

# Public Document Pack



## SOUTH (OUTER) AREA COMMITTEE

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Meeting to be held in Drighlington Meeting Hall, Drighlington Library, Moorland Road, BD11  
1JZ  
On Monday, 29th November, 2010 at 4.00 pm

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### MEMBERSHIP

#### Councillors

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

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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

Item No	Ward	Item Not Open		Page No
1			<p style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p><b>(10 mins discussion)</b></p>	
7			<p><b>MINUTES - 18 OCTOBER 2010</b></p> <p>To confirm as a correct record the minutes of the meeting held on 18 October 2010</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	1 - 8

Item No	Ward	Item Not Open		Page No
8			<p><b>PROPOSED MERGER FOR JOSEPH PRIESTLEY COLLEGE</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation – 5 Minutes / Discussion – 5 Minutes</b></p>	9 - 14
9			<p><b>CHILDREN AND YOUNG PEOPLE SUMMER DELIVERY REVIEW</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation – 5 Minutes / Discussion – 10 Minutes</b></p>	15 - 24
10			<p><b>PARKS AND COUNTRYSIDE ANNUAL REPORT 2010</b></p> <p>To receive and consider the attached report of the Head of Parks and Countryside</p> <p><b>Presentation – 5 minutes / Discussion – 5 Minutes</b></p>	25 - 38
11			<p><b>MORLEY LITERATURE FESTIVAL EVALUATION REPORT 2010</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation – 5 Minutes / Discussion 5 Minutes</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	39 - 52
12			<p><b>WELL-BEING BUDGET REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation – 5 Minutes / Discussion 5 Minutes</b></p>	53 - 80

Item No	Ward	Item Not Open		Page No
13			<p><b>AREA MANAGER'S REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p><b>Presentation – 5 Minutes / Discussion 5 Minutes</b></p>	81 - 132
14			<p><b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b></p> <p>Monday, 31 January 2011 at 4.00 p.m. – Morley Town Hall  Monday, 14 March 2011 at 4.00 p.m. – Rothwell One Stop Centre</p> <p><b>MAP TO TODAY'S VENUE</b></p> <p>Drighlington Meeting Hall</p>	

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

**MONDAY, 18TH OCTOBER, 2010**

**PRESENT:** Councillor R Finnigan in the Chair

Councillors J Dunn, J Elliott, B Gettings,  
S Golton, T Grayshon, T Leadley,  
L Mulherin, K Renshaw, S Smith, S Varley  
and D Wilson

### **28 Late Items**

In accordance with his powers under Section 100B(4)(b) of the Local Government Act 1972, the Chair agreed to admit to the agenda, as a late item of urgent business, a report submitted by the Director of Environment and Neighbourhoods relating to the proposed delegation to Area Committees of elements of the Streetscene Service (Agenda Item 17, Minute No. 37 refers). The report had not been available at the time of agenda despatch due to the need for it first to be considered at the meeting of the Area Committee Chairs' Forum held on 8<sup>th</sup> October 2010.

### **29 Declaration of Interests**

Councillor T Leadley declared a personal interest in Agenda Item 11, Well Being Budget Report due to the application for funding at St Peter's Community Hall and his position as Chairman of Morley Town Council Planning Committee. Minute No. 35 refers.

Councillors J Elliott, R Finnigan, B Gettings, T Grayshon, T Leadley and S Varley declared a personal interest in Agenda Item 12, Area Managers Report, due to their Membership of Morley Town Council. Minute No. 36 refers.

### **30 Minutes - 6 September 2010**

**RESOLVED** – That the minutes of the meeting held on 6 September 2010 be confirmed as a correct record subject to the following amendments.

- Should read Councillor R Finnigan in the Chair.
- Minute No 26, Area Managers Report – Reference to the need for further discussion between Area Management and Town Centre Management regarding authority to proceed with changes to Town Centre Management arrangements.
- Minute No 23, South Leeds Divisional Community Safety Partnership Update Report – To note the assurance received from Inspectors Jenkinson and Morgan that there would be continued commitment to PaCT meetings.

### **31 Matters Arising from the Minutes**

#### Minute 24, Outer South Community Centres Report

A question was asked regarding previous assurances regarding the future use of the Blackgates site for community purposes. It was agreed that Governance Services would check previous minutes to verify this.

### **32 Open Forum**

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, no matters were raised under this item by those members of the public who were in attendance.

The Chair welcomed Paul Clark, Chief Executive of Aire Valley Homes to the meeting. He informed the Area Committee that he would be attending all the Area Committees in the Aire Valley Homes area and would be looking to establish close working links.

### **33 Vision for Leeds**

The report of the Director of Leeds Initiative informed the Board that this was the 3<sup>rd</sup> Vision for Leeds and gave a progress update and outlined the next steps including the public consultation phase.

The Chair welcomed Martin Dean, Deputy Director Leeds Initiative to the meeting.

It was reported that there were 3 areas of major change to the Vision:

- Environment – Climate Change Strategy
- Economic situation – Change in what can be achieved and effects of the recession
- Population growth – Leeds population could reach one million by 2030 with a much higher proportion of elderly people and younger people.

Consultation had been held with key stakeholders and the following issues had been highlighted:

- For Leeds to be fair, welcoming and opening – reflecting equality and diversity across the City
- For Leeds to be prosperous and sustainable.
- That Leeds should be safe, healthy and successful in all communities across the City.



It was reported that achieving these could lead to Leeds being recognised as the best City in Britain by 2030 and the Committee was informed of the timetable for the remainder of the consultation period and in response to comments and questions, the following issues were discussed:

- Consultation with Town and Parish Councils
- Measurement of engagement – this was both qualitative and quantitative. Figures would be assessed by returns of questionnaires and responses and visits to the Vision for Leeds website. The University of Leeds would be doing a detailed analysis of the consultation and it would be ensured that a representative view of all communities across the City would be taken.
- The Vision would take account of all localities and needed to be relevant to all communities across Leeds.
- Population estimations had been taken from government statistics and a University of Leeds study. Large cities were likely to see an influx of younger people due to university provision and other opportunities available.
- Transport options – the proposed trolleybus scheme and other public transport options across the City.
- The survey was designed to leave questions open to get a wide ranging view of answers.
- Cultural opportunities across the City.

The Chair thanked Martin Dean for his attendance.

**RESOLVED** – That the report be noted.

### **34 Health and Environmental Action Services Activities**

The report of the Director of Environment and Neighbourhoods provided Members with ward level information about the scope and activities of Health and Environmental Action Services with a particular focus on enforcement action and the work of the Environment Action Teams which was aligned to strategic outcomes.

The Chair welcomed Paul Spandler, Service Manager, South Environmental Action Team to the meeting.

Members attention was brought to the tables detailed in the report which provided information on the numbers of service requests and enforcement and penalty notices issued across various service areas. These related to issues such as dog fouling, fly tipping, litter, noise pollution, abandoned vehicles and pest control.

In response to Members comments and questions, the following issues were discussed:

- The Dog Warden Service was, to a degree, intelligence led and reported problem areas would be targeted. It was recognised that there were restrictions to the service due to staffing levels and operating hours but Environmental Action Team Officers had now been trained to deal with enforcement issues in relation to dog fouling.
- Empty properties – it was reported that figures related to properties that were either derelict or in a state of disrepair and there was a list of referred tenants for properties that could be brought back into use. The Empty Properties Team tried where possible to identify owners of empty properties and compulsory purchase orders and enforced sale procedures could be used where necessary. It was requested that an officer from the Empty Properties Team should attend a future meeting of the Area Committee.
- To what extent were Health and Environmental Action Service proactive or reactive – it was reported that there was a service standard that at least 20% of services should be proactive – these being identified by officers and Elected Members. This standard was more than met across the service and close working links with other council departments contributed to this.
- Enforcement and licensing issues relating to takeaways and hot food premises, particular with regards to littering.
- Other issues discussed including delegation of services, locality working and licensing of scrap yards.

The Chair thanked Paul Spandler for his attendance.

**RESOLVED** – That the report and discussion be noted.

### **35 Grounds Maintenance Update Report**

The report of the Chief Environment Services Officer referred to the approval of a new grounds maintenance contract. The report advised Members of key issues that had emerged and that the start of the contract had been revised from 1 March 2011 to 1 January 2012.

The Chair welcomed Simon Costigan, Head of Housing Management, Aire Valley Homes to the meeting.

Simon Costigan addressed the meeting and gave the Committee a briefing on the procurement contract and the consultation leading to it. Members attention was brought to the following issues:

- Engagement with Parish and Town Councils
- Issues previously identified by Area Committees
- The Inquiry of the Scrutiny Board (Environment and Neighbourhoods)
- Contract Issues
- The Procurement Process

In response to Members comments and questions, the following issues were discussed:

- Provision of mapping information which detailed who was responsible for grassed areas. It was reported that this would be difficult to do due to the size of the area covered and complexities of different clients and contractors but would be explored.
- Responsibility of clearing litter before grass was cut fell on the contractor. The new contract would be more robust with monitoring issues such as this and financial penalties could be imposed where contractors were not carrying out duties to the contractual requirements.
- Opportunities for involvement of other services such as Streetscene.
- Concern that the award of one overall contract for the City excluded smaller organisations from tendering. It was reported that a market testing exercise had shown that there was economy of scale with one contract and it would provide a more consistent approach to service delivery. Parish and Town Council's had not expressed an interest in submitting tenders for the contract but did want to be involved in monitoring the contract.
- Variations in the contract – it was reported that there was flexibility in the contract to allow for variations such as having areas where cuttings are collected and areas where cuttings are left.

The Chair thanked Simon Costigan for his attendance.

**RESOLVED** – That the report and discussion be noted.

(Councillor Mulherin left the meeting at 5.20 p.m. during the discussion on this item)

### **36 Outer South Area Committee Well Being Budget Report**

The report of the Director of Neighbourhoods provided the Area Committee with the following:

- An update on both the revenue and capital elements of the Area Committee's budget.
- Details of projects that require approval.
- A summary of all revenue and capital projects agreed to date.
- A summary of the revenue allocation for 2010/11 Well being Revenue Budget already approved and linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).
- An update on the Small Grants budget.

Members attention was brought to the following applications for Wellbeing funds:

- Robin Hood Athletic Football Club
- St Peter's Community Hall
- Magpie Lane Play Space

## **RESOLVED –**

- (a) That the report be noted
- (b) That the position of the Well Being Budget as set out at paragraph 3.0 be noted.
- (c) That the allocation of £5,000 to Robin Hood Athletic Football Club as detailed in paragraph 3.2.4 be approved.
- (d) That the ring fence revenue amounts for 2010/11 as outlined in Appendix 1 be noted.
- (e) That the Wellbeing capital projects already agreed as listed in Appendix 2 be noted.
- (f) That £6,332 capital for St Peter's Community Hall – Stonework Repairs to Gable End Wall be approved.
- (g) That £7,576 capital for Magpie Lane Play Space be approved.
- (h) That the small grants situation as described in paragraph 5.1 be noted.

(Councillor Leadley abstained from the voting on the decision for St Peter's Community Hall due to his earlier declaration of interest)

## **37 Area Managers Report**

The report of the Director of Environment and Neighbourhoods provided Members with details of a range of activities that had taken place in the Outer South Leeds Area and provided an update of actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the last meeting in September 2010.

Members attention was brought to the following issues:

- Changes to Town Centre Management
- Town and District Regeneration Scheme
- Morley Literature Festival
- Signage for Dog Fouling Enforcement

In response to Members comments and questions, the following issues were discussed:

- The Morley Literature had once again been a success with successful events also held in Drighlington and Churwell.
- Funding for Town Centre Management – this was due to be considered by Morley Town Council's General Purposes Committee
- Morley War Memorial
- Ginnel mapping and ownership issues in relation to clearing overgrown vegetation and litter

Members passed their congratulations to Councillor Gettings for his role as the Chair of the Morley Literature Festival.

**RESOLVED –**

- (a) That the report be noted.
- (b) Subject to clarifying locations in Ardsley Robin Hood, Members agree the sites for signage to tackle dog fouling issues as detailed in Appendix 1.

**38 Briefing Note on Proposed Delegation of Elements of the Streetscene Service**

The report of the Director of Environment and Neighbourhoods referred to the meeting of the Area Committee Chair's where it was agreed that a further report be prepared to look at the potential delegation of a range of Streetscene Services to the Area Committee.

It was reported that this delegation would give more control at a local level and Members supported the principle but raised concern that adequate budgets should follow. It was reported that further details of the delegation needed to be worked out and a further report would be brought to the Area Committee in due course.

Members attention was brought to the agreed recommendations of the Area Chairs:

- That the scope of services to be delegated includes those set out at paragraph 1.3 and excludes refuse and recycling collection services.
- That further information on service and resource levels on an Area Committee basis is shared with Members once it is compiled.
- That the process of producing DLEQS monitoring data as a tool for assessing service performance be commenced.

**RESOLVED –** That the report be noted.

**39 Dates, Times and Venues of Future Meetings**

Monday, 29 November 2010 – Drighlington Meeting Hall

Monday, 31 January 2011 – Morley Town Hall

Monday, 14 March 2011 – Civic Chamber, Rothwell One Stop Centre

All meetings commence at 4.00 p.m.

**The meeting concluded at 5.55 p.m.**

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**Report of the Environment and Neighbourhoods Directorate**

**South Leeds (Outer) Area Committee**

**Date: Monday 29<sup>th</sup> November 2010**

**Subject: Proposed Merger for Joseph Priestley College**

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

**Executive Summary**

Sally Blunt, the principal of Joseph Priestley College has provided a report for the Area Committee as attached and intends to be at the meeting in order to present he report.

**1.0 Purpose of This Report**

To update and inform this Area Committee on the merger process to date and future plans.

**2.0 Background Information**

The background to the merger proposals are outlined in the attached report and covers key driving factors behind the proposal to merge with another partner, the history to the selection process to date, the advice and guidance received and the key criteria being used for selection.

**3.0 Main points**

The attached report covers main points of: The next stages of the merger process, a communication strategy, the main mantra adopted of 'business as usual' , the future benefits to students in South Leeds , the three key criteria for assessing the business plan.

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

The attached report refers to the benefits to Leeds City Region as well as South Leeds particularly for 13 to 19 age group, NEETs (those not in education, employment or training) as well as those aged 19 to 25 who have learning difficulties and disabilities.

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

The attached refers to the Local Authorities responsibilities for the provision of education.

#### **6.0 Specific implications for equality and diversity, cohesion and narrowing the gap agenda.**

The attached refers to Community cohesion and equality and diversity as being part of the criteria to assess bids.

#### **7.0 Conclusions and Recommendations**

- 7.1 The Area Committee is asked to:
- a) note the contents of the attached report and agree to support the merger.

#### **8.0 Background Papers**

None



## REPORT TO SOUTH LEEDS COUNCILLORS ON PROPOSED MERGER FOR JOSEPH PRIESTLEY COLLEGE

### **Executive summary of the report**

On October 13<sup>th</sup> the College Corporation selected Leeds City College as its preferred merger partner. The merger process is quite lengthy and is still at a relatively early stage. LCC was selected as the preferred partner from four strong West Yorkshire College bids.

If the process runs smoothly the merger will be achieved by the summer 2011. Over the next few months the two colleges will be working towards a merger of the two institutions and the opportunities the merger can bring to South Leeds. Statutory consultations are planned for January 2011 by which time the two colleges will have outline plans.

### **Purpose of report**

To update and inform South Leeds Councillors on the merger process to date and future plans.

### **Background to the merger proposals**

The driving factors behind Joseph Priestley's decision to seek a merger partner are:

- the reductions in funding for adult learners which has hit Joseph Priestley particularly hard
- the current economic climate, which means that the opportunities to grow over the next few years are exceptionally minimal
- the funding systems that are exceptionally difficult for a small college.

Together these factors challenge the future solvency of the college and the position is further complicated by the poor inspection report in December 2009. The Ofsted monitoring visit in June 2010 confirmed that the college was making good progress and we are hopeful that we will get a significantly improved report on re-inspection.

The College commissioned a Strategic Options review by KPMG in May which reported to the Corporation in July. The decision to seek a merger partner was made at the Corporation meeting on July 7<sup>th</sup> with the Governors accepting the clear case made in the review that further education in South Leeds would be better served by JPC becoming part of a larger organisation. Over the summer the College continued to work towards merger, contacting all West Yorkshire Colleges in the belief that a local solution would be better for South Leeds. This culminated in the selection process in early October.

We have been advised throughout on the process that has to be followed by the Skills Funding Agency and KPMG, who between them have enormous experience of mergers. The criteria that the Governors used to select the preferred merger partner emphasised

the educational needs of South Leeds, the need for financial stability and a partner that can support the continued improvement of education and training.

### **Main points**

The next stages of the merger process include a feasibility study, preparation of an outline business case, statutory consultations and due diligence processes. There will also be detailed work on how the two colleges will come together. One decision that will be important to many in South Leeds is the preservation of the name Joseph Priestley and how that can best be achieved. The intention is that the proposal should go to the Secretary of State for approval in April or May 2011 with a view to the merger becoming reality in the summer 2011.

Of critical importance is ensuring that we keep people and organisations sufficiently informed of what is happening. Joseph Priestley has a communication strategy for the early stages of the process and this is being further developed with LCC. To date our focus has been on informing key people such as yourselves and local organisations, including the secondary schools. The information to students and potential students has been kept low key as the changes should not impact significantly on current students as their programmes will be delivered as planned. We anticipate that the offer will change very little for next September and hence the full time prospectus for 2011/12 is already published. We are keeping college staff updated on a regular basis but there is understandable uncertainty. The statutory consultation will take place in January 2011 and we are working on the list for this. The consultation will also be publicised through the local press.

Joseph Priestley is adopting the mantra 'business as usual' with staff, partners, students and potential students. It is vital that we do not allow the merger process to deter or distract students from their studies and from making good progress. We would appreciate support from all community leaders in getting this message across.

The future benefits to students in South Leeds from the merger are significant in terms of curriculum planning and improved choice, more enhancements to their learning, improved resources and facilities, much improved progression opportunities and the benefits and security of a large college. We would also intend to drive up standards by pooling talents and expertise.

The three key criteria that the business plan will be assessed against by the Skills Funding Agency and BIS are: localism, benefits to learners and the business case.

### **Implications for Council policy and governance**

The merger should bring enormous benefits to Leeds and future planning for Leeds City Region. South Leeds has the potential to be a key area as the gateway south into Leeds City Region and strong FE provision can make a very valuable contribution. Initially improvements should be seen in planning and development for the 13 to 19 age group and those aged 19 to 25 who have learning difficulties and disabilities. Provision for NEETs and the unemployed will benefit from this expanded partnership, particularly in South Leeds

### **Legal and Resource implications**

Local Authorities have a major strategic responsibility for the provision of education for the 14 to 19 age group and those up to 25 with learning difficulties or disabilities. The merger should support the discharge of this responsibility. The economies of scale of a large college should optimise the use of resources. The colleges have a legal process to go through and we are guided by the Skills Funding Agency in relation to that.

### **Specific implications for equality and diversity, cohesion and narrowing the gap agenda.**

Community cohesion and equality and diversity were two of the nine criteria agreed by the College Corporation against which to assess the four bids. The shared understanding of the Leeds communities and the opportunities to plan across the city should bring significant benefits. Improved planning and coherence of provision will enable us to target resources to the areas of greater need. The combined strengths of the two colleges in relation to provision for learners with learning disabilities and difficulties will be of particular benefit. Joseph Priestley has placed great emphasis on the importance of maintaining adequate FE centres in South Leeds.

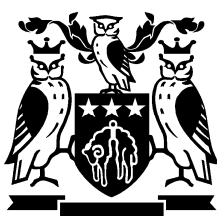
### **Conclusion**

Councillors are asked to support the decision taken by Joseph Priestley College to seek a merger partner and the choice of partner, which we believe offer great advantages. We would also request assistance with communicating the 'business as usual' message so that we can maintain and build on the positive progress already made.

Councillors are asked to note the progress made to date towards a merged institution and to support both colleges and their staff teams in their joint endeavour to achieve a smooth and positive merger that maximises the benefits for South Leeds. Both Peter Roberts, the Principal of Leeds City College, and I will attend a future meeting if that would be of benefit.

Sally Blunt  
Principal

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

**South Leeds (Outer) Area Committee**

**Date: Monday 29<sup>th</sup> November 2010**

**Subject: Children and Young People Summer Delivery Review 2010-11**

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

Ward Members consulted  
(referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

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

For 2010-11, Members agreed that £20,000 Well-Being funding be used to support the development and delivery of an annual programme of out of school activities. The Area Committee report of 15 March 2010 described how this annual programme would be developed with partners of the Outer South Children and Young People Working Group, the community and voluntary sector, working through the three Outer South Extended Services Clusters of Ardsley and Tingley (CATSS), Morley and Rothwell.

Area Management developed this Commissioning Pilot by working closely with the Extended Services Advisor (Education Leeds). The design and implementation of this process was undertaken by the three Cluster Managers with the agreement of the Cluster Steering Groups. The proposals were refined based on a clear evidence of 'need' which dovetailed and added value to the Extended Services 'Activities Grant' resource for 2010-11.

**1.0 Purpose of This Report**

1.1 This report follows the report to Area Committee on 21 June 2010, which provided an annual evaluation of the work of the Outer South Children and Young People Working Group and the Children and Young People Programme of Activities 2009-10.

- 1.2 This report will provide a detailed review of summer activities delivered across the Outer South. It will also provide an evaluation of the Commissioning Pilot for Children and Young People Programme of Activities 2010-11.

## **2.0 Background Information**

- 2.1 The 2009-10 Outer South Annual Programme of Out of School Activities was completed on 31 March 2010. Real progress had been made to further cement the relationship of working partners via the Children and Young People Working Group and to the planning, delivery and monitoring of projects during the year. This was evidenced by the successful outcomes of the Breeze monitoring and mapping pilot, financed by Area Committee.
- 2.2 Outer South Area Committee requested that in 2010-11, 'universal activity delivery' be at the core of partner's considerations. Further:
- Activities should be for a range of age groups (ages 5-19).
  - Funded activity should complement provision to provide a comprehensive activity schedule across the four electoral wards, within cluster boundaries.
  - The programme should support and empower the community, voluntary and faith sector to provide local activities for themselves.
  - Consider funding allocations for a range of positive activities including community days, summer camps, local sport, culture and dance activity, targeting direct provision for children and young people.
  - Support activities in Outer South Area Committee Priority Neighbourhood areas (NIPs).
  - Consider the targeted and coordinated delivery of mini Breeze events which will be marketed across the Outer South.
  - Provide access to the Breeze Culture Network and necessitate as a statutory duty, partner's uploading concise data to the Breeze and Family Hub websites.
  - Provide a pilot for a potentially sustainable model of partnership work.

## **3.0 2010-11 Programme Commissioning**

- 3.1 The Extended Services 'Activities Grant' is nationally administered via the Department for Children, Schools and Families (now Department of Education) and formed part of the former Government's commitment to Extended Services in and around schools and complements the Extended Services role that schools and associated partners are already delivering, focused around the Every Child Matters Agenda.
- 3.2 The Activities Grant offers funding to help schools ensure out of hours activities are accessible to those pupils who would not otherwise be able to afford them (the target group determined by schools as 'vulnerable' or 'targeted'). The purpose of the grant is to support the raising of aspirations and opportunities beyond the school day and in holiday times, creating more positive relationships with low income families and enabling engagement with schools, learning and attainment for children who qualify for free school meals.

3.3 School partnerships in each cluster area were tasked with determining their target groups, to plan as a 'cluster' and with partners, develop opportunities for these groups and their families. The Activities Grant will operate between 1 April 2010 to 31 August 2011. Members are asked to note that current funding for cluster staff and the Activity Fund ends in August 2011.

3.4 The Activities Grant allocations for the three Outer South Clusters for 2010-11 are as follows:

- Cluster of Ardsley and Tingley Schools: **£36,580**
- Morley Children's Services Cluster: **£94,240**
- Extended Services Rothwell Cluster: **£109,740**

The funding is administered through the Cluster partnerships and directed by schools.

3.5 The commissioning pilot for 2010/2011 supported the Outer South Extended Services Clusters to link both the Activities Grant and the Area Committee Well Being Fund.

1). The 'Activities Grant' - offering specific targeted opportunities for school identified vulnerable groups and individuals.

and

2). The 'Area Committee Well Being Fund' – providing 'universal' opportunities for a wider group of children and young people, linked to gaps identified through the developing Activities Grant work.

3.6 Outer South Well Being Funding allocations for 2010-11 were calculated using a formula provided in the 15 March 2010 Outer South Area Committee Report, which equates to:

	Allocation %	Allocation £
<b>Cluster of Ardsley Tingley Schools</b>	22	4,400
<b>Morley Children's Services Cluster</b>	42	8,400
<b>Extended Services Rothwell</b>	36	7,200
<b>Total</b>	<b>100</b>	<b>20,000</b>

3.7 Each Cluster used a proportion of the Well Being Fund (but not more than 10%); to support joint promotion and publicity of summer activities as schools must allocate the Activities Grant on direct provision.

3.8 Learning from previous years the revised 'Expression of Interest' documents were replaced with a 'Joint Activities Brief' which was written and communicated by the Cluster Managers. This Brief was advertised through the city wide electronic Breeze Culture Network which offers all providers the opportunity to submit proposals for consideration. Each Cluster Steering Group created a multi professional Activities Sub-Group to consider all proposals against agreed criteria. The Children Leeds approved 'ABC Protocols' were used for all contracts.

#### **4.0 Children and Young People Working Group**

- 4.1 The Working Group met on three occasions between April 2010 and October 2010. The Children and Young People Working Group continues to include direct representation from the Area Committee with Councillor Bob Gettings JP as Outer South 'Children's Champion'.
- 4.2 Discussions were also successful in securing an interim representative from the community, voluntary faith sector. Jeannette Morris-Boam (Third Sector Children and Young People's Services Forum Co-ordinator) at Leeds Voice joined the group in July with a view to finding an elected representative body when the future focus of the group is further established.
- 4.3 The Working Group has been largely focused on debating the detail and promoting the new commissioning arrangements, strengthening the role of Extended Services Clusters and their management arrangements in each locality.

#### **5.0 Voluntary and Community Sector**

- 5.1 The voluntary and community sector were encouraged and supported to access the Procurement Briefs on the Breeze Cultural Network. Please see chart at 6.5

#### **6.0 Summer Activities Review 2010 – Successes and Learning Points**

The section below outlines the successes and learning points from the organisation and delivery of activities during summer 2010

##### **6.1 Planning and Commissioning**

The pilot commissioning process enabled clusters and partners from the Children and Young People's Working Group to ensure the activities which were offered complimented existing provision and covered a wide range of activities and all the age ranges.

- Previous and ongoing consultation processes with young people by the clusters and the Youth Service ensured that young people and children's voice shaped the menu of activities e.g. older children prefer to have activity away from the main base of school.
- Joint planning prevented duplication of dates and activities.
- The Breeze Culture Network offered a fair and transparent tool to put out to tender briefs for commissioning activity with young people. Signposting to this Network gave all agencies information and access to the process for being locally commissioned.
- Following from the pilot work with Breeze last year, a more established process for gathering information on young people's access to activities is now in place. Breeze cards were used for registration in all activities.



## 6.2 Publicity

1. In total 20,000, 64 page booklets were produced and distributed to every school age child in the Outer South as well as being placed in a variety of community venues. The breakdown per cluster is as follows:
  - Morley = 8000 copies
  - Ardsley and Tingley = 4000 copies
  - Rothwell = 8000 copies
2. The final cost of publicity and distribution was £7,704.60. The clusters were able to allocate £2,000 from the Well-Being Fund and the remaining £5704.60 from each cluster's budget. The publicity of current on going holiday activities supported by Well Being funding is coming from cluster budgets.
3. The increase in uptake during the summer was encouraged by in the publicity of information through the Cluster manager's hands on approach e.g. to delivering assemblies and through Family Support Workers direct support work with targeted young people and their families.

## 6.3 Outcomes

The Summer 2010 Programme funded by both the Well Being Fund and Activities Grant supported an increase in the variety of activities on offer and also an increase in the range of age related activities. The outcome being clear evidence of increased numbers of children/Young People around the Outer South participating in activities.

Totals from all three clusters

- 354 sessions of activity offered ( half day = one session)
  - 3980 places accessed at activities ( some data awaited)
  - over 816 hours of activity on offer
  - 32 commissioned providers from statutory, VCF and private sector
  - approximate cost of commissioned activities = £56,000
- As a result of consultation undertaken by Extended Services Cluster Family Support Staff., the offer of family based activities were increased. The linkage between the Extended Services Cluster Family support workers and families enabled greater participation in family events particularly families already accessing extended service support.
  - A perception of increased engagement in planned activity may support a significant reduction in ASB as reported by Police Tasking Groups across the Outer South.
  - Using the Extended Services Cluster Leaders as the single point of contact streamlined communication between agencies supporting particularly access for Looked After Children (LAC). Agencies working with LAC and targeted children were keen to access the Summer Programme of activities and because of the joint publicity were able to incorporate the summer programme into their child protection planning.

6.4 **Tables showing information from each cluster area**

NB. Overall figures based on half day as one session. Further detail on activities and venues may be found in **Appendix 1**.

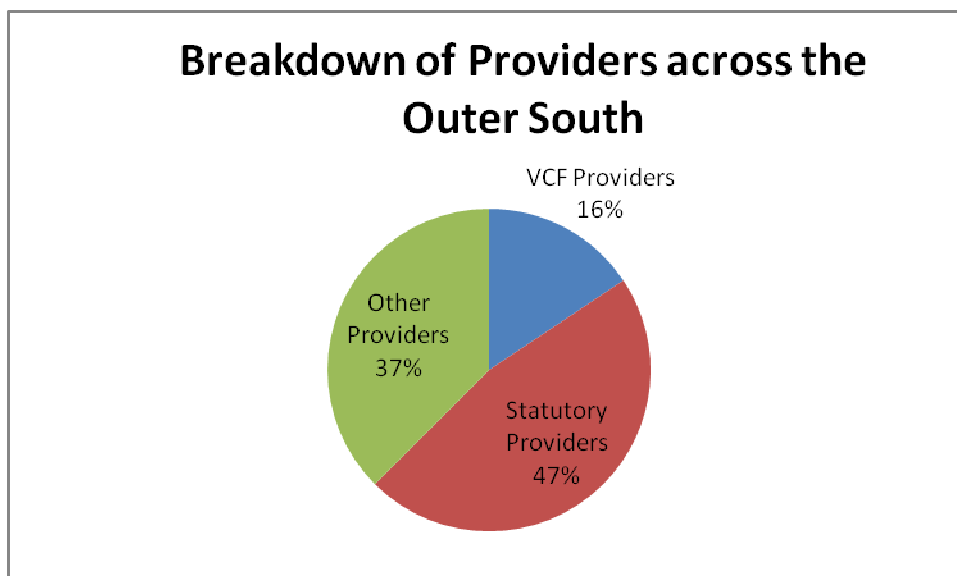
<b>Cluster</b>	<b>Ardley and Tingley</b>
No of sessions	106
No of places accessed	489 (awaiting data)
No. VCF sector providers	1
No. of statutory providers	2
No. of other providers	2

<b>Cluster</b>	<b>Morley</b>
No of sessions	89
No of places accessed	2065 (awaiting data)
No VCF sector providers	1
No. of statutory providers	6
No. of other providers	4

<b>Cluster</b>	<b>Rothwell</b>
No of sessions	159
No of places accessed	1426 plus ( awaiting data)
No VCF sector providers	3
No. statutory providers	7
No. of other providers	6

<b>Mini Breeze</b>	<b>No. young people from all areas</b>
Rothwell - Springhead Park	496
Morley – Scatcherd Park	Aprox 250 (Awaiting data)

6.5 **Chart to present the breakdown of commissioned providers across the Outer South**



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

7.1 There are no implications for Council Policy and Governance.

## **8.0 Legal and Resource Implications**

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

8.2 There are no resource implications as a result of this report.

## **9.0 Conclusions**

9.1 This is an interim report on the pilot commissioning for Activities for children and young people of the Outer South

9.2 Members are asked to note that current funding for cluster staff and the Activity Fund ends in August 2011.

## **10.0 Recommendations**

10.1 Members are asked to:

a) note the contents of the report, make any appropriate comment and agree to receive a further report after the end of the 2010-11 financial year.

### **Background Papers**

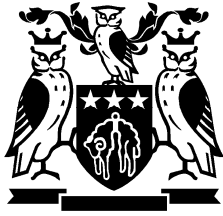
- 20 October 2008 Outer South Area Committee. Children & Young People Activities in Outer South 2009-10.
- 30 March 2009 Outer South Area Committee. Out of School Activities, Children and Young People 2009-10.
- 19 October 2009 Outer South Area Committee. Outer South Children and Young People Activities 2009-10.
- 15 March 2010 Outer South Area Committee. Outer South Children and Young People Activity Planning 2010-11.
- 21 June 2010 Outer South Area Committee. Children and Young People Activities Final Evaluation 2009-10.



**Appendix 1**

<b>Ardsley and Tingley (CATSS)</b>			<b>Morley</b>			<b>Rothwell</b>		
<b>Activity</b>	<b>Venue</b>	<b>No.</b>	<b>Activity</b>	<b>Venue</b>	<b>No.</b>	<b>Activity</b>	<b>Venue</b>	<b>No.</b>
Multi Sports	Woodkirk High Westerton Primary	47	Under 8 Sports camp	Bruntcliffe High	79	Horseriding	BackLane Stables	6
Media Workshop	Blackgates Primary	25	LCC Multi Sports Camps	Morley High Bruntcliffe High	119	Family Fun Days	Rose Lund Centre, Rothwell Victoria , Lofthouse CC	Awaiting data
Trash Art Workshops	Blackgates Primary	23	Trash Art	Morley Rugby Club	35	Circus Skills Family Day	Carlton Primary	120
Singing Workshops	Blackgates Primary	25	Summer School Musical	White Rose Centre	15	Fun with Food	Rodillian	25
LCC Multi Sport Camp	Woodkirk Valley Football club	19	Visual Arts	White Rose Centre	13	Mini Breeze	Springhead Park	496
Dance	Tingley youth/Communi ty centre	37	Bright Young Bands	Morley Central Methodist Church	20	Multi Sports & Dance	Rodillian, Rothwell St. Mary's	92
Trips/ Youth Groups	various	51	Family Trip	Bridlington	25 families 33 adults 76 Childre n	Creative Kids Activity Days	Rose Lund Centre	Awaiting data
			Mini Breeze	Scatcherd Park	Awaitin g data	Fun Sports & Arts and Crafts Activities	Oulton Primary	78

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Originator: Sean Flesher

Tel: 3957451

**Report of the Head of Parks and Countryside**

**Meeting: South Outer Area Committee**

**Date: 29<sup>th</sup> November 2010**

**Subject: Annual Report – for Parks and Countryside Service in South Outer Area Committee**

<p><b>Electoral Wards Affected:</b>          Ardsley &amp; Robin Hood          Morley North          Morley South          Rothwell</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p><b>Specific Implications For:</b></p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>	
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input 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 examines the opportunities to further develop the relationship between the Parks and Countryside service and the South Outer Area Committee.

It demonstrates how the service contributes to outcomes in the Leeds Strategic Plan.

It provides an area profile of key assets and sets out at an area level progress made in attaining Leeds Quality Park standard for community parks. It provides analysis for the area from the 2009 residents survey. It notes improvements on playing pitches.

It provides a perspective on actions contained in the area delivery plan as well as planned community engagement activities.

It sets out a programme of activities in 2011 including strategic developments, performance reporting and service planning.

The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

## **1.0 Purpose of this Report**

- 1.1 This report seeks to further develop the relationship between the Parks and Countryside service and the South Outer Area Committee, as agreed at Executive Board.
- 1.2 It provides an overview of the service and sets out some of the challenges faced along with key performance management initiatives. In addition it seeks to provide a positive way forward for delivering the extended role of the Area Committee ensuring that the benefits of the revised roles are secured.
- 1.3 In particular it sets out at an area level progress made in attaining Leeds Quality Park standard. It also sets out investment need for fixed play along with progress made in this regard.

## **2.0 Background Information**

### **Service Description**

- 2.1 Leeds City Council has one of the largest fully inclusive local authority Parks and Countryside services, managing almost 4,000 hectares of parks and green space.
- 2.2 This includes 7 major parks, 167 community parks and recreation grounds and 383 acres of local green space, which include 144 playgrounds and 500 sports facilities ranging from skateboard parks to golf courses, and which play host to 600 events annually. The service also manages a nursery which produces over 4 million bedding plants each year, 96 allotment sites, almost 800km of PROW, and 156 nature conservation sites, as well as 22 cemeteries and three crematoria.
- 2.3 Appendix 1 shows Parks and Countryside contributions to the delivery of the Leeds Strategic Plan targets and outcomes.

### **Description of Delegated Function/Enhanced role**

- 2.4 The enhanced role for Area Committees relates to community parks provision that have a wide range of facilities, including general recreation, sports pitches, play and formal and informal horticultural facilities. The role allows for the Area Committee to influence the development of these sites and to be consulted on proposals relating to usage.
- 2.5 The practical arrangements to allow this role to be fulfilled can be summarised as follows:
  - Area Committees will receive reports on significant issues that affect more than one site
  - Area Committee involvement will be sought where matters impacting sites are of a more strategic nature
- 2.6 Where developments are less significant or only impact on one site then ward members and community groups will be informed and consulted using established procedures. It is important to note that good levels of engagement with ward members exists and this role seeks to enhance this engagement.



- 2.7 Activities likely to be brought to the Area Committees during 2011 include:
- A review of outdoor bowling greens with proposals to achieve sustainable service provision
  - A review of allotments with proposals to develop and improve provision

### 3.0 The Service at Area Committee Level

#### **Area Profile of the Service**

- 3.1 The following table summarises community green space assets managed by Parks and Countryside in the South Outer Area Committee:

<b>Asset</b>	<b>Quantity</b>
Community parks	9
Playing Pitches:	
Cricket	1
Football	39
Rugby League	6
Bowling greens	10
Playgrounds	21
Multi-use games areas	2
Skateparks	3

#### ***Context***

- 3.2 The 2009 Parks and Countryside residents survey showed that the service attracts almost 68 million visits each year from Leeds' residents alone, and that approximately 96% of these are regular park users. These range from anybody using a park for informal recreation (e.g. walking, observing nature) to people who take part in formal activities (e.g. football clubs, conservation volunteers or to attend events). The user surveys also evidenced that 10m visits are made to our green space by Young People (12-19) compared to 3.6m by Children (5-11).
- 3.3 The use of this information has been a key contributor to many successful funding bids, for example the service has made significant progress in implementing the Parks Urban Renaissance programme utilising £3.7m for improvements to 21 community parks during 2005/09.

#### ***Community Parks***

- 3.4 Analysis from the 2009 residents survey has been carried out relevant to the 9 community parks in the area which are;
- Churwell Park
  - Dartmouth Park
  - Scatcherd Park
  - Springhead Park
  - Rothwell Country Park
  - Drighlington Moor Park
  - Scarth Gardens

- Woodlesford Park
- Lewisham Park

Comparisons to the 2009 city wide data are shown;

<b>Gender</b>	<b>2009 (South Outer)</b>	<b>2009 (City Wide)</b>
Male	39%	38%
Female	61%	62%

<b>Age Profile</b>	<b>2009 (South Outer)</b>	<b>2009 (City Wide)</b>
20-39	41%	35%
40-59	30%	37%
60+	29%	28%

<b>Ethnicity</b>	<b>2009 (South Outer)</b>	<b>2009 (City Wide)</b>
White	96%	91%
BME	4%	9%

3.5 The gender profile is in line with results for the whole of the city and generally consistent with previous surveys that show a greater number of female visitors. The age profile shows a higher trend of visits amongst 20-39 year olds than the city wide figure. There is a lower proportion of people in the sample from black and minority ethnic communities.

3.6 The total number of visits to community parks in the area is 4.4 million each year from residents, and 70% either walk or cycle to the park. The average across the city is 75%, so this represents a lower proportion who adopt healthy means to get to the park. The top 5 reasons for visiting are as follows:

<b>Reasons for Visiting</b>	<b>2009 (South Outer)</b>	<b>2009 (City Wide)</b>
Get some fresh air	55%	54%
For a walk	47%	44%
Visit the play area	43%	34%
Children/Family outing	34%	27%
Enjoy flowers / trees	31%	25%

Trends are broadly similar to those across the city. However there is a much higher percentage visiting play areas and for children/family outings.

3.7 Respondents were also given the opportunity to give their views on the overall impression of the park.

<b>Overall Satisfaction</b>	<b>2009 (South Outer)</b>	<b>2006 (South Outer)</b>
Satisfied or very satisfied	77%	65%
Dissatisfied or very dissatisfied	7%	8%

From the data it can be seen that significantly more residents are satisfied with their community parks with a slight decrease in the level of dissatisfaction over the period.

3.8 The Parks and Green Space Strategy was approved at Executive Board in February 2009 and sets out the vision and priorities to 2020. One of the key proposals contained in the strategy is the aspiration for all community parks to meet the Green Flag standard for field based assessment by 2020. The Green Flag Award Scheme represents the national standard for parks and green spaces. It has been developed around eight key criteria as follows:

- **A welcoming place** - how to create a sense that people are positively welcomed in the park
- **Healthy, safe & secure** - how best to ensure that the park is a safe & healthy environment for all users
- **Clean & well maintained** - what people can expect in terms of cleanliness, facilities & maintenance
- **Sustainability** - how a park can be managed in environmentally sensitive ways
- **Conservation & heritage** - the value of conservation & care of historical heritage
- **Community involvement** - ways of encouraging community participation and acknowledging the community's role in a park's success
- **Marketing** - methods of promoting a park successfully
- **Management** - how to reflect all of the above in a coherent & accessible management plan or strategy and ensure it is implemented.

3.9 The Parks and Countryside service reports annual performance against a key local indicator based upon the Green Flag Award scheme. The indicator is stated as '*the percentage of Parks and Countryside sites assessed that meet the Green Flag standard*'. Performance against this indicator is illustrated in section 4.0.

3.10 The indicator includes an assessment of each community park which has particular relevance to Area Committee engagement. The scheme is known as the Leeds Quality Park (LQP) standard. The following table provides a summary of these assessments for the South Outer Area Committee.

Site	Year Assessed	Welcoming Place	Healthy, Safe, Secure	Clean, Well Maintained	Sustainability	Conservation / Heritage	Community Involvement	Marketing	Meets Standard?	Estimated Investment value to meet LQP Standard
Churwell Park	2007	Red	Green	Red	Red	Red	Red	Red	No	£4,000
Dartmouth Park	2007	Red	Red	Red	Red	Red	Red	Red	No	£451,847
Drighlington Moor Park	2008	Green	Green	Green	Red	Green	Red	Red	Yes	
Lewisham Park	2007	Red	Green	Red	Green	Red	Green	Red	No	£78,890
Rothwell Country Park	2008	Red	Red	Red	Green	Red	Red	Red	No	£34,700
Scarth Gardens	2007	Red	Red	Red	Green	Red	Red	Red	No	£61,815
Scatcherd Park	2008	Green	Green	Green	Green	Green	Green	Red	Yes	
Springhead Park	2008	Green	Green	Green	Green	Green	Green	Red	Yes	
Woodlesford Park	2007	Red	Green	Green	Red	Green	Green	Red	No	£9,000
										<b>£640,252</b>

**Notes** – Assessments due in 2010 are currently taking place but have not yet been recorded in full so no data will be shown in this report.

**Key:**

Meets Leeds Quality Park Standard on average for this key criteria	Green
Below Leeds Quality Park Standard on average for this key criteria	Red

3.11 From this table, there are 3 parks identified that meet the Leeds Quality Park Standard in the area, with 6 not reaching the standard. This is an increase of 1 pass since the last Area Committee report. The investment needed in order to achieve LQP standard is indicated for each park.

3.12 The residents survey in 2009 enables an assessment of visitor numbers and satisfaction rating (scored out of 10) for a number of criteria for each park, set out in the following table:

Site	Assessment of Annual Visits ('000)	Design and Appearance	Cleanliness and Maintenance	Ease to Get Around	Range of Facilities	Horticultural Maintenance	Nature Conservation	Facilities for Families	Sports Facilities	Overall Impression
Churwell Park	375	6.8	6.7	8.1	5.7	6.9	6.9	6.7	6.5	6.9
Dartmouth Park	637	7.9	7.9	8.7	5.9	8.2	7.7	6.6	6.1	7.7
Drighlington Moor Park	617	7.8	7.8	8.5	5.5	7.8	7.5	7.4	6.1	7.4
Lewisham Park	Insufficient data									
Rothwell Country Park	Insufficient data									
Scarth Gardens	No data available									
Scatcherd Park	725	7.6	7.7	8.3	5.7	8.7	7.8	6.1	6.1	7.5
Springhead Park	1,981	8.2	8.2	8.6	6.7	8.7	7.9	7.2	6.3	8.1
Woodlesford Park	285	5.6	5.3	8.0	4.4	6.4	6.6	5.8	5.0	5.6

**Key:**

Very Good:	Over 8	
Good	6 to 8	
Fair	4 - 6	

This table broadly correlates with the professional audit undertaken for the Leeds Quality Parks assessment set out in paragraph 3.10. In particular scores and visitor numbers are higher for the 3 parks that meet the LQP standard. There are however issues identified with the range of facilities offered in many of the parks and sports facilities.

- 3.13 Improvements to community parks during the period 2009/10 are as follows;
- Churwell Park – Installation of CCTV which will be monitored by police community support officers
  - Springhead Park – Water safety signage installed. Works to improve the aviary area completed along with creation of an access road.
  - Dartmouth Park – Funding has been earmarked for the improvements to the tennis courts, this should be completed by Mar 2011.
  - Rothwell Country Park – Following work with the community the “friends of” group for the park has been re-established. Water safety work totalling £90k was undertaken to improve signage, drainage and paths.
  - Lewisham Park – New access controls installed along with fencing improvements.
  - Scatcherd Park – A new play area has been installed with improvements planned for the skate park. In addition items of outdoor gym equipment have been installed within the park.
  - Drighlington Moor Park – New signage installed around the bowling green.

- 3.14 South Outer Area Committee provide additional funding for gardeners to increase site based presence at parks in the area from the 1<sup>st</sup> July 2010. The gardeners are present at the following sites; Smithy Recreation Ground, Lowry Road, Lewisham Park, Hembrigg Park, Drighlington Park, Churwell Park, Shayfield Recreation Ground and Woodlesford Recreation Ground.

Since the introduction of site based gardeners, analysis shows that complaints to both Ward Councillors and the Parks and Countryside Service have declined on sites with increased daily presence. In addition, the service has observed an increase in the number of residents using parks and open spaces which is backed up by the residents survey 2009 data.

The site based gardeners increase working relationships with users, local residents and community groups. The increased horticultural maintenance at these sites is reflected in improved satisfaction scores in the residents survey.

### ***Playing Pitches***

- 3.15 The residents survey in 2009 allowed respondents to rate sport facilities in parks. The results are shown in the table below;

<b>Rating of Sports facilities</b>	<b>2009 (South Outer)</b>	<b>2006 (South Outer)</b>
Good or very good	32%	41%
Very poor	9%	6%

The results show a decrease in rating of the sports facilities and an increase in those who thought they were very poor. This data is related to the table set out in paragraph 3.12. However since the survey was undertaken the following works have been completed:

- Changing room refurbishment at John O' Gaunt Recreation Ground
- Redevelopment of changing rooms and clubhouse facilities at Oulton and Woodlesford Sports Club
- Pitch improvements at Water Haigh Farm, Fleet Lane and Oulton

### ***Fixed Play***

- 3.16 The residents survey in 2009 allowed respondents to rate facilities for children and their parents. The results are shown in the table below;

<b>Rating facilities for children</b>	<b>2009 (South Outer)</b>	<b>2006 (South Outer)</b>
Good or very good	46%	41%
Very poor	8%	6%

Results show an increase in those who rated facilities as good or very good, but also a small increase in those who felt they were very poor. In addition to the works carried out on the play area at Scatcherd Park (detailed already) the following play areas have been refurbished;

- Smithy Lane £146k. (73k Playbuilder, 43k Area committee, 20k Aire Valley Homes, and 10k WBI).
- Hesketh Lane £100k approx. Big Lottery funded.
- Thorpe Rec (Station Lane) MUGA 100k. Section 106 funded.

3.17 In terms of fixed play, work has been undertaken to set out refurbishment requirements over a 10 year rolling programme in support of the outcomes of the Fixed Play Strategy. The average cost of a new playground is currently about £120k; Multi-use games areas and skateparks are slightly cheaper on average at about £90k each.

***Links to Area Delivery Plan***

3.18 The following table summarises actions identified in the Area Delivery Plan and a commentary from a service perspective.

<b>Ref.</b>	<b>Action</b>	<b>Comments</b>
E10	Support development of current and new green spaces	The service is working with local residents to develop Smithy Lane Recreation Ground and Lowry Road POS. The Crescent site at East Ardsley has been developed and improved
E14	Deliver and support targeted environmental initiatives to improve street cleanliness and tackle areas of environmental concern	Fencing has been installed to Copley Lane and Gildersome allotment sites
E18	Support site based gardeners across outer south	A number of site based gardeners have been supported across the area

**Customer and community engagement**

3.19 Close liaison with community and ward members is already in existence, utilising a variety of mechanisms, for example through residents’ surveys, multi-agency meetings and community forums. Officers also attend Area Committee and other meetings to consult on specific projects and schemes, for example the Parks Renaissance Programme and Positive Activities for Young People. In addition volunteers, Friends of groups and local residents are regularly consulted on local projects with input on design and physical implementation of a wide range of site improvements.

## 4.0 Performance Management and Reporting

### Baseline Position and key targets for the Service

4.1 The following table highlights key performance indicators relevant to the service.

PI Code	Description	2008/09 Actual	2009/10 Actual	2010/11 Target	2011/12 Target
LKI-GFI / CP-PC50 / EM38	The percentage of parks and countryside sites assessed internally that meet the Green Flag criteria (amended for 2007-08)	19% (Target 19%)	23% (Target 21%)	23%	25%
LKI-PCP 22	Overall user satisfaction with Parks and Countryside (from the user survey)	N/A	7.37 (Target 7)	N/A	N/A
NI 197 <sup>1</sup>	Improved local biodiversity – active management of local sites	45%	58%	58%	58%

## 5.0 Budget

5.1 The central Government Comprehensive Spending Review will have significant implications for local government budgets and it is anticipated that the 2011/12 budget allocation for Parks and Countryside will be very challenging.

5.2 The service undertakes to sustain and develop the services provided to the public and has traditionally used a number of sources of financial support to achieve developments. These include grants from bodies such as Green Leeds Ltd, Sustrans, Natural England, National Lottery funding and developer contributions via section 106 (S106) funds.

## 6.0 Equality Considerations

6.1 The Parks and Countryside service has recently undertaken a significant exercise to provide evidence of its performance on equality matters to the ef:fect database. An assessment of this evidence alongside that of all other service areas is currently underway to inform a decision on what level of accreditation the council will seek to achieve within the revised equality standard.

## 7.0 Implications for Council Policy and Governance

7.1 The proposals set out how the Executive Board requirements can be met by taking a more proactive approach to involve and engage Area Committees in matters relating to community parks

## 8.0 Legal and Resource Implications

8.1 The body of the report identifies resource implications with particular reference to community parks, playing pitches and fixed play facilities in the area.

<sup>1</sup> Note that the continued reporting of NI197 is under review following the scrapping of the Comprehensive Area Assessment.



## **9.0 Conclusions**

- 9.1 Community green space contributes in many ways to the delivery of the Leeds Strategy Plan. They provide places for relaxation, escape, exercise and recreation. They bring communities together and make a positive contribution to the local economy, education, improve public health and well-being, and generally make a better place to live, work and visit.
- 9.2 Improvements to community parks, fixed play and playing pitches remain a priority, and there already has been investment made to deliver improvements along with further schemes identified. Issues are being addressed through the Parks and Green Space Strategy along with implementation of the Fixed Play Strategy and Playing Pitch Strategy.
- 9.3 Community engagement remains a key activity for the service with regular correspondence, attendance at meetings and briefings, along with more localised consultation where required. The principle consultation through the residents survey to 35,000 households will take place again in 2012.
- 9.4 A programme of activities is planned for which updates and reports can be provided to the area committee to help inform, consult and influence community green space management.

## **10.0 Recommendations**

- 10.1 The Area Committee is requested to note the content of the report and to communicate priorities for investment in community parks, playing pitches and fixed play facilities in light of the issues raised.

## **11.0 Background Papers**

<b>Report Title</b>	<b>Date</b>
Area Committee Roles for 2008/09	Executive Board, July 2008
Leeds Strategic Plan 2008-11	Full Council, July 2008
Leeds Annual Survey 2007	
Parks and Greenspace Strategy	Executive Board, February 2009
Fixed Play Strategy	Executive Board, September 2002
Local Area Agreement	Full Council, July 2008
Playing Pitch Strategy	Executive Board, October 2003

## Appendix 1: Parks and Countryside Contribution to the Leeds Strategic Plan

**Culture** - Increased participation in cultural opportunities through engaging with all our communities.

- providing local parks as venues for local events and sporting activities

**Culture** - Enhanced cultural opportunities through encouraging investment and development of high quality facilities of national and international significance.

- carrying out community park improvements through Parks Renaissance
- achieving and retaining 7 Green Flag awards
- seeking to investigate the feasibility of developing a city centre park
- entry to the RHS Chelsea Flower Show

**Enterprise and the Economy** - Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre.

- good quality green spaces that make an important contribution to regeneration and enhance the image of a neighbourhood
- good quality green spaces that help to raise property values and build business and community confidence
- providing parks as major visitor attractions

**Learning** - Enhance skills of the current and future workforce through fulfilling individual and economic potential and investing in learning facilities.

- participation in the RHS Chelsea Flower Show
- developing supervision skills by training existing staff on the Institute of Leadership and Management (ILM) team leader course
- providing careerships for staff: enabling staff to climb the horticultural career ladder
- the career changers programme: giving mature horticultural college students the opportunity to join the organisation on sandwich courses, part-time or summer work
- 14-19 year old diplomas: enabling school children of a less academic and more practical route to education
- our apprentice programme – enabling (predominantly) young people to learn a craft e.g. foresters
- providing operational training: to national and technical standards

**Learning** - ...investing in learning facilities - Improve participation and early learning outcomes for children from the most deprived areas

- the 'magical gardens project' which has led to open spaces outside children's centres being transformed into 'wild worlds' for children to explore
- providing parks and green spaces as outdoor classrooms and thus a valuable resource for education, covering many subjects for all ages and abilities
- the 'playbuilder' project whereby 20 play areas will either be developed or significantly improved

**Transport** - Increased accessibility and connectivity through investment in a high quality transport system and through influencing others and changing behaviours.

- developing the green gateways initiative (e.g. Wykebeck Valley Way, The Lines Way, Kippax, Transpennine Trail, and Harland Way and development of the West Leeds Country Park)
- Public Rights of Way (PROW) network with links to cycling routes

**Environment** - Reduced ecological footprint through responding to environmental and climate change and influencing others.

- promoting the role of parks and green spaces in adapting to climate change by reducing temperature in dense urban environments and reducing surface runoff of rain water

- minimising impact on the environment by green waste recycling promoting biodiversity by active management of local sites in line with the national performance target, NI197.

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

- improving cleanliness and access to quality green spaces through the Parks Renaissance programme and endeavouring to increase the number of site based gardeners

**Health and Wellbeing** - Reduced health inequalities through the promotion of healthy life choices and improved access to services. Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect.

- the general benefits of parks and green spaces to health, fitness and wellbeing that are well understood
- providing health walk routes and guided walks
- ranger led activities
- outdoor recreation opportunities including fixed play, playing pitches, bowling greens and golf courses
- allotment provision

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

- evidence from the Leeds Annual Survey 2007, where respondents ranked parks and open spaces as the 5th most important factor in making somewhere a good place to live evidence from the Parks and Countryside resident survey last conducted in 2009 which identified that 99% of respondents believe parks and green spaces can improve the appearance of a town; 98% believe that they create a nicer place to live; 86% believe that they encourage businesses and people to locate in a town, and 85% believe that they are a focal point for communities

**Thriving Places** - Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours.

- providing diversionary activities (BMX tracks, skateparks, multi-use games areas, teenzones, etc.) for young people
- deploying the ParksWatch team with the aim of providing a safe parks and green space environment for the community to enjoy

**Thriving Places** - Increased economic activity through targeted support to reduce worklessness and poverty.

- the career changers programme: giving mature horticultural college students the opportunity to join the organisation on sandwich courses, part-time or summer work
- the Kinaesthetic Learning: enabled school children a less academic and more practical route to education (now part of the 14-19 year old diplomas)
- our apprentice programme – enabling (predominantly) young people to learn a craft e.g. foresters

**Harmonious Communities** - More inclusive, varied and vibrant communities through empowering people to contribute to decision making and delivering local services.

- consultation through residents' surveys, multi-agency meetings, community forums, and attendance at Area Committee meetings
- consultation on specific projects and schemes (e.g. the Parks Renaissance programme, positive activities for young people, water safety, etc.)
- involving volunteers and 'friends of' groups on the design for and physical implementation of a wide range of site improvements

**Harmonious Communities** - Improved community cohesion and integration through meaningful involvement and valuing equality and diversity.

- providing support for 'in bloom' groups
- working with 'friends of' groups, volunteer tree wardens, and other volunteers
- promoting community cohesion through activities and events



Originator:  
Thomas O'Donovan

Tel: 0113 2243040

## Report of the Director of Neighbourhoods & Housing

### South Leeds (Outer) Area Committee

**Date: Monday 29<sup>th</sup> November 2010**

**Subject: Cover Report: Morley Literature Festival 2010 – Evaluation Report**

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

## Executive Summary

The Area Committee approved £10,000 revenue Wellbeing Funding to Morley Literature Festival Committee to support the delivery of the fifth Morley Literature Festival in 2010. This report presents the Evaluation Report of the 2010 festival to the Area Committee as part of the Well being monitoring process and asks Members to consider a funding recommendation to support the 2011 festival.

### 1.0 Purpose of the Report

1.1 The purpose of this report is to introduce the 2010 Evaluation Report of the Morley Literature Festival as part of the Well being funding monitoring process and uses this information to consider Well being funding 2011/12 to support the festival in 2011.

### 2.0 Background

2.1 In September 2006 the inaugural Morley Literature Festival took place and following its success the Area Committee agreed that the festival should become an annual event. Since 2006, the Area Committee have annually approved revenue funding from the Well being budget to support the festival.

2.2 In line with the Morley Literature Festival constitution, the Area Committee nominated Cllr Bob Gettings and Cllr Robert Finnigan as Area Committee nominations to the Morley Literature Festival Committee for 2010. It then followed that Cllr Gettings was elected as Chair of the Festival Committee.

### **3.0 Area Committee Links**

3.1 In the 2008-11 Outer South Area Committee Area Delivery Plan, Members have identified supporting community events that offer the opportunity for residents to be involved with cultural and sporting activities as a key priority under the theme of 'Culture' to contribute towards the LSP strategic outcome 'Increased participation in cultural opportunities through engaging with all our communities'.

3.2 Members identified Morley Literature Festival as a strong vehicle for community engagement and an opportunity to develop further the strong community spirit in Morley. The festival is now a prestigious event which alongside other initiatives provides the town with a strong annual calendar of events, supported by all partners.

3.3 The Area Committee have two representatives on the Morley Literature Festival Committee; Members are asked to confirm nominations for the coming year, in line with the festival committee's constitution.

### **4.0 Evaluation Report**

4.1 The attached evaluation report has been written by the Festival Director, in conjunction with the Chair and the Festival Committee Executive Members. The report structure covers all key aspects of the festival and provides recommendations for each section that will form the basis of the framework for the Festival Committee to consider for the future organisation of the event.

4.2 The 2010 Morley Literature Festival continued its predecessor's trend and was hugely successful. The programme of events were held in several venues, including Morley Town Hall, Morley Library and the Village Hotel. The programme celebrated the fifth year with a high quality line up including Barbara Taylor Bradford, Will Self and Iain Banks. The Literary Luncheon was a sell out with guest speaker Gervase Phinn who was installed as the new patron of the festival. A further development was the introduction of online ticket sales through The Grand Theatre.

4.3 As detailed in the attached evaluation report, improvements to the delivery of the festival were made in 2010 but, further areas for improvement have been identified through the evaluation process, that will enhance the future delivery of the festival.

4.4 The Executive are confident of continuing to deliver a successful festival next year and have asked the Area Committee to consider providing funding support for 2011. Area Committee Well being Funding will provide a secure foundation for the delivery of the sixth festival in 2011, in particular it will allow the committee to secure the services of the Director at this crucial time. The Area Committee are asked to note that any funding will be subject to Leeds City Council Executive Board approval of the 2011/12 revenue Well being Budget.

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

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

## **6.0 Legal and Resource Implications**

- 6.1 There are no legal implications from this report.
- 6.2 £10,000 funding from the 2010/11 revenue Well being Budget is accounted for as a result of this report. Resource implications for 2011/12 revenue Well being Budget if Members approve funding to support the festival next year, subject to Executive Board approval of the 2011/12 revenue Well being budget.

## **7.0 Conclusions**

- 7.1 The Morley Literature Festival 2010 was a success with lessons learnt clearly identified for 2011.
- 7.2 The Festival Committee have met the Well being Budget monitoring requirements by presenting an evaluation report to Members accounting for the £10,000 funding they received.

## **8.0 Recommendations**

Members of the Outer South Area Committee are requested to:

- a) Note contents of Report and make comment as appropriate.
- b) Agree two Area Committee nominees to Morley Literature Festival Committee for 2011.
- c) Area Committee to consider ringfencing 2011/12 Well being funding, subject to Executive Board approval of the 2011/12 revenue Well being Budget.

## **Background Papers**

- Morley Literature Festival Evaluation Report 10<sup>th</sup> November 2009
- Area Managers 19<sup>th</sup> October 2009
- Morley Literature Festival Evaluation Report 9<sup>th</sup> February 2009

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## **Morley Literature Festival 2010 Evaluation Report**

**Date: 1 November 2010**

### **Executive Summary**

This report critically evaluates the fifth Morley Literature Festival (MLF), taking account of opinions and feedback from the Festival Director, members of the public through verbal and email comments, the Festival Committee, and the South East Leeds Area Management Team. It also sets out a series of recommendations to improve the festival organisation and audience experience in future years, for consideration by the MLF Festival Committee.

#### **1.0 Purpose of the Report**

1.1 The purpose of this report is to evaluate the 2010 Morley Literature Festival and provide a series of recommendations for the future organisation of this event.

#### **2.0 Background**

2.1 In September 2006 the inaugural Morley Literature Festival took place and following its success Area Committee agreed that the festival should become an annual event.

2.2 An evaluation report of the first festival recommended that a locally based organising committee be established and that a freelance Festival Director be appointed to develop the programme and deliver the 2007 Literature Festival. Since then the festival has run successfully on an annual basis on these terms.

2.3 Alongside MLF runs a smaller separate organisation Friends of Morley Literature Festival, set up after the 2007 festival, to support the festival aims and objectives. The Friends have their own committee and accounts.

2.4 In January 2010 a new festival director, Jenny Harris, was appointed, to take the festival forward in its anniversary year. The festival was developed with the recommendations from the 2009 evaluation plan in mind.

#### **3.0 The Fifth Festival Structure**

3.1 Jenny Harris was contracted as Festival Director in January 2010. The Festival Committee met monthly up to the festival, alternating executive and full meetings.

3.2 The Festival Committee Executive Committee currently comprises Cllr Bob Gettings - Chair, Cllr Shirley Varley - Vice Chair, Lesley Gettings - Secretary, Janet Harrison - Treasurer and Jenny Harris - Director. The Festival Committee meetings included executive members plus invited representatives from Area Management Team,

Morley Town Council, Friends of Morley Literature Festival, the Library Service and Find Your Talent.

- 3.3 A clear work programme was followed by the director, with line management from the Chair of the Committee.
- 3.4 All members of the management committee are committed to the festival and worked extremely hard to ensure its success. The relationship between the committee and the separate organisation Friends of Morley Literature Festival needs to be examined to ensure the aims and functions of both organisations are distinct. The committee would benefit from the addition of representatives from the arts and business sector who could contribute additional skills and experience to the festival's future development.

#### **Recommendations for the MLF Committee**

- I. Seek to recruit arts and marketing representatives to the Committee
- II. Explore options for evening meetings to facilitate wider membership of committee
- III. Re-examine the relationship between the Committee and the Friends of MLF
- IV. Set dates for future meetings and ensure that paperwork is distributed in a timely fashion to the relevant committee members

#### **4.0 The Festival Programme**

- 4.1 The content of the festival was curated by the Festival Director and took place over seven days from 9-17 October. The events programme comprised 20 public events (of which 3 were free entry), 2 Family Fun mornings at Morley Library, and 2 workshops, as well as 11 school events and 2 outreach events.
- 4.2 The festival secured Gervase Phinn as patron and he opened the festival with a sell-out and well-received Literary Lunch at Village Hotel.
- 4.3 The quality of the programme was particularly high this year – we were able to attract authors of the calibre of Will Self, Barbara Taylor Bradford and Iain Banks which gave the festival a very creditable status within the press and on the wider festival/arts circuit.
- 4.4 The events exceeded audience targets in most cases, with audiences travelling from Wakefield, Ossett and all parts of Leeds to attend (see appendix 1 for detailed audience figures). Only the event with Barbara Taylor Bradford significantly underperformed, although by moving her talk to the Banquet Hall it was still a high quality evening.
- 4.5 New venues used included local businesses Bertie's Diner and Bee's Knees café, as well as St Mary's Church and Morley RFC Clubhouse.
- 4.6 It was a challenge to attract three traditional 'headline' events for the Friday, Saturday and Sunday nights of the festival. The bigger name artists weren't touring as they have been in previous years. However, this did not ultimately affect the success or impact of the festival - the fact that the biggest attended event (Will Self) took place on a Tuesday night suggests that the festival should worry less about days of the week in future iterations.

- 4.7 After the success of last year's community event in Gildersome, three similar events were organised in Gildersome, Drighlington and Churwell. All three were excellent and attracted good audiences. The three events were organised and promoted by individual committee members and this format worked well.
- 4.8 An online book group was launched in partnership with Leeds culture blog The Culture Vulture. This enabled the festival to develop an online presence and audience and proved very popular with readers. There is potential to develop this as a quarterly project to maintain year-round interest in the festival, and promote Morley to a wider Leeds audience, at virtually no cost.
- 4.9 The festival developed new links with local publishers and writing organisations, including Cadaverine and Route, which resulted in successful events and reciprocal marketing.
- 4.10 While the festival successfully produced an outstanding quality programme this year, it should look to develop its own projects in future years as well as bringing in authors on tour. This will give the festival a real depth and root it in its location of Morley.
- 4.11 The Festival has been approached by the Fine Art Department at Leeds Metropolitan University with a view to creating a creative relationship for 2011 and beyond. The University held a photography exhibition at Morley Library as part of this year's festival and we will explore possibilities for a joint project for the 2011 festival.

### **Recommendations**

- I. Continue the development of a high quality programme
- II. Include new patron in programme planning
- III. Secure funding for a new commission based on Morley / writer in residence for 2011
- IV. Explore development of events outside festival dates
- V. Develop workshop programme, including children's events
- VI. Continue to hold the lunch at the Village Hotel.
- VII. Book the Town Hall dates early to ensure exclusive use of the venue during the festival week
- VIII. Continue with community events
- IX. Continue to work with local businesses as venue spaces
- X. Explore new link with Leeds Metropolitan University

### **5.0 Finances, Fundraising and Sponsorship**

- 5.1 The financial foundation for this year's festival was secured by the Outer Area Committee with an allocation of £10,000. Other cash funding was secured from Morley Town Council, Land Securities, Find Your Talent, the Friends of Morley Literature Festival and Sport Relief.
- 5.2 Support in kind was given by the *Morley Observer*, Morley Library in allowing free use of the Baker Room and staff supporting events and selling tickets, the Bees Knees, Berties Diner and Cucina for hosting events and the White Rose Shopping Centre in displaying banners and advertising the festival on their websites, electronic screens and magic mirrors. The relationship with the White Rose



so a priority will be to find a new source of funding for the schools programme in 2011.

Discussions are planned on the development of the festival's relationship with Land Securities and the White Rose Shopping Centre in 2011 and beyond.

## **Recommendations**

- I. Apply for Arts Council and Arts@Leeds funding
- II. Explore funding opportunities for schools and outreach programme.
- III. Further develop relationship with the White Rose Shopping Centre
- IV. Further explore sponsorship opportunities with local businesses

## **6.0 Marketing and Publicity**

- 6.1 A new, more contemporary but family friendly brand identity was developed for the festival and rolled out throughout online and offline print and marketing materials. A professional designer was employed and a new format pocket-sized brochure produced which proved popular with audiences.
- 6.2 8000 festival brochures were produced and distributed via direct mail and by hand to libraries, schools, arts venues and businesses in Morley, Leeds, and the Wakefield area. An additional 10,000 fliers were produced and most distributed via Audiences Yorkshire's leaflet racks throughout West Yorkshire. Morley schools received and distributed fliers via book bags. 200 full colour posters were printed.
- 6.3 The website was redesigned and content developed. Crucially online booking was offered for the first time via the Leeds Grand Theatre and proved very popular with younger audiences. Approximately 28% of total bookings for the 2010 festival were made online. A new online mailing list has been created and e-fliers were designed and sent out to promote the festival using the MailChimp service. The brochure was available as a pdf download on the site. The facebook page was developed and bulletins sent out regularly.
- 6.4 The press strategy focused on regional and local press this year, with articles appearing in the Yorkshire Post and Yorkshire Evening Post, as well as plenty of coverage in the Morley Observer, and their Batley/Dewsbury partners. Barbara Taylor Bradford mentioned the festival on BBC Radio 2 and her publisher ran two full page national ads in the Sunday Mail and Telegraph. Coverage was also good online – with local blogs including the Guardian giving a focus to the programme. However, press remains quite a specialist task and the festival should give consideration to employing a freelance pr expert on a small contract to help with this in future years.
- 6.4 The festival was very successful in generating interest and audiences via Twitter.
- 6.5 Four banners advertised the festival in Morley, but otherwise it was a challenge to create a presence, with most shops unable or unwilling to display posters and brochures. The Town would benefit enormously from the facility to display festival flags or lamppost banners, which would create a festival feel and be of benefit not just to MLF, but other events during the year.

- 6.6 Reciprocal marketing was developed with Leeds International Film Festival, Opera North and City Varieties marketing to their own mailing lists and online channels. Leeds Light Night would be a good marketing opportunity for the festival next year but would need funding if it were to be in the form of an event within the Light Night programme.

### **Recommendations**

- I. Make further improvements to the website for 2011
- II. Continue to use professional designer with experience of working with copy.
- III. Explore the budgetary options for additional help with marketing and PR
- IV. Discuss the potential for improved Town Centre marketing with Morley Town Council and the Chamber of Commerce
- V. Explore possibility of Light Night event

## **7.0 Book Fair and Book Swap**

- 7.1 The Book Swap and market event on Saturday 9 October was run by Morley Chamber of Commerce and supported by MLF.

The craft fair held by coincidence in the Town Hall on the same day contributed to the overall success of the event.

The event sits rather uncomfortably within the Festival programme currently as it does not fall within the festival dates and is not organised by the festival. The event definitely has potential, but better links need to be developed with the Chamber of Trade to ensure its future success.

### **Recommendations**

- I. Explore options for continuing with/developing the Book Fair with Morley Town Council and Chamber of Trade.

## **8.0 Schools, Family and Young Peoples' Events**

- 8.1 Find Your Talent (FYT) once again supported the schools and outreach programme. Whilst the incoming government's announcement of the cancellation of the project meant that some of the ideas developed for the 2010 festival (such as the use of an empty shop unit in Morley Town Centre) were not able to be realised due to time constraints, the FYT team managed to secure the full funding allocation for the festival from the Treasury.
- 8.2 Find Your Talent ran a literature development programme for authors and teachers in Morley during 2010 and MLF was able to use the contacts and models from this programme to strengthen the festival's schools programme. An inset session run by MLF, FYT and Libraries was offered to all the Morley Family of Schools and attracted 13 representatives. The inset was held at Morley Library and enabled us to present directly to teachers the festival offer to schools. Following the session, 10 schools took up the offer of a free author day in their school. Each author was paired with a specific representative from the school to plan and deliver school work and share outcomes with school colleagues. This meant the school sessions were much more meaningful and linked to the school's own curriculum.

- 8.3 It was virtually impossible for the festival director to attend more than a couple of schools events this year, because of concurrent events within the main festival. It would be worth having an extra freelancer to support this work and provision will be made for this in funding applications for 2011.
- 8.4 Find Your Talent also encouraged the festival to work with the Youth Service this year and as a result a professional graphic artist was recruited to work with Drighlington Youth Group over two sessions. However, this was not particularly successful – there were behavioural problems with too many children attending and the youth workers struggling to maintain control. Additionally the artist did not have the right kind of skills for working with this kind of group.
- 8.5 We were unable to secure a big name children’s author for the Town Hall this year, partly because the Town Hall had other bookings in during the week of the festival. However, Morley Family of Schools have secured some funding from the Stephen Lawrence Foundation for an author event during the next six months and have asked the Festival to organise this.
- 8.6 The festival benefits enormously from the support and assistance of the children’s development librarians at Leeds Libraries, Debbie Moody and Lorraine Lee, who suggested and advised on childrens’ authors and supported events.
- 8.7 The two family fun mornings at Leeds Libraries were well attended and will be worth building on for 2011.

### **Recommendations for the MLF Committee**

- I. Recruit more assistance with the schools’ programme in 2011.
- II. Continue to build on the links created within the Morley schools.
- III. Secure funding from new source for 2011 and beyond.
- IV. Organise Stephen Lawrence Foundation event for Morley Family of Schools

### **9.0 Front of House and Stewarding**

- 9.1 The stewarding at this year’s festival was organised in partnership with the Friends. Roles were clearly defined for all stewards this year and the standard of stewarding was excellent, but generally the number of volunteer stewards is low and must be increased for 2011.
- 9.2 More consideration needs to be given to the Front of House at Morley Town Hall. Signage could have been better for events in the banqueting rooms and more stewards employed to welcome audiences (rather than the porters).
- 9.3 It is noted that some stewards feel uncomfortable handling cash sales on the door and that it would be good practice to allocate committee members to this role from next year.
- 9.4 A licensed wine bar was provided for two town hall events which proved very popular, and tea and coffee refreshments laid on at all Library events. Feedback from audience members suggests that the provision of refreshments for all events would be welcome.

- 9.5 Bookselling for this year's festival was provided by Blackwells of Leeds. They provided an excellent service and are interested in a future relationship with the festival.

### **Recommendations for the MLF Committee**

- I. Advertise for and recruit more volunteer stewards
- II. Explore the potential for a pop up bar provided by external supplier
- III. Continue to use Blackwells in future festivals.

### **10.0 Friends of Morley Literature Festival**

- 10.1 Once again the Friends of the festival were a great resource in terms of sourcing stewards, running events and donating cash towards events.
- 10.2 The Friends have agreed to take on the development and running of the Festival's writing competition from 2011
- 10.3 Despite considerable effort this year in advertising at events, they have not managed to recruit a significant number of new members and the core team of active volunteers remains very small.
- 10.4 It is not clear what the Friends remit and function is and how it is distinct in its offer from the main MLF committee. Whether it needs to operate as a separate organisation, or whether its current functions could exist as a subcommittee of the main MLF committee should be explored.

### **Recommendations**

- I. Members of the committee should meet with the Friends to discuss ways forward.

### **11.0 Ticketing**

- 11.1 The Box Office function for the festival was managed this year by The Grand Theatre, which also enabled MLF to offer online sales for the first time. Just under 28% of total ticket sales were made online this year, which shows the added value this service has brought to customers.
- Morley Library offered ticket sales for the first time and proved very popular with the local public. Ticket sales were offered again through the Morley Observer but proved less popular, perhaps because their opening times are sporadic. Althams sold tickets for the main events.
- 11.2 Ticket sales patterns show that online ticketing was popular with events aimed at younger people (e.g. Robin Ince) but local ticket agents Morley Library and Althams also sold plenty of tickets.
- 11.3 Weekly ticket updates meant that the Committee were able to keep a better eye on individual events this year and respond as appropriate – this was particularly pertinent with the Barbara Taylor Bradford event which was moved to a new part of the Town Hall in response to slower than expected ticket sales.



## **Recommendations**

- I. Continue to use the Grand Theatre Box Office and online in 2011.
- II. Discontinue selling through the Morley Observer
- III. Improve accountability with Morley Library through dedicated cash till button

### **12.0 Short Story Competition**

- 12.1 After last year's debacle over the Short Story Competition, when the results were not announced well into March 2010, the decision was made to postpone the competition and relaunch it for 2011 with a timetable that coincides with the Festival dates.
- 12.2 The Friends of MLF have taken on the organising and promoting of the competition and it was launched at this year's Festival.

## **Recommendations**

- I. Involve patron Gervase Phinn in the judging of the competition.

### **16.0 Mayor of Morley**

- 16.1 Due to the nature of this year's programme it was felt that receptions would not be appropriate. However, we were very grateful to the Mayor and Mayoress of Morley for their support of this year's festival, both in attending several events and loaning the use of the Mayor's parlour for the headline artists.

## **Recommendations**

- I. Seek the continued support of the mayor for 2011.

### **17.0 Conclusions**

- 17.1 The 2010 Morley Literature Festival was a success with the programme of events well attended, well organised and receiving positive feedback from the general public.
- 17.2 The festival director has developed contacts and relationships which put the festival in good stead for 2011.

## Appendix 1: Total Ticket Sales

Ticket Sales		Actual (Paid)
Event	Venue	
Some Girls Mothers	Morley Library	30
Jack Sheffield	Churwell Community Hall	50
Dulcie Lewis	Gildersome Conservative Club	70
Dulcie Lewis	Drighlington Primary	50
Will Self	Morley Town Hall	315
Robin Ince	Bertie's Diner	61
Morley Folk Club	TownHouse	52
Blake Morrison	Morley Town Hall	24
Iain M Banks	Morley Town Hall	163
Barbara Taylor Bradford	Morley Town Hall	114
Tea with Helen Castor	Morley Town Hall	61
In League with Literature	Morley RFC Club House	52
Rachel Hewitt	Morley Town Hall	149
Joe Maiden	St Mary's	69
Anthony Clavane	Morley Town Hall	24
John Shuttleworth	Morley Town Hall	293
<b>Total Tickets Sold</b>		<b>1577</b>



Originator:  
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Tel: 224 3040

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

**South Leeds (Outer) Area Committee**

**Date: Monday 29<sup>th</sup> November 2010**

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

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

Ward Members consulted  
 (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

This report seeks to provide Members with:

- a) the current position on the Well being Budget.
- b) details of revenue funding for consideration and approval.
- c) details revenue projects agreed to date (Appendix 1).
- d) details of capital projects agreed to date (Appendix 2).
- e) a summary of the revenue allocation for 2010/11 Well being Revenue Budget already approved and linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).

Members are also asked to note the current position of the Small Grants Budget.

**1.0 Purpose of This Report**

The report provides:

- An update on both the revenue and capital elements of the Area Committee's budget.
- Details of projects that require approval.
- A summary of all revenue and capital projects agreed to date.
- A summary of the revenue allocation for 2010/11 Well being Revenue Budget already approved and linked to the priorities and outcomes identified in the approved Area Delivery Plan (ADP).

- An update on the Small Grants budget.

## **2.0 Background Information**

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental wellbeing of the area by using the funding to support projects that contribute towards the delivery of the Area Delivery Plan (ADP).
- 2.2 The revenue budget approved by Executive Board for 2010/11 was originally £207,960. A report proposing a change in the rationale for the allocation of Well Being funding from 25/75 (deprivation/population) to 50/50, was approved by Executive Board on 21<sup>st</sup> July 2010 with immediate effect. This provides the Outer South Area Committee with a revised allocation of **£209,370**, this is a variance of £1,410. Appendix 1 has been updated. There has been no new capital allocation for the financial year 2010/11.

## **3.0 Well being Budget Position**

Members should note the following points: -

### **3.1 Revenue 2010/11**

- 3.1.1 The revenue budget approved by Executive Board for 2010/11 is **£209,370**.
- 3.1.2 **Appendix 1** shows a carry forward figure of **£33,888** this includes the remaining balance from last year, funding made available from converting some Lofthouse PB projects to capital and pension contributions saved from the town centre management budget.
- 3.1.3 Therefore the total amount of revenue funding available to the Area Committee for 2010/11 is **£243,258**.
- 3.1.4 The Area Committee is asked to note that **£219,315.71** has already been allocated from the 2010/11 Well being Revenue Budget as listed in **Appendix 1**. This leaves a balance yet to be committed of **£23,942.29**.
- 3.1.5 Having considered the revenue budget for 2010/11, the Area Committee approved the schedule detailed below which shows revenue funding aligned to ADP themes and priorities.

<b>INCOME</b>	2010/11 Revenue Well being Budget	£209,370.00
	Roll Forward	£23,694.74
	Funding made available through conversion of PB projects to Capital	£10,193.26
	<b>TOTAL</b>	<b>£243,258.00</b>
<b>RINGFENCED AMOUNTS</b>		
<b>ADP Theme</b>	<b>Projects</b>	<b>2010/11</b>
Culture		<b>£35,000</b>
	Small Grants Scheme	£10,000
	Communications Budget e.g. printing, Community Charter	£5,000
	Morley Literature Festival	£10,000
	Rothwell 600	£10,000
Enterprise & Economy		<b>£42,500</b>
	Town Centre Management	£42,500
Learning		
Transport		
Environment		<b>£33,500</b>
	Site Based Gardeners	£22,500
	Community Skips	£3,000
	Conservation Area Reviews	£5,000
	Activity identified through the Cleaner Neighbourhoods Sub Group e.g. Out of Hours Dog Warden Patrols	£3,000
Health and Well Being		<b>£33,000</b>
	Garden Maintenance Scheme	£33,000
Thriving		<b>£31,400</b>
	Operation Champion	£400
	Activities for Children and Young People	£21,000
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures	£10,000
Stronger		<b>£43,915.71</b>
	PNW	£33,061.71
	NIPs	2 x £3,000 = £6,000 Thorpe Harrops & Bridge St  Wood Lane = £2,854
	Supported Area Status	4X£500 = £2,000 Eastleighs Fairleighs Newlands & Denshaws John O'Gaunts Oakwell and Fairfax
Balance		£23,942.29
<b>TOTAL</b>		<b>£243,258</b>

### 3.2 **Capital**

3.2.1 Of the **£587,008** capital funding allocated to the Area Committee for 2004/10 a total of **£563,892.16** has been committed to date leaving a balance of **£23,115.84**.

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

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
2004-08 allocation	£120,077	£120,077	£120,077	£120,077
2008/09 allocation	£26,675	£26,675	£26,675	£26,675
<b>Total Allocation</b>	<b>£146,752</b>	<b>£146,752</b>	<b>£146,752</b>	<b>£146,752</b>
Spend to date	£138,011.69	£145,400.65	£135,997.52	£144,482.30
<b>New Balance</b>	<b>£8,740.31</b>	<b>£1,351.35</b>	<b>£10,754.48</b>	<b>£2,269.70</b>

3.2.3 Members are asked to note that the NIP areas have not received a capital allocation and therefore any capital projects for the NIP areas must be submitted to the Area Committee for approval.

### 4.0 **Well being Projects**

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

4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports. Due to this the final revenue balance may be greater than the amount specified in 3.1.4.

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

4.4 Members are asked to consider the following projects:-

4.4.1 **Project Title:** Anti Littering Workshops in Primary Schools

**Name of Group or Organisation:** Groundwork

**Total Project Cost:** £675 revenue

**Amount proposed from Well Being Budget 2010/2011:** £675 revenue

**Ward Covered:** Ardsley & Robin Hood, Morley North and Rothwell

**Project Summary:** The Cleaner Neighbourhoods Sub Group have been allocated £3,000 revenue well being funding to support projects to tackle environmental issues. The group prioritised projects to target littering and dog fouling. The £3,000 has been allocated to support additional dog warden patrols, metal signage, and commissioning Groundwork to deliver a workshop and clean up at Newlands Primary School, Morley

South, to tackle the littering problem in and around Wide Lane. In considering the litter issue Members agreed to request further revenue funding so as to be able to deliver an Anti Litter Workshop in a primary school in each of the remaining wards. Members are asked to consider and agree inviting a primary school in each of the wards of Rothwell, Ardsley & Robin Hood, and Morley North to receive an anti littering workshop. Members are also asked to approve £675 revenue Well being Funding to support this project.

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

This proposal supports the Area Committee priority to ‘support educational activities on anti-littering and recycling through schools and community groups’, under the ADP theme of ‘Environment’.

**5.0 Small Grants Update**

5.1 The following small grant has been approved since the last meeting and is listed here for information.

<b>Organisation</b>	<b>Project</b>	<b>Amount</b>
Rothwell and District Garden and Allotment Association	Rothwell Horticultural Show	£500

**6.0 Implications For Council Policy and Governance**

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

**7.0 Legal and Resource Implications**

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

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

**8.0 Conclusions**

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

**9.0 Recommendations**

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

- a) Note the contents of the report.
- b) Note the position of the Well being Budget as set out at 3.0.
- c) Note the ring fence revenue amounts for 2010/11 as outline in Appendix 1.
- d) Note the Wellbeing capital projects already agreed as listed in Appendix 2.
- e) Consider the project proposal detailed in 4.4
- f) Note the Small Grants situation in 5.1

**Background Papers:**

- Well Being Report 18<sup>th</sup> October 2010



**Outer South Wellbeing Budget  
2008 - 2010**

		<b>2010 / 2011</b>
<b>Budget</b>	<b>Allocation</b>	£209,370.00
	<b>Carry forward</b>	£33,888.00
	<b>TOTAL</b>	<b>£243,258.00</b>

<b>Project</b>	<b>Delivery Organisation</b>	<b>2010/2011 Revenue Costs</b>				<b>Outcomes</b>
		<b>Approved</b>	<b>Actual</b>	<b>Committed</b>	<b>Balance</b>	
<b>Outer South Skips</b> To provide skips for community use.	South East Area Management	£3,000.00	£1,450.00	£500.00	£1,050.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
<b>Outer South Small Grants Fund</b> Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£10,000.00	£3,340.00	£0.00	£6,660.00	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Outer South Communications</b> A budget to enable effective communication and consultation on Area Committee issues in the Outer South.	South East Area Management	£5,000.00	£410.46	£1,432.01	£3,157.53	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
<b>Supported Area - Eastleighs &amp; Fairleighs</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£500.00	£0.00	£0.00	£500.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
<b>Supported Area - Newlands &amp; Denshaws</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management Team	£500.00	£0.00	£0.00	£500.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Supported Area - John O'Gaunts</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management Team	£500.00	£0.00	£0.00	£500.00	Established TARA's continue to receive support to develop their skills to deliver projects to benefit the community.
<b>NIP – Oakwells &amp; Fairfaxes</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£500.00	£0.00	£0.00	£500.00	Projects aimed at the priorities identified of: ASB, environment, young people and community facilities. Narrowing the gap: improved services and wellbeing of the area.
<b>NIP – Wood Lane</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£2,854.00	£1,097.50	£91.00	£1,665.50	Projects aimed at the priorities identified: the environment, young people and crime and ASB. Narrowing the gap: improved services and wellbeing of the area.
<b>NIP – Harrops and Bridge Street Phase 2</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

**Outer South Wellbeing Budget  
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Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Neighbourhood Improvement Area – Thorpe - Phase 2</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Neighbourhood Improvement Area – Springbank – Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
<b>Neighbourhood Improvement Area – Ingles - Phase 3</b> A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£0.00	£0.00	£0.00	£0.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Town Centre Management</b> A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre.	South East Area Management Team	£42,500.00	£42,500.00	£0.00	£0.00	Town Centre Manager for Morley and Rothwell. Please
<b>Activities for Children and Young People</b> Involve more young people in more activities.	Children and Young Peoples Working Group	£21,000.00	£11,600.00	£1,000.00	£8,400.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
<b>Priority Neighbourhood Worker</b> Review & implement the Neighbourhood Improvement approach for Eastleighs/ Fairleighs, Newlands/ Denshaws, John O'Gaunts, Wood Lane Estate, Fairfaxes and Oakwells, The Harrops.	South East Area Management	£33,061.71	£15,742.35		£17,319.36	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Site Based Gardeners</b> Site based gardeners at named community	Parks and Countryside	£22,500.00	£0.00	£0.00	£22,500.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
<b>Morley Literature Festival</b> Contribution towards the general revenue costs of holding the event.	South East Area Management	£10,000.00	£10,000.00	£0.00	£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
<b>Rothwell 600</b> A programme of activities and events to celebrate Rothwell.	Rothwell 600 Committee	£10,000.00	£4,581.00	£4,861.00	£558.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Conservation Area Reviews</b> To carry out a conservation area review in both Rothwell and Morley.	South Area Management Team	£5,000.00	£0.00	£0.00	£5,000.00	Conservation study complete in both Rothwell and Morley. Study will be a document to support the maintenance of built heritage in the towns.
<b>Garden Maintenance Scheme Morley Elderly Action</b> Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens.	Morley Elderly Action	£33,000.00	£16,500.00	£0.00	£16,500.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.

**Outer South Wellbeing Budget  
2008 - 2010**

Project	Delivery Organisation	2010/2011 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Operation Champion</b> To support the multi agency crime and crime initiative in the Outer South wards.	South Area Management	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the Outer South in 2008/09. Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.
<b>Community Safety</b> To support NPT to deliver community safety	South Leeds Area Management	£10,000.00	£0.00	£0.00	£10,000.00	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
<b>Cleaner Neighbourhoods Sub Group</b>	AMT	£3,000.00	£0.00	£3,000.00	£0.00	Funding to support the cleaner neighbourhoods sub group to provide solutions to environmental issues identified by the Sub Group.
<b>TOTAL</b>	<b>Projects agreed</b>	<b>£219,315.71</b>	<b>£107,221.31</b>	<b>£10,884.01</b>	<b>£101,210.39</b>	
	<b>Balance</b>	<b>£23,942.29</b>				



2004-2010 Capital Budget

£587,008.00

## Ardsley & Robin Hood

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

**Outer South Capital Wellbeing Budget  
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<p><b>Westerton Road Allotments Fencing</b></p> <p>To erect steel fencing around the back of Westerton Road Allotments. <i>Approval date: 06/11/2006</i></p>	Parks & Countryside	£10,071.75	£10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
<p><b>Litterbins 2007/2008</b></p> <p>Additional litterbins for areas identified as being problematic for litter <i>Approval date: 25/02/2008</i></p>	Environmental Services	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	Complete
<p><b>Tingley Athletic Junior Football Club – Car Park Provision</b></p> <p>To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park. <i>Approval date: 25/02/2005</i></p>	Tingley Junior Athletic Football Club	£12,000.00	£12,000.00	New Overflow car park for users of Tingley FC. Supporting community groups to improve local environment and involving more young people in activities.	Complete
<p><b>Smithy Lane Recreation Ground</b></p> <p>To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i></p> <p><b>Smithy Lane Recreation Ground Youth Equipment</b></p> <p>To purchase and install a 'Nexus' play unit <i>Approved date: 30/11/09</i></p>	Parks and Countryside	£35,000.00	£0.00	New play facilities. Tenants and Residents Group supported in delivering a project requested from community consultation. Improvement to the environments. Reduction in ASB. Increased facilities for children and young people.	ongoing
<p><b>Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass</b></p> <p>Installation of a gully to prevent a key public right of way being flooded. <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£1,717.19	£1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Lofthouse Cemetery</b>  Erect a new metal fence and a gate  <i>Approval date: 15/03/10</i>	Parks and Countryside	£5,500.00	£0.00	Reduce ASB and vandalism, improve security and visual impact.	ongoing
<b>Lofthouse PB</b>  Projects decided by the community through participatory budgeting to receive funding.  <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
<b>Litterbins 2010/2010</b>  Additional litterbins for areas identified as being problematic for litter  <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
<b>Robin Hood Athletic FC - new changing facilities</b>  New changing facilities at local club  <i>Approval date: 18/10/10</i>	Robin Hood Athletic FC	£5,000.00	£0.00	Local community facility improved to provide high quality activities for children and young people.	ongoing
<b>Ardsley &amp; Robin Hood Total</b>		<b>£138,011.69</b>	<b>£78,770.94</b>		

**Outer South Capital Wellbeing Budget  
2004 - 2010**

## All Morley

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

**Outer South Capital Wellbeing Budget  
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<b>Morley Bottoms Regeneration Scheme</b> Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006</i>	City Projects Team	£30,000	£26,693.43	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop lay by. Improve appearance; quality and value of the local area as well improve the public realm and environment.	Ongoing
<b>Scatcherd Park War Memorial</b> Restoration of the war memorial <i>Approval date: 10/09/2007</i>	Parks and Countryside	£10,000	£10,000.00	Improve appearance. Protection of a local heritage site and improve the general appearance of the park while	Complete
<b>Electrical Services to Bandstand</b> Installation of an outdoor power point at the bandstand. <i>Approval date: 17/11/2007</i>	Civic Buildings	£936	£936	Develop the technical infrastructure of the town centre. Support outdoor entertainment such at the Morley light switch on and future events.	Complete
<b>Glutton Street Cleanser</b> Purchase of a mechanical sweeper <i>Approval date: 17/11/2007</i>	Environmental Services	£6,000	£6,000	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
<b>Car parking scheme at Queensway Car Park</b> Installation of equipment providing time limited parking in car park. <i>Approval date: 17/11/2007</i>	City Development	£6,000	£6,000.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
<b>Morley Heritage Society</b> Provision of an archive for Morley Heritage Society <i>Approval date: 25/02/2008</i>	Corporate Property	£1,700	£1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group. £1800 ring fenced but project underspent.	Complete
<b>Morley Bring Site</b> Improve and enhance existing recycling facilities in Morley <i>Approval date: 25/02/2008</i>	City Development	£6,162.25	£6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Morley Town Hall</b> Improve facilities at Morley Town Hall. <i>Approval date: 25/02/2008</i>	Corporate Property Management	£31,000	£29,800.00	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Morley in Bloom</b> Purchase of planters <i>Approval date: 11/07/2005</i>	Morley in Bloom	£1,835.40	£1,835.40	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete
<b>Morley Bottoms</b> Install new layby along with seating and fencing. <i>Approval date: 25/09/2006</i>	City Projects Team	£8,006.57	£8,006.57	Significant regeneration scheme to improve the street scene and support economic development.	Complete
<b>Morley Elderly Action</b> Building extension at Morley Elderly Action.  <i>Approval date: 08/12/2008</i>	Morley Elderly Action		£0.00	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	CANCELLED due to no match funding secured
<b>Morley Bottoms Phase 3</b> Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. <i>Approval date: 30/11/10</i>	City Projects Team	£5,400	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
<b>Morley Bottoms Phase 3</b> Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. <i>Approval date: 15.03.10</i>	City Projects Team	£1,200	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
<b>Speed Indicator Display Device</b> Purchase a SID Device to be deployed in partnership with community groups, schools and police to reduce speeding in Morley <i>Approval date: 6.09.10</i>	Morley NPT	£2,516.58		Reduction in Speeding and road traffic collisions in Morley.	Ongoing
<b>All Morley Total</b>		<b>£137,756.80</b>	<b>£124,133.65</b>	Page 6	

## Morley North

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

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<p><b>Litterbins 2007/2008</b> Additional litterbins for areas identified as being problematic for litter.  <i>Approval date: 25/02/2008</i></p>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
<p><b>Springfield Mill Park</b> Environmental Improvements to Springfield Mill Park <i>Approval date: 07/07/2008</i></p>	Friends of Springfield	£5,000	£5,000	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
<p><b>Churwell Park</b> Improvements to Churwell Park <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£5,000	£5,000	New benches and plants for shrub beds. Improvements to the environment.	Complete
<p><b>Churwell Park CCTV</b> Installation of CCTV at Churwell Park <i>Approval date: 30/11/09</i></p>	Churwell Action Group	£14,757.00	£0.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Ongoing
<p><b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i></p>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
<p><b>Removal of Walton Drive Steps</b> Removal of steps and replacement with ramp and triangle of mortar along wall. <i>Approval date 01/02/2010</i></p>	Transport Strategy Team	£2,767.50	£0.00	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing



**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Litterbins 2010/2011</b> Additional litterbins for areas identified as being problematic for litter  <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
<b>St Peter's Community Hall</b> Stonework repairs to the gable end wall  <i>Approval date: 18/10/10</i>	Environmental Services	£6,332.00	£0.00	Improvements to a local community facility.	ongoing
<b>Morley North Sub Total</b>		<b>£76,522.25</b>	<b>£46,925.00</b>		
<b>All Morley (50%)</b>		<b>£68,878.40</b>	<b>£62,066.83</b>		
<b>Morley North Total</b>		<b>£145,400.65</b>	<b>£108,991.83</b>		

**Morley South**

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

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
<b>Denshaw Grove Landscaping</b> Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. <i>Approval date: 07/07/2008</i>	Groundwork	£2,214.97	£0.00	Safer stronger community. A safe and pleasant place to play.	Ongoing
<b>Improvements to Footpath 79, Wide Lane</b> Resurface footpath <i>Approval Date: 30/03/09</i>	Parks & Countryside	£3,162.40	£3,162.40	Improved Environment for local residents and allow better access of public right of way.	complete
<b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	ongoing
<b>Magpie Lane Play Space</b> Provide new play facilities at Magpie Lane. <i>Approval Date: 18/10/10</i>	Parks & Countryside	£7,576.00	£0.00	More activities for children and young people and improvements to the local environment.	Ongoing
<b>Morley South Sub Total</b>		<b>£67,119.12</b>	<b>£54,787.40</b>		
<b>All Morley (50%)</b>		<b>£68,878.40</b>	<b>£62,066.83</b>		
<b>Morley South Total</b>		<b>£135,997.52</b>	<b>£116,854.23</b>		

## Rothwell

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Complete
<b>Neighbourhood Improvement Area – John O’Gaunts</b> A plan to aimed at making improvements in Priority Neighbourhoods <i>Approval date: ?</i>	South Area Management	£20,600.00	£9,000 £11,600	Diversionary activities for young people. Pathways Initiative. Gardening Initiative. Youth Shelter. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents. An improvement in the physical environment of the area.	Complete  Complete
<b>Litterbins Rothwell 2005/06</b> Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 24/10/2005</i>	Environmental Services	£5,000.00	£5,000.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Oulton &amp; Woodlesford Sports &amp; Social Facilities</b> The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club. <i>Approval date: 06/02/2006</i>	Parks & Countryside	£20,000.00	£20,000.00	Two new changing rooms. Officials room with toilet and shower activities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Rose Lund Centre Improvements</b> The extension of the Rose Lund Centre. <i>Approval date: 25/02/2008</i>	Parks & Countryside	£20,000.00	£20,000.00	2 new changing rooms. Officials room with toilet and shower facilities. More young people involved in sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
<b>Litterbins 2007/08</b> Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Rothwell Litterbins</b> Additional litterbins for areas identified as being problematic for litter.  <i>Approval date: 25/02/2008</i>	Environmental	£4,800.00	£4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
<b>Rothwell Bring Site</b> Improve and enhance existing recycling facilities in Rothwell.  <i>Approval date: 25/02/2008</i>	City Development	£6,452.80	£6,452.80	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
<b>Windmill Youth Club</b> Improve facilities at Windmill Youth Club.  <i>Approval date: 25/02/2008</i>	Corporate Property	£30,707	£12,500.00	Enhance and develop a community centre. Increase community use of building.	Ongoing
<b>Recycling Bring Sites (additional)</b> Resurfacing of the site.  <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete

**Outer South Capital Wellbeing Budget  
2004 - 2010**

<b>Manor Road Shops</b> Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75	£19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
<b>Rothwell Competitive Music Festival - Staging</b> Purchase temporary and portable staging <i>Approval date: 1st February 2010</i>	Rothwell Competitive Music Festival	£2,100	£0	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a nominal fee.	Ongoing
<b>Lofthouse PB</b> Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£0.00	More activities for children and young people and improvements to the local environment.	Ongoing
<b>Litterbins 2010/2011</b> Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
<b>Manor Road Shops CCTV</b> Improve the quality of the cameras, update the recording system and move system to LLC owned property <i>Approval date: 06/09/10</i>	Commercial Asset Management	£3,389.00	£0.00	Reduction in crime and fear of crime, improvement to the local environment. Project will also support the work of the local TARA as they identified and supported the project through its	Ongoing
<b>Rothwell Total</b>		<b>£144,482.30</b>	<b>£115,045.55</b>		
<b>TOTAL</b>					
<b>Projects agreed</b>		<b>£563,892.16</b>	<b>£419,662.54</b>		
<b>Balance</b>		<b>£23,115.84</b>			



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

**South Leeds (Outer) Area Committee**

**Date: Monday 29<sup>th</sup> November 2010**

**Subject: Area Managers Report**

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

**Executive Summary**

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

This report provides Members with an update on actions and achievements of the Area Management Team relating to priorities and work of the Area Committee since the Area Committee meeting in September 2010.

**1.0 Purpose of Report**

1.1 To bring to Members' attention in a succinct fashion, brief details of the range of activities with which the Area Management Team are engaged based on the Area Delivery Plan priorities, that are not addressed in greater detail elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

**2.0 Background Information**

2.1 Members will recall at the March Area Committee, a new format for this report was introduced based on the Area Delivery Plan themes and priorities. Ward Members confirmed priorities for 2010/11 during the recent round of ward member briefing meetings and the 2010/11 Area Delivery Plan was approved at the last Area Committee.

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

#### **3.1 Community Centres**

##### 3.1.1 Community Centres Sub Committee

The Outer South Community Centres Sub Committee last met on 11<sup>th</sup> August and the minutes and action plan were reported to last meeting. Unfortunately the meeting planned for November did not go ahead, a further meeting will be scheduled before the end of the year.

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

#### 4.1 Morley Town Centre Management

Further to the report to the October Area Committee. The Morley Town Centre Management Board met on the 8<sup>th</sup> & 29<sup>th</sup> October. Minutes are attached at **appendix 1a and 1b** for information.

#### 4.2 Investment Partnership South Leeds (IPSL)

4.2.1 At the September Area Committee it was reported that the scoping work from the second Partner Engagement Group (PEG) had been reviewed by the IPSL Management Group and presented to the Steering Group. The PEG meeting planned for September did not go ahead. A report on the draft investment strategy is expected to be considered by the Steering Group in mid November following which a PEG meeting will be organised, probably in December. Following that a roving exhibition to be held in various South Leeds venues will be staged. This will provide a further opportunity for residents in South Leeds to comment on the developing strategy. Meanwhile, efforts to engage hard to reach groups, particularly BME, continue.

#### 4.3 Town & District Centre Regeneration Scheme

##### 4.3.1 Local Shops Initiative

Work on one shop front at 45 Queens Street has been completed. While we have received 3 further expressions of interest, making 5 in total, none have responded to our request for further information. The Morley Town Centre Management Board is considering ways to promote the scheme further.

##### 4.3.2 Pedestrian Trail

The painting and replacement of street furniture along Queen Street including a new spotlight to the War Memorial has been completed.

##### 4.3.3 Morley Bottoms

- The Project Team held its last meeting on Monday 11<sup>th</sup> October. Minutes are attached at **appendix 2**
- It was agreed that no further meetings were required as the scheme was now progressing as an affordable housing project with its own project team in place.

#### 4.4 South Leeds Employment, Education and Training Group (SLEET)

To further strengthen links between the SLEET group and the Outer South Area Committee, the most recent minutes available are attached at **appendix 3**.



## 5.0 Updates by Theme: Learning

### 5.1 Children Leeds South Leadership Team

To further strengthen links between the Children Leeds South Leadership Team and the Outer South Area Committee, the most recent minutes 30<sup>th</sup> June & 21<sup>st</sup> October are attached at **appendix 4 and appendix 5**.

## 6.0 Updates by Theme: Environment

### 6.1 Cleaner Neighbourhoods Sub Group

6.1.1 The Cleaner Neighbourhoods Sub Group met on Thursday 4<sup>th</sup> November to discuss environmental issues and actions highlighted in the Area Delivery Plan (ADP). The minutes (**appendix 6**) and action plan (**appendix 7**) are presented for Members information.

### 6.1.2 Well being Funding

The Area Committee have allocated £3,000 revenue Well being Funding to support the work of the Cleaner Neighbourhoods Sub Group. The group have identified out of hours patrols and signage to tackle dog fouling, and education on littering in primary schools as projects to be funded.

### **Tackling Dog Fouling Issue**

Additional patrols by the Enforcement Team to tackle dog fouling have started in the Outer South at locations agreed by Members. Consultation by Members is ongoing regarding sites at park entrances for the A4 metal signs. Once locations are confirmed, production can begin.

### **Anti Littering Workshops**

Groundwork have been commissioned to deliver a local clean up and an hour long workshop on the environment and litter with pupils. Due to littering issues on Wide Lane the Cleaner Neighbourhoods Sub have agreed to invite Newlands Primary School to host the workshop. Members are asked to consider allocating further funding to Cleaner Neighbourhoods in the Well being Report.

### 6.3 Garden Maintenance Service

6.3.1 The Garden Maintenance Service Scheme operated by Morley Elderly Action (MEA) commenced on the 1<sup>st</sup> April 2010 with 223 clients. Over the summer months MEA completed a number of promotional activities and the client base has now reached 246. The vast number of clients are receiving a regular fortnightly or monthly service. This is broken down below by ward:

<b>Ward</b>	<b>Number of Clients</b>
Ardsley & Robin Hood	61
Morley North	45
Morley South	62
Rothwell	78

- 6.3.2 In response to Members requests, MEA have been targeting promotion of the scheme to new clients.

Untidy gardens were identified by the Harrops NIP steering group as an issue. During August, a Customer Involvement Officer from Aire Valley Homes identified 9 tenants on the Harrops estate in Morley as eligible for the service. These tenants received a leaflet providing details of the scheme on 2nd August. A tenancy management officer has also visited the residents to promote the scheme.

Drighlington Pensioners Association were contacted to promote the scheme to their members. An offer by Morley Elderly Action to visit the group and talk to them through the scheme was declined and instead, leaflets were circulated at a meeting.

MEA staff visited a lunch club held at Westerton Community Centre, Tingley, on 1<sup>st</sup> July to present the scheme to residents. This had a positive impact and saw the total number of clients from the area reach 17.

Policing and Community Together meetings for Lofthouse and Robin Hood, and Thorpe were used to promote the scheme to local residents. Leaflets were circulated at meetings detailing the service.

- 6.3.3 Issues that had been identified with the operation of the service in Rothwell have been resolved through new monitoring processes. Weekly timesheets are completed and submitted by all gardeners. Random checks are completed on gardens that have recently received a service to monitor standards. This includes two site visits a months and a short telephone questionnaire with a randomly selected client.
- 6.3.4 MEA are aware of the need to bring the Rothwell Gardeners subsidy in line with the Morley subsidy. The main action to achieve this will happen in the second year of the service when, as outlined in the original project proposal, the gardeners will receive their annual increment of £1, taking the subsidy to £5 and the overall fee to £15 hourly rate. However, the Roots Community Gardening (previous Care and Repair Gardeners) will remain at £5 subsidy and an overall fee of £15 an hour. Discussions between the Roots Community Gardening company and MEA have agreed that new gardeners for the Rothwell area are required to meet demand and ensure the sustainability of the service, by not becoming reliant on one gardener for an area. New gardeners in Rothwell will be employed on the same subsidy level.
- 6.3.5 Requests for the service continue to be made weekly, even during November. These requests are generally for one off maintenance jobs at the end of the year but with a request to become a regular client in 2011/12. Praise and positive feedback are regularly received by MEA from clients of both the scheme and the gardeners.

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

### **7.1 Health and Well being Partnership**

- 7.1.1 The South East Health and Wellbeing partnership met on the 30<sup>th</sup> September. Minutes from the meeting are available at **appendix 8**.

## 8.0 Updates by Theme: Thriving

### 8.1 Divisional Community Safety Partnership (DCSP)

8.1.1 The DCSP are keen to maintain a strong link between the partnership and the Area Committee. Councillor Robert Finnigan attends the DCSP as the Outer South Area Committee representative. A summary of the October minutes is available at **appendix 9**.

### 8.2 Operation Buzzer

8.2.1 Morley Neighbourhood Policing Team continue to work with local off licences through 'Operation Buzzer', which aims to tackle underage drinking in the Morley area. Information on the operation has been circulated to colleagues at Aire Valley Homes, Parks & Countryside and Streetscene to ensure that relevant staff know how to support the operation by reporting the colour coded discarded bags, bottles and cans.

### 8.3 Operation Champion

Operation Champion was held in Tingley and East Ardsley on 19<sup>th</sup> and 20<sup>th</sup> October. It achieved the following:

- Aire Valley Homes Arrears Officers (including a manager) undertook 20 targeted visits each day to tackle arrears and undertake annual tenancy visits as required.
- Tenancy Officers managed the Environmental Visual Audits, participated at briefings; undertook joint visits to 5 ASB targets (day 2); provided intelligence for 3 potential domestic violence cases; and identified 5 properties for further garden procedures action. Liaison with Environmental enforcement with regards to action on a problematic property.
- AVH Tenancy Support Officer undertook work on garage sites (repairs and pre-letting inspections).
- AVH Estate Caretakers had a brief that included 4 activities in Tingley and 5 for East Ardsley to undertake work that improved the environmental impact of the areas. Litter cleared; vegetation cut back; ginnels cleaned – improving access and estate appearance. Local positive comment regarding clearance of The Grove to Bradford Road Ginnel.
- Neighbourhood Policing Team School Liaison Officers actioned 10 home visits in relation to truancy
- 17 re-visits were carried out by the Safeguarding Team to victims of domestic violence.
- Off road Biker actioned 6 stop checks, 1 vehicle seizure and 2 traffic reports.
- Road Traffic actioned 1 hour on Royston Hill and found no speeders.
- Road Traffic actioned 45 mins on Lowry Road and offered verbal warnings to 2 speeders. (minor infringement)
- The Civilian Warrants team working with the NPT carried out 3 arrests and recovered £3000 in unpaid fines.
- Arson Task Force carried out visits to local shops. 5 premises have signed up to the "Strike Out" campaign to restrict sales of lighters/matches to young people.

During 2011, Operation Champions are due to take place in Morley North ward in March and Morley South in October.

#### 8.4 Children and Young People Working Group

8.4.1 The Children and Young People Working Group met on 30<sup>th</sup> September 2010, to discuss issues and actions highlighted in the Area Delivery Plan (ADP) relating to children and young people. The minutes at **appendix 10** are presented for Members information.

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

#### 9.1 Community Engagement

9.1.1 A steering group to oversee the Gildersome participatory budgeting (PB) has been established and met for the first time on 21<sup>st</sup> October. Chaired by Cllr Bob Gettings, the group agreed a name for the project 'Gildersome Go for Gold' and the following consultation plan to be implemented 8-21<sup>st</sup> November:

- Door knocking exercise to all Aire Valley Homes properties
- Consultation postcards and return boxes in key community buildings (Meeting hall, Library, Churches, Children Centre)
- Posters in local shops
- Youth Service Manager to undertake consultation with young people.
- Birchfield and Gildersome Primary Schools to distribute postcards through pupils
- Consultation at Gildersome Light Night on 19<sup>th</sup> October.

9.1.2 Following collation of the consultation results, priorities will be identified and an application process will begin. A spreadsheet of community groups in the area is being compiled to circulate application forms to.

#### 9.2 Community Charter

9.2.1 At the June meeting Members approved the draft content, as well as the Area Committee Chair signing off the final version. Copies will be available at the meeting.

#### 9.3 Harrops and Bridge Street Neighbourhood Improvement Plan

9.3.1 The newly established Tingley Bar Residents Group continue to meet, speakers invited to the group include the Youth Service, Neighbourhood Watch, Aire Valley Homes and the Anti Social Behaviour Unit. To increase attendance at the residents meetings, the Priority Neighbourhood Worker is working with the residents on promotion, and reviewing when and where the meeting are held.

9.3.2 Following concerns raised by residents over ASB levels on the estate, information was circulated on how to join a Neighbourhood Watch Scheme and nuisance diaries to record incidents. Each household within the area has received two letters from Aire Valley Homes and Morley Neighbourhood Policing Team (NPT), detailing how to report incidents of ASB. At the November Steering Group, Morley NPT informed the group that there had been an increase in incidents of ASB being reported by residents within the area

9.3.3 To provide more activities for children and young people, the steering group commissioned Groundwork to deliver a Junior Wardens Scheme and Leeds City Council Sports Development to provide a number of sporting activities at Hembrigg Park in Morley over the October Half Term Week. Morley NPT have also reported a decline in ASB incidents involving young people as a result of diversionary activities organised for young people in the area

#### 9.4 Thorpe Neighbourhood Improvement Plan

9.4.1 Partnership working continues to be successfully coordinated through the Thorpe Neighbourhood Improvement Plan to tackle identified issues. The limited public transport service in the village was identified as a barrier for children and young people to engage in activities organised over the summer holidays. The steering group provided a mini bus to enabling 9 young people to attend the activities. Work continues with Metro to look at addressing transport concerns within the village.

9.4.2 The steering group have overseen a number of improvement works to Stanhope Community Centre to increase its use by the community. To promote the works, an Open Day was organised for the 23<sup>rd</sup> October at the centre. The Halloween themed event and involved all partners from the Thorpe NIP and was well attended by the community. To continue support to build capacity and pride amongst the community, a Christmas event is being arranged.

9.4.3 Work to tackle environmental issues has seen residents from Dolphin Lane supported in planting bulbs around Stanhope Community Centre with the aim to improve community surroundings.

### **10.0 Ward Based Briefings**

10.1 A recent round of ward based briefings were completed during September and October. A number of issues were raised that are of relevance to all ward Members.

10.2 South Leeds Youth Hub set to open in late January 2011. Tour invitation from the Project Manager to visit the hub, two slots Mondays 4pm-5.30pm and Fridays 1pm – 3pm. Issues highlighted by Members on how young people from the Outer South will access the centre are recognised by the Project Board, who have set a target that 40% of young people who are accessing the centre to be from outside the LS10 postcode.

10.3 Highways have confirmed that the previous embargo on new grit bins has been lifted and they can now be purchased by Ward Members and community groups. However, the monitoring and maintenance of any new bins, rests with the community group or locally nominated 'champion'. Area Management and Highways are in conversation regarding various issues to do with the core service provision to residents in the Outer South.

10.4 A corporate target has been set that by April 2011 Leeds City Council, will have secured an 'Excellent' status for its equality standards. Area Management are supporting this work through delivering the South East Area Management Equality Action Plan. This includes completing Equality Impact Assessments for certain Well being projects, submitting an equality storyboard, and delivering and evidencing a range of activities to demonstrate equality principles in practice.

## **11.0 Recommendations**

11.1 The Area Committee is asked to:

a) note the above information and make comment as appropriate.

### **Background Papers:**

- Area Managers 19<sup>th</sup> October 2010
- Well Being Report 19<sup>th</sup> October 2010
- 'Department of Communities and Local Government: Extra Support for Town Centres', Regeneration Management Team Meeting, 14<sup>th</sup> October 2009



**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 8<sup>th</sup> October 2010  
 MBI Office  
 Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Cllr Steve Jones	Morley Town Council
Bob Thaxter	Morley Chamber of Trade
Neil Heywood	Morley Chamber of Trade
Tom O'Donovan	Area Management

### 1.0 Welcome & Introductions

- Cllr Finnigan welcomed everyone to the meeting

### 2.0 Apologies

- Robert Tempest & Keith Robinson

### 3.0 Minutes of the 9<sup>th</sup> July meeting

- Minutes agreed as a correct record
- Agreed to copy minutes to Peter Cook White Rose Centre **TPO**

### 4.0 Matters Arising

- The meeting with Planning was reported on.

### 5.0 Town Council Meeting

- A verbal update on this meeting was given and covered the following points. **TPO**
- Area Committee Wellbeing funding allocated to Town Centre Management work would be held by Morley Town Council.
- Wellbeing funding and Town Council funding would be allocated to projects based on an event plan submitted by the Chamber and approved by the Morley Town Centre Management Board (MTCMB).
- Monitoring reports would be submitted by the Chamber to the MTCMB and the Town Council. These monitoring reports would for the basis of reports to Area Committee.
- Minutes of the Town Centre Management Board would be provided to the Town Council.

- That the Area Committee confirm its commitment to fund Town Centre management work in future years.

## **6.0 Chamber Programme 2010/11**

- A draft programme of events was tabled and talked to by Chamber representatives.
- A copy to be sent to Tom O'Donovan.
- A breakdown of overheads be given.
- Chamber Accounts to be presented to MTCMB for information.
- Payments from Athas/Sky et al should go to Town Council for accounting purposes.
- Blue X sale could move to spring.
- Cost for Alexandra Hall for Town Awards to be built in.
- A single leaflet publicising all events be produced.
- Chamber Business Plan to link all events. It was important to integrate activities staged by Morley Entertainments Committee.
- Insurance cover for events should be considered as part of the business plan

**Chamber**

## **7.0 Work Programme**

- It was agreed that this would be replaced by the Chamber Business Plan.

**Chamber**

## **8.0 Town Centre Partnership**

- Steve Jones gave a verbal update on the recent meeting.
- A general discussion took place with the following agreed.
- That the Town Centre Partnership ceases to exist and be replaced with an item on the agenda of the meetings of Morley Town Council.

**SJ**

## **9.0 White Rose Meeting**

- The minutes of the meetings with White Rose and attended by the Chamber & Area Management were referred to and discussed.

## **10.0 Contacts & Final Summary**

- A summary of contacts and update on areas of work was tabled and discussed.
- They were received as a useful reference documents.

## **11.0 Finance**

- This item was generally dealt with under item 6.

## **12.0 Any Other Business**

- Invite Sharon Gard Morley Leisure Centre Manager to next meeting.
- Councillor Grayshon would be meeting representatives of 'Welcome Yorkshire' to discuss the promotion of Morley as a visitor destination.
- Empty Shops Fund showed one application completing.
- The Pedestrian Trail was nearing completion with the War Memorial spot outstanding.

**TPO**

**TG**

**TPO**

**TPO**



- Morley Bottoms Project Team due to meet. Likely that project team will be disbanded soon. Affordable Housing element progressing. Enforcement work to follow up. **TPO**

**13.0 Date & time of next meeting**

Friday 29<sup>th</sup> October at 2.00pm - MBI Office, Morley Town Hall

**All**

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**LEEDS**  
CITY COUNCIL

## Morley Town Centre Management Board

Friday 29<sup>th</sup> October 2010  
MBI Office  
Morley Town Hall

Cllr Robert Finnigan (Chair)	Leeds City Council
Cllr Terry Grayshon	Leeds City Council
Cllr Steve Jones	Morley Town Council
Keith Robinson	Morley Chamber of Trade
Bob Thaxter	Morley Chamber of Trade
Robert Tempest	Morley Chamber of Trade
Tom O'Donovan	Area Management
Sharon Gard	Morley Leisure Centre
Matthew Freize	Morley Leisure Centre

### 1.0 Welcome & Introductions

- Cllr Finnigan welcomed everyone to the meeting

### 2.0 Apologies

- There were no apologies

### 3.0 Minutes of the 8<sup>th</sup> October meeting

- Minutes agreed as a correct record

### 4.0 Matters Arising

- Councillor Grayshon gave an update on his meeting with 'Welcome Yorkshire'. Among the areas covered were USA links, Olympics, Literature Festival & Rhubarb Festival. A deliciously Yorkshire event was suggested.
- No further progress on the Empty Shops Fund.
- It was confirmed that the Pedestrian Trail was nearing complete including the War Memorial spotlight. Check timer.
- It was reported that Morley Bottoms Project Team had ceased to meet. The project now being an affordable homes scheme with its own project team.
- Next meeting with White Rose management is Friday 3<sup>rd</sup> December at 2.00pm.

### 5.0 Morley Leisure Centre

- Councillor Finnigan welcomed Sharon Gard & Matthew Friez and invited them to address the meeting. **All**
- Sharon introduced the item stating that the centre was meeting all targets and provided a great focus for Morley.

- Sharon was keen to see the operation reach out not just to Morley but, to the wider area.
- Matthew confirmed that contact would be established with Paul Smith at White Rose.
- Initiatives would be explored with them as well as hosting events in the Park adjacent.
- Matthew went on to highlight a number of initiatives that he would be pursuing, including boot camp.
- Contact Bash Uppal regarding GPs & PCT
- Link to PNW

## 6.0 Chamber Programme / Business Plan

- A further draft programme of events was tabled and talked to by Chamber representatives. **Chamber**
- It was agreed that a copy would be sent electronically to Tom O'Donovan.
- It was noted that the overheads item was a generic term for various ancillary costs incurred by the Chamber in organising these activities.
- Chamber Accounts to be presented annually to MTCMB for information.
- Payments from Athas/Sky et al should go to Town Council for accounting purposes.
- 
- Town Awards - cost for Alexandra Hall for Town Awards to be built in.
- A single leaflet publicising all Morley events be produced.
- Insurance cover for events should be considered as part of the business plan.
- It was agreed that an allocation of £7,000 be made to the Chamber to support the events listed.

## 7.0 Finance

- Tom O'Donovan updated the meeting with regard to the transfer of Area Committee Wellbeing Funding to the Town Council for the purposes of Town Centre work. **All**
- A commissioning form had been provided to the Town Council Clerk for consideration and signature. The document detailed the following.
- Morley Town Council to be accountable for the Area Committee Revenue Well being Funding paid to them, to fund work identified and agreed by Morley Town Centre Management Board to support activities in Morley Town Centre. These activities are to meet one or more of the following outcomes/objectives:
- Support skills development within Morley Business community
- Support initiatives that will increase the footfall within Morley town centre
- Support initiatives that improve the physical appearance of Morley Town Centre
- Support the work of the Chamber

- Support the work of the Town Centre Partnership
- Promotes Morley as a place to live, work and visit.
- Detailed reporting will be required from Morley Town Council outlining:
  - Breakdown of how funding has been spent.
  - Details of projects supported and outcomes.
- One payment in arrears to Morley Town Council on receipt of an invoice.

**8.0 Any Other Business**

- Chamber reps reported that the Cricket Club was considering staging a festival market.

**9.0 Date & time of next meeting**

Friday 26<sup>th</sup> November at 2.00pm - MBI Office, Morley Town Hall

**All**

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**Attendees**

Tom O'Donovan	South East Area Management
Andrew Langley	Planning
Adele Blacklock	City Projects

**1. Welcome and Introductions**

Everyone welcomed and round of introductions.

**2. Apologies**

Jim Wigginton	Enforcement
Lee Paton	Affordable Housing
Megan Godsell	Affordable Housing

**3. Minutes of 19<sup>th</sup> July 2010 meeting**

These were agreed as a correct record.

**4. Updates**

a) Pedestrian Trail

All work completed, War Memorial spotlight to be completed this week.

b) Empty Shops

One application approved, and work now completed.

2 approved in principle but, subject to receipt of additional information. No further information has been received. 2 further expressions of interest pending.

Present update to Morley Town Centre Management.

c) Affordable Housing Development

The Lettings Plan will be drafted

It was noted that the main building project was due for completion in April 2011.

d) Planning

No issues

e) Enforcement

No update. Some issues ongoing TPO to follow up with Jim Wigginton.

**5. AOB.**

None

**6. Date of Next Meeting**

The project was in the main an affordable project now, so no further meetings required of this Project Team required.

## **Morley Bottoms/Chapel Hill Update – 15<sup>th</sup> November**

### **Involvement**

- Client – Yorkshire Housing
- Employers Agent – Faithful and Gould (F&G are managing the project on behalf of Yorkshire Housing)
- Principal Contract – Mansell Construction Service Ltd (MCS)
- Partners – LCC Affordable Housing Team and Regeneration Service

### **Affordable Housing Development**

- 22 x 2 bed flats for general needs customers – all for social rent
- Start on site 22<sup>nd</sup> March 2010
- Estimated completion date 5<sup>th</sup> August 2011

### **Meetings**

- Next Project meeting scheduled for 18/11/2010, 10:00 AM – 12:00 PM on site. This will be inclusive of a site walkabout.
- The last project meeting was held between LCC Affordable Housing Service, Yorkshire Housing, Faithful & Gould, Mansell Construction Services (MCS) and Brewster Bye Architects on 11/10/2010.

### **Update**

- The project has been delayed by the unstable condition of the rock on which the apartment block will be constructed. There are also issues regarding the western steps and retaining wall as they are within a conservation area. A photographic survey has been supplied by MCS to the conservation officer and agreement is imminent in terms of design and material. Once this has formally been agreed, it is expected that the outstanding issues relating to the S278 will be quickly resolved. (The S278 enables the contractor to make the necessary alterations to the surrounding public highway)

### **Publicity**

- A coffee morning will be arranged for early to mid December at the project meeting later this week.
- Sod cutting ceremony held 30/07/2010 – was successful and well publicised within the local press.
- Further correspondence to local residents and businesses, relating to the delay on the scheme, will be requested at this week's project meeting. This is in response to letters that have recently been published in the Morley Observer, and will outline the reasons for the delay on the scheme.

### **Signage**


- The site signage was erected on the front boundary hoarding in early October.



### **Site Compound**

- Site compound erected and operational. The compound is located off site adjacent to Bank Avenue.



	<p style="text-align: center;"><b>SLEET Meeting</b> <b>08 October 2010- 1.30</b></p> <p style="text-align: center;"><b>Learning Partnerships Hillside,</b> <b>Room 13, Beeston Road,</b> <b>Holbeck</b> <b>Leeds</b> <b>LS11 8ND</b></p>
	<p><b><u>Present</u></b> Diana Towler – Jobcentre Plus Simon Betts – Jobcentre Plus Christine Street – Jobcentre Plus Craig Longden – Jobcentre Plus Judith Hickman - Health 4 All Rosmarry Sheen - Health 4 All Keith Lander – Area Management Leeds City Council Cath O Grady – Learning Partnerships Sharon Heleijne – Leeds City College Tony Waring – Joseph Priestley College Al Garthwaite - South Leeds community radio Helen Burniston –Early Years Leeds City Council</p> <p><b><u>Apologies</u></b> Cllr Geoff Driver Linda A Warriss – Connexions Leeds Rob Wolf – Construction Leeds Susan McGladdery - Igen</p>
1.0	<p><b>Welcome and introductions</b></p> <p>Diana Towler welcomed members to the meeting.</p>
2.0	<p><b>Minutes and Action Points from last meeting</b></p> <p>Previous minutes agreed and action points cleared</p>
3.0	<p><b>Jobcentreplus Update</b></p>
3.1	<p>Diana gave an update and overview on proposed changes within Jobcentre Plus following the announcement of the new Work Programme, which is expected to commence from Summer 2011.</p> <p>Diana led a discussion around proposals for the future commissioning of Welfare to Work programmes. A Provider Framework will be introduced with the expectation that contracts issued would be based around financial stability and ability to deliver. She advised that payments are likely to include a payment for sustainable outcomes.</p>

	<p>41 organisations have bid to be selected onto the Framework in Yorkshire and the Humber. Between 3-8 organisations will be selected to join the Framework. Successful organisations will be announced at the end of November.</p> <p><u>Universal Credit</u> The Universal Credit will merge all current working age benefit payments, Housing Benefit/Council Tax and Tax Credits into a single credit. The credit will taper off over a period of time when an individual enters work to ensure that work pays.</p> <p><u>Getting Britain Working</u> The government set out a number of major Welfare to Work measures which aim to fight poverty, support the most vulnerable and help people break the cycle of benefit dependency. Under the title of 'Get Britain Working', new measures are being introduced to help people off benefits and into work.</p> <p><u>Enterprise Allowance</u> Encourages people to move into self employment with some benefit payment remaining in place for up to 6 months. Will be introduced in the next few months.</p> <p><u>Work Club</u> Work Clubs to encourage more sharing of skills and experience – a document below tells you how to set up a work club:</p> <p> DFS60268.link2.gpn.c</p> <p><u>Work Together</u> Work Together to promote volunteering as a way of developing work skills.</p> <p>Other measures to be introduced include Service Academies and Work Experience.</p>
<p>4.0</p> <p>4.1</p> <p>4.2</p>	<p><b><u>Update on Leeds Job Stop</u></b></p> <p>The official launch of the Job Stop was on the 10 September with MP Hilary Benn opening it. To date from the opening in July 700 customers have passed through the door – most of the customers being on JSA with most being in the 18-24 age bracket. Customers have mainly been wanting CV help, many have been referred onto training providers to help with employability support.</p> <p>MI will be circulated when available</p>
<p>5.0</p> <p>5.1</p>	<p><b><u>Worklessness Action plans</u></b></p> <p>Simon and Cath O Grady gave an update on the action plans – Activity has been agreed in the area and details are below :</p> <p>A questionnaire has been designed for the Holbeck area to look at what</p>

	<p>barriers there are stopping people getting back to work , the information has been collated and the results were          106 people did the survey          75% were unemployed – 75 female 31 male</p> <p>A further meeting to be arranged shortly with relevant partners and feedback will be given to all partners at next sleet meeting</p> <p>Simon and Cath looked at the non contracted provision that’s available across Leeds and designed a Word Document with all the current information on. This will be circulated to partners.</p> <p><b>AP1 – Simon Betts to circulate details of provision to SLEET members.</b></p>  <p>\\DFS60268\Folders\          LBW EXTERNAL RELA</p>
<p>6.0</p>	<p><b>Children &amp; Young People’s Plan – Consultation</b></p> <p>A discussion took place to gather feedback on the proposed priorities in the new CYPP.</p> <p>Please find attached document that provides feedback from all 3 worklessness groups:</p>  <p>C:\Documents and          Settings\10006210\D</p>
<p>7.0</p>	<p><b>Working Together Workshop 1 Feedback</b></p> <p>Keith Lander provided an update on the work from the recent locality partnership workshop, which was designed around the need for partners to work more effectively and closer together. The event brought together several key partners including JCP to both review current partnership and neighbourhood plans and to influence debate around future delivery services, Keith stressed a future need to combine existing partnerships and to provide a family approach to service delivery and ensure that local partners are able to have a significant impact on meeting the needs of the neighbourhood. This then led to further discussion around how the SLEET group can work together to provide some practical solutions to address issues around NEET and the family agenda it was agreed that further development work would be undertaken and this would be progressed and discussed further at the next meeting.</p> <p><b>AP2 – further meeting to be arranged to progress NEET project.</b></p>
<p>8.0          8.1</p>	<p><b>A.O.B</b></p> <p>Joseph Priestley college are looking at merging with another college in the near future , bids are open to college’s in Yorkshire and Humber but no names were given out .</p>

Appendix 3

8.0	<b><u>Date of next meeting:</u></b> TBA
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**MINUTES - SOUTH CHILDREN'S SERVICES LEADERSHIP TEAM**
**Meeting held 30<sup>th</sup> June 2010 (@ The Belle Isle Centre)**
**Present:**

Bernadette Young	(CHAIR) Head Teacher – Royds Specialist Language College
Louise Megson	Cluster Chair – J.E.S.S
Anne-Marie Holdsworth	Head Teacher & Cluster Chair – Middleton
Dave Bache	Project Director – South Area Management Board
Barbara Temple	Extended Services Adviser – South
Karen Stanford	Integrated Services Leader
Cathy Gurney	Integrated Services Leader
Lesley Schofield	Youth Offending Service
Diane Drury	CYPSC – Service Delivery Manager – South
Shaid Mahmood	Locality Pathfinder – South East Area Management
Beverley Carter	NHS - CAMHS
Doreen Escolme	NHS Leeds
Cllr Bob Gettings	Children's Champion – Outer South Area Committee
Liz Snelling	Head Teacher
Josh MacDonald	South Leeds Youth Hub
Jeanette Morris Boam	VCFS – Leeds Voice
Keith Lander	Deputy Area Manager
Beverley Carter	NHS Leeds

**In Attendance:**

Eleanor Brazil	Interim Director of Children's Services
Jane Maxwell	DCSU – Locality Enabler
William Newham	DCSU – Support

**Apologies:**

Chris Lees	Head Teacher and Cluster Chair – Upper Beeston and Cottingley
Pat McGeever	VCFS – South Leeds Health & Cluster Chair – LS10XS
Gill Austerfield	Head Teacher and Cluster Chair – Morley
Jim Reid	Head Teacher & Cluster Chair – Ardsley and Tingley
Maria Townsend	Head Teacher & Cluster Chair – Rothwell
Satbinder Soor	Youth Service Senior Youth Officer
Mary Owen	Confederation Manager - South
Tom O'Donovan	Area Management Officer – South East
Dennis Fisher	Governors Representative - South
Christine Street	Job Centre Plus
Sue Morgan	Education Leeds – Integrated Children's Services
Munaf Patel	Signpost – Project Coordinator
Pauline Ward	Head Teacher
Chris Halsall	Education Leeds – School Improvement
Simon Costigan	Aire Valley Homes Leeds – Housing
Cllr Angella Gabriel	Children's Champion – Inner South Area Committee
Jeanette Scott	CYPSC – Service Delivery Manager
Louise Drury	VCFS – South Leeds Health For All
Deborah Kenny	Education Leeds (SIA/SIP)
Everton Wattley	Community Sports Officer – South
Rosaline Morley	Integrated Processes Coordinator – South
Johnathan White	Head Teacher

## **1 Welcome apologies and introductions.**

- 1.1 Shaid Mahmood welcomed colleagues to the meeting and introductions were made.

## **2 Minutes of the last meeting and matters arising.**

- 2.1 The minutes were agreed as an accurate record of the meeting.
- 2.2 Josh MacDonald delivered a comprehensive update on developments surrounding the South Leeds Hub. It was agreed that a future meeting of the Leadership Team will be held at the new facility.

## **3 Eleanor Brazil (Interim DCS) + CS Transformation Programme**

- 3.1 Eleanor Brazil introduced herself as the Interim Director of Children's Services in Leeds and briefly covered, The Improvement Plan and Board, The Children's Services Transformation Programme, The new Leeds Safeguarding Board, budget, political developments and uncertainty.

Eleanor commented that she will be helping Leeds to implement the improvement plan arising from the announced inspection and take forward actions from the Improvement Board. Part of the work is building an integrated children's service and although we are in a time of significant change we have an opportunity to review how well different professionals / services delivering to CYP and their families work together.

Eleanor commented that it is not a future that is planned out. Eleanor called on the Leadership Team to identify barriers as well as identifying what are the things you would like to see Integrated Children's Services going forward that are not currently there.

- 3.2 Eleanor handed over to Jane Maxwell who delivered an more detailed update on progress and developments on the first strand of work of the Children's Services Transformation Programme 'Design, develop and implement an integrated children's services delivery model' which is split up into 5 main areas of work:

- Integrated disability / SEN / additional health needs.
- Integrated looked after children service
- Integrated child protection function
- Integrated local well being function
- Integrated universal settings

Eleanor Brazil added that she is also working with Nigel Richardson (New DCS) on the new Leadership and Management work-stream.

- 3.3 Jane then elaborated on the Integrated child protection function and integrated well-being function:
- **Child protection teams** to comprise a local social care team with a

team manager providing a more local social care delivery.

- **Wellbeing Teams:** The aim will be to deliver better access to a coherent group of targeted professionals to work alongside and support strong universal provision, develop a better interface with specialist services, specifically social care and to increase the effectiveness of services supporting vulnerable children.
- In terms of geography Wellbeing teams to be proportionate to the level of need but the average is likely to be at a double cluster level.
- The proposal is to use a caseworker / keyworker model with a core team made from Youth Services, CAMHS, Health Visitors pending current national development around local NHS model, some central Behaviour and Inclusion Services, Family support Staff. This team will then work alongside other local partners e.g. YOS, ALMO, Job Centre Plus, Local GPs, School Inclusion Leads, VCFS Network, CAB, Adult Mental Health, Adult Social care to support vulnerable children and families.
- The team will preferably be co-located and managed by a single wellbeing team leader, enabling the local direction of resources to meet need.

**3.4** Following Eleanor's introduction and Jane's update key points / discussion / comments raised by the leadership team for consideration by Eleanor were as follows:

- BT commented that we have already seen clusters moving together in the South which would marry up with the double cluster model for the Child Protection and Wellbeing teams.
- Eleanor commented that a lot of the development and how we move forward is in your hands. Eleanor called on the South Leadership Team to come back to her with a view on the best way to be involved in decision making in putting new arrangements in place. We need to know what you need from the centre to enable you to deliver outcomes in the localities.
- There was a brief discussion around budget pressures. EB commented that a major pressure is the unsustainable cost of placements for LAC and added that the in year cut of Area Based Grants equates to about 5.1M in Leeds. Eleanor added that there is a huge amount of work underway to reduce the budget pressure and the outcome of the CSR on the 20<sup>th</sup> October will also have a significant impact.
- A number of members of the Leadership Team raised concerns around the cluster coordinators who are viewed as essential for business in the clusters they serve as well as other essential posts such as PSAs.
- The Leadership team agreed that it would be beneficial to bring together a small working group to quickly work on vision from all partners from 5 areas. **Action: Jane Maxwell**
- The link between Local leadership Teams and the new Children's Trust Board needs to be clarified.
- Cllr Gettings commented that it is good to see simple clear documents explaining the proposals arising from the Transformation Programme adding that this helps elected members to be engaged.

- DB queried whether the number of clusters will be reduced in number in relation to the implementation of the new integrated teams. EB commented that there is an important balance to be achieved and now is the time for discussion on whether it is the right number. With regards the 3/5 area geography issue EB commented that we need to work at the level that makes the most sense and fits with other services and will have to be addressed as part of the transformation programme.
- A number of members of the Leadership Team commented that decision making routes are not clear. Time taken to get a central decision is far too slow.
- A number of members of the Leadership Team commented that we need to look at how link with adult services. There needs to be clear protocols between adult and children's Services.
- We need to have a consistent framework across the city, with clear links and decision making. However this will not necessarily be the same response across the city.

#### **4 Progress on the revised Children's Trust Arrangements**

**4.1** Martyn Stenton was unable to attend the meeting so Shaid Mahmood briefly updated the Leadership team with the key messages from the second meeting of the new Leeds Children's Trust Board:

- Cllr Blake (Lead member for Children's Services) will chair the board from next meeting onwards.
- The Board agreed that to reflect the mix of school interests and areas in Leeds five school representatives should be on the Board (nominated via the Area Leadership Teams) along with an academy rep (nominated via current academies)
- Consultation is to commence for the new CYPP for 2011-2014 based on improving safeguarding, improving early years and primary outcomes, and better outcomes at 18 and 19 through improved participation and engagement.
- The Board agreed a number of proposals to take forward governance arrangements. Current Area Leadership Teams to continue on in interim and clusters encouraged to develop their governance arrangements if they haven't already.

#### **5 Area Inclusion Partnership and South KS3/KS4 Pilot**

**5.1** Anne Marie-Holdsworth updated that currently governance arrangements and SLAs are being finalised. A visit to a Pupil Referral Unit in Rotherham will be taking place to see how they do things and a further development meeting will be taking place this afternoon. It was agreed that a report will be delivered to the next meeting to update on progress along with a timeline. DB raised concerns that a challenge for the south is that the location of the building and how the service reaches Rothwell and Morley. It will be good for inner south but not so much for outer.



## **6 Outer South Leeds – Area Delivery Plan CYP Activities final evaluation 09/10**

- 6.1 Keith Lander delivered a brief update on the Outer South Leeds ADP. Keith commented that the plan is an expression of the Leeds Strategic plan delivered locally. It provides a flavour of work going on with Area Committees in this area and contains practical examples of targeted work Area Committees want to support.

Keith then briefly delivered an update on the commissioning of 2010/11 Children and Young People Programme of Activities and the final report on progress on the work of the Outer South Children and Young People Working Group and the programme of activities 2009/10.

## **7 South items for update / report back.**

- 7.1 The leadership teams received brief verbal updates on **Children Leeds Panels, Preventing NEET Project, South Post 14 Confederation and Extended Services.**

Barbara Temple circulated a breakdown of commissioning activity over the summer for the clusters in the south Leeds wedge. Barbara added that further information will be found in individual cluster booklets, Breeze and Family Hub websites. Barbara also agreed to return to the next meeting with an update on attendance and feedback from the clusters.

In addition the ISLs provided a brief update. It was agreed that the ISLs would provide a more detailed report to the next meeting on work they are doing to support local integration in the South.

## **8 AOB**

- 8.1 Josh MacDonald circulated 'Hubdate' the newsletter for the South Leeds Hub adding that he can send electronically to the Leadership Team
- 8.2 Keith Lander circulated an invitation to 'An Introduction to Team Belle Isle'. Team Neighbourhood aims to improve the way in which services are delivered at a neighbourhood level. Keith added that the event is supported by a range of partner organisations and will bring together people working and living in Belle Isle.

## **9 Date and time of next meeting / future confirmed meeting dates.**

- 9.1 WN to circulate to the Leadership Team once confirmed.

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## MINUTES - SOUTH CHILDREN'S SERVICES LEADERSHIP TEAM

Meeting held 21<sup>st</sup> October 2010 (@ The Belle Isle Centre)

### Present:

Bernadette Young	(CHAIR) Head Teacher – Royds Specialist Language College
Liz Snelling	Head Teacher
Shaid Mahmood	Locality Pathfinder – South East Area Management
Lesley Schofield	Youth Offending Service
Dave Bache	Project Director – South AIP
Everton Wattle	Community Sports Officer – South
Barbara Temple	Extended Services Adviser – South
Cathy Gurney	Integrated Services Leader
Louise Snowden	Integrated Services Leader
Dennis Fisher	Governors Representative - South
Munaf Patel	Signpost – Project Coordinator
Keith Lander	Deputy Area Manager
Josh MacDonald	South Leeds Youth Hub
Mary Owen	Confederation Manager - South
Christine Street	Job Centre Plus
Jackson Turner	VCFS – St Lukes Cares
Doreen Escolme	NHS Leeds

### In Attendance:

Jane Maxwell	DCSU – Locality Enabler
Steve Ruse	Sustainable Schools Consultant – Education Leeds
Shaun Watson	Youth Service (Rep: Satbinder Soor)
William Newham	DCSU – Support

### Apologies:

Chris Lees	Head Teacher and Cluster Chair – Upper Beeston and Cottingley
Pat McGeever	VCFS – South Leeds Health & Cluster Chair – LS10XS
Gill Austerfield	Head Teacher and Cluster Chair – Morley
Jim Reid	Head Teacher & Cluster Chair – Ardsley and Tingley
Maria Townsend	Head Teacher & Cluster Chair – Rothwell
Louise Megson	Cluster Chair – J.E.S.S
Anne-Marie Holdsworth	Head Teacher & Cluster Chair – Middleton
Karen Stanford	Integrated Services Leader
Beverley Carter	NHS - CAMHS
Cllr Bob Gettings	Children's Champion – Outer South Area Committee
Beverley Carter	NHS Leeds
Satbinder Soor	Youth Service Senior Youth Officer
Tom O'Donovan	Area Management Officer – South East
Sue Morgan	Education Leeds – Integrated Children's Services
Pauline Ward	Head Teacher
Chris Halsall	Education Leeds – School Improvement
Simon Costigan	Aire Valley Homes Leeds – Housing
Cllr Angella Gabriel	Children's Champion – Inner South Area Committee
Jeanette Scott	CYPSC – Service Delivery Manager
Louise Drury	VCFS – South Leeds Health For All
Deborah Kenny	Education Leeds (SIA/SIP)
Rosaline Morley	Integrated Processes Coordinator – South
Johnathan White	Head Teacher

## 1 Welcome apologies and introductions, minutes

- 1.1 Bernadette Young welcomed colleagues to the meeting, introductions made and apologies delivered
- 1.2 As a consequence of technical issues the minutes of the June meeting will be reviewed at the next meeting.

## 2 Leeds Sustainable Schools Framework.

- 2.1 Steve Ruse circulated an overview of sustainable schools in Leeds. In brief six lead partner sustainable schools have been commissioned by Education Leeds to support the extension of the Leeds sustainable schools framework to all schools during the academic year 10/11 based on a successful pilot scheme in which all lead partner sustainable schools successfully participated during 09. For the South the schools undertaking a lead role are Westerton Primary and Guiseley Secondary.
- Liz Snelling commented that she has been picking up a feeling from Primary Schools that there is an overlap creating another layer on top of work that is already being done.
  - Steve commented that to a certain amount this may be the case but added the idea is to provide a framework to evaluate against and that it is unlikely that schools are doing everything they could be.
  - Bernadette Young echoed Liz's comments added that it is difficult for schools in terms of time and capacity. Steve commented that work is ongoing to bring together charter marks.
  - Mary Owen queried whether the work is sustainable. Steve commented that the intention is not to stop.
  - Shaid Mahmood commented that there is an issue over sustainability of the approach after funding ceases and it is therefore important it is fit for purpose and not producing any barriers. There is a serious point to the work as it is teaching CYP values that they will take back to the home and community.

## 3 Integrated Locality Working.

- 3.1 Shaid Mahmood delivered an update on the early findings of the Locality Working Pathfinder. Shaid then went on to cover the proposed response to the early findings and the areas of work underway that will help to explore the issues and develop design principles for integrated locality working. (For full detail see report circulated with papers).
- Following his update Shaid posed 2 key questions to the Leadership Team.
    - What are your views on the principles?
    - What are the practical steps we need to take to land integrated locality working?
  - Bernadette Young suggested that the leadership team take the report away reflect on the issues raised and reply to Shaid with comments by 5<sup>th</sup> November. **Action: All**

- Dennis Fisher queried whether a decision has been made to move from 5 to 3 areas. Shaid commented that there is a move towards 3 areas for integration of local authority services but a definite date has not been set for integration of local authority services. Integration will be pursued only if it makes sense to deliver efficiency and effectiveness.
- Dave Bache commented that it is important that boundary issues with Kirklees are taken into account.
- Mary Owen queried when the resources survey will be completed by. Shaid commented that it will be by the end of the year / early next year.

#### **4 Children's Services Transformation Programme.**

**4.1** Jane Maxwell provided an overview of current transformation programme developments using the circulated diagram to illustrate the proposals. In doing so Jane encouraged the leadership team to focus on the principles being proposed and not be constrained by uncertainty around budgets. In summary Jane outlined the proposed direction for what an integrated children's service will be based on:

- Good and improving schools and children's centres:
  - working with partners through a network of local cluster partnerships and
  - supported by a new model for delivering services to schools and children's centres.
- Redesigned services for vulnerable children based on:
  - Local teams for child protection and well being, based around clusters (or combined clusters)
  - Three area based services focusing on improving outcomes for looked after children
  - Three area based services focusing on improving outcomes for children and young people with complex needs.

**4.2** Following Jane's update key points / comments made by the leadership team were as follows:

- Cathy Gurney commented she welcomes the direction of the proposals but raised concerns that members of the leadership team have not been involved in a meaningful way.
- Shaid Mahmood commented that we do need to find a way of the development being more locally driven. Shaid added that it is not too late to be involved and shape what is being proposed. The redesign work is an ongoing process and proposals are still under development.
- Dave Bache added that there have been opportunities for engagement which as a leadership team we may have failed to engage with enough. However there is a genuine motivation for change and a willingness from colleagues to be involved. Dave added that universal settings have to be supported as we push on with redesigning and realigning locality teams for the more vulnerable CYP.
- Munaf Patel raised a concern over funding and whether what is being proposed is value for money and also whether it has been developed

from learning from other LAs.

- A number of members of the leadership team raised concerns around the potential skill-set of well being team professionals.
- Jane commented that a key question to be asking is 'What would you like to see in locality done differently to how it is done now'?
- Barbara Temple commented that is good to see locality working being seen as the way forward. We need to be clearer about what will be expected from the cluster as well as a steer around cluster staff. We don't want to lose some very valuable people who are closely involved in partnership working. Communication around the threshold documents needs to be much better as the two pieces of work are interlinked.
- Mary Owen queried what a Success Partner is in relation to the proposals for universal improvement. Jane commented that work is ongoing around the LA's relationship with schools.
- Keith Lander echoed previous comments that there is a common agreement around the strength of locality adding that the leadership team needs to contribute now.
- Louise Snowden commented that during the changes it will be important to ensure the outer south does not miss out / is resourced proportionately.
- Christine Street commented that the links with adult services need to be improved if we are to connect with Think Family.

## 5 Cluster Governance Update.

- 5.1 Jane Maxwell briefly led the leadership team through the report 'Reviewing Area and Cluster Partnership Arrangements' and commented that initial views about future cluster partnership requirements are being sought from existing area partnership meetings and a meeting of cluster chairs in early November. Jane then drew the leadership team's attention to a series of questions for consideration. In the context of the increasing locality and universal setting focus from the children's services transformation programme there is an opportunity to build on the work and investment of clusters to date:
- Bernadette Young commented that the questions seem clear and direct and called on the leadership team to reply to the consultation. **Action: All** (full details included in the report circulated with agenda)
  - Barbara Temple commented that the CTB needs to be assured, and we need to make sure clusters are robust enough in terms of governance and accountability as well as people's responsibilities.
  - Shaid Mahmood echoed Barbara's point commenting that now is the time to really pursue cluster governance as they will need to be prepared as we move towards a more locally based model with local teams for child protection and a well being function based around clusters.
  - Bernadette Young commented that as a leadership team we should be focusing on a few key priorities. We need to choose one to focus on and measure impact.
  - Mary Owen commented that should the Leadership Team change to another format then the learning has to be taken forward as there has

been a lot of positives and good work.

- Doreen Escolme commented that the partnership has proved useful but for this group to be taken forward it needs to have capacity to commission work on particular wedge priorities.
- Shaid Mahmood reminded the leadership team that children's services performance reports are going to Area Committees twice a year and provide useful information for the leadership team to be aware of.

## **6 Development of the new Children and Young People's Plan.**

- 6.1** Jane Maxwell briefly updated for information that the new Children's Trust Board agreed an approach for a new partnership CYPP focus on three key partnership priorities for the next three years. Jane called on the leadership team to respond to the consultation exercise to inform the development of the new CYPP. **Action: All**

## **7 South KS3/KS4 Pilot.**

- 7.1** Dave Bache delivered an update on the South KS3/4 pathfinder which was commissioned by the LA to provide education for vulnerable KS3/4 students at risk of social exclusion, non attendance and under-achievement who are on the roll of one of the schools within the South Partnership. Dave went on to briefly outline the ideals the centre will strive towards in improving the life chances of this particular group of individuals.
- 7.2** Dave highlighted a key aim will be to have 0% permanent exclusions in the South with governing bodies of all of the schools in the south signed up to work in partnership with the South AIP to strive to ensure that no student at the school is permanently excluded.
- 7.3** Dave added that there will be a further development meeting held around the South Pilot on November 18<sup>th</sup>, 1pm at South Leeds Family Learning Centre which all agencies are invited to attend.
- 7.4** Following Dave's update key points / comments made during discussion were as follows:
- Munaf Patel commented that this provision is well overdue and welcome and will be keen to explore how Signpost can contribute.
  - Keith Lander queried how long the funding is for. Dave – 1 year at the moment with a 3 year plan supported by a SLA with clear targets and objectives.
  - Sean Watson echoed previous comments and added that with regards the outer/inner debate there are centres in both Morley and Rothwell which can be used for access in the outer areas. The provision may be centred at the Hub but we need to explore better usage of these sites.
  - It was agreed that Dave would circulate the update reports to the leadership team.

## **8 Supportive supervision for south school staff.**

- 8.1 Dave Bache commented that work is being developed to see whether we can offer free supervision sessions to south school staff who are often facing aggression, violence, child protection issues to allow them to reflect on experiences and provide with mentoring/supervision.

## 9 Intensive nurture programme: EYS / KS1.

- 9.1 Dave Bache briefly updated on an initiative to bring together primary support staff to work around CYP and Families at EYS and KS1. Currently working 7 families on an intensive nurture programme doing modelling work with parents to take into the home. Dave agreed to bring an update back to the next meeting.

## 10 South Items for update / report back

- 10.1 **Locality working together workshop event report:** Keith Lander delivered a brief update on the first 'Working Together Workshop'.
- The purpose of the session was to contribute to the Locality Working Pathfinder. Over 60 staff mainly working in SE Leeds met for the afternoon to examine issues of common interest and determine how to tackle them in a more integrated way.
  - Keith went on to cover the format of the session and the key ideas for integration and reducing barriers arising from the session. Keith highlighted one key point for consideration by the leadership team 'fit for purpose partnership and leadership structure in localities'.
  - Keith added that there will be a second workshop taking place on November 11<sup>th</sup> focusing on 'place' based issues. It was agreed the flyer would be circulated to the Leadership Team with the minutes. **Action: WN**
  - Keith added that he is happy to receive any further comments.
  - For full detail see report circulated with agenda.
- 10.2 **Extended schools update:** Barbara Temple updated on the summer activities held in the south over the summer funded by the Activities Fund (Extended Services Subsidy Grant). Early data suggests that over 5000 CYP attended activities over the summer with approximately 1377 hours of activity across the south clusters. The police have reported a significant reduction in anti-social behaviour involving CYP in the south over the summer. Keith Lander agreed to capture the last comment and report to the Area Committees. Barbara raised as a point of concern for next year that it has been mainly sown to cluster managers to make the programmes happen.
- 10.3 **Integrated Service Leaders – Update Report:** Louise Snowden circulated an update report on behalf of the 3 Integrated Services Leaders. It was agreed the report would be circulated with the minutes. **Action: WN**

## 11 AOB

- 11.1 Jackson Turner circulated the Involve pilot annual review for information.



- 11.2** Josh MacDonald agreed to circulate the Youth Hub expression of interest pack to invite partners to express interest, in a more formal and detailed way, in delivering activities at the up-coming South Leeds Youth Hub.
- 11.3** Lesley Schofield updated that following meeting with Ofsted after the recent inspection of Leeds Youth Offending Service initial feedback has been very good. The full inspection report will be published in January.

**12 Date and time of next meeting / future confirmed meeting dates.**

- 12.1** Friday 3<sup>rd</sup> December 2010 (9:30 – 12:00) South Leeds Youth Hub (tbc)

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Cleaner Neighbourhoods Sub-Group  
 10.30am Thursday 4<sup>th</sup> November  
 2010  
 Small Banqueting Room  
 Morley Town Hall

<b>ATTENDANCE</b>	
Cllr Finnigan	Ward Councillor
Cllr Gettings	Ward Councillor
Cllr Golton	Ward Councillor
John Scales	Aire Valley Homes
Chris Young	Streetscene Communications.
Stacey Campbell	Highways and Environmental Enforcement
Fiona Clark	Environmental Enforcement Action Team
Sarah Henderson	Area Management Team

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Introductions were made and everyone was welcomed.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Cllr Elliott, Ward Councillor Cllr Dunn, Ward Councillor; Robert Tindall, Streetscene Chris Firth, Streetscene Sue Spellman, Aire Valley Homes Kevin Vaughan, Aire Valley Homes Phil Diamond, Aire Valley Homes	
<b>3.0</b>	<b>Minutes and Matters Arising</b>	
3.1	Minutes were agreed as an accurate record.	
3.2	Service structures requested at the last meeting were sent however, due to the imminent changes as a result of restructures and the new delegation to Area Committee's, it was not seen as useful and relevant. Once new structures in place, information to be circulated.	
<b>4.0</b>	<b>Area Committee Reports</b>	
4.1	Three Area Committee reports presented at meeting on 18 <sup>th</sup> October. Brief details given and AMT able to circulate to partners for information on request.	
4.2	Grounds Maintenance – update on new grounds maintenance contract to start on 1 <sup>st</sup> January 2012 .	
4.3	Health Environmental Action Service (HEAS) – six monthly update on service delivery in Outer South.	
4.4	Late item: Briefing Note on the proposed delegation of elements of	

	the Streetscene service.	
<b>5.0</b>	<b>Multi Agency Operations</b>	
5.1	<u>Buzzer</u> Information circulated on Operation Buzzer which aims to tackle underage drinking in the Morley area. Group requested information be circulated to Cleaner Neighbourhood members, Churwell Action Group, Gildersome and Drighlington Parish Councils and Morley Town Council.	<b>SH</b>
5.2	<u>Champion</u> Held in Ardsley and Robin Hood Ward on 19 <sup>th</sup> -20 <sup>th</sup> October. Evaluation of operation to be presented at November Area Committee.	
5.3	<u>Flame</u> AMT highlighted Operation Flame, annual multi agency working to tackle issues during; half term, Halloween, clocks going back, Mischief Night and Bonfire Night.	
<b>6.0</b>	<b>Morley Glutton</b>	
6.1	AMT requested confirmation from streetscene services that a permanent operative is still based in Morley Town Centre to use the Glutton. Streetscene confirmed that there is at present, but there will be some changes following the streetscene change programme. There is uncertainty of what this will be however, there will still be a service for the main shopping area and the Glutton will be used to support this service.	
6.2	Group requested a further update.	<b>SH</b>
<b>7.0</b>	<b>Action Plan</b>	
7.1	See Action Plan for updates.	
7.2	<b><u>Tackle Dog Fouling</u></b>	
7.2.1	AMT and Enforcement working together to arrange rota and patrols. Patrols to start in November. Ward Councillors have been emailed with the offer to meet officers on site during patrols if they wish. Officers will complete a feedback form on each patrol, detailing fixed penalty notices issued, poo bags distributed and number of people spoken to regarding responsible dog ownership.	
7.2.2	Executive Board on 3 <sup>rd</sup> November approved additional Dog Control Orders.	
7.3	<b><u>Littering</u></b>	
7.3.1	Enforcement confirmed that the minimum age to receive a Fixed Penalty Notices (FPN) is 14. Members confirmed that they supported the FPN for anyone who has committed offence. Enforcement rather than education in high schools. Members supported work with schools on repercussions within schools if children caught littering.	<b>SH</b>

7.3.2	Enforcement planning to target littering in town centres with 2-3 educational patrols one week, followed by joint enforcement with PCSO's, every day for the next week between 11-3pm.	
7.3.3	Reparation scheme in place for under 14 years olds caught littering, community service is undertaken e.g. litter picking.	
7.3.4	Newlands School identified as primary school in Morley South to receive Groundwork anti littering workshop. Proposal to November Area Committee to consider a further revenue allocation to be able to offer a primary school in each of the remaining wards a workshop to tackle littering issues.	SH
7.3.5	AMT continue to work with streetscene on litterbin installation. Cllr Golton put forward reserve location for Rothwell, if any failed audit. - by bus stop on Leeds Road, Oulton next to Three Horseshoes Public House.	
7.4	<b><u>Ginnel Mapping</u></b>	
7.4.1	Area Management Team arranged a meeting with Aire Valley Homes colleagues to progress Morley North map. Working to link with city wide mapping of ginnels by Aire Valley Homes.	SH
7.5	<b><u>Waste Segregation Pilot</u></b>	
7.5.1	Over 500 tonnes of food waste diverted from landfill through pilot. 56% recycling rate achieved. Pilot has agreed to be extended. Due to resources, there are no longer Waste Doctors however, there will be a travelling caravan promoting the scheme and offering advice and support. Any issues from customer switchboard will be forwarded to team to resolve. 94% people satisfied with service.	
7.5.2	At present, it is marginally more expensive to operate scheme than pay landfill tax so no plans to expand scheme to other areas of the city.	
7.6	<b><u>Environmental Pride</u></b>	
7.6.1	Update to come on Environmental Pride completed on 22 <sup>nd</sup> September in Lofthouse. October 20 <sup>th</sup> Pride targeted Clough Street and Middleton Close, Morley. Due to issues with AVH caretaker teams, completed the next day. Streetscene unable to support.	
7.6.2	Next one due 24 <sup>th</sup> November, Wood Lane area to be targeted and include Home Lea. Rothwell Aire Valley Homes Housing Team to arrange.	
7.6.3	Timetable to be circulated as reminder of dates services have committed to.	SH
7.6.4	Ward Member on Cleaner Neighbourhoods Sub Group to be copied into emails arranging Pride in their ward.	All
7.6.5	Group requested Locality Pathfinder Manager be contacted and it be highlighted on behalf of group that locality working must not only	SH

7.7 7.7.1	<p>ensure coordination of local services but also a level of accountability and consequences if service delivery not met.</p> <p><b>CAST</b> Group requested confirmation of the day the CAST team are in each ward. Separate meeting requested by Cllr Finnigan as Chair of the Area Committee with Streetscene mangers to discuss environmental service in Outer South.</p>	<b>SH</b>
<b>8.0</b>	<b>Any Other Business</b>	
8.1 8.1.1  8.1.2  8.2 8.2.1  8.3 8.3.1	<p><b>Grit Bins</b> Grit bins are able to be purchased from Highways for locations identified by communities and councillors. However, the maintenance and monitoring of the bins are entirely the responsibility of nominated group/champion.</p> <p>Information on purchasing grit bins to be circulated to Morley Town Council, Gildersome and Drighlington Parish Councils and Churwell Action Group.</p> <p><b>Metal Thefts in Morley</b> Morley Neighbourhood Policing Team and Leeds City Council Environmental Enforcement Officer have been working together to tackle the high level of metal thefts in Morley and the surrounding area. Environmental Enforcement Officers have visited Morley Waste Traders to identify recent sales, contacting these traders to request there waste carriers license details. Those that were unable to produce a license were interviewed under caution with the police present. This joint enforcement work has reduced metal thefts by 50% in Morley.</p> <p><b>Aire Valley Homes Walkabouts</b> Group informed that future AVH walkabouts will include estate caretakers.</p>	<b>SH</b>
<b>9.0</b>	<b>Date of the Next Meeting</b>	
9.1	<p>Cllr Dunn requested no Thursdays.</p> <p>10.30am Wednesday 19<sup>th</sup> January, Small Banqueting Room, Morley Town Hall</p>	<b>SH</b>

## Outer South Cleaner Neighbourhood Sub Group Action Plan

	ADP Action 2009/10	CN Action	Who responsible	Target Outcome	PROGRESS
<b>Tackle Dog Fouling</b>	Support environmental initiatives to target street cleanliness	AMT and Enforcement to arrange additional patrols to tackle Dog Fouling	Enforcement	Reduction in Dog Fouling and cleaner parks and streets in Outer South	Funding ringfenced, proposal agreed by Enforcement. AMT and Enforcement to liaise on rota and dates.
		16 A4 metal signs produced to tackle dog fouling	AMT		Consultation on locations for signage.
<b>Littering on Wide Lane</b>		Workshops in primary schools to tackle littering problems.	Groundwork	Reduction in littering and cleaner streets.	Funding ringfenced for Newlands Primary School.
<b>Litterbins</b>		Streetscene to confirm position on additional litterbins for Outer South, including criteria used, capacity to install and maintain, and delivery timescale.	Streetscene	Streetscene criteria for installation and maintenance agreed to inform a funding proposal	Streetscene and AMT working together to deliver project. AMT requested locations from Members, deadline 30th July. Streetscene will audit locations. Morley South had 13 litterbins already agreed, which now incorporated into this scheme. City wide review of capital schemes and funding.
<b>Ginnels</b>	Map ginnels in Outer South	Environmental Services / Area Management Team / Aire Valley Homes / P&C / Land Records / Highways /PROW	Definitive list of ginnel locations and ownership.	Rothwell Ginnel map completed. Map circulated to Partners and Members and will be updated periodically. June Area Committee agreed Morley North to be next Ward to be mapped.	

<b>Garden Maintenance Scheme</b>	Support garden maintenance provision for vulnerable members of the community across the Outer South	Support delivery of Garden Maintenance Scheme in Outer South.	Parks and Countryside / Morley Elderly Action / Care & Repair Leeds / Area Management / Aire Valley Homes.	Increased number of people benefiting from garden maintenance scheme in Outer South Leeds. Improved appearance of gardens. Vulnerable residents in Outer South supported in independent living.	MEA commissioned to deliver single outer south scheme in 2010/11. AMT met with MEA. MEA agreed targeted promotion in priority areas. Monitoring meeting arranged for 23rd July.
<b>Operation Champion</b>	Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods	Support delivery of two Operation Champions in the Outer South	Area Management / Aire Valley Homes / Environmental Services / Police / Fire Service / Youth Service	Operation Champions implemented with clear aims and outcomes achieved	Two Operation Champion in Outer South per year. Delivered on ward rotation bases. One completed on 16th and 17th March in Oulton and Woodlesford. Evaluation to June Area Committee. Ardsley and Robin Hood due to receive one on 12th and 13th October.
<b>Environmental Pride</b>	Deliver Environmental Pride Initiatives to priority areas.	Monitor and influence Environmental Pride days.	Aire Valley Homes / Area Management / Environmental Services	Number of Environmental Pride initiatives held. Improved appearance of local neighbourhoods	Programme of Environmental Prides for 2010 being developed. All partners signed up to initiative. Updates from partners to be given at meeting.
<b>CAST</b>	Target the CAST Team to tackle hotspots across the outer south following referrals from Elected Members, Area Management, Police. Fire and other Agencies	Monitor results of CAST referrals and refer hotspot locations to Environmental Services.	Environmental Services / Area Management Team / Environmental Action Teams	Number of Cast Referrals completed. Improved appearance of hotspots in Outer South.	Hard files of CAST monitoring received at last meeting. AMT working with Streetscene on monitoring system.



## **Minutes of South East Leeds Health and Wellbeing Partnership Meeting 30<sup>th</sup> September 2010**

### **Present:**

Dave Mitchell (Chair) – Practice Based Commissioner  
Bash Uppal – Leeds City Council Adult Social Care  
Keith Lander – Environment and Neighbourhoods  
Cllr Kim Groves – Health Champion Inner South  
Judy Carrivick – NHS Public Health  
Julie Bootle – Leeds City Council Adult Social Care  
Councillor James Lewis – Outer East Health Champion  
Aneesa Anwar – LCC Support to Health & Wellbeing Partnerships

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

Apologies were received from Nigel Gray, Shaid Mahmood, Councillor Renshaw.

All welcomed to the meeting.

### **2. Presentation of First Contact model**

Bash introduced Claire Horton and John Hannam and outlined the potential for developing a multi agency checklist in Leeds.

John presented about the scheme in Nottinghamshire 50 plus projects which includes referrals to adaptations, assisting with shopping, handy person, intermediate care, community transport service, gardening, IT champions, resource centres.

The checklist is a whole systems approach to multi agency working for people aged 60 or over, enabling them to get access to a range of services and it's a gateway to low level preventive services. Several organisations in Nottingham are assigned to first contact and work in partnership.

How does the checklist work:

- A partner agency makes contact with an older person
- A quick and simple checklist is completed to identify a range of individual needs
- Checklist goes to central point of contact
- Referrals automatically generated to relevant agency
- Agency then makes contact older person and offers services
- Closing the loop – outcomes are recorded by central point of contact.

What are the benefits:

- People are more likely to accept help if advice from a person face to face, who they have trust and confidence in

- One point of contact – holistic approach
- Improved sources of information
- Staff/volunteers able to identify a range of needs
- Staff/volunteers have an understanding of services and any criteria to be met
- Improves low level support for older people.

The checklist is quick and simple and guarantees referrals. Neighbourhood watch teams are being encouraged to start doing the checklist. The next step is to target vulnerable groups with a similar checklist.

**Action:** Aneesa to send John's presentation out with the minutes.

Claire presented about the scheme in Newcastle which was built on the Nottinghamshire model.

Claire informed that Newcastle have used existing resources to set up targeting vulnerable people who were house bound. A simple database has been put together to manage the referrals.

Initially the home library service piloted for 3 months ensuring that home safety, community alarm systems etc were discussed with people.

The second stage of the system roll out started in May which will be evaluated. The scheme is becoming more popular and they are looking at rolling out gradually involving more services.

The scheme is looking at sustainability. First Contact Newcastle helps to equip frontline staff to give information by providing an effective tool to refer people into preventative services. By using a simple checklist, staff can promote organisations that provide information, advice and practical services.

Generally people don't mind completing the form. The organisation taking the referral is responsible for keeping the information.

Referrals can be accepted from anybody or service.

The scheme is focussing on hard to reach people and in Newcastle they have made contact with ethnic groups.

It is the role of the coordinator and the referring agency to chase progress of referrals if not done in timescales.

**Action:** Aneesa to send Claire's presentation out with the minutes.

## Appendix 8

A scoping meeting will be arranged in October to look at the potential of developing the scheme in Leeds.

**Action:** Aneesa to invite all attendees and partnership members.

### 3. Minutes of meeting held on 22<sup>nd</sup> July 2010

Agreed as an accurate record.

### 4. Matters arising

None.

### 5. Health & Environmental Action Service programme

Andy circulated the priorities and vision for Health & Environmental Services. There are 3 key priorities linked to health & wellbeing and a number of challenges in Super Output Areas (see attached).

There is a lot of support to older people living in back to back houses when needing adaptations in these houses is an issue in some cases.

The work of Andy's service links in with the first contact scheme.

**Action:** Keith to report at next meeting regarding pathfinder integrated working progress.

### 6. Leeds Vision Consultation

Christine circulated the "What if Leeds" vision consultation document and informed that sustainability needs to be included in the consultation.

All were encouraged to distribute and have a look at contributing to the online debates.

Jenny Hill from Leeds Initiative has gone out to many places to get the consultation forms completed.

**Action:** All to inform Jenny if there are any other groups that need to be involved in the consultation process.

### 7. Updates from Bash

Bash circulated an update on progress against key partnership priorities (see attached).

## Appendix 8

**Action:** All to inform Bash if wanting to engage with any of the subgroups.

### **8. Any other Business**

Smoke Free Homes update to be circulated.

**Action:** Aneesa to request from Gemma Mann.

### **9. Date of next meeting**

25<sup>th</sup> November at 2 – 4 at Civic Hall.

#### **Next meeting agenda items:**

**South Pathfinder update** – Shaid Mahmood, Keith Lander and Gerry Shevlin

**Citywide Health & Wellbeing priorities 2030** – Christine Farrar / Dan Barnett

### **1. Thematic Crime Groups**

The hate crime MARAC is working well and a full report was presented on its activity. 37 cases have been considered by the group leading to 68 separate actions including improving resident security, notices/cautions being served and awarding priority extra for housing applications.

The role of the Domestic Violence Group is being reviewed to ensure it fits with the changing arrangements of groups lead from Community Safety centrally.

### **2. Tasking Highlight Reports**

All groups continue to work well. Issues raised include a problem location in Morley that is being addressed by Senior Managers in Community Safety and Children's Services.

### **3. Improving joint working between Tasking groups and Children's Services**

A report was presented about how steps are being taken to improve the way that Tasking meetings are using tools to better support young people and through that address their offending behaviour.

### **4. Operation Flame**

A report was circulated that describes arrangements by a range of agencies to address nuisance fires and ASB issues in the run up to bonfire night. This includes diversionary activity for young people, arrangements to remove illegal bonfires and contact details for key people involved in this work.

### **5. Timeline priorities**

Burglary is a key issue at this time of year, so there was discussion about the increased visits to offenders/nominals and distribution of timer switches to residents.

Alcohol related violence is also likely to increase during the festive period. A project is being developed jointly by the DCSP and Health Wellbeing Partnership to address alcohol and related issues in South Leeds.

### **6. Locality Working Workshop**

A report was presented on the workshop. The key issue to note is the review of partnership arrangements.

### **7. Any other business**

Lesley Schofield advised that the Youth Offending Service has been inspected and early indications are that it will have a positive outcome.

Appendix 9

**Date of next meeting: Friday 28<sup>th</sup> January 2011.**



## Outer South Area Committee Children and Young People Working Group

**Thursday 30 September 2010, 11:00am**  
Morley Town Hall: Small Banqueting Suite  
Morley

<b>ATTENDANCE</b>	
John May	Specialist Learning Mentor – Education Leeds
Rowena Holstead	Specialist Learning Mentor – Education Leeds
Everton Wattley	LCC Sport Development
Nick Prica	LCC Youth Service
Jo Shiffer	Rothwell Extended Services Cluster
Cathy Forster	Morley Children's Services and Ardsley, Tingley Cluster of Schools
Louise Snowden	Integrated Service Leader (ISL) Morley
Jason Tabor	LCC Integrated Youth Support Service
Jamie Ware	South East Area Management Team (AMT)

**Apologies:** Cllr Bob Gettings JP (Ward Councillor – Outer South Children's Champion), Jeannette Morris Boam (Leeds Voice), Glen O'Malley (LCC Youth Service), Sue Jenkinson (Rothwell NPT), Joanne Morgan (Morley NPT).

		<b>ACTION</b>
<b>1.0</b>	<b>Introductions and Apologies</b>	
1.1	Apologies noted. JW thanked attendees for agreeing to reconvene the meeting at short notice and extended apologies to those partners (not present), who been inconvenienced by the meeting reschedule.	
1.2	John May and Rowena Holstead were welcomed. They agreed to attend at short notice, to talk to partners about the threats to targeted service provision for young people around Teenage Pregnancy in South Leeds.	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	The previous Minutes were to be amended with corrections to:  Item 3.2. Two amendments to reflect '...the best relationship with the child or the young person'. Further; 'The service remit is for ages 0-19 and to 25, for disabled young people'.  Item 3.3. There was an amendment to be made to include that 'Cluster Managers had sent communication to delivery partners (under the ABC Protocols/Contracts) which would now enable them to report more widely on the outcome of financial related matters with Activity Contracts'.  Item 7.0. 'Any Other Business' contents had been omitted/deleted by mistake in the draft version. Of note, the 'commitment from the Working Group (and from Area Management, to supporting the booking of Morley Town Hall), for a CAF Practitioners Event in November'.	<b>JW</b>
<b>3.0</b>	<b>Tabled Item</b>	
3.1	John May and Rowena Holstead held a lengthy discussion around the current service provision (via the Health Initiatives & Wellbeing Team), which currently operates across the South and the immediate threats to their support for young people around Teenage Pregnancy. Partners discussed the various contingencies being sought, including putting in place ongoing advice, guidance and support for young parents throughout the pregnancy timeframe.	

3.2	Partners offered their support to promote whatever linkages and literature (including a possible 'advice pack' being considered for professionals) that comes forward to leave a legacy for the team's work.	
3.4	Partners agreed to cascade this to respective teams and contacts. John and Rowena to be included in future Working Group correspondence to assist with communicating the key messages.	ALL
<b>4.0</b>	<b>Summer Activity Discussion</b>	
4.1	<b>Cluster Manager Feedback</b> Jo Shiffer and Cathy Forster discussed the commissioning and delivery of summer activities across the Outer South. Reports for the Cluster of Ardsley Tingley Schools Services, Morley Children's Services and Extended Services Rothwell will be circulated with the Meeting Minutes (when available) and as part of communication to Cluster Steering Groups and Area Committee, in November.	JS/CF
4.2	CF suggested that a session spent mapping out 'communication channels' would be beneficial for the group to understand where relevant information should go to and also, to avoid duplication. Partners agreed this would be sensible and this also links for example, directly to the CAF and Teenage Pregnancy work.	ALL
4.3	<b>Partner Feedback</b> Youth Service updated partners on the successful completion of the Morley 'Young Persons Project' which targeted youth provision at between 10-12 young people and had particular positive connections with wider family members, regarding community cohesion and extremism. This work continues to tie into the Neighbourhood Improvement Plan (NIP) initiative, in the Harrops Estate.	
4.4	As previously discussed, the delivery of Breezecards directly to year groups (via schools), had seen a mixed response, based on the ability of schools to be able to distribute them in time for the end of term. Further, the ability for the Breeze Team to report back on Outer Mini Breeze Event numbers has also been affected by staffing issues. JT agreed to work with Cluster Managers to support the Breeze element of the report to Area Committee. In the event there was not time to process numbers, an indicative figure could be reported from attendance rolls, to provide an update to Ward Members.	JT
4.5	<b>Joint Promotional Feedback</b> The production of 20,000 copies of the Summer Activities Booklets, made available for distribution to all Outer South Schools, was seen as a key marker in the successful summer activity delivery. Partners agreed that being able to develop the Summer Booklet 'offer' more locally, despite some complications at various schools and including promotion by Cluster Manager's (at School Assemblies for example), was to be commended as a positive approach.	
4.6	It was confirmed that distribution of copies of the summer booklets to all Outer South Ward Members, had been completed by AMT.	
<b>3.0</b>	<b>Working Group Action Plan</b>	
3.1	The draft paper, circulated at the previous meeting (which specifically highlighted the areas of focus around Children and young people, within the recently revised Outer South Area Delivery Plan), was scheduled for discussion.	
3.2	There was not time in the meeting schedule to debate this Item fully. This was deferred for future discussions.	



<b>4.0</b>	<b>Leeds City Council Equality Framework</b>	
4.1	A quick note was made to the need to review the Working Group's 'Terms of Reference'. This is aligned to the root and branch review of work streams being undertaken across the council, to assist achieving Excellence Equality Standard for 2011/12.	
4.2	This issue will be considered at a future meeting, aligned to the focus of the Working Group moving forward, allowing for partners to consider their own commitments in any new council structure and arrangements.	
<b>6.0</b>	<b>Any Other Business</b>	
6.1	AMT had continued to pursue a discussion around the 'connectivity' between activity provision in the outer south and the Leeds Youth Hub. Joshua McDonald (Youth Hub Project Manager) was unable to attend the rescheduled meeting but was still keen to attend a future meeting.	<b>AMT</b>
6.2	There was not time in the meeting schedule for Louise Snowden to debate the proposed 'Transformation Programme' at Children Leeds. Papers to be included with the Meeting Minutes.	<b>LS/JW</b>
6.3	JW reported that he would be moving on from his position at LCC before the next Working Group Meeting and as such, AMT colleagues ability to respond to Children and Young People Working Group issues, would be affected in light of this. Partners were asked to consider how the Working Group might perform a function within the changing council landscape.	<b>ALL</b>
6.4	JT reported that recent communication from LCC Lettings to his and associated CVS Sports Groups, had potentially alarming ramifications (in terms of the new pricing structure), which may result in local club's inability to function within the commercial type rates being suggested. To be discussed in more depth, at the next meeting.	<b>JT</b>
<b>7.0</b>	<b>Date, Time and Venue of Next Meeting</b>	
7.1	Provisionally agreed as Friday 19 November 11:00am (TBC), by Area Management.	<b>AMT</b>

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