

Public Document Pack



SOUTH (INNER) AREA COMMITTEE

Meeting to be held in Building Blocks, Maud Avenue, Leeds, LS11 7DD (Map attached)
On Wednesday, 23rd September, 2009 at 6.30 pm

MEMBERSHIP

Councillors

D Congreve	-	Beeston and Holbeck;
A Gabriel	-	Beeston and Holbeck;
A Ogilvie	-	Beeston and Holbeck;
P Davey	-	City and Hunslet;
M Iqbal	-	City and Hunslet;
E Nash	-	City and Hunslet;
J Blake	-	Middleton Park;
D Coupar	-	Middleton Park;
G Driver	-	Middleton Park;

Agenda compiled by:
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Acting Area Manager:
Keith Lander
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS

To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).

(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)

EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC

1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.

2 To consider whether or not to accept the officers recommendation in respect of the above information.

3 If so, to formally pass the following resolution:-

RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-

No exempt information or items have been identified on this agenda.

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATIONS OF INTEREST</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 23RD JUNE 2009</p> <p>To confirm as a correct record the minutes of the meeting held on 23rd June 2009.</p>	1 - 10
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	

Item No	Ward	Item Not Open		Page No
8	All Wards;		<p>RESIDUAL WASTE TREATMENT PFI PROJECT UPDATE AND PRESENTATION</p> <p>To receive and consider a report from the Head of Waste Management, updating Members on the programme of communications activity supporting the Residual Waste Treatment PFI project.</p> <p>(Council Function) (15 mins presentation / 5 mins discussion)</p>	11 - 14
9	All Wards;		<p>CONSULTATION ON DAY SERVICES FOR OLDER PEOPLE</p> <p>To receive and consider a report from the Director of Adult Social Care Services, presenting the Executive Board report of 22nd July 2009 on 'From Day Centres to Day Services: Responding to the needs and preferences of older people'.</p> <p>(Council Function) (5 mins presentation / 10 mins discussion)</p>	15 - 38
10	Beeston and Holbeck; City and Hunslet; Middleton Park;		<p>WELL-BEING BUDGET</p> <p>To receive and consider a report from the South East Area Manager, presenting details of proposed projects and activities to deliver local actions relating to the agreed themes and outcomes of the Area Delivery Plan (ADP).</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	39 - 50
11	Beeston and Holbeck; City and Hunslet; Middleton Park;		<p>COMMUNITY ENGAGEMENT ACTIVITY IN INNER SOUTH LEEDS</p> <p>To receive and consider a report from the South East Area Manager, providing feedback on recent community engagement events that have taken place and outlining future community engagement activity.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	51 - 54

Item No	Ward	Item Not Open		Page No
12	Beeston and Holbeck; City and Hunslet; Middleton Park;		<p>ACTIONS AND ACHIEVEMENTS REPORT</p> <p>To receive and consider a report from the South East Area Manager, updating Members on actions and achievements around the Area Delivery Plan since the last Area Committee meeting.</p> <p>(Executive Function) (5 mins presentation / 5 mins discussion)</p>	55 - 82
13			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>* Tuesday 10th November, 2009 – Subject to confirmation by the Area Committee (Belle Isle Family Centre, St John and Barnabas Church, Belle Isle Road, Leeds, LS10 3PG)</p> <p>Thursday 7th January, 2010 (Civic Hall, Leeds, LS1 1UR)</p> <p>Wednesday 10th February, 2010 (Venue to be advised)</p> <p>Thursday 25th March, 2010. (Venue to be advised)</p> <p>(All meetings to commence at 6.30 pm).</p> <p>* Previously scheduled to take place on Tuesday 3rd November, 2009.</p> <p>MAP OF TODAY'S VENUE</p> <p>Building Blocks, Maud Avenue, Leeds, LS11 7DD</p>	

Agenda Item 6

SOUTH (INNER) AREA COMMITTEE

TUESDAY, 23RD JUNE, 2009

PRESENT: Councillor A Gabriel in the Chair

Councillors J Blake, G Driver, M Iqbal,
E Nash and A Ogilvie

1 Election of Chair 2009/10

A report was submitted by the Chief Democratic Services Officer which outlined the arrangements for the annual election of Chair of the South (Inner) Area Committee. It was reported that one nomination for the position of Chair had been received on behalf of Councillor Gabriel.

RESOLVED –

- (a) That the contents of the report be noted;
- (b) That following a unanimous vote by those Elected Members present at the meeting, Councillor Gabriel be elected Chair of the South (Inner) Area Committee for the 2009/2010 municipal year.

(Councillor Gabriel took the Chair)

2 Chair's Opening Remarks

The Chair welcomed all in attendance to the first South (Inner) Area Committee meeting of the new municipal year.

3 Late Items

The Chair admitted to the agenda a late well-being application, which was to be considered under agenda item 11, Well-Being Fund – 2009/10 Proposals. The application had been received late and had been tabled for consideration as the events for which funding was sought was taking place over the summer before the next Area Committee meeting in September (Minute No. 10 refers).

The Chair also admitted to the agenda a revised cover report on Area Committee Roles for 2009/10, which was to be considered under agenda item 16 (Minute No. 15 refers).

4 Declarations of Interest

Councillor Blake declared a personal interest in relation to agenda item 11, Well-Being Fund 2009/10 Proposals (well-being fund application by Middleton Elderly Aid for additional gardens) due to being a Member of Middleton Elderly Aid (Minute No. 10 refers).

Councillor Driver declared personal interests in relation to agenda item 11, Well-Being Fund 2009/10 Proposals (well-being fund applications by Middleton Elderly Aid for additional gardens and by Belle Isle Elderly Winter Aid for Belle Isle Garden Scheme) as a Member of Friends of Middleton Park and Belle Isle Elderly Winter Aid (Minute No. 10 refers).

Councillors Gabriel and Ogilvie declared a personal interest in relation to agenda item 11, Well-Being Fund 2009/10 Proposals (late well-being fund application by Friends of Cross Flatts Park for summer activities in Cross Flatts Park) as Members of Friends of Cross Flatts Park (Minute No. 10 refers).

5 Apologies for Absence

Apologies for absence were submitted by Councillors Congreve, Coupar and Davey.

6 Minutes - 2nd April 2009

RESOLVED – That the minutes of the meeting held on 2nd April 2009 be confirmed as a correct record.

7 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair 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.

A local resident publicised the work of South Leeds Community Radio, which was providing free music workshops to young people at venues across South Leeds in August 2009. It was noted that South Leeds Community Radio was part of the 'I love South Leeds Festival' which was funded by the Inner South Area Committee.

It was reported that Moor End Voice, a community radio station for people with learning difficulties, had recently won the adult learner award. A presentation event had taken place at Leeds Civic Hall in recognition of their success.

Another local resident circulated the Voice of Holbeck Newsletter. The newsletter contained information about forthcoming events, particularly the Holbeck Gala on July 11th, 12 noon to 5pm.

8 Local Authority Appointments to Outside Bodies

A report was submitted by the Chief Democratic Services Officer which outlined the procedure relating to local authority appointments to outside bodies and which also invited Members to consider making appointments to those outside bodies detailed within the report.

Draft minutes to be approved at the meeting
to be held on Wednesday, 23rd September, 2009

In relation to the vacancy on Holbeck Elderly Aid, Members deferred making an appointment in order to receive further information about the possibility of being appointed to a more influential position, e.g. Trustee or Board Member.

Members requested that the minutes of future Partnership meetings be circulated with the Area Committee agenda.

RESOLVED –

(a) That the report and information appended to the report be noted;
(b) That approval be given to the following Outside Body appointments being made for the 2009/2010 municipal year:

- Belle Isle Elderly Winter Aid – Councillor Driver
- Belle Isle Tenant Management Organisation – Councillors Blake and Coupar;
- Holbeck Elderly Aid – Vacancy (deferred to receive further information);
- Middleton Elderly Aid – Councillor Blake;
- Inner South ALMO Area Panel (Aire Valley Homes Leeds) – Councillors Iqbal and Ogilvie;
- Divisional Community Safety Partnership – Councillor Blake;
- Area Children's Partnership – Councillor Gabriel;
- Area Health and Social Care Partnership – Councillor Coupar
- Area Employment, Enterprise and Training Partnership – Councillor Driver.

(c) That the minutes of future Partnership meetings be circulated with the Area Committee agenda.

9 Area Delivery Plan 2008-11 - Annual Refresh

The Director of Environment and Neighbourhoods submitted a report which presented the revised South (Inner) Area Delivery Plan (ADP) 2008-2011 for approval.

Appended to the report were the revised ADP and inner south priorities.

Sheila Fletcher, Area Management Officer, presented the report and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Concern that the themes in the ADP were too broad.
- Concern that themed champions only had a monitoring and influencing role.
- The need to include greater reference to the work of the voluntary sector.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Wednesday, 23rd September, 2009

- (a) That the contents of the report be noted;
- (b) That the annual update of the ADP 2008-11 be approved;
- (c) That the proposed charter be developed as the public facing, resident friendly version of the ADP;
- (d) To further strengthen the monitoring and influencing role of the Area Committee and its links with partnership activity, that the Member nominations for the 2009/10 thematic leads be confirmed as follows:

- Culture – Councillor Iqbal
- Enterprise and Economy – Councillors Davey and Driver
- Learning – Councillor Driver
- Transport – Councillor Nash
- Environment – Councillor Ogilvie
- Health and Wellbeing – Councillor Coupar
- Thriving Places – Councillors Blake (Divisional Community Safety Partnership) and Driver (SLEET)
- Harmonious Communities – Councillor Congreve

10 Well-Being Fund - 2009/10 Proposals

The Director of Environment and Neighbourhoods submitted a report which invited Members to consider a proposed approach to the commissioning of activities linked to outcomes identified in the Area Delivery Plan (ADP). The report also 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.

In relation to the capital well-being allocation, it was advised that the City & Hunslet ward pot was earmarked for improvements to Hunslet Library.

Following a brief discussion relating to the proposals for Well-being funding which had been submitted to the meeting for determination, it was

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 the small grant proposals approved since the last meeting of the Area Committee be noted;
- (c) That the proposed commissioning approach and allocation of the Area Committee's well-being funds for 2009/10 to Area Delivery Plan themes, be approved;
- (d) That the well-being applications approved in principle at the Area Committee meeting on 2nd April 2009, be ratified (well-being applications at this meeting were subject to confirmation of the well-being allocation by the Executive Board); and

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

- Youth Service – Beeston Old Library Youth Group – **£1,800 (2009/10 Revenue Budget) – Approved;**
- Middleton Elderly Aid – Additional Gardens – **£3,910 (2009/10 Revenue Budget) – Approved;**
- Belle Isle Elderly Winter Aid – Belle Isle Garden Scheme – **£2,125 (2009/10 Revenue Budget) – Approved;**
- Re’new – Middleton Regeneration Partnership – **£8,000 (2009/10 Revenue Budget) – Approved, subject to breakdown of costs;**
- Out of School Activities Team – Friday Night Project – South Leeds – **£3,000 (2009/10 Revenue Budget) – Approved;**
- Out of School Activities Team – Friday Night Project – Middleton – **£3,000 (2009/10 Revenue Budget) – Approved;**
- West Yorkshire Police – Operation CASAC – **£5,000 (2009/10 Revenue Budget) – To be commissioned through funding allocated to the Thriving Places theme of the ADP;**
- Area Management Team – Photocopier – contribution to rental charge – **£2,483 (2009/10 Revenue Budget) – Deferred to receive further information;**
- Friends of Cross Flatts Park – Summer activities in Cross Flatts Park – **£5,000 (2009/10 Revenue Budget) – Approved;**
- Safer Leeds – Leasowe Alleygating Scheme – **£5,539 (2009/10 Capital Budget) and £110 (2009/10 Revenue Budget) – Approved in principle, subject to obtaining costs relating to re-siting of letterboxes;**
- Joseph Priestley College – Old Cockburn Centre Renovation Project – **£4,350 (2009/10 Capital Budget) – Approved;**
- West Yorkshire Police – Bright Ideas – CCTV for Middleton Circus – **£9,000 (2009/10 Capital Budget) and £25,000 Revenue over five years (£5,000 allocated towards 2009/10 Revenue Budget) – Approved in principle, subject to outcome of the Bright Ideas event and consideration of the deployment of the mobile CCTV unit.**

11 CCTV (2008/2009) Annual Report - for Leeds City Council Community Safety CCTV Service in Inner South Area Committee

The Director of Environment and Neighbourhoods submitted a report which highlighted the services provided by Leeds City Council Community Safety CCTV, particularly in terms of demonstrating the effectiveness of the service in reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by CCTV.

Appended to the report was a financial breakdown for the inner south area and information about the legal implications relating to CCTV surveillance.

The main highlighted points were:

Draft minutes to be approved at the meeting
to be held on Wednesday, 23rd September, 2009

- Concerns that the city centre allocation should be separate from the rest of City & Hunslet ward as they were mainly all commercial areas. Members emphasised the need to provide an additional allowance for CCTV in the city centre.
- Members sought clarification about the areas in inner south Leeds covered by Mobile CCTV.

RESOLVED – That the item be deferred pending further discussions relating to the budget allocation for the city centre and the areas in inner south Leeds covered by Mobile CCTV.

(Councillors Iqbal and Nash left the meeting at 7.30pm, at the conclusion of this item. It was advised that the meeting was now inquorate and any further decisions were subject to ratification at the next meeting).

12 Emerging proposals for the New Generation Transport (NGT) Scheme: Current position and Public Consultation

A report of the New Generation Transport Team (City Development) was submitted which updated Members on the development of the New Generation Transport Scheme and the ongoing consultation process.

Francis Linley, NGT Co-ordinator, attended the meeting to present the report and respond to Members' questions and comments.

The main areas of discussion were:

- The ongoing public consultation exercise, particularly the south Leeds consultation event on 18th June 2009.
- Concern that established bus routes could be scrapped in favour of NGT routes.
- The need to keep ward Members informed on proposals to introduce a Park and Ride facility at Elland Road.

RECOMMENDED –

- (a) That the report and information appended to the report be noted; and
- (b) That comments on the NGT proposals be submitted via the Area Management Team.

13 Neighbourhood Wardens - Restructure Proposals

The Chief Officers for Regeneration and Health and Environmental Action Services submitted a report which updated Members on the restructuring proposals for the Neighbourhood Warden Service.

Appended to the report was the existing Neighbourhood Warden structure together with a revised job description for the new Community Environment Officer posts.

Draft minutes to be approved at the meeting
to be held on Wednesday, 23rd September, 2009

RECOMMENDED – That the report and information appended to the report be noted.

14 Annual Report - for Parks and Countryside Service in South Inner Area Committee

The Director of City Development submitted a report which examined the opportunities to develop the relationship between the Parks and Countryside service and the South (Inner) Area Committee.

The following representatives from Parks and Countryside attended the meeting:

- Kris Nenadic, Principal Parks Area Manager; and
- Vicky Nunns, Business Development Manager.

The key areas of discussion were:

- Concern that Cranmore Recreation Ground was not up to standard (there were no car parking or toilet facilities).
- The need to improve access and security at Middleton Park.
- The need for further improvements at Holbeck Moor.
- The need for a senior parks and countryside representative to attend local residents meetings (Kris Nenadic, Principal Parks Manager agreed to meet with local residents to discuss their concerns).
- Acknowledgement that ward Members had their own priorities for community green space improvements – it was suggested that the Area Committee report back its priorities on an individual ward basis.

RECOMMENDED –

- (a) That the contents of the report be noted
- (b) That the Area Committee reports back its priorities for community green space improvements on an individual ward basis.

15 Area Committee Roles for 2009/10

The Director of Environment and Neighbourhoods submitted a report which detailed the area function schedules and roles for 2009/10, as agreed by the Executive Board on 17th June 2009.

A revised copy of the report was circulated at the meeting. Appended to the report was an updated copy of the delegated functions and other roles for 2009/10.

RECOMMENDED – That the report and information appended to the report be noted.

16 Actions and Achievements Report

Draft minutes to be approved at the meeting
to be held on Wednesday, 23rd September, 2009

The Committee considered a report from the Acting Area Manager which updated Members on the actions and achievements of the Area Management Team since the last meeting.

A Protocol and General Work Schedule relating to the deployment of Police Community Support Officers (PCSOs), as agreed between Leeds City Council and West Yorkshire Police Authority, was appended to the report for Members' information.

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

In brief summary, the key areas of discussion were:

- Acknowledgement of the work undertaken by the Priority Neighbourhood Worker in supporting the recent Holbeck in Bloom event.
- The need to review arrangements relating to the sustainability and succession of community groups supported through the Neighbourhood Improvement Plan (NIP) programmes.

RECOMMENDED –

- (a) That the report and information appended to the report be noted; and
- (b) That a report back be submitted to a future Area Committee meeting in relation to the sustainability and succession of community groups supported through the NIP programmes.

17 Dates, Times and Venues of Future Meetings

Wednesday 23rd September, 2009
(Building Blocks, Maud Avenue, Leeds, LS11 7DD)

Tuesday 3rd November, 2009
(Belle Isle Family Centre, St John and Barnabas Church, Belle Isle Road, Leeds, LS10 3PG)

Thursday 7th January, 2010
(Civic Hall, Leeds, LS1 1UR)

Wednesday 10th February, 2010
(Venue to be advised)

Thursday 25th March, 2010.
(Venue to be advised)

(All meetings to commence at 6.30 pm).

(The meeting concluded at 8.22 pm)

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Originator: Tom Smith

Tel: 39 51672

Report of the Head of Waste Management

South (Inner) Area Committee

Date: 23 September 2009

Subject: Residual Waste Treatment PFI Project Update and Presentation

Electoral Wards Affected:

All wards

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 process to procure a facility to treat the waste that cannot be economically recycled and would otherwise be sent to landfill is progressing well.

The council is now embarking on a programme of communications with residents and other interested parties about the proposals and to describe the next stages of the process.

1.0 Purpose of This Report

1.1 This report provides an update to South Inner Area Committee on the programme of communications activity supporting the Residual Waste Treatment PFI project and the opportunity to view the Power point presentation and supporting materials to be distributed to the public.

2.0 Background Information

2.1 A report to Area Committees in March and April, described the approach to communication, education and engagement around the project over the coming year.

3.0 Residual Waste Treatment Facility – Communications update

- Presentations were made to all political groups in June 2009.
- Following this a revised presentation has been produced with a complimentary leaflet – ‘What is Leeds doing with it’s waste’.
- A further two leaflets have been produced:
 - i. The City’s waste solution – your questions answered
 - ii. The City’s waste solution – technologies and bidders

3.1 Alongside attendance at all Area Committees the programme of communications attached at Appendix 1 will begin.

4.0 Recommendation

4.1 That South (Inner) Area Committee:

- Note the contents of this report;
- Receive the presentation and note the supplementary leaflets.

5.0 Background Papers

5.1 Residual Waste Treatment Project: Update and Communication and Community Engagement Strategy – South Inner Area Committee March 2009

Appendix 1 - Communications about the Residual Waste Treatment Facility – August to December 2009

Who?	What?	When?
<p>Residents close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>A leaflet, explaining the background to the Residual Waste Treatment project and inviting them to find out more will be sent to each household within a 1 mile radius of either of the two proposed sites. Posters will also be distributed to community venues in the areas, e.g. leisure centres, community centres. The leaflet and posters will invite residents to find out more through one of the following options:</p>	<p>Distributed in September 2009</p>
	<p>1. Signposting to more detailed information on the council website;</p>	
	<p>2. Registering to receive a pack of information, either electronically, or in hard copy;</p>	<p>Distributed as requested.</p>
	<p>3. Registering for the chance to attend an information session briefing in a local community venue.</p> <p>Each session will consist of the standard presentation and a chance for discussion about the proposals. Whilst we will try to make sure all people who request attendance can do so, it is possible we may have to limit numbers and if this is the case we will ask the third party organisation to choose attendees to ensure representation from across the community.</p>	<p>Delivered between September and November 2009</p>
<p>Local residents groups and/or community forums in the areas close to either of the two proposed sites for a residual waste treatment facility.</p>	<p>We will identify residents groups and community forums, in discussion with local ward Members and Area Management officers, and offer them the chance to receive the standard presentation from council officers and to feedback on our proposals.</p>	<p>Presentations between September and November 2009</p>

Who?	What?	When?
Local businesses in the areas close to either of the two proposed sites for a residual waste treatment facility.	Working with Aire Valley Leeds we have agreed various methods to communicate with local businesses and to invite them to a briefing with council officers at our Cross Green site.	Between August and October 2009
Leeds-wide public	<p>We will follow on from the first issue of Recycling and Waste Update, which was distributed to all households in February 2009.</p> <p>Issue two will focus on the Residual Waste Treatment Facility and the same presentation messages above. Residents will be invited to register to receive more information and updates via:</p> <ul style="list-style-type: none"> • Signposting to more detailed information on the council's website; • Register to receive a pack of information or updates, electronically or in hard copy format; <p>The newsletter will also give residents the chance to feed back on the information via email, in writing and by telephone.</p>	Distributed in December 2009
Elected Members	The presentation that forms the basis of the communications approach will be shown at Area Committees in September 2009. A pack of information on the Residual Waste Treatment Facility including the presentation, leaflets will be distributed to all ward members.	Distributed in September 2009



Report of Chief Officer of Support & Enablement, Adult Social Care

Meeting: South (Inner) Area Committee

Date: Wednesday 23rd September 2009

Subject: Consultation on day services for older people

Electoral Wards Affected:

Beeston & Holbeck
City & Hunslet
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

This report presents the Area Committee with a copy of the Executive Board Report, appended (appendix A).

Members of the Area Committee are asked to note the report, and consider if they wish to make a response as part of the consultation process, agreed by Executive Board.

Purpose of This Report

1. The Executive Board appended forms the basis of this report and presents the Area Committee with proposals for consultation on day services for older people.
2. The Executive Board report outlines the following:
 - Provides an update on the implementation of Day Services strategy agreed by Executive Board in July 2008
 - Proposals for developing Dementia, day respite and re-ablement services in each of the 3 Area Management Areas.
 - To embark upon a period of consultation with local people on changes to the day services delivered from 6 day centres across the city
3. The Executive Board report agreed a period of consultation. The purpose of this report is to request the Area Committee, if they wish, to contribute to the consultation.

4. Holbeck Day Centre is the only day centre to be affected by the planned consultations in Inner South Leeds. The section below details current usage and alternative services in the area for customers.

Holbeck Day Centre

5. The day centre at Holbeck is a stand-alone, brick built 35 place centre open for 5 days per week. On average, 12 people per day attend but on some days there are considerably fewer. Overall, attendance is 34%. This centre, due to low attendance, is one of the centres, where consultation is underway, over the future provision of this centre.
6. All thirty of the service users who attend Holbeck are having individual meetings as part of the consultation process.
7. It is not anticipated that there will be any difficulties in offering alternative day centre places to each of the people currently attending the centre. There will be no individual who receives a lower level of service, unless this is their preference, if the Holbeck day service were to be re-provided from another day centre.
8. Nearly all the older people who attend Holbeck day centre live within a couple of miles of the centre. Springfield Day Centre is the nearest Adult Social Care day centre. It is on Cottingley Drive (LS11 0JP) and is only a mile and a half from Holbeck Day Centre. People attending Holbeck centre will be able to attend Springfield Day Centre, although other centres will be available if their choice is to go elsewhere. The importance of maintaining friendship groups will be paramount.
9. Holbeck Day Centre occupies a central site. The importance of the regeneration process in Inner South is well recognised. Any comments about the site in the context of the plans for the area and the potential for it to make a contribution would be helpful.
10. We are also working with other voluntary sector service providers who provide activities for older people in the area, but these will complement, and not substitute for existing day services provision.

Recommendations

11. Members of the Area Committee are asked to:
 - Note and consider the report appended
 - Consider any response they wish to make as a part of the consultation

Background Papers

Executive Board Report 22nd July 2009. From Day Centres to Day Services: Responding to the needs and preferences of older people



Report of the Director of Adult Social Care Services

Executive Board

Date: 22nd July 2009

Subject: From Day Centres to Day Services: Responding to the needs and preferences of older people.

Electoral Wards Affected:

ALL Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Eligible for Call In

Not Eligible for Call In (Details contained in the report)

1.0 Executive Summary

- 1.1 Building on the reports to the Executive Board in July and November 2008, this report describes how the strategy for day services for older people is developing and sets out proposals for the implementation of the final phase of the strategy.
- 1.2 Whilst previous reports have set out in some detail the policy context and vision which underpin the strategy, there have been further developments since November which further strengthen the direction of travel already endorsed by the Executive Board. In particular the Executive Board received a report in December 2008 describing the conclusions of the Independence, Well-Being and Choice Inspection and approved the action plan in response to the recommendations made by CSCI. The Inspector concluded that there was an immediate need to modernize and transform traditional social care services in Leeds.
- 1.3 This report must be read together with the following report on the agenda in respect of the future vision and way forward for Neighbourhood Network schemes in the city. The proposals in this report make way for a strengthened position of Neighbourhood Networks to be the primary response to engage older citizens in social, community and well-being initiatives and identifies a more specialized role for Local Authority provision.
- 1.4 The proposals set out in this report provide the detail for the Councils response to that recommendation and describe a service strategy which builds on the specialist strengths and expertise within the current service, which are valued by people who use those services, carers and partner agencies.

- 1.5 The proposals provide an equivalent level of specialist service in each of the three Area Management areas, and complement the universal provision provided in the main by the voluntary, community and faith sector. The strategy for day services consist of:
- Universal Services
 - Specialist Dementia Care
 - Specialist Reablement
 - Day Respite Care
 - Minority Ethnic Elders Services
- 1.6 The report describes how these proposals have built on recent consultation, notably with carers whilst developing the Leeds Carers Strategy and through the evaluation of the successful Partnerships for Older People (POPPS) pilot, which demonstrated the effectiveness of new models of dementia care. Finally, the report describes how partnership working with City Development will provide the opportunity for both universal and reablement services to be delivered from a network of well-being / leisure centres, which opens the opportunity for further innovation in the future.
- 1.7 The report asks the Executive Board to endorse the strategy and proceed to implementation through an established process of group and individual consultation with current service users.

2.0 Background information

- 2.1 In July 2008 Executive Board agreed a strategy for reshaping older people's day services to provide greater opportunities for older people to receive more personalised services with an enhanced range and quality of community based activities.
- 2.2 In November 2008 Executive Board received a progress report, and agreed the re provision of day centres at Farfield, Leeds 28; The Willows at Horsforth; Pendas Way at Crossgates; and Richmond Hill Day Centre.
- 2.3 The report in November 2008 noted that savings made from re provision were to be re-invested within older people's services, and locality plans were to be drawn up for delivering newly shaped day services. The report specified that progress updates would be given to members, as the changes progressed.
- 2.4 This report provides the next stage of these updates, focusing on the outcomes from the reprovision of the 4 Day Centres and the vision and next steps for the future rollout of this strategy. The report shows linkages between strategies, and supports the development of expanding the provision of direct payments and universal services including neighbourhood networks.

3.0 Reprovision of Farfield, Pendas Way, Willows, Richmond Hill November 2008

- 3.1 Extensive consultation was undertaken with those attending the four day centres, both prior to and subsequent to the submission of the Executive Board report in November 2008. Alternative plans were made with each person attending, considering carefully what activities they enjoyed, where they lived, their travel arrangements, and their friendship groups. Each person was offered an alternative Day Care service.
- 3.2 In November / December 2008 service users were transferred from the four day centres

to their preferred alternative venue. Because of the generally low occupancy at other day centres, all people were able to be offered their place of preference, and moved with their friends.

- 3.3 Staff from care management teams and the day services centres worked closely to ensure the transfer was well planned and incorporated each individuals care and support needs.
- 3.4 Staff were transferred with service users, thus ensuring there was continuity of Care. Day centres receiving new attendees provided a range of opportunities for people to socialize and integrate into the activity programme. As a result of this highly personalised process, service users concerns and disruption were kept to an absolute minimum.

4.0 Reinvestment in Services for Older People

- 4.1 In line with the proposals in the Executive Board report of November 2008, savings of £300,000 from the re provision of day services have been invested in other services for older people.
- 4.2 Particularly important has been the investment in personal budgets and direct payments. Re-providing the 4 day centres has released funding for people to access direct payments. Consequently over the last year, instead of being allocated a specific number of days attendance at a particular day centre; older people are able to access a cash budget from which they choose how, when and where their assessed care needs and leisure time will be spent.
- 4.3 This is what people have told us about how their choice to have a personal budget has affected their lives:

Laura's Story - *Laura's was finding it very lonely on her own. She hadn't really many friends or a particular social activity that she enjoyed. Laura felt that a day centre wasn't for her and that she would rather look at social groups near to where she lived. After a talk with the nearby Over 55 club, she felt she would like to join some of the social groups they had to offer. She also joined the local Methodist Church Luncheon club and later went on to consider a Direct Payment to fund a personal assistant to enable her to have support to go out at the weekends..*

- 4.4 Further funding has been reinvested in developing a new model of service. A reablement service has been set up in 3 day services centres. Reablement consists of an intensive assessment and programme of support for 8 weeks aiming at improving level of motivation and independence, including Occupational Therapy advice. As a result of reablement services, people have been able to regain independent living skills, and aspire to and achieve better quality lives. Satisfaction surveys from service users evidence strong support for this service.

Cecil's Story - *Cecil was becoming isolated and confused. Whilst attending the day centre, he was assessed and spent the eight-week programme exercising and improving his mobility with help and support from the OT. Cecil had neglected his personal care but regained motivation to shave and care for himself. Staff discovered Cecil was a great fisherman and missed fishing trips with his friend. The increased confidence in himself and his mobility means he can arrange fishing trips and no longer feels isolated.*

Julie's Story – Instead of attending day services, Julie uses her direct payment for day trips or saves up and goes to the theatre in London or trips to Chester zoo etc.

John's Story – John used to attend a day centre, but now has direct payments and has employed a personal assistant. He gets help with trips to the shop including help to choose and buy computers and gadgets – his passion! As he was an engineer previously, his personal assistant helps him to attend air shows and bike shows and assists him with his gardening.

4.5 A further investment in day services has seen the creation of 9 new outreach worker posts – three in each of the Area Management Team areas. These new members of staff were appointed in May 2009 and work alongside people attending Day Centres for reablement sessions; advising and supporting people to identify and take up alternative activities within their local communities once their 8 week reablement period has been completed.

5.0 Current Day Services

5.1 Leeds City Council provides 21 day centres for older people. The centres have functions as follows:

- 1 Peripatetic Centre (1 day per week)
- 4 Specialist Dementia Care
- 12 Generic Day Care (including 3 reablement units)
- 2 Dual Generic / Dementia Care
- 2 Specialist BME Centres

There are a variety of opening times for centres with some operating an 'extended day' (7am – 7pm) and some open at weekends

5.2 All of the centres operating specialist dementia services have at least 75% occupancy, with two thirds having more than 87% occupancy, and one centre overcommitted at almost 105% occupancy.

5.3 These attendance figures contrast with those for "generic" day centres. In these centres, occupancy and attendance figures have fallen, month on month over a three year period. Occupancy has fallen in some centres to as low as 37.2% of capacity. Only one centre has an occupancy of more than 80%.

5.4 Nine centres (i.e. almost 50% of the total number of centres) have an average of less than 60% occupancy, with about half of the 9 centres being used at less than 50% of total capacity. These figures are from the period January to March 2009, and include actions taken to reduce by 4 centres last year.

5.5 When considering weekend attendances, no generic centre is operating at more than 75% occupancy, with the average attendance over the 9 centres, at less than 50% capacity. This reducing attendance must be set against significant increases in direct payments. This information is summarised in Appendix 1. Full information is available for each centre.

5.6 The 21 day centres for older people in Leeds were built predominantly during the 1970's and 1980's. The buildings have variable standards and some have had no significant refurbishment since they were built. One day care service operates from a municipal building rather than a dedicated centre (Otley). Day centres in Leeds have usually one or two meeting rooms, leading to limitations with activity options. Programmed activities tend to take place in the larger room, with a smaller room set

aside for quieter activities. Centres provide varied and to a certain extent uncoordinated provision, and not currently in response to any planned demand / profile of the needs of the city.

- 5.7 Some people travel a considerable distance for a day centre placement and some attend up to three centres on different days.
- 5.8 In recent years there has been an increasing utilisation of alternative day opportunities assisted by the continued development of thriving third sector organisations which include neighbourhood networks. This has created significant expansion of community facilities, groups and activities which have grown up or expanded in response to this increase in demand.. These have become increasingly the first choice for people who might otherwise in the past have asked to attend a Local Authority centre. This now provides impetus for a further phase of change for day services, strongly supported by the Independence , Well-Being and Choice Inspection final report, recommended that “The Council should extend the range and choice of services by reconfiguring and modernizing traditional buildings based services”.

6.0 Strategy for day services

- 6.1 The Executive Board Reports of July and November 2008 and the action plan in relation to the Independence wellbeing and Choice Inspection, endorsed by Executive Board in December 2008 all highlighted the need for the Local Authority to develop and focus on specialist day services. These are:

- Universal Services
- Specialist Dementia Care (reablement and long-term support for people with moderate and severe dementia or functional mental health problems)
- Specialist Reablement (including well-being and day respite)
- Day respite care (providing support for carers)
- Minority Ethnic Elders Services (Apna in Headingley, Frederick Hurdle in Chapeltown)

The Executive Board reports noted the further work required to develop the longer term strategy to ensure the correct balance of supply for specialist centres.

- 6.2 Each Area Management Area should have a Centre for Dementia Services and Centre for Well-Being Services (Reablement). Each of these centres should offer a common range of services and activities, supported by satellite centres to ensure sufficient coverage for the population. These services are further set out on the maps in Appendices 2, 3 and 5.
- 6.3 In arriving at the proposed model, a review of existing day services provision was undertaken. This included a review of the location, structural condition, size, facilities and usage of each of the day centres, and the proximity of other centres within easy accessible and traveling distance.

Day Services – The Universal Offer

- 6.4 Older people and their carers do not need to have eligible social care needs to gain support. There is now a significant range of widely available supportive social care services to meet their needs, which are available without an assessment. These were detailed in the July 2008 Executive Board report listing such resources as

dementia cafes, peer support networks, neighbourhood networks and local community groups and clubs.

- 6.5 Over the last 10 years, Neighbourhood Networks in particular have become a significant complementary service to that provided by local authority day services. Many networks have thriving community activities which are locally based and, in the main, accessible to large numbers of older people. A survey of over 1000 older people who use these services shows the significant part that the successful networks play in the positive well-being of these older people. An accompanying report on this agenda indicates how more equitably distributed and additional investment could further enhance these opportunities.
- 6.6 The publication of the National Strategy “Putting People First” (10th December 2007) heralded the transformation of the Social Care System. Local Authorities are challenged to ensure that “universal services”(leisure, sport, libraries, parks, learning etc) are accessible to everyone and that separate, segregated social care services are therefore minimized.
- 6.7 The development of the innovative Holt Park Well-being centre in partnership with City Development and the Health Service will see new day time opportunities particularly in respect of reablement, and will in due course become a significant venue for delivery of further innovative services.
- 6.8 The “Partnership for Older People Prevention Services” (POPPS) pilot in Leeds evidenced excellent outcomes for older people with dementia. Services have been planned and delivered in partnership with older people and their carers. Health and Social Care have united with Voluntary Sector partners to develop a whole system response to need. Key elements of the service have included:
- Resource Centres (the development of traditional residential care to include early intervention, respite, day service and outreach in partnership with the Health Service).
 - Specialist Day Respite Centres (fulfilling a vital function for carer respite, stimulating environment and socialisation)
 - Voluntary Sector Networks (including for dementia, a network of dementia cafes)
- 6.9 The developments listed above have been combined with a review of National Policy and evidence of successful outcomes for Older People. This review recommends that statutory social care provision should consist of a smaller number of specialist day care services; with the voluntary and community sector providing ‘universal’ services including a wide variety of social activities designed to improve physical and emotional well being. The services listed above show that Leeds is well positioned to respond positively to this agenda.

Day Services: A Core Offer for those with Eligible Social Care Needs

- 6.10 People with eligible social care needs are provided with advice, support and guidance in relation to the exercise of their right to a direct payment. We anticipate that in future, many more people will wish to exercise this option at least in part. Other people, particularly those with specialist needs in relation for example to dementia or reablement, will choose to have their care provided in venues capable of offering such specialist care.
- 6.11 The models below allow the service to be developed on sites where current occupancy is greatest, reflecting service users choices and preferences; and where buildings are

most modern and well-suited to their purpose.

- 6.12 Where changes to centres are proposed the model has carefully considered how these can be minimized and phased in, to avoid unnecessary disruption for service users and staff.

Dementia Services

- 6.13 Appendix 2 shows the proposed sites of the Dementia Resource Centres and Day Respite Centres. The resource centres at The Green, Middlecross and Siegen Manor build on the POPPS model of integrated care. The centres are well placed to respond to the challenge of the national and local dementia care strategy, delivering improved outcomes for service users. It is proposed, however, that their role is extended, and they become more intrinsically networked and linked to the other day centres in their area.
- 6.14 It is recommended that Day Respite Services are initially identified to support the resource centres by Laurel Bank (South) and Calverlands (West & North West). There is currently no day respite dementia facility in the East but in due course Wykebeck is considered an appropriate resource to fulfill this function.

Reablement / Well-being Services

- 6.15 The final position on the siting of well-being / reablement services will depend on the final outcomes of joint working with City Development through the potential locating of well-being centres across the city. However, proposals are made which will ensure one major centre (hub) per area management area with appropriate satellite supporting centres.
- 6.16 The agreement by the Department of Health to proceed to outline business case to develop and build a £32 million Well-Being Centre creates a significant opportunity for a new reablement centre in the West & North West area. When built this will accommodate services currently provided from Queenswood Drive and Radcliffe Lane Day Centres. Prior to the development of this, the main centre for this area is proposed to be Burley Willows.
- 6.17 Appendix 3 identifies the potential development of specialist reablement services across the city. As can be seen in the South Area, Firthfield Day Service is identified as the 'hub' supported by Rose Farm and Springfield Day Services. These services will be developed pending the opportunity to establish a well-being centre in the South of the city. Arrangements for the East Area will include Lincoln Fields and Wykebeck as the identified reablement day services, and both Directorates are working together to review the option for a well-being service for the East Area. These developments will be the subject of a further Executive Board Report in due course.
- 6.18 All of the identified reablement centres will need to develop and change their services, to meet customers individual needs and requirements. This will need flexibility over attendance times, transport arrangements, menus of options for care, opportunities for volunteering, learning, and greater participation in the life of the local community.

Specialist BME Services

- 6.19 The specialist services for BME communities, although providing day services are Apna and Frederick Hurdle. These centres are restricted by both their remits and their current governance arrangements. Each has the potential to

become a more flexible resource for particular cultural groups, but management and opening arrangements may need to be further developed or expanded.

- 6.20 Previous negotiations with community groups suggest that centres that are open for longer periods, and which allow not just older people, but people of all ages to use the centres would be welcomed. These options will be explored as part of the consultation process recommended in this report.

Carers

- 6.21 People who have informal caring responsibilities for older people (i.e. people who are “carers”) may themselves need support and services. A high proportion of people who are currently attending day services, in particular dementia care services, attend so that carers may have time to themselves. The Carers Strategy emphasizes the need for carers to be able to access such services – and this review provides for day services to further develop this facility for carers. In both Well-Being / reablement and in dementia services – carer respite will be a high priority service.

7.0 Achieving the Change

- 7.1 Achieving the model of provision outlined in Section 7 will have implications for most day centres, principally a redefinition of their existing roles and purpose.
- 7.2 The review of existing day service centres has identified appropriate options on the basis of careful evaluation of location, attendance and available alternative options for service users. In addition, it has been recognized that increased investment in universal service provision, particularly that provided by Neighbourhood network schemes will better reflect the patterns of actual choice people are now making.
- 7.3 Some of the day centre buildings will no longer be required within the new model, and the indicative planning assumptions suggest that the centres listed in Table 1 will be those for which a role is not identified. Some of these centres could be used for other purposes including community asset transfer. Options for each centre will be reviewed during the consultation phase. Day Service provision will continue to be offered to all current users of these services, as the capacity within the existing service is sufficient.

Table 1

Day Centre	Ward
Bramley Lawn	Bramley & Stanningley
Doreen Hamilton	Burmantofts & Richmond Hill
Holbeck	Beeston & Holbeck
Otley	Otley
Woodhouse	Hyde Park & Woodhouse
Naburn Court	Crossgates & Whinmoor

- 7.4 As part of the ongoing service review and consultation further consideration will be given to opening times and weekend opening. The priority will be to match the needs and wishes of people who use services, and carers with the most efficient use of the resource. This is demonstrated in Appendix 4.

8.0 Communication and Consultation

- 8.1 The proposals attached in this respect require consultation with existing service users. The Directorate has a successful record in managing change through the activities undertaken last year and will reuse this format for the proposed changes.
- 8.2 It is recognised that there may be anxiety with existing day service users through the period of uncertainty and change. This will be managed in partnership with carers and relatives, and with the support of outreach workers to participate in taster sessions to try alternative services or to put together an individually tailored package of stimulating and varied day activities and to maintain existing friendship groups. The tailoring of day activity packages for each individual is designed to lead to better health and social outcomes for everyone with assessed day care needs, including existing day centre users.
- 8.3 The consultation plan is attached at Appendix 6. It is proposed that this could commence following members decisions and be completed within 3 months. Subject to this timescale being achieved, the outcome of the consultation and final recommendations flowing from that will be reported to the Executive Board in November 2009.
- 8.4 In addition to the focus on service user needs, consultation will also take place with staff and trade unions. It is likely that a review of staff roles and responsibilities will be required which may lead to amendments in staff structure in the future. Any changes resulting from this will be managed through the 'Managing Workforce Change' Procedures.

9.0 Equalities Impact Assessment

- 9.1 An Equality Impact Assessment has been undertaken. As a result, individual assessments have been identified as essential to ensure care, support and equalities issues can be fully addressed. Advocates will be appointed if a service user has no one to act in their best interests, and translators are available for those whose first language is not English.
- 9.2 Human Resources will oversee the restructuring of staff structure to ensure a fair and equitable process and that arrangements take account of equality needs of staff.
- 9.3 The overall impacts of the proposals are positive in that they implement the objectives of the personalization strategy by tailoring services to those with needs which are insufficiently met within a day centre.

10.0 Implications For Council Policy and Governance

- 10.1 The content of the report is consistent with the policy direction of the Council agreed by the Executive Board in November 2008 and contained in the Independence, Well Being and Choice Action Plan presented in December 2008. These proposals are also consistent with improvement priorities and the Local Area Agreement / Leeds Strategic Plan, notably the priority to offer greater choice and control to people who use services and increase the number of people utilizing direct payments and individual budgets. Secondly these proposals make a significant contribution to the priority to increase the number of people supported to live at home, through increased investment in reablement services.

- 10.2 The need to specifically modernize buildings based services was a stated outcome of the “Independence, Well-Being and Choice” Inspection of Social Care Services in 2008. The proposals contained within this report and the action plan agreed by Members in December 2008 are consistent with the action plan produced as a response to the inspection. Successful delivery of the proposal will be a positive contribution to improving performance assessment, and the achievement of an Inspection Action Plan objective. Our program of reform will be kept under review in the light of anticipated national policy developments and the changing expectations of older people in Leeds.
- 10.3 The proposals in this report impact on service user need across all wards in the Council.

11.0 Legal and Resource Implications

- 11.1 Benchmarking data which compares the City with a group of 25+ local authorities indicates that Leeds spends a disproportionately high level of resource on day services for Older People. The figures for occupancy raise questions about the extent of value for money currently being achieved and strongly indicates the potential for change to deliver greater effectiveness and value.
- 11.2 The full year effect of these proposals will allow for further investment in Direct Payments, assist with any affordability gap in relation to the development of Holt Park Wellbeing Centre together with the provision of additional investment in universal services, especially Neighbourhood Networks.

12.0 Summary and Conclusion

- 12.1 This report has provided an update on the first stage of the reprovision of day services for older people. The report has detailed how resources have been released from the first phase of reprovision have been used to augment remaining provision, provide more choice and control via direct payments and provide some additional investment into targeted universal provision.
- 12.2. This report sets out the continually falling average occupancy levels in all but one day centre (Wykebeck) and outlines proposals for addressing this issue which are also compatible with the Councils’ implementation of Putting People First; wider government policy and local priorities in the Leeds Strategic Plan
- 12.3 These proposals include consolidation of the future remit, function and opening times of existing day centres. The proposals develop a model for day services which will harmonise the reprovision rollout with proposals for the development of equitable Neighbourhood Network provision and with the emergence and building of “Well-Being” Centres within the 3 areas of Leeds. The report further considers the Leisure and Active Recreation Service Review, and promotes an approach that enables the Council to support and develop a more extensive, more flexible model for varied and personalize day services in the future.
- 12.4 Specifically the report outlines proposals for developing a core offer of Dementia, Resource Centre and day respite services in each of the 3 Area Management Areas.
- 12.5 The proposals also includes additionally establishing a reablement and well-being service in each of the Area Management areas, using existing resources at present, but transforming these services alongside the development of WellBeing Centres as this becomes possible. Opportunity is being developed at Holt Park. Six Buildings are

identified as not being required for this delivery programme. The report details how the Council could disinvest in these buildings and utilize the equivalent cash sum to reinvest in more resources for self directed support and for investment in targeted universal services..

12.6 The model proposed would therefore provide, at no extra cost to the Council, greater and more varied opportunities and activities for older people; a plan to allow the city council to progress on two major national strategies; would harmonise with other Council plans and strategies; and perhaps most importantly to allow the day services to have a clear focus and future direction to allow the service to proceed in developing individualized, high quality services that people utilising individual budgets will increasingly wish to purchase and enjoy.

13.0 Recommendations

Members are requested to:

13.1 Note the positive implementation of actions agreed in 2008 to reprovide 4 centres.

13.2 Note the positive opportunities to develop future services alongside officers in City Development and partners in the Voluntary Sector.

13.3 Agree the strategy for the development of specialist dementia and reablement services as set out in Section 7

13.4 Agree the proposed consultation concerning recommendations for change to the day services base in the city, including changed weekend opening.

13.5 Agree to receive a future report on the outcome of the consultation and containing final recommendations for the delivery of the strategy which will be provided in November 2009.

Background Documents Referred to in this report

1. Older People Day Services: Service Improvement Plan – 16th July 2008

[http://democracy.leeds.gov.uk/Published/C00000102/M00003682/AI00013022/\\$OlderPeoplesReport070708.docA.ps.pdf](http://democracy.leeds.gov.uk/Published/C00000102/M00003682/AI00013022/$OlderPeoplesReport070708.docA.ps.pdf)

2. Older People Day Services: Service Improvement Plan – 5th November 2008

[http://democracy.leeds.gov.uk/Published/C00000102/M00003378/AI00015581/\\$OPDayServicesReport271008.docA.ps.pdf](http://democracy.leeds.gov.uk/Published/C00000102/M00003378/AI00015581/$OPDayServicesReport271008.docA.ps.pdf)

3. Putting People First – A Shared Vision and Commitment to the Transformation of Adult Social Care

http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_081118

4. Independence, Wellbeing and Choice Inspection of Adult Social Care

[http://democracy.leeds.gov.uk/Published/C00000102/M00003379/AI00016147/\\$InspectionofAdultSocialServsOPEN241108.docA.ps.pdf](http://democracy.leeds.gov.uk/Published/C00000102/M00003379/AI00016147/$InspectionofAdultSocialServsOPEN241108.docA.ps.pdf)

5. Living Well with Dementia – A National Dementia Strategy

http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_094058

6. Every Carer Counts – Carer's Strategy for Leeds 2009 – 2012

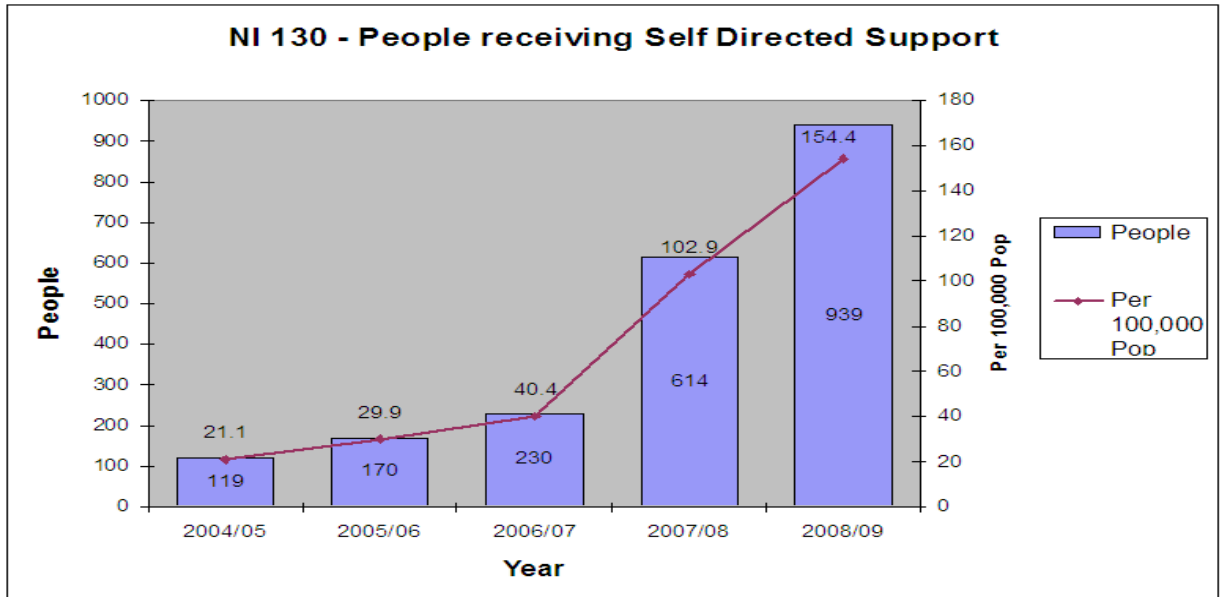
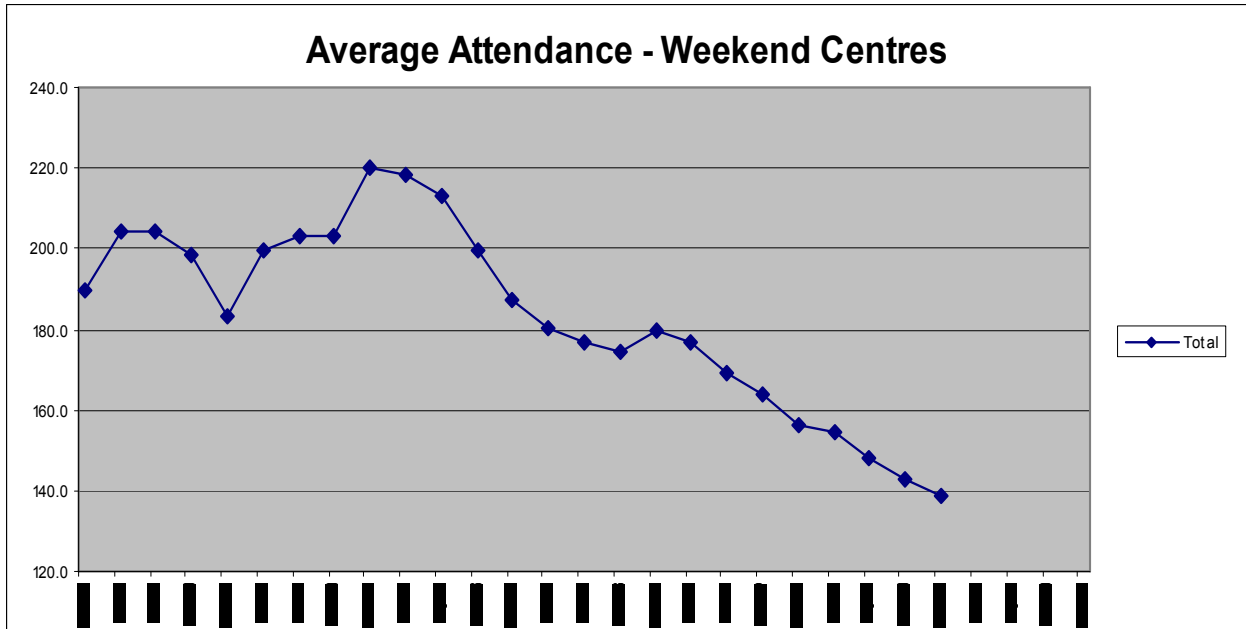
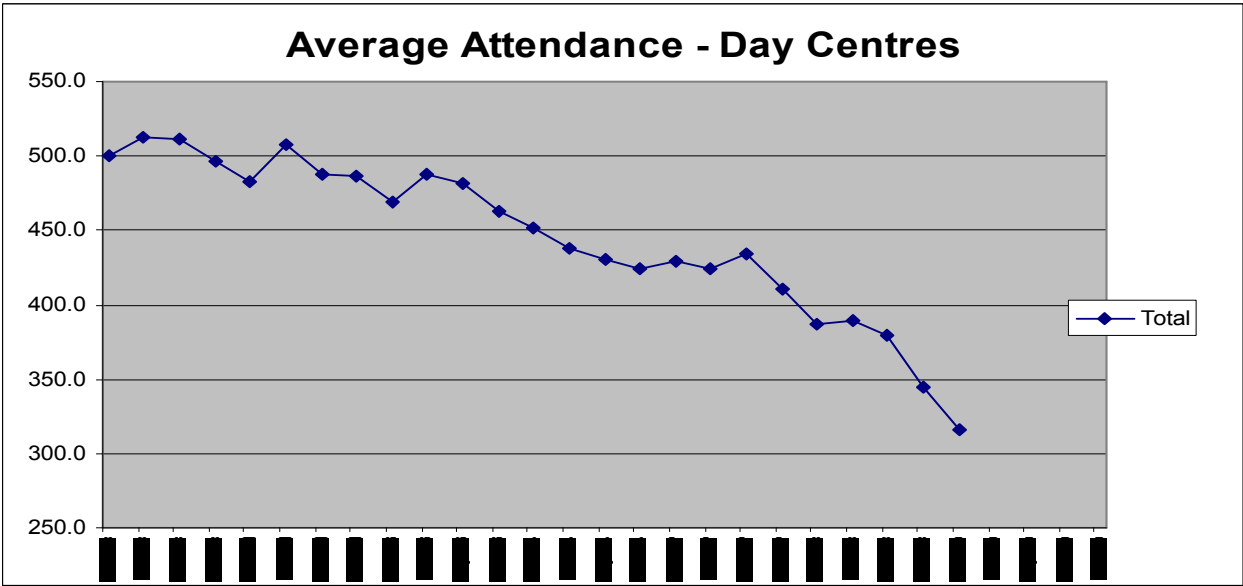
<http://www.leedsinitiative.org/lsp/>

7. Fair Access to Care Services Framework

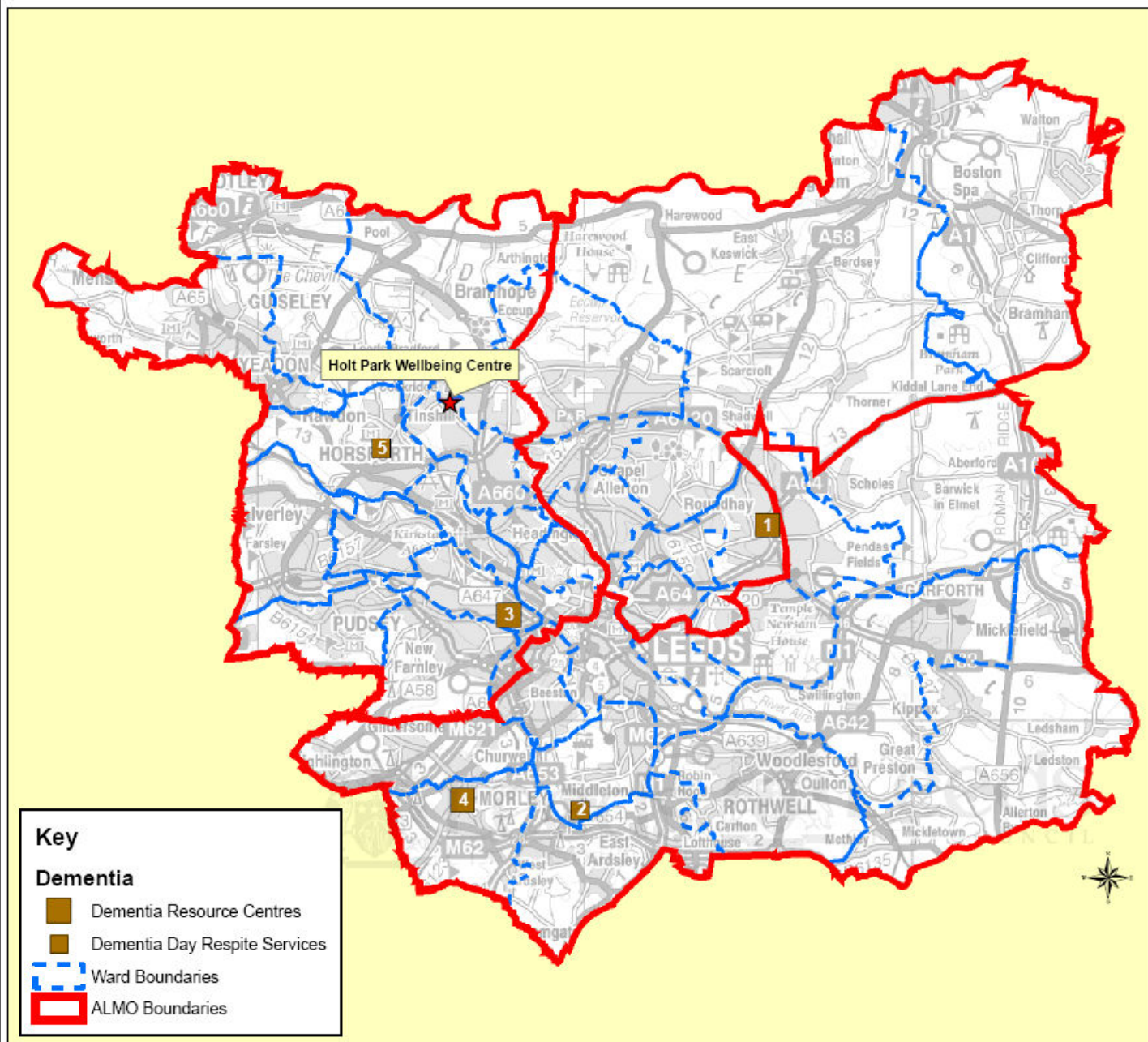
http://www.dh.gov.uk/en/Publicationsandstatistics/Publications/PublicationsPolicyAndGuidance/DH_4009653

8. 2008 Survey of Views of Older People who are Neighbourhood Network Scheme Members

<http://www.opforum.webeden.co.uk/cgi-bin/download.cgi>



DEMENTIA RESOURCE CENTRES AND DEMENTIA DAY RESPITE SERVICES



Key	Address	Ward
1	The Green Day Centre Seacroft Green Seacroft Leeds LS14 6JL	Killingbeck & Seacroft
2	Laurel Bank Day Centre 100 Middleton Park Avenue Middleton Leeds LS10 4HY	Middleton Park
3	Middlecross Day Centre Simpson Grove Armley Leeds LS12 10G	Armley
4	Siegen Manor Day Centre Wesley Street Morley Leeds LS27 9EE	Morley South
5	Calverlands Day Centre Church Lane Horsforth LS18 5LA	Horsforth

REABLEMENT / WELLBEING SERVICES



Key	Address	Ward
1	Rosefarm Day Centre Cornwall Crescent Rothwell Leeds LS26 0RA	Rothwell
2	Burley Willows Day Centre 19 Willow Garth Burley Leeds LS4 2HE	Hyde Park & Woodhouse
3	Firthfields Day Centre Conisborough Lane Garforth Leeds LS25 2LR	Garforth & Swillington
4	Queenswood Day Centre 244 Queenswood Drive Headingley LS6 3ND	Kirkstall
5	Springfield Day Centre Cottingley Drive Beeston Leeds LS11 0JP	Beeston & Holbeck
6	Wykebeck Valley Day Centre Wykebeck Valley Road Osmondthorpe Leeds LS9 6PB	Gipton & Harehills
7	Radcliffe Lane Day Centre Radcliffe Lane Pudsey Leeds LS28 8AB	Pudsey
8	Lincoln Fields Day Centre Cromwell Street Eurmantofts Leeds LS9 7SG	Burmantofts & Richmond Hill



PRODUCED BY STRATEGY AND DATA

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Appendix 4 - Day services capacity in alternative centres.

MONDAY TO FRIDAY SERVICE

Centre	Address and Ward	No. of days service affected	Centre's daily capacity	Average daily attendance	No. of service user sessions needed for reprovision of service in full	Possible alternative centre(s)	Service user sessions available in alternative centre(s)	Comments
Bramley Lawn	Rossefield Approach, Bramley Leeds 13 Bramley & Stanningley Ward	4	30	14	56	Radcliffe Lane, Pudsey, Leeds 28	76	In the light of local needs and geography it should be considered whether there is a need for some smaller scale reprovision to serve the Bramley-Armley area. A Neighbourhood Networks partnership might be a potential provider. In 2008 Bramley Lawn took service users from Farfield.
Doreen Hamilton	Rookwood Road Leeds 9 Burmantofts & Richmond Hill Ward	5	30	16	80	Lincolnfields Cromwell St, Leeds 9 Rose Farm, Rothwell, Leeds 26	93	In 2008 Doreen Hamilton took a small number of service users from Richmond Hill.
Holbeck	Holbeck Moor Road Holbeck Leeds 11 Beeston & Holbeck Ward	4	35	13	52	Springfield, Cottingley Drive, Leeds 11	58	

Holbeck Enablement service	Holbeck Moor Road Holbeck Leeds 11 Beeston & Holbeck Ward	1	12	10	10	Springfield, Cottingley Drive, Leeds 11	12	Enablement service will be relocated to Springfield by creating an enablement day there. This does not cause significant impact on service users as this is a short term service.
Naburn Court	Naburn Approach Whinmoor Leeds 14 Cross Gates & Whinmoor Ward	5	35	16	80	Wykebeck Valley, Gipton, Leeds 9 Firthfields, Conisborough Lane, Garforth, Leeds 25	85	Naburn Court covers a large area in outer N East and there is no other mainstream centre in that area. The possibility of limited reprovision could be explored, for example in the context of the Seacroft integrated services work.
Calverlands	Church Lane, Horsforth Leeds 18 Horsforth Ward	3	35	19	57	Queenswood Drive, West Park, Leeds 6 Burley Willows, Willow Approach, Leeds 4	75	The mainstream service at Calverlands will be consolidated to make way for relocation of the specialist dementia service from Woodhouse which currently does not provide an appropriate geographical location. Calverlands already provides 2 days dementia service. In 2008 Calverlands took service users from the Willows.

Woodhouse and Calverlands dementia services	Woodhouse Moor Leeds 6 Hyde Park & Woodhouse Ward	9	15	14	126	Calverlands	140	The Woodhouse dementia service will transfer to Calverlands which will become a full time 7 day, 20 place dementia service.
Otley	Otley Civic Centre, Otley, Leeds 21 Otley and Yeadon Ward	1	35	16				This is the one remaining part of what was the Peripatetic Unit. This arrangement does not cater for older people with complex needs because of the limited facilities. It is proposed that alternative arrangements will be worked out with service users making use of Self Directed Support arrangements on an individual or group basis.
Totals					461		539	

Notes

1. This schedule shows how the available capacity in alternative centres can be matched to the level of service currently provided in the centres identified as surplus. In reality the way the capacity will be used may not follow this pattern. The emphasis will be on making the most appropriate arrangement for the individual service user.
2. Figures are from Adult Day Care Resources Report – January - March '09 Quarter
3. Mainstream services (i.e. not dementia or enablement services) are the focus of the consolidation and services listed are mainstream unless otherwise stated.
4. 'Service user sessions': the figure is calculated by multiplying 'No. of days service affected' by 'Average daily attendance'.

OLDER PEOPLE'S DAY SERVICES



Key	Address	Ward	Category
1	Firthfields Day Centre Conisborough Lane Garforth Leeds LS25 2LR	Garforth & Swillington	Reablement Resource Centre
2	Day Centre Otley Civic Centre 4 Cross Green Cross Green LS21 1HD	Otley & Yeadon	Unallocated usage
3	Apna Grove Villas 80/82 Cardigan Road Headingley LS6 3BJ	Headingley	Specialist BME Provision
4	Burley Willows Day Centre 19 Willow Garth Burley Leeds LS4 2HE	Hyde Park & Woodhouse	Reablement Resource Centre
5	Calverlands Day Centre Church Lane Horsforth LS18 5LA	Horsforth	Dementia Day Respite Service
6	Doreen Hamilton Day Centre 129 Rookwood Road Osmondthorpe Leeds LS9 0LX	Burmantofts & Richmond Hill	Unallocated usage
7	Fredrick Hurdle Day Centre Reginald Terrace Chapelallerton Leeds LS7 3EZ	Chapel Allerton	Specialist BME Provision
8	Holbeck Day Centre Holbeck Moor Road Holbeck LS11 90L	Beeston & Holbeck	Unallocated usage
9	Laurel Bank Day Centre 100 Middleton Park Avenue Middleton Leeds LS10 4HY	Middleton Park	Dementia Day Respite Service
10	Queenswood Day Centre 244 Queenswood Drive Headingley LS6 3ND	Kirkstall	Reablement Service
11	Rosefarm Day Centre Cornwall Crescent Rothwell Leeds LS26 0RA	Rothwell	Reablement Service
12	Siegen Manor Day Centre Wesley Street Morley Leeds LS27 9EE	Morley South	Dementia Resource Centre
13	The Green Day Centre Seacroft Green Seacroft Leeds LS14 6JL	Killingbeck & Seacroft	Dementia Resource Centre
14	Wykebeck Valley Day Centre Wykebeck Valley Road Osmondthorpe Leeds LS9 6PB	Gipton & Harehills	Reablement Resource Centre
15	Middlecross Day Centre Simpson Grove Armley Leeds LS12 10G	Armley	Dementia Resource Centre
16	Woodhouse Day Centre Pennington Place Woodhouse Leeds LS6 2JP	Hyde Park & Woodhouse	Unallocated usage
17	Naburn Court Day Centre Naburn Approach Whinmoor Leeds LS14 2DF	Cross Gates & Whinmoor	Unallocated usage
18	Bramley Lawn Day Centre Rossefield Approach Bramley Leeds LS13 3RG	Bramley & Stanningly	Unallocated usage
19	Lincoln Fields Day Centre Cromwell Street Burmantofts Leeds LS9 7SG	Burmantofts & Richmond Hill	Reablement Service
20	Springfield Day Centre Cottingley Drive Beeston Leeds LS11 0JP	Beeston & Holbeck	Reablement Service
21	Radcliffe Lane Day Centre Radcliffe Lane Pudsey Leeds LS28 8AB	Pudsey	Reablement Service



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Appendix 6 – Consultation Plan

To ensure a positive approach and outcome for changing day services, the following plan will be followed when consulting key groups of people and ensuring that their views are heard and responded to.

Elected Members (July onwards)

Elected members across the city will be involved in the proposed consultations. It is important to recognize that consultations do not only include Councillors on whose ward the day centre is based. People travel some distance to attend a day centre and Councillors in neighbouring wards may be equally interested in proposed changes, for example:

- A centre in their ward is likely to receive a number of people transferred from another centre.
- People living in their ward are travelling to a day centre in another ward that is affected by the changes.

Proposed method of consultation

- Members Workshop
- Day Services “hotline” telephone number.
- Briefing note for all members on the aims and objectives and outcomes of the changes at each centre.

Service Users

Service users may have attended a day services centre for a considerable length of time. Some may have moved already after a previous centre closure. Service users may have strong friendship and be fearful of the impact of the proposed changes on their lives. Some may not be able to make their own decisions, or may need 1:1 help in understanding the proposed changes.

Proposed consultation methods:

- Each service user attending a day centre and who, under the proposed changes will need to move will have a named outreach worker in the care management team.
- Each service user will have 1:1 meetings to establish their preferred choices and options for change.
- Service users who are not under Mental Capacity Act, able to make their own decisions, will have an advocate offered to assist and support them in their decision making.
- Service users or their advocates will discuss key people in their lives (family / friends / personal assistants) when they would wish to be included in helping them to their change plans.
- Service Users will be encouraged to make change plans with their friends.
- Service users and their carers will be given every opportunity to attend different centres and activities for taster sessions to assist them in their decision making.

- Service users to have a dedicated telephone helpline.
- Service users will have a written change plan in place before any changes are made to their service. Any changes will be confirmed and planned with the service users.

Staff (9th July Onwards)

With service configuration, there is a risk of staff at the centres on which change is developing to be disadvantaged compared to their colleagues in services whose role or function was not under review. To be equitable, it is proposed that once service users have settled into their new activity programmes, that a full staffing restructure is undertaken with all day services staff.

- Early discussions with the unions will be undertaken to outline and agree a structure, process and job descriptions.
- Meeting with the managers of day services to agree interim management of the service during the transition phase.
- Ensuring staff are fully involved in the consultation arrangements and they are freed up for them to attend meetings.
- Ensuring HR support is available to assist and advise staff who may need guidance on mapping out and understanding how the proposed changes may impact on their individual working arrangements.

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Originator: Sheila Fletcher/
Sarah May
3951652

Report of the South East Area Manager

South (Inner) Area Committee

Date: 23 September 2009

Subject: Well-Being Budget

Electoral Wards Affected:

Beeston & Holbeck
City & Hunslet
Middleton Park

Ward members consulted
(referred to in this 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 contains details of proposed projects and activities to deliver local actions relating to agreed themes and outcomes of the Area Delivery Plan (ADP).

This report also outlines an approval process for the use of the commissioning pots allocated to the themes of the ADP.

Purpose of this report

1. This report presents a number of well-being fund applications for approval that have been received as grant applications to deliver an action from the Area Delivery Plan.
2. The latest financial position of the Well-being Fund revenue budgets is provided to assist the decision making.
3. This report also seeks the support of the Area Committee to an approval process for use of the commissioning pots allocated to the themes of the ADP. In addition, the committee is asked to consider a number of projects that are being commissioned to deliver specific actions in the Area Delivery Plan and ratify the amount of funding required.
4. This report also updates the area committee on small grants approved since the last meeting.

Background

5. At the meeting in June, the Area Committee agreed to split the Well-Being Fund between the strategic themes identified in the ADP, as well as retaining an element of funding for ward based projects and continuation of the Small Grants Scheme. The Area Committee agreed to take a commissioning approach, allowing officers in the Area Management Team to commission activities linked to outcomes in the ADP.

Commissioning Framework

6. A commissioning framework is being developed by the Neighbourhood Services Team and representatives from Area Management. This framework will look at the commissioning process in its widest sense based on the Office of the Third Sector's principles of good commissioning practice. It will help improve the understanding of the objectives, procedures and benefits of the different commissioning/procurement opportunities available so that informed decisions can be made to maximise the benefit from well-being funds. The timescale for agreeing the commissioning framework is the end of 2009 and will link to the annual review of the area delivery plans, allowing priorities for the future targeting of well-being funds to be publicised from 2010/11.
7. In the meantime, to ensure there is maximum speed and ease of processing applications, it is proposed that the approval process for the use of the commissioning pots follows a similar model to the small grants scheme. An application form process will be managed by the Area Management Team. Rigorous checks on financial accounts, CRB checks, constitutional documents and other related documentation will be undertaken for all applications to ensure that safeguarding and financial regulations are adhered to.
8. It is suggested that priorities for proposals to the ADP themed commissioning pots will be identified through relevant thematic sub groups and extended services clusters. An application form process will be managed by the Area Management Team and a summary of the activity/project will be sent to the relevant Members by email. Providing all three Members agree on the proposal, the Director of

Environment and Neighbourhoods (through the Area Manager), will authorise payment. Funding agreements and project delivery statements will be drawn up and projects will commence as soon as approval is given. Where any Member disapproves of an application or raises concerns, the proposal will be referred to the area committee for a decision. Spending decisions against each Area Delivery Plan theme pot and regular progress reports on the achievement of actions in the ADP will be reported regularly to the Area Committee.

9. The Area Management Team has been working with organisations and partnerships to commission funds for them to deliver an area delivery plan focused project. It is suggested that Members consider any possible schemes and discuss these with the Area Management Team at the next round of ward member meetings in order to progress the spending of this money.
10. Three applications to the commissioning pots have been received and Members are asked to comment on these proposals, which are summarised below. The themed commissioning funding pots are outlined in Appendix 1.

Project activity/proposals to commissioning pots

11. Belle Isle Health and Wellbeing Project - £3,000

The aim of this project is to deliver the following activities to improve the overall health of people living in Belle Isle;

(a) A winter wellbeing day to provide local residents with advice on how to stay in good health over the winter including flu jabs, keeping warm, safety around the house, budgeting advice.

(b) Run physical activity sessions at community venues and set up a local walking group.

(c) Set up healthy, family cooking on a budget sessions.

(d) Promote the Every Penny Counts initiative

The winter well-being campaign day is being developed in partnership with HFA, NHS Leeds and Belle Isle Winter Aid.

The Every Penny Count initiative aims to provide people with information on budgeting, financial inclusion and debt advice.

This project will assist in achieving the following priorities in the Area Delivery Plan;

- F1, Reduce premature mortality in the most deprived areas
- F5, Reduce the rate of increase in obesity and raise physical activity for all
- G7, Reduction in the number of older people in fuel poverty.
- G8, Reduction in the number of people in financial difficulties.

The total cost of the project is £6,000 with £3,000 being requested from the Health and Well-Being pot for Middleton Park ward. NHS Leeds and the Belle Isle Health Improvement Group are match funding £3,000. If approved, this will use all the allocation in the Health and Well-being pot for Middleton Park ward. Members may wish to consider earmarking a further £3,000 from their ward pot to compensate this.

12. **Holbeck Health and Well-Being Partnership- £3,000**

The aim of this project is to deliver the following activities to improve the overall health and support the financial capability of local people living in Beeston & Holbeck and City Hunslet wards.

(a) Deliver the 'Every Penny Counts' event initiative in January 2010. The first day would be for a variety of agencies to promote their services to residents and workers from local organisations which would help residents manage their finances and provide access to free and/or low cost activities. This would include joining the credit union, advice about not using loan sharks, opportunity to sign up for money matters and cooking courses, benefits advice, promotion of better home insulation to tackle fuel poverty, health advice etc. The second day would be advertised as a bring and buy sale for residents.

(b) Delivery of two 'Money Matters – Let's Talk Money' courses.

(c) Delivery of two cooking on a budget courses to families, to support them in making healthy choices when on a lower budget.

(d) Development and distribution of a range of cards providing budgeting advice.

(e) Development and distribution of a booklet providing information about where local people can get advice on money matters.

The Holbeck Health and Wellbeing working group is made up of partners including NHS Leeds, Health For All (Leeds), Health Improvement Team, Holbeck Elderly Aid, the Cupboard project, Beeston Hill and Holbeck Extended Services Cluster and New Bowerley Children's Centre .

This project will assist in achieving activity G8 in the Area Delivery Plan to reduce the number of people in financial difficulties.

The total cost of the project is £6,000 with £3,000 requested from the Health and Well-Being pots. £1,500 each from Beeston & Holbeck and City & Hunslet. NHS Leeds and the Holbeck Health and Wellbeing Group are match funding £3,000.

13. **Leeds Ahead - £3,750.** Leeds Ahead supports Leeds City Council and the Leeds Initiative by linking business support to voluntary sector organisations in the most deprived areas of the city. The following two key projects have been identified as beneficial for the Inner South East Area.

World of Work Days £2,250

Leeds Ahead can offer 3 World of Work days, (one in each ward) to raise aspirations of the pupils and reinforce the value of education in relation to work.

Business volunteers will either work with a small group of older pupils, or will be placed in a class depending on the schools requirements, and will actively participate with pupils. The aim of the day is to help each child identify what they want to be when they grow up and gain an understanding of the benefits of working. World of Work Days are teacher led to ensure that activity is linked to the curriculum. Business volunteers bring in an extra dimension and are a valuable resource, particularly in areas of 1st and 2nd generation worklessness.

It is suggested that the participating schools are selected, in discussion with ward councillors, from Middleton Primary School and a group of 5 schools that had the lowest KS2 performance levels in 2008. These include Clapgate Primary School, Hunslet Moor Primary School, New Bewerley Community Primary School, Cottingley Primary School and Beeston Primary School.

Professional Services £1,500

Leeds Ahead would link its business member network to provide professional services to community organisations within the wards to a value of £3,000. Examples of support that could be provided include:

- Support with creating a brand for a project
- Legal advice in dealing with issue of non-payment
- Design for an annual report
- Support with a PR campaign
- Running a workshop of a professional subject e.g. commissioning

The total value of support provided under this project will double the investment of well-being funding allocated, in other words £3,000 leverage on £1,500 funding.

The total cost of both projects is £3,750. This is an allocation of £1,250 from each ward from the Enterprise and Economy theme pot.

These projects will assist in achieving the following priorities in the Area Delivery Plan;

- C9, Improve participation and early learning outcomes for all children, with a focus on families in deprived areas
- H1, An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.

Revenue funding available for 2009/10

14. The close down of accounts for 2008/09 has now been completed. As a result the final figure to spend on revenue project is slightly more than the amount reported to the area committee in June. The additional funding from projects that have underspent slightly has been added back into the ward pot allocations. Please see the table below for the updated picture.

Revenue Budget Details	Amount
Inner South Budget for 2009/10	£247,860
Carry Forward balance from 2008/09	£152,422
Total Budget for 2009/10	£400,282
Total Commitments for 2009/10	£360,208.93
Amount for Ward Pots	£40,073.07
Ward Pot Balances	Amount Available
Beeston & Holbeck	£23,026.02
City & Hunslet	£8,096.02
Middleton Park	£8,951.02

Members of the area committee are requested to note that at the June Area Committee meeting, approval was given for £5,000 revenue and £9,000 capital funding for CCTV in Middleton. This funding was approved subject to funding of £10,000 being approved through Middleton Bright Ideas at the Decision Day that took place on 11th July. This project was not selected by local people and is not being progressed. Members are requested to indicate if this funding is still committed or if it can be returned to the Middleton ward pot allocation.

Approval of new grant applications

15. Below is a list of proposals received as grant applications for the 2009/10 revenue and capital budget.
16. **Leeds City Credit Union, Dewsbury Road Branch Sustainability**
Total Project Cost: £40,000 p.a. for two years
Amount proposed from well-being: £10,000 a year for two years
Ward(s) covered: Beeston and Holbeck; City and Hunslet
This funding is requested to enable the current office in the Dewsbury Road One Stop Centre to remain open. Retaining this branch office will provide access to financial services for residents in the Hunslet, Holbeck and Beeston areas. Leeds City Credit Union offers savings, banking and lending facilities. Through this branch 1,449 Membership accounts have been opened - this is the basic instant access savings account for all members. In addition 470 current accounts, 250 other types of saving accounts and 297 Christmas Club accounts have been opened. They estimate that over £200,000 a year in interest payments is saved by local residents who borrow from the Credit Union rather than from doorstep lenders.

Other partner organisations (Aire Valley Homes, Leeds Federated Housing Association, Unity Housing Association, LCC Customer Services/City Development) have agreed funding for the first year to enable Leeds City Credit Union to retain this branch office.

This project will assist in achieving priorities of the Area Delivery Plan in the Thriving Places theme to increase financial inclusion in deprived areas.

Comment: If the Area Committee does approve funding for this project, the second year would have to be on an in principle basis only as funding would depend on an appropriate allocation to the Committee for 2010/11.

17. **The Cupboard Project, Health For All (Leeds)**

Total Project Cost: £10,000

Amount proposed from well-being: £10,000

Ward(s) covered: Beeston and Holbeck

This project is to work with vulnerable young people who live in Holbeck with a particular focus on health and well being, music and media and sport. The project will also enable access to sexual health information, and offer on-going support to vulnerable young people on a range of issues including housing, relationships, bullying, drugs and alcohol, school and families. The project aims to increase the number of young people using the Holbeck youth centre and increase the number of young people offered one-to-one support and signposting.

The Cupboard supports a range of vulnerable young people. It is now based at Holbeck youth centre which is currently being refurbished with funding through LS CASH secured by young people from the Cupboard.

This project will assist in achieving priorities of the Area Delivery Plan in the Harmonious Communities theme to increase the number of local people engaged in activities to meet community needs and improve the quality of life for local residents.

18. **Shafton Lane Allotments – clearance of debris and overgrown vegetation**

Total Project Cost: £10,000

Amount proposed from well-being: £7,600

Ward(s) covered: Beeston and Holbeck

This project proposal from Parks and Countryside is to clear old glasshouse and cold frame bases and overgrown vegetation from an area of the allotments on Shafton Lane. Allotments are now in demand with 24 names on the waiting list at this site. Clearing this area will provide an additional 15 plots.

This project will assist in achieving priorities of the Area Delivery Plan in the Environment theme to address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.

19. **South Leeds Community Radio – radio broadcast November – December 2009**

Total Project Cost: £15,000

Amount proposed from well-being: £10,600 (revenue) and £1,500 (capital)

Ward(s) covered: All Inner South Wards

This project is to run three weeks of broadcasting (24 hours a day, seven days a week) in November/December by South Leeds Community Radio (formerly Leeds11FM). Currently their programmes are transmitted over the internet; this

project would enable them to broadcast over the radio which would reach many more people in the Inner South area.

They aim to broadcast a variety of speech, public information and music programmes produced by, with and for local people with strong local interest to residents in the Inner South Wards. They intend to recruit at least 50 additional volunteers, work with a variety of community groups and individuals including students at South Leeds Academy, St Lukes Cares teenage pregnancy group, Credit Union etc.

The capital funding is for setting up a full transmission system; the revenue costs cover licences, freelance technicians, travel and publicity etc.

This project will assist in achieving priorities of the Area Delivery Plan in the Culture theme to enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities; in the Learning theme to enhance the skill level of residents and the workforce in inner SE to fulfil individual and economic potential and developing skills; in the Harmonious Communities theme to develop an increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities.

Comment: South Leeds Community Radio is applying for these revenue and capital costs to other sources, if these applications are successful well being funding (if agreed) might not be needed or the amount reduced. Funding would be split equally between the three inner wards. Core costs of £3,500 are being covered through the project's existing funds.

Small Grants Update

20. In relation to the Small Grants Scheme, Members of the area committee are requested to consider that in future approval will be sought for individual applications only from the 3 relevant ward members. This will reduce the number of e-mails sent to Members in relation to small grants which are not beneficial to their particular ward and small grants pot.
21. Members are asked to note the following applications made to the Area Committee for a small grant. The position below is correct at the time of writing.

Small Grants: position since June area committee				
Project title	Organisation	Ward(s) affected	Amount	Approved or awaiting to be determined
Annual Camp Residential Weekend	7th Leeds Boys Brigade	B&H/C&H	500	Approved
Reetwirles Majorettes Comps	Reetwirles Majorettes	B&H/C&H/MP	500	Approved

Friends of Middleton Park	Middleton Flower, Produce and Craft Show	B&H /MP	1000	Approved
Irish Arts Foundation	'The Leeds Gathering@a celebration of Traditional Irish Music Song & Dance'	B&H	500	Approved
Youth Offending Service	Old Cockburn Regeneration Project	C&H	290.37	Approved
Faith Together in Leeds 11	Building Blocks Centre Photocopier	C&H	448.50	Approved
Beeston History Class	Beeston History Class	B&H	400	Approved

Capital funding available for 2009/10

22. Officers in the Area Management Team are currently in the process of reconciling all of the capital budget with the Environment & Neighbourhoods Capital Finance Team as a number of schemes are now complete and have come in under budget. A detailed capital breakdown will be prepared and presented at the November Area Committee.

Reporting process of Area Well Being Funding

23. To ensure that organisations have clear deadlines to develop proposals for the ward pots, a schedule of cut off dates for applications is proposed. The table below outlines the deadline date for receipt of applications until the end of the financial year.

Area Committee	Deadline to Area Management
November	Friday 9 th October
January	Friday 11 th December

24. In order for accounts to be closed down thoroughly and spend maximised on the Well Being Budget, it is suggested that no new applications to the well being budget are accepted after the January Area Committee. The Area Management Team will be working with ward members to ensure that ideally funding is committed to projects by that date.
25. It is proposed that Area Committee receive an annual Area Well Being Budget report to highlight the achievements and outcomes of grant funded and commissioned projects which they have approved in 2009/10. It is suggested that this report also outlines plans for 2010/11 Area Well Being Budget spend to fall in line with the 2010/11 Area Delivery Plan.

26. In order to keep this report more streamline, details about projects approved previously has been. Members of the area committee can request a full list of projects already approved from their revenue and capital allocations from the Area Management Team.

Recommendations

27. The Area Committee is requested to;
- a. note the contents of this report and approve the proposed approval process for use of the commissioning pots allocated to the themes of the ADP
 - b. consider for approval the following projects from the well-being commissioning pots
 - Belle Isle Health & Well- Being Project, Health & Well-Being Pot
 - Holbeck Health & Well-Being Project, Health & Well-Being Pot
 - Leeds Ahead, Enterprise & Economy pot
 - c. consider for approval the following grant applications for well- being funds
 - Leeds City Credit Union
 - The Cupboard Project, HFA
 - Shafton Lane Allotments
 - South Leeds Community Radio
 - d. consider and approve the proposed approval process for the Small Grants Scheme as outlined in paragraph 20.
 - e. consider and approve the proposed reporting process of Area Well-Being Funding.

Background reports

South (Inner) Area Committee Well-Being Budget Report, 23 June 2009

**Inner South Area Committee Well-being budget:
allocation to ADP themes**

		B & H Ward	C & H Ward	Middleton Park Ward
	2009/10	2009/10	2009/10	2009/10
	£	£	£	£
Allocation to ADP Themes				
Thriving Places	25,000	10,000	10,000	5,000
Environment (includes skips)	11,000	4,000	4,000	3,000
Harmonious communities	27,000	9,000	9,000	9,000
Learning	9,000	3,000	3,000	3,000
Health and Well being	9,000	3,000	3,000	3,000
Enterprise and Economy	9,000	3,000	3,000	3,000
Total commissioning pot	90,000	32,000	32,000	26,000
Small Grants	23,000	12,000	6,000	5,000
Total	113,000	44,000	38,000	31,000

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Originator: Sarah May/
Sheila Fletcher
Tel: 3951306

Report of South East Area Manager

Inner South Area Committee

Date: Wednesday 23rd September 2008

Subject: Community engagement activity in Inner South Leeds

Electoral Wards Affected:

Beeston & Holbeck
City & Hunslet
Middleton Park

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 Inner South Area Committee has an enhanced role in community engagement with responsibility for overseeing the work of the Area Management Team in relation to community engagement activity in the Inner South East area.

This report provides Members with an update on local community engagement activity. It includes details of events undertaken so far and arrangements for events to be held in the Autumn. Members are also requested to comment on proposals for events planned for Spring 2010 to assist in the development of a calendar of community engagement events to ensure that partners, service colleagues and local residents are aware of opportunities to get involved.

Purpose Of This Report

1. The purpose of this report is to provide feedback of the community engagement events which have taken place so far and outline future community engagement activity.

Background Information

2. Area Committees now have an enhanced role in community engagement and have responsibility for overseeing and monitoring the work of the Area Management Team in relation to local engagement activities. This involves the production of an area plan for community engagement which will include:
 - A community profile of local data and intelligence with information about the local communities, identified key contacts and routes to reach local neighbourhood and interest communities;
 - A calendar of planned communication and engagement activity, including information in “About Leeds” at least once each year;
 - Community engagement activities within particular neighbourhoods and communities, linked to ADP priorities.
3. Information for a community profile, including community contacts and statistical information is maintained by the Area Management Team. A calendar of community engagement activity is being prepared which will include details of planned consultation events, area committee meetings and local events. It is recognised that there needs to be increased emphasis on engagement in conjunction with partners to ensure that community engagement is fully reflected in the Area Delivery Plan and helps inform the service planning of our council colleagues and partner organisations. Work is underway corporately to secure commitment to this approach through various Chief Officer and Strategic Management Meetings.

Community Engagement in Inner South Leeds

4. What have we done so far?

The section below provides an overview of the community engagement activities undertaken in 2009 so far to create opportunities for local people to influence local decision making and public service delivery.

5. Beeston & Holbeck Ward

On 9th May a community engagement event branded “Have Your Say” took place in Beeston at the newly refurbished former library, now a community facility. The purpose of the event was to inform residents of the priorities of the council and its partners and give them the opportunity to comment. A range of partner organisations attended to present their actions for the coming year. Alongside this, other fun activities were organised, such as face-painting, free refreshments, football and bird-box making. Residents were encouraged to put their ideas and views forward by entering them into a free-prize draw. 107 attendees signed in on the day and 65 comment cards were filled in. The completed cards and comments residents made to staff meant that a total of 97 issues were raised. The majority of these were environmental concerns.

6. City & Hunslet Ward

The Area Management used a “Planning for Real” style technique to engage local people at the Hunslet Gala on 27th June. A map of the ward was set up in the form of

a treasure hunt where local people could mark with a flag where they thought treasure was buried. The flag in the correct location won some shopping vouchers. At the same time people were asked to highlight their priorities for the area on another flag. 42 flags and 17 “have your say cards” were completed on the day which highlighted a range of issues from highways to housing repairs.

7. Middleton Park Ward

On Saturday 14th February, the first Inner South Area Committee community engagement event took place. The event branded ‘Have your say in Middleton’, was an opportunity for local people to put forward their views on key issues in their neighbourhood to help inform the development of the 2009/10 Inner South Area Committee Area Delivery Plan. 24 local residents completed the ideas form and a number of other immediate issues were reported. It is estimated that around 100 people attended the event which had a number of stalls providing information and activities for all the community. The event also saw the launch of the Middleton Bright Ideas, the participatory budgeting project for the area.

8. Neighbourhood Improvement Plan Consultation

Consultation and engagement has also taken place in each of the four priority neighbourhoods. Initial consultation was undertaken through ‘Big Issues, Big Ideas’ feedback cards. Local people were also invited to form community groups for their area which were then established and supported by the Area Committee funded Priority Neighbourhood Development Worker.

9. What are we planning to do next?

10. Autumn 2009 Engagement Events

A series of Autumn community engagement events are already in the process of being planned. Venues and dates have already been agreed for events in Beeston & Holbeck and Middleton Park Wards, with details for City & Hunslet still being finalised. The dates agreed are as follows:-

Ward	Date and Time	Location
Beeston & Holbeck	Thursday 15 th October	Cottingley Primary School
City & Hunslet	Tuesday 13 th or 20 th October	New Bewerley Community Primary School
Middleton Park	To be confirmed	Windmill Primary School

11. Engagement activities should be an integral part of the service planning process so that results can be fed directly into decisions about service provision. It is intended that these events will provide an opportunity for local residents to identify local priorities and help shape the Area Delivery Plan for 2010/11. By defining issues and solving problems together, the public and local services can target resources where they are most needed. This helps the Area Committee Council to provide services that are more responsive to the needs of local communities (within available resources).

12. The events have been scheduled to avoid the school half term holiday at the end of October. It is intended to use creative and innovative methods of engagement with a fun element that appeals to families to generate greater participation. The events will take place straight after school to attract young people and their parents/families. Officers from the Area Management Team will discuss the style of the events with individual ward members.

13. **Spring 2010 Engagement Events**
To assist with the development of the calendar of community events the Area Management Team has started to plan the Spring 2010 events. Officers from the Area Management Team will discuss proposed dates and venues with individual ward members.
14. **Calendar of community events and community charters**
The Area Committee agreed at its meeting in June to develop a simpler, more user friendly and accessible document or “charter” as the public facing version of the ADP. Along with the calendar of community engagement this could be delivered to every household. In this way it is felt that the work of the area committee, local councilors and public service providers can be better understood and held accountable to local people.
15. **Year of the Volunteer 2010**
It has been proposed to make 2010 the Year of the Volunteer. This will be a chance to celebrate the work of volunteers on various community projects across Leeds. It has been proposed that Area Committees hold a volunteer celebration event some time within the year to recognise the valuable work and dedication of volunteers in the community. It is anticipated that this event would take place in late 2010 to ensure that the community engagement event cycle of Spring and Autumn is not disrupted or clash with any other major events taking place.
16. **Implications For Council Policy and Governance**
17. There are no implications for Council Policy and Governance associated with this report.
18. **Legal and Resource Implications**
19. There are no legal implications associated with this report.
20. The Inner South Area Committee have already allocated £12,000 towards community consultation and communication for 2009/10 financial year. When the community charter is being produced in early 2010 some additional funding may be required to cover printing and distribution costs of the document. Details around the cost and distribution options will be presented to Area Committee at a later date.
21. **Recommendations**
22. The Area Committee is requested to;
- Note the contents of this report
 - Consider and agree dates and venues for Spring 2010 events

Background Papers

Community Engagement Plan – 11th November 2008
Area Delivery Plan – 23rd June 2009

Report of the South East Area Manager

South (Inner) Area Committee

Date: 23rd September 2009

Subject: Actions and Achievements report

<p>Electoral Wards Affected: Beeston & Holbeck City & Hunslet Middleton Park</p> <p><input type="checkbox"/> Ward members consulted (referred to in this report)</p>	<p>Specific Implications For:</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 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 June 2009. It also provides information on current ongoing projects. A full report to update on progress against the Area Delivery Plan will be provided to the November Area Committee.

Purpose of this report

1. Members will recall that the refreshed Area Delivery Plan was approved at the June Area Committee with ward meetings serving to focus on ward specific actions within the plan. It was agreed that a full progress report was to be submitted to the November Committee.
2. 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.

Background Information

3. 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.
4. 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 23rd June 2009.
5. Members also agreed at the June meeting of the Inner South East Area Committee to the production of a 'community charter' which will offer a user friendly interpretation of the ADP.

Updates by Theme

Culture

Community Centres

6. Proposals to lease the following community centres are currently progressing
 - **Cranmore & Rayland Community Centre.** The lease between the council and Middleton Park Football Club is being finalised and is due to be signed shortly
 - **Old Cockburn Centre.** Joseph Priestley College have indicated they are still keen to take over the management responsibility for the centre. They consider the rental payments too high however and discussions are taking place to negotiate a revised rental that is acceptable to the council and the college
 - **Watsonia Pavillion.** Tiger 11 are currently in the process of developing a business plan for the future management of the centre. It has been agreed that a six year lease will initially be negotiated with a view to a longer lease being signed up or possibly a full asset transfer at a later date

7. The new Pricing and Lettings Policy is set to go live from 1st October 2009. The policy is currently being trialled by the Council's Lettings Unit which has raised a number of issues regarding discount categories. It is anticipated that some amendments may be made to the policy to clarify this. If so, these will be presented to the area committee in November.

Enterprise and Economy

Middleton Mobile Job Shop

8. The mobile job shop in Middleton has been operational since mid-July providing advice, guidance and opportunity to access on-line job opportunities. The bus visits Middleton Circus on a Thursday and Friday each week and is staffed by officers from Jobs & Skills, Aire Valley Homes, Joseph Priestley College, Learning Partnerships and Health for All. The need for the mobile job shop was highlighted through the work being undertaken as part of the Middleton Enterprise, Employment and Economic Development Strategy being co-ordinated by Area Management. The long term goal is to have a permanent job shop in the area for local people to access.
9. **Area Employment, Enterprise and Training Partnership.** The South Leeds Enterprise, Employment and Training Partnership (SLEET) is keen to maintain a strong link with the Area Committee. Councillor Driver is the designated representative on this partnership. Minutes of the last meeting are available in appendix 1.

Learning

10. A programme of activities was delivered through the I Love South Leeds Festival. An update on this is provided elsewhere in this report. Other activities continue to be delivered through the clusters.

Environment

11. The Inner South Environmental Coordination and Task Group continue to progress the environmental issues raised in the Neighbourhood Improvement Plans and to resolve other particular environmental issues.
12. The group has coordinated two intensive clean-ups as set out below. Members are invited to suggest specific locations for these intensive clean-ups which involve various agencies working in partnership to tackle particular problems
13. The Environmental Pride Team, Aire Valley Homes and Neighbourhood Wardens have participated in two intensive clean-ups covering the Parkwoods in June and the Bismarks and Northcotes areas in August.
14. Between June and August the wardens organised 5 community clean-ups. 3 in Beeston targeted waste in gardens and provided residents with skips to help clear waste. 2 in Hunslet targeted problems of overgrown shrubs.
15. The wardens have continued to report issues on a daily basis while working with various groups to raise awareness on environmental issues, for example an initiative in partnership with Hamara to encourage local youths to take pride in their neighbourhood. This included litter picking in the local area in August; this was lead

by the wardens who also gave a brief presentation to the young people about the importance of keeping the area clean.

Health and Wellbeing

16. Work is ongoing with the NHS Leeds Health Improvement Specialists for the area to develop projects and events promoting health including 'Winter Warmth' and 'Sloppy Slipper'. Local community, voluntary and faith sector groups are being engaged to hold events for their client groups throughout the year and a full schedule of planned events will be produced and included in the community engagement planner.
17. **Health and Well-Being Partnership.** The local area health and well-being partnership has been set up for the South East wedge of the city. Cllr Coupar is the nominated representative on this partnership. This established the aims and purpose of the partnership and its membership. The first meeting of the core group was held in July 2009. Minutes of this meeting are available in appendix 2. The partnership will meet formally in September and October. Members of the partnership will examine local profile health data to decide which health improvement priorities to focus on. The partnership will report to the Joint Strategic Commissioning Board. Their work will be led by 3 newly appointed Health Improvement Managers, employed by Leeds City Council Adult Social Care and NHS Leeds.
18. **Holbeck Health and Well Being Group.** This group convened by NHS Leeds is planning a 'Beat the Credit Crunch' event for January 2010 to be held at St. Matthews Community Centre.

Thriving Places

Operation Champion.

19. In June, Champion took place in Beeston Hill. It focussed on the Woodviews, Stratfords, Trenthams, Bismarcks, Disraelis and Northcotes. The emphasis was on tackling ASB and criminal damage.

Environmental issues: 68 bin yards were cleared of litter and rubbish, two large skips were filled with bulky waste and other rubbish. 4 warnings were issued by the ALMO/Environmental Action Team for untidy gardens. A further 4 Section 46 notices were served to ensure that people keep cleared areas tidy and free of rubbish and refuse. 9 fly tipping sites were cleared. 1 empty property was referred to the Environmental Action team as it had become open to access and so was secured by the team.

Crime issues: 10 people were arrested for a range of offences. 1 warrant was carried out and 1 person arrested as a result. A door to door survey was carried out across the area (113 were spoken to) to gather information from residents about ASB problems. This included a session during the evening of the second day to speak to people who were not available during the daytime session. Visits were also carried to people who had previously reported ASB.

Community engagement: A pre-operation consultation was carried out at St Francis of Assisi Primary School. 20 people were consulted.

20. In July, Operation Champion took place in Winroses, West Granges, Foster Square and the Manor Farms.

Environmental issues: A bulky waste collection was carried out on each day of the operation. This allowed people to put large items of household waste into the skips provided and prevent further dumping in the future. A team from Probation was also tasked with cutting back overgrown planters on Winrose Avenue. 8 gardens were issued with warnings about untidy gardens, 8 residents were served with litter clearing notices and a further 3 inspections were carried out by the Environmental Action Team (EAT). 2 empty properties were secured by the EAT, 1 noise nuisance offender was visited and 1 commercial waste notice was served.

Crime issues: Visits were carried out by the Crime Reduction Officer to vulnerable properties to give crime reduction advice. The NPT carried out high visibility patrols during the operation and gathered intelligence about local problems. A door to door survey was carried out across the area to provide information to residents about local services, offer reassurance to residents and gather intelligence about local issues. Several visits were carried out by Leeds Federated Housing Association to deal with some issues of youth nuisance.

Community engagement: A school gate consultation was carried out at Windmill Primary School to identify issues of concern to local residents. Multi agency teams carried out door to door surveys during the operation to provide residents with information about services including home fire safety checks and crime reduction advice.

Divisional Community Safety Partnership (DCSP). The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Blake attends the DCSP as the Inner South Area Committee representative. Minutes of the last meeting are available in Appendix 3.

Neighbourhood Wardens

21. The wardens have continued to work alongside the Neighbourhood Policing Team dealing with problems of anti-social behaviour. They have also supported various agencies with target hardening due to the increase in burglaries within the area. This includes visiting elderly residents to advise them on basic security issues and providing a point of contact should they have any concerns

Regeneration

Redevelopment of the Regional Housing Board (RHB) funded sites

22. At its meeting on 4th June 2009, the Leeds Affordable Housing Partnership Board approved the selection of Chevin Housing Association as the Council's preferred development partner for the redevelopment of the 4 sites across the city, including the Beverleys and a number of back to back properties in Holbeck which are being cleared with RHB funding.
23. Work is currently ongoing involving Chevin HA and the council to advance development plans to a point where full planning approval may be sought and funding bids made to the Homes and Community Agency for the provision of affordable homes on these sites.

Beverleys acquisition and demolition

24. Of the 131 properties within the target area of this scheme, 130 are currently within council ownership. Negotiations with the final owner, a private landlord, are well advanced and it appears likely that a Compulsory Purchase Order (CPO) will need to be made. It is anticipated that the final property will be purchased within the year subject to the successful re-housing of 2 tenants who still live in the property.
25. Two phases of demolition have taken place to date totalling 39 properties. Demolition of the remaining properties is due to take place over the coming months.
26. Outline planning approval for the sites redevelopment was secured at Plans Panel on 12th March 2009 and now that a clear site seems achievable, work can progress towards the submission of a full planning application without delay.

Holbeck acquisition and demolition

27. Of the 102 properties within the target area of this scheme, 100 are currently within council ownership. Agreement on a purchase price has not yet been reached with 1 owner of commercial premises. In addition alternative premises are being sought for the leaseholder of a council owned café shop/café within the target area. If progress cannot be made towards securing the agreement of these 2 owners it is likely that formal approval will be sought to make a CPO for their acquisition.
28. Demolition has not yet started within this area. Until recently the pepper potted location of residents which were still awaiting re-housing has created difficulty in undertaking a phased approach. It is anticipated that the first phase of demolition will commence later in the year.

Phase 4 acquisition and demolition in Holbeck

29. At its meeting on 26th August 2009, Executive Board approved proposals to acquire and demolish a further 20 properties in Holbeck. Officers from the Regenerations Special Projects Team will aim to visit all households directly affected by this decision to discuss re-housing options and the compensation package to which residents may be entitled. Assuming that all of the private owners will agree to sell voluntarily without the need for CPO, it is hoped that the site could be cleared by 2011. While no decision has yet been made regarding the redevelopment of the proposed phase 4 it is anticipated that this site will also provide affordable housing. A comprehensive plan for the combined site, including phases 1, 2, 3 and 4 will be drafted to ensure that regeneration benefits are maximised.

Garnets acquisition and demolition

30. At its meeting of 13th May 2009, the Executive Board approved proposals to acquire and demolish 112 properties in the Garnets area of Beeston. Since that time the Regeneration Projects Team has visited the majority of residents to discuss re-housing options and the compensation package to which they may be entitled. Officers will continue to attempt to make contact with all other residents. To date, 11 of the 43 private residential owners have agreed to sell to the council and work is ongoing to complete the conveyancing of these properties to the council's ownership. If all owners agree voluntarily to sell to the council without the need for CPO, it is hoped that the site may be cleared by 2012.

31. On 13th August a community event was held at the Pavillion Children's Centre on Dewsbury Road to engage with both residents and businesses in the Garnets area with a view to setting up a residents group. The first meeting of this group will take place on 17th September. Once established, it is hoped that the group will work alongside the council and other agencies in steering the regeneration of the area.

PFI

32. **A verbal update will be provided at the meeting.**

Intensive Neighbourhood Management (INM)

33. The INM programme is currently in the last year of the 4 year programme. Proposals to spend the 2009/10 allocation of Safer Stronger Communities Funding were agreed by the Area Committee at its meeting on 17th December 2008. Approval for the carry forward of funds from 2008/09 was agreed by the Corporate Leadership Team in June 2009. This resulted in an extra £23,966 available to spend in the inner south in 2009/10
34. The former South East Area Manager proposed an additional allocation of £5,000 to re'new to provide additional support to the Middleton Regeneration Board and £3,000 to fund the development of its website. The following proposed allocations have been agreed by members of the INM steering group and ward councillors:

Scheme	Carry forward allocation
Re'new - Regeneration and Neighbourhood Management Support to Middleton	5,000
Development of website for Middleton Regeneration Board	3,000
Environmental Contingency Fund	£5,000
South Leeds Youth Theatre	5,310
Total	18,310

35. The Area Management Team has been working with organisations and partnerships to commission the remaining balance of £5,656. It is suggested that Members consider any possible schemes and discuss these with the Area Management Team at the next round of ward member meetings.
36. The Area Committee is requested to formally endorse these proposals and approve the allocation of the carry forward funds

Mobile Youth Provision

37. Activities provided from the bus included football, cricket, rugby, basketball, rounders, dodge-ball, music, DVDs, art and jewellery making. St Lukes Cares deliver activities from the bus in partnership with Groundwork, The Friday Night Project, Urban Bar, Church of the Nazarene and Crossroads Project.

38. The following summarises activity from May – August 2009.
- 1513 young people accessed the youth bus from May – August. 126 of these were new users and the remaining 1387 were young people who had accessed the service previously.
 - **Middleton Park ward** - The bus was accessed by 611 young people aged 8-19 years from the Manor Farms, Belle Isle and Sissons/Throstles
 - **City & Hunslet ward** - The bus was accessed by 565 young people ward when it visited Hunslet Moor, the Arthingtons and Balmorals
 - **Beeston & Holbeck ward** - The bus was accessed by 337 young people when it visited Cottingey, Parkwoods and Holbeck.

Harmonious Communities

Priority Neighbourhoods

39. An evaluation of the first year of the NIP programme, including proposals to ensure the sustainability of resident groups, will be presented to the area committee in November.
40. The following is a summary of work undertaken by the Priority Neighbourhood Development Worker since the last area committee meeting.
- **West Granges and Winroses.** The tenants and residents group continues to develop and influence local decisions about the area. For example, a representative from Tesco was invited to the meeting to discuss plans for locating a supermarket in the area. Residents are keen to ensure that local needs are taken into consideration, such as the use of local labour and traffic management issues.

The Neighbourhood Watch held its second meeting and is broadening the area of cover from the Blakeney to include the West Granges

Judging took place on the Belle Isle garden competition entries on 14th August. The group of entrants will hopefully form the basis of the Belle Isle in Bloom Group. Residents attended the Operation Champion briefing to gain some understanding of the issues tackled.

- **Garnets and Woodviews.** The Cross Flatts forum have agreed to include the Woodviews in their group. The Priority Neighbourhood Development Worker will produce a newsletter before the next meeting with the aim of encouraging residents to attend.

Following the circulation of a questionnaire on regeneration proposals in the Garnets, 11 residents came forward expressing an interest in forming a group that could meet regularly and discuss local issues. An event took place on the 13th August to further develop this and provide an opportunity for local people to discuss the regeneration proposals. A flyer publicising the event was distributed to every household and officers from the area management team, special regenerations project team and Aire Valley Homes went “door-knocking” on the day to encourage people to attend. Approximately 40 people attended. An evaluation of the event and the next steps in

establishing the resident group will be discussed at a further meeting on 17th September.

- **Northcotes & Greenmounts.** The residents group have had its third meeting. Residents were asked to take part in research commissioned by Leeds City Council and undertaken by Leeds University about their perceptions of community safety. The next meeting on the 7 Sept will focus on community safety and act as a launch for Operation Champion which takes place in the area on the 8th, 9th and 10th.

The Northcotes and Greenmounts Neighbourhood Improvement Plan (NIP) steering group is driving forward the NIP action plan. Current issues include kerbside-only bin collection policy as it affects the binyards, checking if more litterbins are needed in the area, need for traffic calming on Beeston Road. An environmental audit is being carried out to check problems of rubbish and overgrown vegetation.

- **Cardinals.** Residents had their second meeting and AGM where the committee was formed and residents voted to elect a Chair, Secretary and Treasurer. The residents played a very pro-active role in terms of promoting and taking responsibility for actions and issues raised at the first meeting. The chair recently went on a walkabout with the Chief Executive of Aire Valley Homes who also attended the meeting.

The Cardinals Neighbourhood Improvement Plan (NIP) steering group continues to drive forward the action plan for the NIP. Current issues including sorting out responsibilities for keeping ginnels clear of rubbish and overgrown vegetation and responsibilities for litter picking of greenspace areas on the estate. AVHL has agreed to get hedges cut back in part of the area. The steering group has also recently discussed the traffic calming measures for the area. T

- **Holbeck in Bloom.** The group recently launched a gardening competition at Holbeck Gala which was well received. Judging is to take place shortly. A further Beetle Drive is to be held in September. The next meeting of the in bloom group is also the AGM and will include reviewing and adding to an Action Plan for the year.
- **CAD Beeston.** Attendance at meetings has increased in recent months. Meetings have also been attended by the Youth Service, Leeds Tenants Federation and the PFI project team. As a result of these meetings the Police now have keys to the church and use it as a base in the area.
- **Other.** Work is underway with the Holbeck and Belle Isle Health and Well being groups to provide courses on household budgeting.
- Support has been provided to the Friday Night Project to access funding.

Community Engagement

41. A separate report is submitted to this meeting.

I Love South Leeds Festival

42. The I love South Leeds Festival is now complete. A full programme of summer activities including music, dance, football, cookery and the talent showcase for under 11s, Junior Superstar. Hundreds of young people have participated, the highest number of participants in the four years that the festival has been running.

43. A celebration event took place on Saturday 5th September. This gave young people the opportunity to put into practice what they have learned over the summer months and perform in front of friends and families.
44. A full evaluation of the festival activities will be presented in a report to the area committee in November, including proposals for the 2010 festival.

Middleton Bright Ideas

45. Middleton Bright Ideas was launched in February 09. It is a Participatory Budgeting (PB) project that gives local people the chance to vote for the projects they want to receive funding. A pot of £30,000 was created with equal funding from the Inner South Area Committee, Rothwell Neighbourhood Policing Team and Aire Valley Homes. Consultation with local residents has been carried out in recent months with local residents to identify their priorities for projects to be developed. Officers from the Steering Group and partner organisations worked with local groups to develop projects to meet the criteria.

A Decision Day was held on Saturday 11th July 09. It featured presentations from 9 organisations bidding for their share of £30,000. The event was attended by an estimated 80 people, the majority of whom were from the target area. It had been publicised in advance by door to door flyers, press releases, information on the Middleton Regeneration website and information in local venues. Activities on the day included a prize draw to win a Nintendo Wii, bouncy castle, face painting, bingo, free food and information stalls. Local residents voted for funding to be given to the following six projects:

- Middleton Elderly Aid - £2,800 to fund gardening equipment, a new shop sign and improvements and community lunches.
- Dynamite Dance Cheerleading Squad - £605 to fund cheerleading classes and displays for both children and adults.
- Middleton Primary School - £10,000 to fund an outdoor classroom and community allotment - the highest grant awarded.
- The Children's Project's - £7,075 for activity for all in the Park on Sunday Afternoons
- Cloth Cat Studios - £4,170 to teach groups to play, perform and record music.
- Friday Night Project - £5,352 to fund art displays by young people in the area.

A full evaluation of the event is being written and will be available to Members.

Middleton Regeneration

46. The work of the Middleton Enterprise, Employment and Economic Development (MEEED) group is progressing well. Co-ordinated by Area Management, a number of partners are taking forward actions around the findings of the Reach Out Research exercise. Currently the group are focusing on volunteering, training and enterprise. An update on the progress of the actions will be presented at the next MEEED group at the end of September. Work is also being progressed to involve and work with the Early Years and Children's Centres as it is acknowledged that working with families is a key element of addressing worklessness issues in the area. Planning is also underway for the employment, training and enterprise fair that will take place in Middleton in the Autumn. A working group has been set up, which is led by Jobs & Skills, to progress this particular action.

47. An outline masterplan has been drafted as part of the Heritage Lottery Fund bid for Middleton Park and some initial consultation has been undertaken in the communities of Middleton, Belle Isle and Beeston about the proposals. Further action plans, as part of the bid, still need to be produced prior to the bid submission date of 22nd October.
48. Re'new's Housing Market Renewal Assessment for Middleton is almost complete. An update report highlighting the initial findings was presented at the Middleton Regeneration Board in July 2009. Once complete, the HRMA will feed into the housing plan for the area.

Implications for Council Policy and Governance

49. No specific issues are identified.

Legal and Resource Implications

50. No specific issues are identified

Recommendations

51. The Committee is asked to:
 - a) note the contents of this report.
 - b) approve the allocation of the SSCF carry forward funds as outlined in paragraph 37- 38

Background reports:



South (Inner) Area Committee, Area Delivery Plan 23rd June




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Appendix 1



<p>Location Room 13, Learning Partnerships Hillside, Beeston Road, Holbeck SLEET Group</p> <p>Minutes of meeting held 5th August 2009</p>	
<p>Present: Diana Towler – JCP, Vicky Tindell-Starbuck – JCP, Tracy Othen – JCP, Kam Sangra – LCC, Moni Paul – Joseph Priestley College, Diana Smith – LCC, Yvonne Hackwell – Working Links, Giselle Banks – HMRC, S Fletcher – LCC, Angela Goodyear – re’new, Kieran Chesbrough – A4E Pathways</p> <p>Note taker: Vicky Tindell-Starbuck</p>	
<p>Apologies: Keith Lander – LCC, Vanessa – Working Minds, Dawn Bray – LCC, Lorinda Hill – Best, Kathry Aird – Remploy, Tom Murray – Learning Partnerships, Cathryn Gurney, Roger Seeney</p>	
1.0	<p>Welcome and introductions</p> <p>Diana opened the meeting, and asked members to do a quick introduction round the table.</p>
2.0	<p>Minutes and Action Points from last meeting</p> <p>Previous minutes agreed.</p> <p>AP6.2 Kam will update at next meeting.</p> <p>AP4.4 Kam has had a meeting with Asda and Tesco regarding the site in Middleton. Both companies are still awaiting planning permission, (but Tesco has agreed 50% and Asda 60% to employ up to 60% long term unemployed lep Jobs)</p> <p>AP4.5 Update at next meeting</p> <p>AP5.2 Tom has contacted the Youth Service but still awaiting a response.</p> <p>AP6.1 600 – 700 people attended, the event was funded via Yorkshire Forward as a result of the high levels of redundancies as a result of the economic problems but aimed at the higher qualified customers.</p>

<p>3.0</p>	<p>Care Partnership Manager</p> <p>Tracey Othen kindly gave an overview of her role of West Yorkshire Care Partnership Manager for JCP.</p> <p>Attached is an Overview of the Care Partnership role.</p>  <p>\\Dfs60268\ 100102001\workgrou</p> <p>Tracey Othen, Eastbrook Court JCP, Ambler Mill, Bradford BD1 5AH 01274 338138 or mobile 07821 806664 email address – tracey.often@jobcentreplus.gis.gov.uk</p> <p>Tracey did ask partners to promote her role.</p> <p>Diana Towler explained JCP have three Drug Coordinator's for West Yorkshire, they are as follows: Caroline Taylor – Leeds and Wakefield Mary Foulds – Calderdale and Kirkless Catherine Monagham – Bradford</p> <p>Caroline Taylor will do a presentation on her role at the next meeting on 23.09.09.</p> <p>Just for information Diana Towler informed the group JCP will shortly have a Mental Health Co-ordinator, this role will be to build partnership working.</p>
<p>4.0</p>	<p>Progress Report on Action Plans</p> <p>Diana Towler explained she is due to report progress to the Strategic Worklessness Outcome Group on 11.08.09. Diana gave a quick reminder that we have the following updates outstanding - Working Links, A4E Work, Legi, Children Centre's.</p> <p>AP 4.1 Vicky to email out completed update Action Plans by 07.08.09- cleared 07.08.09</p>
<p>5.0</p>	<p>Future Job Fund</p> <p>Diana Towler checked if everyone knew what Future Job Fund was.</p> <p>Please see attached FJF overview:</p>  <p>\\Dfs60268\ 100102001\workgrou</p>

	<p>Leeds has submitted their bid on 31.07.09. Leeds has over 700 jobs in their bid. Once bids are received then they will be assessed by DWP nationally and regionally. The bidding process is a rolling process which will take 5 weeks.</p> <p>A number of themes are emerging:- Green Jobs – environmental and community type jobs Social Care – adult social care, supporting elderly people within the community, mental health, caretakers or assistant caretakers and also looking in to supporting families and working in children centres, (this may link to the carers strategy where the customer looks after their own money so they can sort/organise their own care. Social/Enterprise – cleaning, odd jobs zone Youth & Community – work with young people Art & Creative</p> <p>Diana explained the first bids were announced on 29.07.09. Within Yorkshire & Humber 6 bids have been awarded funding, which are Kirklees Sheffield, Barnsley Local Authorities and VC Train Consortium, North Yorkshire Learning Consortium and Humber Economic Partnership were successful in their bids. Some successful national bids may deliver within West Yorkshire.</p>
6.0	<p>Geographic programme – Economic Inclusion Model Update</p> <p>Unfortunately Dawn Bray was not available to attend this meeting, the business case is still being developed.</p> <p>AP6.1 To be put on next meeting as a agenda item</p>
7.0	<p>Update on Worklessness Pilot</p> <p>Diana Smith issued out information and results for June Attached are the Update from project Co-ordinator, 4 Families MI Outputs and New Referral Form:</p> <div style="display: flex; justify-content: space-around; align-items: flex-end;"> <div style="text-align: center;">  \\Dfs60268\ 100102001\workgrou </div> <div style="text-align: center;">  \\Dfs60268\ 100102001\workgrou </div> <div style="text-align: center;">  \\Dfs60268\ 100102001\workgrou </div> </div> <p>Diana Smith updated the members on the number of customer they are dealing with at present, with 50 customers having been referred of which 15 are receiving intensive help and support but the project would like more referrals from the harder to help families.</p> <p>Diana Smith also mentioned if any of the providers would like her to speak to their staff with regards to the pilot please contact her.</p>

	<p>Lone Parent Data Sharing – Diana Smith will receive the information any day now, also evaluation of the pilot is out for tender now.</p>
<p>8.0</p>	<p>Overview of HMRC Advice Team</p> <p>Giselle Banks from the HMRC Advice Team, which is the education part of the HMRC, gave a presentation on the help and support for people who want to start self employed. Giselle then explained they also run two types of workshops which are free i.e. Employer Series which include Calculating National Insurance Contributions, SSP and more, plus Business Series which includes becoming self employed, self assessment and basic VAT returns and more. If customers wish to attend one of the courses they will need to contact HMRC on 0845 603 2691 or apply on-line if there is not a date to suit they will put you on a waiting list, or if you would like a one to one meeting they will be held in a local tax office.</p> <p>HMRC Eastern England Advice Team are based Peter Bennett House Redvers Close Leeds LS16 6RQ, this team covers Leeds, Wakefield Dewsbury etc. They also work very closely with LEGI, Business Link and other partners.</p> <p>See attached handout:</p>  <p>\\Dfs60268\ 100102001\workgrou</p> <p>AP 8.1 Vicky asked if we could have a supply of leaflets for the Middleton mobile office.</p>
<p>9.0</p>	<p>AOB</p> <p>Joint Partnership Workshop 17.07.09</p> <p>Diana reminder everyone the workshop was to develop closer working between Jobs and Skills and Partners. The development of a Charter and a Provider Directory emerged from the workshop.</p> <p>We then discussed the Provider Directory it was agreed to add Rapid Response Service and Nextstep.</p> <p>AP9.1 Vicky to email out completed Directory to members- cleared 07.08.09.</p> <p>Diana Towler explained West Yorkshire ESF has a 2.5 million under spend. JCP have put forward three ideas which were submitted to DWP on 03.08.09 Options are:-</p> <ol style="list-style-type: none"> 1. Enhanced skills – this focuses on customers on JSA at 13 weeks prior to entering Flexible New Deal, this would be training in care, retail, security and hospitality

2. Child Care – this focuses on Lone Parents who have NVQ2 at present, but require NVQ level 3.
3. 16 – 24 people – sports routeway i.e. work with football, rugby grounds on coaching also dance so to help with the employability skills.

Vicky Tindell-Starbuck explained about Debt Advise Network, they will support our customers with debt issues, there is a debt advisor attached to each JCP office within Leeds. Main contact is Penny Oates on 07866682396 email address penny.oates@debtadvicenetwork.org

AP9.2 Vicky to contact Penny to arrange agenda item.

Also please see attached the “Responding to the economic downturn” (July).



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Kam Sangra updated the group on the Tesco Express on Dewsbury Road held an open day on 30.06.09, 417 people completed applications for 20 part time posts, of which 12 jobs have been offered. Jobs & Skills also did 220 IAG’s. Pennyhill Job shop is now open and the official open day will be 28.10.09, but Tunstall Road will close on 10.08.09 for 4 to 6 weeks for building refurbishment.

Vicky informed the group that Learning Partnerships will be hold a Job Event on 23.09.09 at Strawberry Fields Garforth.

AP9.3 Vicky to obtain update from Learning Partnerships.

Kam Sangra gave an update on the Middleton Mobile Office which has been supplied by Aire Valley Homes, the office is located in the Middleton Circus every Thursday from 9.30 to 12.00 and is supported by our partner organisations, also on a Friday there is an E-Learning bus which is staffed by Jobs & Skills, both these services are for a trial period of 12 weeks.

AP 9.4 Kam to give feedback to Diana Towler with regard to Middleton Mobile Office so Diana can inform the Leeds Stragic Outcome Group

AP9.5 Diana asked Vicky to contact Aire Valley Homes to which location and days the mobile office could be used elsewhere.

South Leeds Area Management informed the group they have a sum of money for each ward to support well being, health and learning.

Date of next meeting:

The next meeting will be on 23rd September from 9.15 to 12.30, location Hillside.

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Appendix 2

South East Leeds Health and Wellbeing Partnership Meeting of the core group 28th July 2009

Present:

Christine Farrar – Healthy Leeds Partnership, the Leeds Initiative
Janette Munton – NHS Leeds Public Health
Dan Barnett - Healthy Leeds Partnership, the Leeds Initiative
Keith Lander – Area Manager South East Leeds
Jane Moran – Leeds Adult Social Care
Pia Bruhn – NHS Leeds Public Health
Philip Bramson – Leeds Voice Health Forum
Councillor Terry Grayshon – Leeds City Council Health Champion
Gordon Tollefson – Leodis
Razwanah Alam – Leeds Voice Health Forum

Apologies:

Councillor Suzi Armitage - Leeds City Council Health Champion
Judy Carrivick – NHS Leeds Public Health
Brian Ratner – Leeds Adult Social Care
Hilary Philpott – Leodis

1. What is the overall purpose of the locality health and wellbeing partnership?

The purpose of the partnerships was agreed as:

- Improve health and wellbeing outcomes for local people
- Reduce health inequalities between different neighbourhoods and communities
- Prevent gaps or duplication in delivery of services by different agencies
- Maximise opportunities for joint working and integration of services including resources
- make recommendations to the Healthy Leeds JSCB for future commissioning ideas
- Better awareness and communication between agencies
- Coordination at local level for health and wellbeing issues
- Overseeing engagement

Discussions focussed on pooling resources and joining up resources between partners in order to meet priorities. It was also suggested that overseeing local engagement and involvement should be part of the purpose of the partnership. The task group were asked what resources the partnerships will have. The Health Improvement Managers are a resource that will facilitate better partnership working in each

wedge and will provide administrative support for the partnerships. It was thought that by enabling better joined up services this would make some efficiencies. The Healthy Leeds Joint Strategic Commissioning Board could then commission new pieces of work based on recommendations from the partnership. The partnership would also have influence over the Area Delivery Plans and PBC plans, which would in turn create efficiencies.

2. What will the partnership deliver in its first year?

A discussion was had around ensuring that the allocation of services is balanced out across Leeds but that also targeted where there is need, in order to address health inequalities. It was noted that the partnerships wouldn't just be focussing on the worst 10% Super Output Areas but also on the small pockets of deprivation across the wedge that are in relatively affluent areas. Once set up the partnerships will focus on the Area Committee Areas and the Area Delivery Plans. Focus will be placed on two or three improvement priorities from the Health and Wellbeing Partnership Plan each year and progress will be measured against these. It was agreed that the partnership would deliver:

- Review evidence on health and wellbeing needs of deprived neighbourhoods and vulnerable groups and determine the issues that need addressing.
- Local plans that contribute to the improvement priorities in the Health and Wellbeing Partnership Plan 2009 to 2012
- Determine how to tackle significant local problems outside these topics
- Ensure joint commitment and joint action from all sectors and agencies operating in the priority areas
- Make the best use of existing opportunities and processes and prevent duplication or gaps.
- Focus on how best to secure the required outcomes by determining what works best for a given area.
- Problem solve
- Seek to make commissioning as effective as possible for a given locality
- Action plan and monitor progress to make sure delivery is effective

3. Who needs to be involved

It was agreed that the group present at the meeting should be involved in the partnership when it meets. In terms of other members it was agreed:

- Leeds City Council Councillor health champions to be engaged by the task group
- Leeds City Council Area Manager, Adult Social Care and Housing. Other officers such to be agreed by the Health and Wellbeing Strategic Leadership Team,
- NHS Leeds to agree representatives outside of Public Health
- VCFS to be represented as agreed by Voice Health Forum, although more provider services could be included if a specific issue arises, such as mental health, drugs etc

- Children's Services – task group to meet with Children's Locality Enablers to discuss how best to link in
- Housing ALMOs
- Police should be brought in when specific issues are brought up, e.g. drugs and alcohol
- Public represented through councillors and wider engagement activities
- Service users and carers were seen as important members of the partnership. It was agreed that agencies should be asked how they would like to be involved, e.g. LINK, Carers Leeds, LIP. It was agreed carers should be paid for their time.
- Expert patients could be brought into the partnership on a needs basis depending on what the focus is.

It was agreed that the membership of the partnership should be flexible and that individuals could be co-opted on when a specific issues needs tackling that needs an expert. The membership should also be open to review.

4. How will it operate

- Servicing of the partnerships will be through the admin support that the new Health Improvement Managers will have.
- Venues for meetings will be provided by partners – meetings should take place at different venues throughout the wedge.
- It was thought that the role of chair could be a rotating or co-chairing role in recognition of the multi agency aspect of the group. Councillor Grayshon volunteered to be the chair of the partnership.
- It was agreed that the meetings should not get too focussed on minute detail but that it should be focussed on the headlines in the wedge. Specific task groups can be set up outside of the partnership to take on specific pieces of work.
- Meetings will take place more frequently at the start of the partnership. The frequency will be bi-monthly with the plan to move to quarterly eventually
- The partnership will need to think about how it links in with the Children and Young People's partnership, Community Safety Partnership, SLEET, Officer Coordination Group, Neighbourhood Improvement Plans, Area Committees and Area Delivery Plans.
- The Health Improvement Manager would act as the link with the Officer Coordination Groups.
- The partnership needs to be in a position to pool resources and also share best practise and information with partners.
- The partnership could formulate a standard checklist for each piece of work it does to ensure all aspects are considered before starting each project e.g. communication, involvement, evidence base for the work, mapping what's happening already.
- Communications plan/ mechanism to be created
- Mapping of involvement in local areas
- Links to citywide partnerships

5. What will the governance arrangements be:

It was thought that the reporting mechanisms of the partnerships with Healthy Leeds structures should be two way and not just one way. It was agreed that there should be six monthly reporting to match the citywide planning cycle. Further governance arrangements to be discussed at first meeting of the partnership.

6. Action planning

- Terms of reference to be drafted by CF, JM, DB
- Area profile data to be prepared for first meeting
- Health Improvement Manager admin support to set date and venue for first meeting of the partnership in September/ October
- Further planning to be discussed at first meeting of the partnership

Present:

Chief inspector Sykes, Keith Lander (Area Management), Councillor Judith Blake (Inner South Area Committee), Gerry Shevlin (Area management), Phil Diamond (Aire Valley Homes Leeds), Sue Disley (ASBU), Steve Watkins (Arson Task Force)

Apologies:

Neil Bowden (Safer Leeds), Councillor Finnegan (Outer South Area Committee).
Satbinder Soor (Youth Service)

1.0	Welcome, introductions and apologies	Action
1.1	Keith Lander welcomed everyone to the meeting and the above apologies were noted.	
2.0	Minutes of last meeting (March 09)	
2.1	Gerry advised that the first version of the minutes that had been circulated contained some inaccuracies. Julie advised that Simon Beldon not Anne Banks/David McDougal had presented the item on Offender Management. The amended version was agreed as a correct record.	
	Matters Arising	
2.2	Keith stated that he has raised the issue of non attendance by the Youth Service with Shahid Mahmood (Locality Enabler for Children's Services). Shahid has advised that he has made John Paxton aware of the issue and will continue to pursue adequate representation and contributions to the DCSP.	
2.3	In light of the development of the Integrated Youth Support Service (IYSS), it was felt there needs to be a review of which young people's services are represented at the partnership. The meeting discussed whether other young people's services such as Youth Offending Service and/or Children's Social Care should also be invited to the Core Group. Concern was raised about whether one representative from IYSS can adequately address the issues of the partnership, especially in terms of influencing service delivery of partner agencies.	
2.4	Cllr Blake stated that the 8-13 age group is of increasing concern and at risk of becoming involved in crime/ASB. Cllr Blake stated that she has now taken on the role of Shadow Board Member for Children's Services. She will raise the issue of IYSS representation at DCSP with Rosemary Archer (Director of Children's Services). The meeting agreed that it required one key representative from the IYSS with key contacts for all the separate services under the IYSS umbrella.	Cllr Blake

2.5	The quarterly hate crime statistics have not been circulated – Gerry will circulate with the minutes of this meeting.	Gerry Shevlin
2.6	Partnership Pledge – Gerry advised that the Safer Leeds Executive did not have a meeting in June therefore the issue of the Partnership Pledge was not raised. Keith advised that he and Julie attended a meeting with other DCSP representatives regarding the Pledge. It was felt that South is in a good position as the Neighbourhood Policing Team (NPT) have linked their PACT meetings with existing local forums. Keith and Julie will continue to develop the Partnership Pledge	Keith Lander/Julie Sykes
3.0	DCSP Action Plan	
3.1	Gerry presented an updated version of the DCSP Action Plan for 09-10. She advised that it was in line with the Safer Leeds Strategic Plan and the Area Delivery Plans for Inner and Outer South. The meeting was advised that the majority of the plan is being delivered already. However, there are some key areas that have not progressed in the last year. These are: drugs and alcohol, linkages with the Children's Services agendas and reassurance/confidence.	
3.2	<u>Addressing alcohol misuse through a combination of prevention, control and treatment:</u> Gerry advised that the drug/alcohol sub group had ceased to exist. She advised that the group had struggled to define it's purpose. Many of the actions in the plan are strategic and citywide so can't be influenced by a local sub-group. Also, some of the activity is already being addressed by local Tasking meetings (problems of young people drinking then causing ASB for example). The group felt that some further work needs to establish more clearly what the issues are in relation to tackling drug/alcohol problems. It was suggested that a mapping exercise may be of benefit to help to define a remit and series of actions to be carried out by the DCSP. It was agreed that Gerry Shevlin would discuss the issue with Keith Lawrance (Safer Leeds) for guidance. It was also agreed that Keith Lawrance should be asked to identify a link with health around these issues. The group asked that this issue be included on the agenda for the next DCSP meeting.	Gerry Shevlin
3.3	<u>Tackling ASB and damage through a combination of prevention, diversion and enforcement activities.</u> The group agreed that enforcement action is being successfully managed within existing structures. However, there are areas for development around prevention. It was agreed that the actions agreed earlier in the meeting regarding IYSS representation would need to be resolved as a matter of urgency. Julie Sykes and Keith Lander are due to have a meeting with Shahid Mahmood about the linkages between ASB and diversionary work. Progress to be reported back at the next meeting.	Keith Lander/Julie Sykes
3.4	The group ratified the DCSP plan for 09-10. The final version will be circulated with the minutes. The group agreed that the plan should be used as a driver for setting the agenda at future DCSP meetings.	Gerry Shevlin
4.0	Anti-Social Behaviour – summer 09	
4.1	Incidents of ASB and motorbike nuisance are likely to increase during the summer holidays. The group had a discussion about work that is planned to take place to address this predicted increase.	

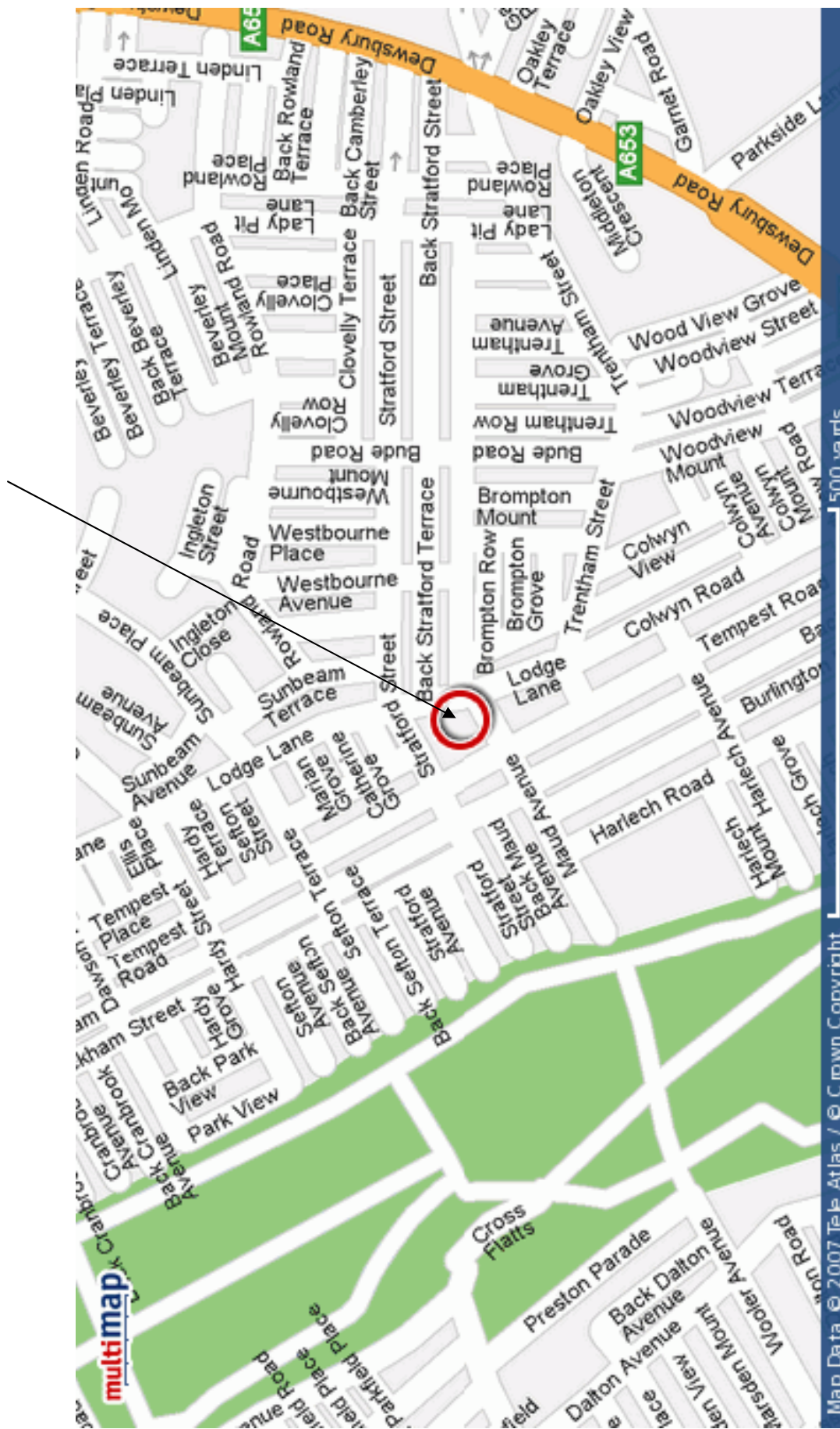
4.2	Julie Sykes advised that Kevin Chippendale at Police HQ is looking for resources that can be used when talking to young people about issues around riding motorbikes responsibly and safely. NPT officers and ASB link officers will be carrying out high visibility patrols in current hotspots	
4.3	Gerry advised that the next two Champions in Belle Isle and Morley North will aim to distribute information to young people about summer holiday provision.	Gerry Shevlin
4.4	Gerry advised that she has contacted Barbara Temple (Extended Schools) and Elaine Holden (Youth Work Partnership) regarding the programme of activity during the school holidays. When the information about the programme is available, it will be circulated to partner agencies.	Gerry Shevlin
5.0	Middleton Bright Ideas	
5.1	Gerry provided an update on Middleton Bright Ideas. Ten projects have submitted applications totalling over £60K. Decision Day is due to take place on Saturday 11 th July. The event is timed to take place after the monthly meeting of Middleton Community Group.	
5.2	Gerry advised that the Bright Ideas Steering Group will continue to meet after the Bright Ideas projects have been funded. The Steering Group will build on the work to date in working together with the community to bring residents together.	
6.0	Burglary	
6.1	Gerry Shevlin presented an update on the target hardening now available in Leeds. Reactive target hardening (security improvements offered to victims of burglary) is no longer widely available. Streets in the most burgled areas are being identified. Houses in these streets will be offered target hardening as a preventative measure to reduce their risk of being burgled. All agencies are asked to consider whether they are able to fund any additional target hardening.	
6.2	Gerry reported that the burglary group is working well. It recently set up a "Capture House" in a burglary hotspot. The house was an empty property belonging to LFHA. It was set up with a laptop visible from the window to entice potential burglars. The laptop was fitted with a tracking device. This meant that when the house was burgled, the burglar could be traced and an arrest was made. Other actions include the use of tri-signs in hotspot areas and talks to schools about the importance of property marking.	
7.0	Reassurance and confidence	
7.1	Julie Sykes stated that there is a joint target for the police and the council to improve confidence of the public in how both services are dealing with crime issues. The satisfaction levels with the police are generally higher than the levels of satisfaction with the council. The group agreed that a way of improving satisfaction would be to ensure that positive and consistent messages are delivered to residents about multi agency activity.	

	<p>Gerry presented an example of a Media Guide that has been developed by the Safer Communities Team at East Sussex County Council. For more information please see www.safeineastsussex.org.uk She recommended that the DCSP could adopt a similar structure to ensure press releases are co-ordinated. She stated that a Media Group could be set up involving the key staff from the NPT, Fire Service, Aire Valley Homes and Leeds City Council press offices. Phil Diamond advised that Ian Montgomery would be the contact for AVH and that he would pass on the information to him about the Media Plan. Steve Watkins advised that he would find and pass on the details of the Fire Service communications person. Gerry agreed to convene a meeting and update on progress at the next meeting.</p>	Gerry Shevlin
8.0	Crime Group updates	
8.1	Gerry advised that only one update had been received due to the lateness of the request from her for information. When the reports have been collated, they will be circulated to members in the form of the Highlight Report for Q1.	Gerry Shevlin
9.0	Tasking Updates	
9.1	Morley – Sue Disley (Chair of Morley Tasking) stated that the meeting is well attended and there are no issues of concern to report. She said that they have good engagement from the Youth Service representative and that detached work in ASB hotspots is organised through the meetings.	
9.2	Rothwell – Phil Diamond (Chair of Rothwell Tasking) stated that the meeting works well and there are no issues of concern.	
9.3	Belle Isle/Middleton and Beeston/Holbeck Taskings – Gerry Shevlin stated that she recently attended both. Attendance and contributions were good at both and there are no issues of concern.	
9.4	Julie Sykes advised that she will be attending a Tasking meeting next month to observe how they are functioning. She will also ask the NPT Inspectors for feedback on the meetings.	
9.5	Steve commented that the administration of the meetings is very efficient. He observed that the meetings have become more effective and that issues he has brought to the table have been addressed. Julie Sykes will pass on this positive feedback to the staff member concerned.	
9.6	Gerry advised that when the Tasking updates are received, they will be circulated to the group via the Highlight Report.	Gerry Shevlin
10.0	Any other business	
10.1	Saturday 22 nd August – an open day at Morley Police Station in partnership with the Fire Service. All welcome and please publicise among partner networks. Gerry advised that Champion will be taking place in Morley North during the first week in August so can publicise the event then.	Gerry Shevlin
10.2	Floodlight PACT – Julie said that Floodlight PACT is a piece of equipment that can be used to project images or messages onto the sides of buildings. It costs around £3K per unit and could be used as a	

	way of engaging with local residents. Phil Diamond stated that he thought it could be used by AVH on their mobile office and would explore finding the funding to buy a unit. Julie Sykes to pass information to Gerry for circulation.	Julie Sykes
10.3	Face the People – Gerry advised that Safer Leeds want the support of the DCSP to hold a Face the People event in south Leeds. It is suggested that the event is run along the lines of a previous successful event at Roundhay High School. Safer Leeds would be responsible for organising the event and would like the DCSP to assist with the selection of venue and relevant issues to be addressed. The meeting agreed that it would support the event.	
10.4	Timeline – Julie requested that the timeline is updated at each meeting so that agendas can be set accordingly. The following issues will be included in the agenda for the October meeting: Proceeds of Crime Act (POCA), Operation Flame, domestic violence 16 days of action, Confidence and Satisfaction, Drugs and alcohol. Steve Watkins and Gerry Shevlin agreed to draft Operation Flame for the next meeting.	Gerry Shevlin
11.0	Dates for future meetings	
	Friday 18 th September 10 -12	
	Friday 4 th December 10-12	
	All meetings will be in the conference room at DROSC	

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Building Blocks, Maud Avenue, Leeds, LS11 7DD



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