sup>nd</sup> Feb. Kim Regan to arrange update meeting with Members.</p>
<p><b>Garden Maintenance Scheme</b></p>	<p>Support garden maintenance provision for vulnerable members of the community across the Outer South</p>	<p>Support delivery of Garden Maintenance Scheme in Outer South.</p>	<p>Parks and Countryside / Morley Elderly Action / Care &amp; Repair Leeds / Area Management / Aire Valley Homes.</p>	<p>Increased number of people benefiting from garden maintenance scheme in Outer South Leeds. Improved appearance of gardens. Vulnerable residents in Outer South supported in independent living.</p>	<p>2009/10 schemes operated by Care and Repair and Morley Elderly Action. November Area Committee approved single scheme to be delivered by MEA. Mapping exercise completed to identify areas of promotion.</p>
<p><b>Operation Champion</b></p>	<p>Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods</p>	<p>Support delivery of two Operation Champions in the Outer South</p>	<p>Area Management / Aire Valley Homes / Environmental Services / Police / Fire Service / Youth Service</p>	<p>Number of Operation Champions implemented.</p>	<p>Two Operation Champion in Outer South per year. Delivered on ward rotation bases. Next one 16th and 17th March in Rothwell. Ardsley and Robin Hood due to receive one on 12th and 13th March.</p>
<p><b>Environmental Pride</b></p>	<p>Deliver Environmental Pride Initiatives to priority areas.</p>	<p>Monitor and influence Environmental Pride days.</p>	<p>Aire Valley Homes / Area Management / Environmental Services</p>	<p>Number of Environmental Pride initiatives held. Improved appearance of local neighbourhoods</p>	<p>Programme of Environmental Prides for 2010 being developed. All partners signed up to initiative. January cancelled due to weather. February 17th due in Morley North.</p>

<p><b>CAST</b> Appendix 7</p>	<p>Target the CAST Team to tackle hotspots across the outer south following referrals from Elected Members, Area Management, Police, Fire and other Agencies</p>	<p>Monitor results of CAST referrals and refer hotspot locations to Environmental Services.</p>	<p>Environmental Services / Area Management Team / Environmental Action Teams</p>	<p>Number of Cast Referrals completed. Improved environmental appearance of hotspots in Outer South.</p>	<p>Members continue to use CAST service through emailing Environmental Services or AMT. Service delivery suffered during Industrial Action. CAST monitoring for January to be requested.</p>
<p><b>Green Space</b></p>	<p>Support maintenance and development of green space areas and access to green space e.g. Site Based Gardeners.</p>	<p>Deliver schemes in Outer South that support green space development and maintenance.</p>	<p>Parks and Countryside / Area Management</p>	<p>Number of projects to support and develop green spaces in Outer South. Improved quality of green space.</p>	<p>Smithy Rec and Thorpe Recreation Ground are two projects being supported to develop proposals for capital works in Ardsley and Robin Hood Ward. Work started on site at Smithy and rendering being carried out in February for Thorpe. Site Based Gardeners project funded by the Area Committee until 31st March 2010.</p>

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## **Minutes of South East Leeds Health and Wellbeing Partnership Meeting 14<sup>th</sup> January 2010**

### **Present:**

Cllr Terry Grayshon (Chair) – Leeds City Council Health Champion  
Bash Uppal – Leeds City Council Adult Social Care, Health & Wellbeing  
Julie Bootle – Leeds City Council Adult Social Care  
Judy Carrivick – NHS Public Health  
Keith Lander – Leeds City Council, Environment & Neighbourhoods  
Philip Bramson – Leeds Voice  
Sheila Fletcher – Leeds City Council, Environment & Neighbourhoods  
Sue Wilkinson – representing Leeds Community Healthcare on behalf of Rob Kenyon  
Andy Beattie – Housing and Pollution Control  
Dave Mitchell – Practice Based Commissioning  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

### **In attendance:**

Dan Barnett - Leeds Initiative

#### **1. Welcome, introductions & apologies**

Round table introductions were made and the group welcomed to the meeting.

Apologies were received from: Jane Moran, Ken Morton, Rob Kenyon, Shaid Mahmood.

#### **2. Minutes of meeting held on 17<sup>th</sup> November 2009**

Agreed as an accurate record.

#### **3. Matters Arising**

None.

#### **4. Extranet (Dan Barnett)**

Dan briefly introduced how to use the extranet and explained how anything that needs to be publicly shared can go on to the extranet as this is an online private network that allows users to securely share information and communicate.

## Appendix 8

The extranet will be ideal to hold information such as agendas, minutes, local area data and other key documents that need to be shared with the partnership. It will be an area where future project documents can be shared.

Noted that the extranet is fully functional for NHS and other organisations but there are some barriers for Leeds City Council staff as the system that they use is old but this is being addressed.

All members of the partnership have been added to the extranet and the username has been set up using email addresses and the password for members is *default pw*.

If additional members need to be added you will need to send name and email address to Healthy Leeds who will then add as they are the administrators for the site.

Dan explained that a automated message is sent to groups to alert them when new items have been added.

Dan encouraged all to log on and use the extranet.

### **5. Self Care – A whole system approach to commissioning**

Judy Carrick delivered a presentation on the self care framework. The Self Care Model is a conceptual model which outlines three thematic areas – Information and Support for patients/users, Training and development for staff and the use of care pathways which make explicit reference to how a self care approach will be incorporated into any delivery plans.

The Self Care model sits within the overarching health inequalities model (also presented), with particular reference to vulnerable groups. The model should be viewed as a mechanism to inform any commissioning plans. The model focuses very much on the preventive approach and explores ways in which specialist, primary and intermediate and condition specific services should form the basis for referral and support of individuals.

### **6. Partnership objectives and actions**

Bash delivered a presentation and reminded the group about the role of the partnership.

Bash asked that the group look at what our priorities are for the partnership and look at developing a 1 year plan from March 2010.

A short brainstorm session took place where the following were identified:



## Appendix 8

- Social marketing role?
- What resources are on the ground (who, what, where are initiatives, resources and the impact)
- Current relationships, funding allocations, accountability and governance – give direction
- This partnership is to take the lead
- Focus on each part of the wedge, take a thematic approach to look at food and nutrition (fareshare)
- Get a break down from all 3 areas, what are the issues / problems in the areas
- Where are the resources use them more effectively
- Work on projects specific to one area and mainstream - don't just pilot and move on rollout good practices such as short term food projects e.g. grab 5
- Need to influence commissioning
- Impact of local initiatives – assessment
- Have a service level public directory like the extranet for South East wedge that shows the community what's happening in their area and enables customers to access the database
- Have a workshop session where other organisations and members of the community are invited to influence the decisions
- Commissioning and enhancing communities
- It is the role of the partnership to overcome barriers and identify gaps in service provision

Bash asked for volunteers to form sub groups to look at the following outside the main meeting:

1. Informing and influencing current and future commissioned activity
2. Review, assess effectiveness and impact of local initiatives
3. Enhance community engagement through improved communication and consultation mechanisms.

**Action: Aneesa** to arrange meetings before next meeting with all key people to look at all the above.

It was noted that due to the next scheduled meeting in the diaries on 18<sup>th</sup> Feb is half term need to keep that date in the diary for the sub group and arrange another meeting at the end of Feb for the full partnership to meet.

### **Area Delivery Plan**

Sheila delivered a presentation on the area delivery plan and discussed the local improvement priorities which will need to link in with the partnership plan.

## **7. Any other business**

**Action: Aneesa** to send an email alerting the partnership when the minutes have been posted on the extranet.

**Items for next meeting agenda:**

- Integrated well being and Children's Partnership – Shaid Mahmood (15 mins)
- Practice Based Commissioning plan – Dave Mitchell
- Vascular checks delivery programme – Alex Hammond

**8. Future meetings**

**Action: Aneesa** to arrange a meeting at the end of February for the full partnership and the meeting scheduled on 18<sup>th</sup> February is to be used for anybody who is available to look at the communication and commissioning action plans.

The partnership to be in a position at the meeting end of February to decide on frequency of future meetings after March.

## **1. Community Prosecutors**

Lizzy Mills from West Yorkshire Crown Prosecution Service gave a presentation on the Community Prosecutor pilot that's taking place in Wakefield. It will be rolled out nationally from 1<sup>st</sup> April 2010. All lawyers working for the CPS will adopt the community prosecutor approach. This means that they will include information from the community about the impact of crime. They will be linking in with multi agency Tasking meetings and PACT meetings to get more information about the effect that an individual's offences is having on the community. They will also aim to feed back information to communities about successful prosecutions.

## **2. Crime groups and Tasking meetings – Highlight Reports**

No issues raised by either the Beeston or Belle Isle Tasking meetings.

Rothwell Tasking advised that having the meeting chaired by the Housing Manager has been constructive. The meeting is now better attended with a wider range of contributions. There is less of a police focus although they still provide intelligence and admin support. The DCSP agreed that all Tasking Chairs would be asked to review the role and ask for other partner agencies to take it on.

Morley Tasking raised concern that partners are making little contribution to the meeting and have raised the issue of alternating the role of Chair.

The burglary group will be under a new chair from February 2010.

## **3. Media and Communications Plan**

Draft Divisional Policy to be extended to cover partnership activity. Calendar of communications approved subject to change if any other campaigns are being delivered from Safer Leeds.

## **4. Safer Leeds Report on Task Groups and DCSPs**

The report outlines changes to the structure of meetings dealing with crime issues on a divisional and citywide level. Detailed comments have been shared with the report author to be included when it's presented to the Safer Leeds Executive. Timescales for the Executive meeting and changes to be implemented are unknown.

## **5. Team Neighbourhood**

Keith Lander presented information on the Team Neighbourhood approach. This is a way of working that will develop better links between services. It will focus on priority neighbourhoods in inner south. It will begin with "Team Belle Isle" in the next few months. All agencies agreed to accept the concept.

## **6. Operation Champion**

Concerns were raised about the lack of involvement of some agencies in Operation Champion. Further discussion about involving YOS clients in carrying out the Environmental Visual Audits as part of their YOS programme.

**Date of next meeting: Friday 23<sup>rd</sup> April 2010.**



Originator: Guy Close

Tel: (0113) 24 74356

**Report of the Chief Democratic Services Officer**

**South (Outer) Area Committee**

**Date: Monday, 15<sup>th</sup> March 2010**

**Subject: Dates, Times and Venues of Area Committee Meetings 2010/11**

**Electoral Wards Affected:**

Ardsley and Robin Hood  
Morley North  
Morley South  
Rothwell

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**

The purpose of the report is to request Members to give consideration to agreeing the dates, times and venues of their meetings for the 2010/11 municipal year which commences in May 2010.

**1.0 Background Information**

- 1.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year (May to April).
- 1.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the year either at the last meeting in the current municipal year (i.e. tonight) or at its first meeting in the new municipal year. In order to appear in the Council's official Diary and Yearbook for 2010/11, the dates and times of your meetings need to be approved tonight.

**2.0 Options**

2.1 The options are:-

- To approve the list of dates and times provisionally agreed with the South East Area Manager based on the existing pattern;

- To consider other alternative dates;
- To continue to meet at 4.00 pm, or to consider alternative times;
- To continue to alternate between suitable venues within the four South Outer wards or to seek some other venues.

### **3.0 Meeting Dates**

3.1 The following provisional dates have been agreed in consultation with the South East Area Manager. They follow roughly the same pattern as last year, i.e. on a Monday in June, September, October, November, February and March:-

21<sup>st</sup> June 2010, 6<sup>th</sup> September 2010, 18<sup>th</sup> October 2010, 29<sup>th</sup> November 2010, 31<sup>st</sup> January 2011, 14<sup>th</sup> March 2011.

3.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, they are requested to take into consideration that any proposed substantial change to the cycle, e.g. changing months rather than dates within the suggested months, will cause disruption and lead to co-ordination problems between the Area Committees.

### **4.0 Meeting Days and Times**

4.1 Currently the Committee meets on a Monday at 4.00 pm and the above suggested dates reflect this pattern. Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

4.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern – it really is a matter for Members to decide.

### **5.0 Meeting Venues**

5.1 Currently the Committee alternates venues between the four South (Outer) Wards.

5.2 If the Committee were minded to request the officers to explore possible alternative venues, then the considerations Members and officers would have to take into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.

5.3 From time to time, Members suggest moving meetings back to Civic Hall, Leeds. The meeting facilities might arguably be better in some instances, and the venue possibly more convenient for Members, and possibly also the public, as Leeds is the hub of the public transport system. However, Members are reminded of the stated role of Area Committees, as set out in Paragraph 2.1 the Area Committee Procedure Rules :-

- Act as a focal point for community involvement;
- Take locally based decisions that deal with local issues;
- Provide for accountability at local level;
- Help Elected Members to listen to and represent their communities;
- Help Elected Members to understand the specific needs of the community in their area;
- Promote community engagement in the democratic process;
- Promote working relationships with District Partnerships and Parish and Town Councils.

5.4 These aims and this role is unlikely to be enhanced by holding meetings at the centre, and rather than move meetings to Civic Hall, Members might wish to look again at other ways of publicising meetings and encouraging greater community engagement.

5.5 Another option might be to alternate meetings between the centre and local venues.

## **6.0 Recommendation**

6.1 Members are requested to consider the options and to agree their meeting dates and times for 2010/11 in order that they may be included in the Council's official diary for 2010/11. Meeting venues can if necessary be agreed at a later date, or left for the officers to sort out, taking into account Members' views, although a clear indication of Members' wishes in this regard would be helpful.

## **Background papers**

Area Committee Procedure Rules

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**Joint Report of the Chief Customer Services Officer and Director of City Development**

**South (Outer) Area Committee**

**Date: Monday, 15<sup>th</sup> March 2010**

**Subject: Leeds City Credit Union Branch Network**

**Electoral Wards Affected:**

Armley	Morley North
Chapel Allerton	Morley South
City & Hunslet	Temple Newsam
Gipton & Harehills	Wetherby
Killingbeck & Seacroft	
Middleton Park	

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**

Leeds City Credit Union (LCCU) has around 26,000 members and a network of 10 branches across the City. Annually, the network handles 295,178 visits, (around 24,500 per month) with 215,075 cash withdrawals being undertaken (17,923 per month).

LCCU are reviewing the sustainability of this network. Council Officers have been working closely with LCCU for sometime in order to provide support in relation to both the operation of the core business and the branch network.

**1.0 Purpose of this report**

1.1 This report provides details on the services provided by LCCU to enable the Area Committees to engage in an informed debate about the future of Credit Union branches within their area. Paragraph 2.1 below describes the branches and locations relative to the various Area Committees and Ward boundaries.

## 2.0 Background Information

2.1 The credit union operates 10 public facing branches in Leeds as follows:

Location	Ward	Area Committee
<b>Council One Stop Centres locations</b>		
Great George Street	City & Hunslet	Inner South
Dewsbury Road	City & Hunslet	Inner South
Armley	Armley	Inner West
Halton Moor	Temple Newsam	Outer East
Wetherby	Wetherby	Outer North East
South Seacroft	Killingbeck & Seacroft	Inner East
Morley	Morley South	Outer South
<b>Other Locations</b>		
Belle Isle (BITMO)	Middleton Park	Inner South
Kirkgate (LCCU)	City & Hunslet	Inner South
Roundhay Road (LCCU)	Gipton & Harehills	Inner East
<b>New Joint Service Centres (not yet operational)</b>		
Chapeltown	Chapel Allerton	Inner North East
Harehills	Gipton & Harehills	Inner East

2.2 Two new joint service centres will be completed this year in Harehills (July 2010) and Chapeltown (October 2010). Both of these joint service centres were designed to include a fully operating cash office for the credit union. This design has been changed more recently in the light of the uncertainty around the future shape of the service.

## 3.0 Main Issues

3.1 In light of the LCCU review of their branch network, an officer group has been looking at options for support. One of the main areas for consideration was the possibility of staff in the Council's one stop centres delivering some or all of the functions of the existing credit union branch network. This option has been considered in some detail by management within customer services and assistance was received from the Council's BPR (Business Process Re-engineering) team who also considered the proposals.

3.2 The conclusion reached from this work is that whilst there is some capacity within customer services to provide an initial contact/signposting, service, there is insufficient capacity to deliver the whole of the function and particularly cash handling from within existing resources. In connection with the latter the main difficulties identified were in relation to separation of duties, location of counters and customer convergence. In addition it was also apparent that the need to staff the new joint service centres from within existing customer services resources (circa 11 FTE's) imposed a further significant constraint on the ability to provide assistance.

## 4.0 Council Financial Inclusion Policy Implications

4.1 Leeds City Council's Financial Inclusion Strategy has gained a national reputation for the work undertaken in the City. Leeds is generally seen as the pre-eminent authority in delivering financial inclusion (even when compared with the other two Beacon Councils, Sheffield and South Tyneside). Financial Inclusion initiatives in Leeds must be seen as part of an integrated and holistic network consisting of advice agencies, the Council and the Credit Union.

- 4.2 The advice agencies provide comprehensive and detailed casework support to citizens who find themselves with serious debt problems. The majority of residents who receive this form of support have successful outcomes i.e. an agreed approach to resolving their debt position. If locally provided affordable credit is not available there is a high likelihood that such residents will find themselves back in difficulties within a few years of receiving their debt casework support. The work of the Credit Union is thus seen as fundamental to supporting the work of other agencies and Council services.
- 4.3 An example of this joined up approach and an illustration of how the Credit Union supports LCC activity can be seen in relation to the payment of Housing Benefit to private tenants. The use of LCCU basic bank account facilities is particularly useful for privately rented benefit recipients whose Housing Benefit (HB) is paid into a Credit Union account, and a resulting direct debit set up to pay their landlords. Currently 916 tenants receiving HB have requested that their payments are made directly to a Credit Union Account. In January of this year benefit payments totalling £241,068 were made into credit union accounts.
- 4.4 Many of the tenants who have accounts with LCCU cannot access a mainstream bank account and their Credit Union account is vital to them managing their benefit payments, paying their rent and retaining their tenancy. This arrangement is also beneficial to a number of Leeds landlords who have set up rent transfer arrangements to coincide with HB payment for many of their tenants. This facility is particularly popular in South Leeds where there are over 220 tenants in a single postal area (LS11).
- 4.5 Further considerations in respect of the ongoing support which the Council can provide to the LCCU are included in the proposed exempt Appendix A attached to this report. The information contained in Appendix A to this report relates to the financial or business affairs of a particular person, and of the Council. It is therefore considered that this element of the report should be treated as exempt under Rule 10.4.(3) of the Access to Information Procedure Rules. It is further considered that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, as it deals with the financial and business affairs of LCCU, which it is regarded might be affected if the information was made public at this time.

## **5.0 Legal and Resource Implications**

- 5.1 LCCU are reviewing the sustainability of their branch network and are working closely with Council officers to consider options for future service provision.

## **6.0 Conclusions**

- 6.1 This report has identified that the LCCU are reviewing their branch network, has summarised the current position of that network and how it supports financial inclusion activity in the City.

## **7.0 Recommendations**

Area Committee are asked to:

- a) Note and support the ongoing work being undertaken by the Council in relation to LCCU.
- b) Consider whether the Area Committee would regard it as appropriate to invest in the existing LCCU branch network by making monies available from its Wellbeing Budget.

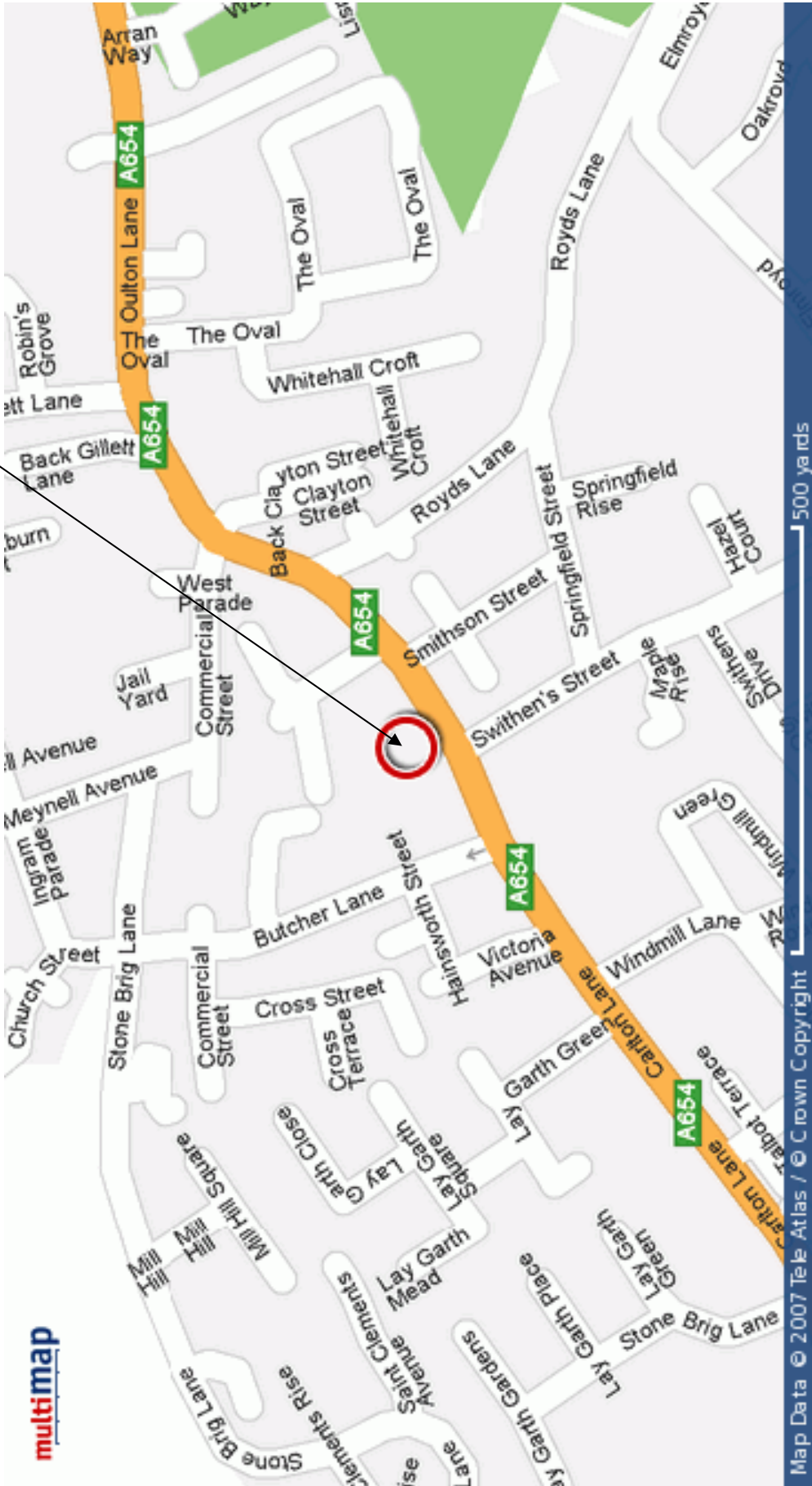
## **8.0 Background Papers**

8.1 None.

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Rothwell One Stop Centre, Civic Chamber, Marsh Street, Rothwell, LS26 0AD



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