



WEST (OUTER) AREA COMMITTEE

**Meeting to be held in the Calverley Mechanics Institute, Thornhill Street, Leeds LS12 4LH
on Friday, 9th July, 2010 at 2.00 pm**

MEMBERSHIP

Councillors

A Carter	-	Calverley and Farsley;
J Marjoram	-	Calverley and Farsley;
R Wood	-	Calverley and Farsley;
M Coulson	-	Pudsey;
J Jarosz	-	Pudsey;
R Lewis	-	Pudsey;
A Blackburn	-	Farnley and Wortley;
D Blackburn	-	Farnley and Wortley;
J Hardy	-	Farnley and Wortley;

Co-optees

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

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

**Mike Earle
224 3209**

**Acting Area Manager: Jason
Singh
Tel: 395 2836**

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;"><u>PROCEDURAL BUSINESS</u></p> <p>ELECTION OF CHAIR 2010/11</p> <p>To elect an Area Committee Chair for the 2010/11 municipal year.</p> <p>Report of Chief Democratic Services Officer attached.</p>	1 - 4
2			<p>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	

Item No	Ward	Item Not Open		Page No
3			<p>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p>RESOLVED – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	
4			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
6			<p>APOLOGIES FOR ABSENCE</p>	

Item No	Ward	Item Not Open		Page No
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair</p>	
8			<p>MINUTES - 26TH MARCH 2010 - AND ANY MATTERS ARISING</p> <p>To confirm as a correct record the attached minutes of the meeting held on 26th March 2010.</p> <p style="text-align: center;"><u>EXECUTIVE BUSINESS</u></p>	5 - 12
9			<p>FORUM MINUTES</p> <p>To receive for information purposes the attached minutes of the Tyersal Community Forum meeting held on 19th May 2010.</p>	13 - 16
10			<p>APPOINTMENT OF CO-OPTees AND THEMATIC CHAMPIONS 2010/11</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	17 - 22
11			<p>CCTV UPDATE REPORT - OUTER WEST AREA</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	23 - 32
12			<p>AREA DELIVERY PLAN - PROGRESS REPORT - QUARTERS 3 AND 4 2009/10</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	33 - 62

Item No	Ward	Item Not Open		Page No
13			<p>AREA MANAGER'S REPORT</p> <p>To receive and consider the attached report of the Acting Area Manager.</p>	63 - 94
14			<p>WELLBEING BUDGET 2010/11 - UPDATE REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	95 - 108
			<p><u>COUNCIL BUSINESS</u></p>	
15			<p>AREA COMMITTEE ROLES AND FUNCTIONS</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	109 - 118
16			<p>APPOINTMENTS TO OUTSIDE BODIES 2010/11</p> <p>To receive and consider the attached report of the Chief Democratic Services Officer.</p>	119 - 130
17			<p>HEALTH AND ENVIRONMENTAL ACTION SERVICE - YEAR END REPORT 2009/10</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	131 - 144
18			<p>HEALTH AND WELLBEING - UPDATE REPORT</p> <p>To receive and consider the attached report of the Health and Wellbeing Improvement Manager.</p>	145 - 148
19			<p>COMMUNITY SAFETY - UPDATE REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	149 - 152
20			<p>HERITAGE OPEN DAYS</p> <p>To receive and consider the attached report of the Leeds Civic Trust.</p>	153 - 154

Item No	Ward	Item Not Open		Page No
21			<p>OUTER WEST ALMO AREA PANEL MINUTES</p> <p>To receive for information purposes the attached minutes of the Outer West ALMO Area Panel minutes for the meetings held on 10th February and 14th April 2010.</p>	155 - 166
22			<p>FORWARD PLAN - SEPTEMBER 2010</p> <p>Attached.</p>	167 - 168
23			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS 2010/11</p> <p>Friday 10th September 2010, Pudsey Park Visitor Centre Friday 15th October 2010, Farnley Hall Friday 17th December 2010, Pudsey Civic Centre Friday 28th January 2011, Pudsey Leisure Centre Friday 25th March 2011, Farnley Hall</p> <p>All at 2.00pm.</p> <p>MAP TO TODAY'S VENUE</p> <p>Calverley Mechanics Institute, Thornhill Street, Leeds, LS12 4LH</p>	

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Originator: Name
Mike Earle
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Report of the Chief Democratic Services Officer

West Outer Area Committee

Date: 9th July 2010

Subject: Election of Chair 2010/11

Electoral Wards Affected:

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report is submitted to remind Members of the arrangements for the annual election of the Committee Chair.

The nomination(s) received will be reported at the meeting and Members will be requested to elect from amongst themselves a Committee Chair for the 2010/11 municipal year.

1.0 Purpose Of This Report

1.1 The purpose of the report is to explain the arrangements for the annual election of the Chairs of the Area Committees.

2.0 Background Information

2.1 Article 10 of the Council's Constitution sets out the composition, functions and role of Area Committees.

2.2 Paragraphs 10.7 and 10.8 of Article 10 deal with the appointment (election) of Chairs of the Area Committees. It states that the Chairs of Area Committees will be appointed (elected) by the Area Committees themselves.

3.0 Main Issues

3.1 The Area Committee Procedure Rules, also contained in the Council's Constitution, detail the process whereby Chairs' are appointed (elected). For ease of reference the provisions are reproduced below. It is important to note :-

- That, with the exception of Independent Members, all nominations **have** to be submitted via the respective Group Whips;
- That all nominations have to be received by the Chief Democratic Services Officer no later than one clear working day before the first meeting of the Area Committee at which the election will take place.

3.2 The nominations for Chair will be notified to Members at the meeting by the named Governance Services Officer on the front of this agenda.

4.0 RECOMMENDATIONS

Members are requested to elect from amongst themselves an Area Committee Chair for the 2010/11 municipal year.

Background Papers

Area Committee Procedure Rules

Area Committee Procedure Rules (Extract)

5.0 APPOINTMENT OF CHAIR

- 5.1 Each Area Committee will elect its own Chair, from amongst the City Councillors eligible to serve on that Committee.
- 5.2 Each Party Group with Members elected within an Area Committee area may put forward a nomination from amongst its Members on the Area Committee to Chair the Area Committee. An Independent Member may also put forward a nomination.
- 5.3 A nomination must be forwarded to the Chief Democratic Services Officer no later than 1 clear working day before the first meeting of the Area Committee (after the Annual Council meeting) each year.¹
- 5.4 The Chief Democratic Services Officer will ensure that nominations and the appointment of the position of Chair are dealt with at the Committee's first meeting of the municipal year.
- 5.5 The Chair will be appointed by overall majority of votes cast by those Members eligible to do so and present at the meeting. If no overall majority is achieved, then the nominee with the smallest number of votes will be eliminated from consideration, and the vote repeated.
- 5.6 Where an overall majority of votes cannot be obtained the Council will appoint a Chair.

¹ A nomination from a Party Group must be forwarded by the Whip of that Group.

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Agenda Item 8

WEST (OUTER) AREA COMMITTEE

FRIDAY, 26TH MARCH, 2010

- PRESENT:** Councillor D Blackburn in the Chair
- Councillors A Blackburn, M Coulson,
J Jarosz, J Marjoram and F Robinson
- Co-optee – Rev Kingsley Dowling
- Apologies** Councillors A Carter, R Lewis and
A Parnham

87 Late Items

In accordance with his powers under Section 100(B)(4)(b) of the Local Government Act 1972, the Chair accepted onto the agenda, as late items of urgent business, the minutes of the West North West Homes Outer West Area Panel meeting held on 10th February 2010. This was on the basis that this was the last meeting of the Area Committee in the 2009/10 municipal year, and the next meeting would not be until July 2010.

The Chair also accepted a late application for Wellbeing funding, from the Farsley Community Festival, which was due to take place in July.

88 Declaration of Interests

The following declarations of interest were made:-

- Councillor M Coulson – Agenda Item 10 (Minute No. 96 refers) – Secondary Schools Moving to Trust Status – personal interest in his capacity as a Governor of Crawshaw High School
- Councillor M Coulson – Agenda Item 14 (Minute No. 99 refers) – Wellbeing Fund Applications – Application on behalf of Pudsey in Bloom – personal and prejudicial interest in his capacity as a member of Pudsey in Bloom.
- Councillor J Jarosz - Agenda Item 10 (Minute No. 96 refers) – Secondary Schools Moving to Trust Status – personal interest in her capacity as a Governor of Pudsey Grangefield High School
- Councillor A Blackburn - Agenda Item 14 – (Minute No. 99 refers) - Wellbeing Fund Applications – Application on behalf of West North West Homes ALMO – Stonebridge Lane Improvements – personal and prejudicial interest in her capacity as a Director of West North West Homes Leeds .

89 Apologies for Absence

Draft minutes to be approved at the meeting
to be held on Date Not Specified

Apologies for absence from the meeting were submitted on behalf of Councillors A Carter, A Parnham and R Lewis and also Howard Bradley (Co-optee).

90 Minutes - 29th January 2010

RESOLVED – That the minutes of the meeting held on 29th January 2010 be confirmed as a correct record.

91 Open Forum

In accordance with the provisions of the Area Committee Procedure Rules, reference was made to the Open Forum item which allowed members of the public up to 10 minutes in total to ask questions or to make representations on any matter which fell within the remit of the Area Committee. On this occasion, no such issues were raised.

92 Matters Arising from the Minutes

a) Proposed Expansion of 6 Primary Schools (Minute No. 77 refers)

Councillor A Blackburn reported that she had still not received details regarding the proposed expansion of Ryecroft Primary School, where she was a Governor.

The Area Management Officer undertook to pursue this matter with Education Leeds.

93 Community Forum Minutes

RESOLVED – That the minutes of the following meetings be received and noted:-

- a) Pudsey and Swinnow Community Forum, 9th February 2010.
- b) Tyresal Community Forum, 10th February 2010.
- c) ALMO Outer West Area Panel, 10th February 2010.
- d) Farnley and Wortley Community Forum, 1st March 2010.

94 Neighbourhood Warden Restructure and Deployment of Community Environment Officers and Community Environment Support Officers

Further to Minute No. 15, 10th July 2009, the Committee considered a joint report submitted by the Chief Officer, Regeneration and the Chief Officer, Health and Environmental Action, updating Members regarding the restructuring of the former Neighbourhood Wardens Service and the proposed

deployment in the Committee's area of a new post of Community Environment Support Officer.

RESOLVED –

- a) That the report be received and noted.
- b) That, initially, the new post of Community Environment Support Officer focuses on priority areas within Farnley and Wortley Ward, on the understanding that this post is a flexible resource available to the whole of the Outer West area, and that priorities might change from time to time.
- c) That the Committee receive a further report regarding the possibility of the Committee funding an additional part-time post to work in the Priority Neighbourhoods or to provide a further flexible resource across the Outer West area.

95 Children's Services - Performance Monitoring at Area Committee Level

The Director of Children's Services submitted a performance report containing information, performance indicators and statistical information, broken down by Wards, in respect of a raft of issues, such as the outcome of OFSTED inspections, teenage pregnancy rates and young people Not in Education, Employment or Training (NEETs).

Amanda Jackson, Locality Enabler, Children's Services, presented the report and responded to Members' queries and comments. In brief summary, the main points of discussion were:-

- a) Members regarded the content and format of the report as a good starting point for future regular reporting arrangements. However, a more detailed breakdown and analysis would be necessary to enable Members to 'drill down' beneath the broad statistics to identify 'cause and effect' underlying some of the issues, and possible actions which might mitigate some of the problems.
- b) Examples of the above and requests for further information were quoted as:-
 - Teenage Pregnancy Rates – The information presented was out of date (2004-2006) and based on the old Wards, not the current ones. It was reported that the 2006-2008 equivalent information had just been received and would be circulated to Members once it had been disaggregated.
 - Annex 3 – Referrals – this information related to one month only – November 2009. Up to date and more detailed information was necessary to enable Members to gauge what was

happening locally, whether early interventions were taking place, etc.

- Some comparative information was necessary in all categories to enable Members to gauge the potential scale of problems.
 - NEETs – There was a need for a more detailed analysis, e.g. links to Super Output Areas. Comment was made that there was a link between many of the areas reported on, and Members needed more detailed information in order to understand what was happening in the area. Reference was made to the extensive work being undertaken by the Council with schools and local partnership agencies to improve NEET statistics. Updated information to the end of February 2010 was now available and would be circulated separately to Members.
 - Breezecard Requirements – Members would be forwarded further information on this, in particular why it was regarded as necessary for very young children to be registered and issued with a Breezecard when they were taken swimming.
- c) It was confirmed that the previous problems associated with the Connexions database had now been resolved.

RESOLVED – That, subject to the above comments and requests for further information, the report be received and noted.

96 Secondary Schools Moving to Trust Status

The Chief Executive, Education Leeds, submitted a report outlining possible proposals by Crawshaw High School and Pudsey Grange High School to apply, separately, for Trust School status.

Pat Toner, Strategic Manager, Resources, Education Leeds, attended the meeting, responded to Members' queries and comments and outlined some of the issues involved.

Councillor Coulson stated that Crawshaw High School was already contemplating going out to consultation on Trust School status, and Pat Toner indicated that he would follow up this information.

RESOLVED – That the current position regarding developments in the Trust School programme in the Outer West area of the City be noted.

97 Draft Area Delivery Plan 2010/11

The Director of Environment and Neighbourhoods submitted a report regarding the Committee's proposed updated Area Delivery Plan 2010/11.

Clare Wiggins, Area Management Officer, presented the report and responded to Members' queries and comments. The main points of discussion were:-

- 'I Love West Leeds' Festival – Since its inception, this Festival had received substantial financial backing from both the West Inner and West Outer Area Committees, which would be difficult to sustain on a long term basis. The Area Management Team was, therefore, liaising with the Festival organisers to try to identify other possible sources of funding.
- Pudsey Town and District Centre Improvements Scheme – The Area Management Officer undertook to supply Members with further details regarding toilet provision.
- Swinnow Playground – A plea was made for this scheme to be implemented as soon as possible.
- Whitehall Surgery – Contraception advice etc, for young people – The Area Management Officer undertook to supply Members with further details regarding the numbers of young people using the service.

RESOLVED – That, subject to the above comments and requests for further information, the draft Area Delivery Plan 2010/11 be approved and submitted to the Executive Board.

98 Area Manager's Report

The Acting Area Manager submitted a report updating Members on progress on a range of issues included in the Committee's Area Delivery Plan 2008-11 and the key achievements of the Area Management Team since the last meeting.

The Area Management Officer undertook to raise again the issue of the tidying up of the Bradford City Council owned land which was just within the Leeds City Council boundary on the Leeds/Bradford corridor.

RESOLVED – That the report be noted.

99 Wellbeing Fund 2010/11

The Director of Environment and Neighbourhoods submitted a report detailing the amount of Wellbeing monies available to the Committee in 2010/11 and inviting Members to consider several new applications for funding.

RESOLVED –

- a) That the report be received and the amount of revenue and capital Wellbeing Funding available to the Committee be noted.

Draft minutes to be approved at the meeting
to be held on Date Not Specified

- b) That the projects set out in Paragraph 5.1 of the report, previously approved in principle only, be confirmed.
- c) That £10,000 be allocated to a Small Grants Fund, £2,500 to a Community Skips Fund and £3,000 be allocated for community consultation and engagement.
- d) That the following decisions be taken in respect of the applications for funding before the Committee today :-

REVENUE

- i) Community Development Worker – Swinnow, Gamble, Heights and Green Thorpe neighbourhoods - £22,088 – Approved (subject to checking the figure for NI contribution).
- ii) Site based Gardeners – Tyersal Park and New Farnley Park - £23,000 – Approved.
- iii) Pudsey In Bloom - £4,000 – Approved.
- iv) West Yorkshire Police – Memo cameras - £1,445 – Approved.
- v) Youth Service application for £41,000 (capital) declined. An alternative suggestion for £11,800 (revenue) to cover leasing, insurance, maintenance and repairs of the youth mobile for 12 months was approved in principle. Final report, including cost breakdown, to be circulated to Members and approval to be resolved through the Chair. Final decision to be reported to the next meeting.
- vi) Hindu Cultural Society – transport costs - £3,000 – Deferred, pending the receipt of further information.
- vii) Pudsey Town Centre – marketing and events budget - £5,000 – Approved.
- viii) Irish History Month - £500 – Refused.
- ix) Farsley Community Festival - £5,500 – Approved.

CAPITAL

- i) Tyersal Shop Parade – environmental improvements - £11,006 – Deferred for further investigation regarding whether or not the land in question is private property.
- ii) Stonebridge Lane – land improvements - £6,986.17 – Approved.
- iii) West Yorkshire Police – capture house - £4,000 – Approved.

(NB:

Draft minutes to be approved at the meeting
to be held on Date Not Specified

1. Councillor M Coulson left the meeting during the consideration of the application from Pudsey in Bloom (see Minute No. 88).
2. Councillor A Blackburn left the meeting during the consideration of the application in respect of Stonebridge Lane Land Improvements (see Minute No. 88)
3. Councillor F Robinson wished his vote against the decision to defer consideration of the application in respect of the Hindu Cultural Society to be recorded.)

100 Community Safety Update

The Director of Environment and Neighbourhoods submitted a report updating the Committee regarding recent community safety issues in the Committee's area.

Inspector Richard Cawkwell presented some statistical information to Members regarding crime rates in the area and off-road motorcycle incidents between 2006-2009. He also introduced Inspector Sue Disley, who would be deputising for him for the next 3-4 months whilst he was Acting Chief Inspector in another part of the Force. Inspector Cawkwell also placed on record his thanks and appreciation for the co-operation and hard work of Gill Hunter, Area Community Safety Co-ordinator.

RESOLVED – That the report be noted.

(NB: Councillor M Coulson left the meeting at 16:49, during this item.)

101 Forward Plan

RESOLVED – That the provisional list of items for the 9th July 2010 meeting of the Committee be approved.

102 Times, Dates and Venues for Outer West Area Committee for 2010/11

RESOLVED – That the following dates be approved for meetings of the Area Committee during 2010/11, all to commence at 14:00, proposed venues to be agreed by the Chair, in consultation with the Area Management Officer:-

- 9th July 2010
- 10th September 2010
- 15th October 2010
- 17th December 2010
- 28th January 2011
- 25th March 2011

103 Councillor Frank Robinson

Draft minutes to be approved at the meeting
to be held on Date Not Specified

RESOLVED – That upon his retirement from the Council at the next elections on 6th May 2010, the Committee places on record its thanks and appreciation for all the hard work performed by Councillor Frank Robinson.

The meeting concluded at 17:02.

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TYERSAL COMMUNITY FORUM MINUTES Wednesday 19th May 2010

Present: Cllr Jarosz (Chair), Gavin Forster (WNW Area Management, LCC) Phil Staniforth (Parks and Countryside, LCC), Chris Way (Highways – LCC), B Wood, AJ Turnbull, M Walker, M Knowlton, V Joyce, B Crawshaw, F Punt, M Merriman, J Varley, K Scholes, M Cording, P Bowers, L Allen, J Artist, W Stephenson, G Stephenson, B Parkin.

ACTION

1.0 WELCOME

1.1 Cllr Jarosz welcomed everyone to the meeting.

2.0 APOLOGIES

2.1 Apologies were received from E Foster, D Crowe and Councillors Lewis & Coulson.

3.0 MINUTES OF THE LAST MEETING

3.1 The minutes of the last meeting were agreed as a true record.

4.0 MATTERS ARISING

4.1 All of the issues in the last meeting will be addressed in the meeting.

5.0 Police update / PACT meeting

5.1 Any private matters relating to Police matters can be discussed after the meeting or by contacting the Police directly

- 5.2
- Burglary issue has reduced, only 2 this last month.
 - There have been a couple of 'theft of motor vehicles', these were due to keys being left in the ignition of the cars.
 - One person spoken to regarding the wasting of police time
 - One 'theft from motor vehicle', this was due to a sat-nav being on show

5.2 Quad bikes are an issue at the moment and the road and off road bikes teams are fully aware of the situation and are monitoring things on regular visits

5.3 There are some issues with young people and ASB. The anti social behaviour unit along with PCSO's are engaging with the young people to try and improve the situation.

5.4 There has been a joint initiative on some of the major roads to try and address some of the problems facing Tyersal in light of its location between Leeds & Bradford. Hopefully some of the problems around speeding etc are reducing.

5.5 Horse & carts are again becoming a problem. This is not a reflection on the traditional 'rag & bone' men but the people who are currently going in peoples gardens to get anything that they see as scrap. This situation is being monitored by the Police and action will be taken to anyone who doesn't have the correct documentation.

6.0 Highways – Chris Way

6.1 Chris gave an overview of his role and how some of the legislation effects the way that things work.

6.2 A resident asked if it would be possible to get a 20mph zone in tyersal running from the bridge. It was confirmed that the area was not currently on the list of areas to be changing in to 20mph zones. The main issue the area has it that it is a closed estate so traffic is not using it as a through road to get to somewhere else. This type of scheme would be very expensive on the likes of tyersal road due to its length it would have to have chicanes or humps every 100m.

6.3 The criteria for implementation of traffic calming is down to the average speed on the road and also the number of accidents. For speed cameras to be installed there has to be 2 fatalities or 2 severe accidents and also an average speed 10% over the limit to allow a camera to be put forward as an idea.

6.4 An update is needed on the works that are planned on the footpaths around the school, this should have already been addressed but the slabs are still broken.

GF

6.5 The Police can bring in their speed gun and do a session on the main road but this would be a situation where it would have limited impact again due to the area being enclosed and the police would be very visible and people would slow down.

7.0 Parks & Countryside update

7.1 Planning permission to complete the works on the play area will be returning on 1st June 2010. the tender process is out at the moment and will return in mid June, followed by the best quote being confirmed in July. The project should be starting on-site late July or early august. This would mean that the project would be finished in October.

7.2 The main reason for the delay is due to the mounding being classed as an excavation and therefore it requires planning permission.

7.3 A question was asked about the potential of notices about dogs getting in to the play area being installed as part of the works. At the moment there are plans to install a sign highlighting the age range of the play equipment and this would include some mention about dogs.

7.4 The issue of people taking their dogs in to the play area is a difficult one, the gate will be repaired to stop access by stray dogs, it is more difficult to educate dog owners who decided it would be a good place to let their dogs out.

7.5 The tennis courts have been investigated to be used as a football area but it is not really feasible to convert them at this time. The plans are to reinstall the net and allow their use as coursts.

7.6 The horses are still gaining access to the field but at the moment the priority is to improve the play area, once this is done the fence will be looked at but it will be expensive to repair the length of fencing.

8.0 A.O.B

8.1 There seems to have been an increase in the levels of motorcycles crossing the old golf course. This is a hotspot for the area and the off-road bikes team is aware of the problem. The main issue with this is the fact that the land has mixed ownership and this leads to problems especially when there is a chance that the owner of the private land has given permission to the bikers.

GF

8.2 Dumping in the park has happened again. There is currently a sofa in the tennis courts. PS to make sure this is removed asap.

PS

8.3 Issues were raised around the access to transport services in the Tyersal area. At the moment there seems to be a number of events going on in the likes of Pudsey but the bus routes don't allow easy travel to them. Cllr Jarosz is going to look in to this problem. It could be something that the access bus. More information is required for the next meeting to allow the residents to be fully up to speed on the routes and services they should be receiving.

9.0 Date of Next Meeting

9.1 Wednesday 29th September 2010 at Tyersal Residents Social Club together with the Police.

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Originator: Sam Woodhead

Tel: 0113 395 1973

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 9th July 2010

Subject: Co-options to the Outer West Area Committee and Thematic Champions

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity x

Community Cohesion x

Narrowing the Gap x

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 requests members to:

- approve the continuity of the current co-optees who sit on the Outer West Area Committee;
- propose new co-optees to sit on the Outer West Area Committee if necessary
- consider the appointment of thematic champions for the Outer West Area Delivery Plan 2010-11.

1.0 Purpose Of This Report

- 1.1 This report requests members to approve the continuity of co-optees who sit on the Outer West Area Committee, propose new co-optees to sit on the Outer West Area Committee if necessary. In addition, the report asks Members to consider the appointment of thematic champions for the Outer West Area Delivery Plan 2010-11.

2.0 Background Information

- 2.1 Under Article 10 of the Constitution, there is provision for Area Committees to appoint up to 5 non-voting co-opted members to support the work of the Committee. Co-opted members can participate in debates but have no voting rights.
- 2.2 Outer West Area Committee members have expressed the view in the past that any co-optees should be able to represent the whole area and should be able to contribute specific expertise to assist the Committees deliberations, for example,

through their involvement in business, the voluntary sector, with young people, with faith organisations or with people of disability.

2.3 The Outer West Area Committee is currently served by 3 co-optees, the Reverend Kingsley Dowling, Howard Bradley and Liz Navin Jones who have provided excellent support to the Committee.

2.4 Members agreed at the February 2008 Area Committee to endorse the principle of utilising Area Committee meetings to brief members on partnership working in Outer West Leeds. In addition, it was agreed that Members would attend each of the relevant partnership group meetings and act as a 'champion' for a specific Area Delivery Plan theme e.g.

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

2.5 The following Members were aligned to the themes below:

Partnership Theme	Priorities expressed by Members	Champion	Lead Partnership Agency
Harmonious Communities	<ul style="list-style-type: none"> • Increase participation in culture by providing a range of activities which can be used by all our communities and visitors. 	Cllr Joe Marjoram	Leeds Voice
Enterprise, Economy and Transport	<ul style="list-style-type: none"> • Enhance the skills of the current workforce • Increase entrepreneurial activity in deprived areas • Improve the quality, use and accessibility of public transport services in Leeds • Reduce worklessness in deprived areas 	Cllr David Blackburn Cllr Lewis	Leeds Ahead
Culture & Environment	<ul style="list-style-type: none"> • Increase recycling rates and reducing the amount of waste going to landfill • Reduce emissions from public sector buildings, operations 	Cllr Andrew Carter	Environment Action Team

	<ul style="list-style-type: none"> and service delivery Address neighbourhood problem sites and improve cleanliness of publicly owned land 		
Health and Wellbeing	<ul style="list-style-type: none"> Embed a safeguarding culture for all Reduce bullying and harassment Improve psychological and mental health services for children, young people and families Increase the proportion of vulnerable adults helped to live at home 	Cllr Josie Jarosz	PCT/Adult Services
Thriving Neighbourhoods	<ul style="list-style-type: none"> Reduce crime and the fear of crime Reduce anti-social behaviour Improve the condition of deprived neighbourhoods and centres by carrying out a programme of physical, social and economic improvements 	Cllr David Blackburn Cllr Ann Blackburn Cllr Lewis	Police/Safer Leeds
Learning	<ul style="list-style-type: none"> Improve learning outcomes and skill levels for 19 year olds Narrow the gap in learning outcomes for 16 year olds Improve learning outcomes for 16 year olds 	Cllr Coulson	Children Leeds West

2.6 The relevant partnership group meetings for the themes above are:

Divisional Community Safety Partnership (covering the theme of Thriving Neighbourhoods);
Children Leeds (covering the theme of Learning);
West North West Employment, Education and Training (covering the theme of Enterprise and Economy)
West North West Health and Wellbeing Partnership (covering the theme of Health and Wellbeing).

2.7 The appointment to outside bodies report on this agenda, is ensuring that appropriate Member attendance is made at this meetings.

2.8 An exercise was carried out by Governance Services last year to collect the names of the nominated thematic Champions, with a view to ensuring that their details were passed onto the appropriate Department/agency, in order that they could issue invites to them for the relevant partnership meetings. This report seeks to check with Members that this is occurring.

3.0 Main Issues

3.1 Given that no co-opted member can be appointed for a period beyond the next Annual Meeting of the Council, this report seeks to gain approval from the Area Committee to continue with the appointment of the current co-optees to the Outer West Area Committee.

4.0 Implications for Council Policy and Governance

4.1 Co-optees assist Area Committees in their decision making process, by contributing to debates in Committee (specifically around narrowing the gap, community co-hesion and equality and diversity), and by adding their professional expertise.

4.2 The attendance of Members to thematic partnership meetings, ensures that Members are kept informed of relevant policy and guidance, which assist them in their role as Champions.

5.0 Legal and Resource Implications

5.1 There are no legal and resource implications other than utilizing the provision under Article 10 of the Constitution to appoint co-optees.

6.0 Conclusions

6.1 As the Outer West Area Committee is currently served by 3 co-optees, the Reverand Kingsley Dowling, Howard Bradley and Liz Navin Jones who have provided excellent support to the Committee there is no reason not to continue with their support.

6.2 Members should review the list of thematic Champions based on past agreement and reach a decision on whether any changes should be made to the list. In addition, Members who may not be represented below (including recently appointed Members), are invited to add their name alongside a theme if desired.

7.0 Recommendations

7.1 Outer West Area Committee members are asked to:

- approve the continuation of the appointment of existing three co-optees;
- propose new co-optees to sit on the Area Committee if necessary;
- consider the appointment of thematic champions for the Outer West Area Delivery Plan 2010-11 and make changes and additions, where necessary.

Background Papers:

none

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Originator: Derek Whitehouse

Tel: 395 0806

Report of The Director of Environment and Neighbourhoods Directorate

Meeting: West (Outer) Area Committee

Date: 9th July 2010

Subject: CCTV Report – for Leeds City Council Community Safety CCTV Service in West (Outer) Area Committee

Electoral Wards Affected:

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 is a six monthly report prepared by Leeds City Council's Community Safety CCTV service that provides a monitoring service of public space surveillance cameras (i.e. fixed CCTV cameras in open spaces across Leeds), 24 hour per day, 365 day per year. The service also provides two mobile CCTV vans for deployment within communities across Leeds.

The purpose of public space CCTV is to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds.

1.0 Introduction & purpose of report

1.1 This report sets out to highlight the services provided by Leeds City Council Community Safety CCTV to demonstrate the effectiveness of the service in

reducing the fear of crime and facilitating the apprehension and detection of offenders in areas covered by both mobile and fixed CCTV cameras.

- 1.2 The service has two mobile CCTV vans which are deployed using appropriate intelligence gathering information in conjunction with the police and other council enforcement services in identified locations throughout Leeds area.

2.0 Background

2.1 Service Description

- 2.1.1 Leeds City Council Community Safety CCTV is currently in a transition period of moving into new premises and upgrading the current analogue video recording system to a new digital recording system.

- 2.1.2 A suitable site has been procured and work is currently being undertaken in building a new control room and procuring a digital CCTV recording system.

- 2.1.3 Leeds City Council Community Safety CCTV work in partnership with other council enforcement departments, emergency planning, Urban Traffic Control (UTC) and the police.

- 2.1.4 Community Safety CCTV complies with a strict Code of Practice which is compliant with the following legislation:

- The 'Data Protection Act'
- Human Rights legislation
- Regulation of Investigatory Powers Act (RIPA)
- The Private Security Industry Act 2001.

- 2.1.5 The Private Security Industry Act ensures that all CCTV staff are security vetted, trained and licensed by the Security Industry Authority (SIA) to operate the public space surveillance cameras.

- 2.1.6 Community Safety CCTV received accreditation to monitor the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and the images being recorded are relayed to the police control room.

- 2.1.7 Community Safety CCTV are security accredited to monitor the police national digital communication system (radio) known as Airwave, which has proven to be an effective tool. It enables CCTV operators to record valuable evidence at incidents prior to police arrival and the images being recorded are relayed to the police control room for their information.

- 2.1.8 The department works closely with other council enforcement, emergency planning departments and the police in relation to dealing with crime and anti social behaviour in the Leeds area.

2.1.9 The department also monitors the Business Against Crime In Leeds (BACIL) radio. This is a licensed radio system that is utilised by many of the city centre shops and the licensed trade to inform other businesses of incidents of interest to other businesses. Monitoring this radio system has also proved to be an effective tool in dealing with crime.

2.2 Description of Delegated Function / Enhanced role

2.2.1 CCTV provides reassurance to the public and helps reduce crime, the fear of crime and assists in detecting crime in areas covered by CCTV.

2.2.2 The service works in partnership with the police and other council services to target crime and anti social behaviour. They also work closely with Area Management, Divisional Community Safety Partnerships (DCSPs) and Neighbourhood Policing Teams (NPT's) on multi-agency operations.

2.2.3 There are 25 CCTV operators who monitor over 300 cameras across Leeds with a further 4 mobile CCTV operators to carry out the 24/7 operations every day of the year.

2.2.4 The police provide dedicated CCTV liaison officers to support each of the three police divisions and other law enforcement agencies in Leeds. The liaison officers have the responsibility for viewing and seizing images of crime and public disorder for evidential purposes.

2.2.5 Other relevant council departments also have dedicated CCTV liaison officers who also have a responsibility for viewing and seizing images of CCTV evidence to support council prosecutions.

2.2.6 Leeds City Council Community Safety CCTV contributes in partnership initiatives e.g. Neighbourhood Policing Team's (NPT) activity, Automatic Number Plate Recognition (ANPR) operations and Anti Social Behaviour Unit (ASBU) activity. Community Safety CCTV contributes to the overall crime reduction and reassurance agenda at area level through Divisional Community Safety Partnerships (DCSP).

2.2.7 The service produces a weekly CCTV report which is sent to Ward Members, Enforcement, ASBU, Area Management and West Yorkshire Police.

2.3 Role and Responsibilities of the Area Committee

2.3.1 Area Committees, where appropriate, have approved capital fund spending regarding the installation of public space surveillance CCTV cameras. The installation of such cameras can never be considered a stand alone option in the fight against crime and they must be considered as part of a local strategy to address crime and disorder and allaying the fear of crime. The installation of CCTV systems is a long term investment which requires continued financial support in relation to the annual revenue costs..

2.3.2 Area Committees may wish to consider developing or enhancing CCTV coverage in specific areas to tackle crime and disorder, the service will

provide details of the full cost of funding such projects when requested to do so and offer appropriate advice concerning such installation projects.

- 2.3.3 Area Committees via the Area Community Safety Co-Ordinator and Neighbourhood Policing Team Inspector, can request that the mobile vans be deployed in specific areas for crime prevention, crime detection, allaying the fear of crime and to combat anti-social behaviour or to take part in partnership initiatives.

2.4 Contributing to Delivery of the Leeds Strategic Plan Targets and Outcomes

2.4.1 The service is contributing to the delivery of Leeds Strategic Plan via

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

2.4.2 The service contributes to the delivery of other council departmental strategic plans such as ASBU, Enforcement, Peace and Emergency Planning, Land Drainage, Licensing, Security Services, Planning Department, Highways, ALMO's and Area Management.

2.4.3 Leeds City Council Community Safety CCTV have CCTV links to METRO, Bradford, Wakefield, Huddersfield and Calderdale local authorities and share images with the police, Urban Traffic Control, Land Drainage and Peace & Emergency Planning.

3.0 The Service at Area Committee level

3.1 Area Profile of the Service

3.1.1 All Departmental members of staff have been security vetted and the Department has been security accredited to utilise the police digital communication system known as Airwave. The ability to listen and react to police radio transmissions has proved to be effective in the fight against crime and anti-social behaviour.

3.1.2 Within the CCTV control room additional police equipment has been installed as part of the working partnership in crime prevention, detection and allaying the fear of crime such as Automatic Number Plate Recognition (ANPR).

3.1.3 The Department also has two mobile CCTV vans which are also fitted with ANPR equipment which are used in partnership working in conjunction with the police and other council enforcement services in identified locations throughout Leeds area.

3.2 Area based Service Priorities and contributions to the Area Committee's Area Delivery Plan for 2010 / 2011

3.2.1 Leeds City Council Community Safety CCTV camera operators have the ability to respond to record evidence at any incidents that the police have been informed about or where they are attending in areas where there are public space surveillance CCTV cameras as a result of monitoring the police digital communications system (Airwave). This allows evidence to be obtained as the incident is ongoing and images of the incident are also relayed to the police control room.

3.2.2 Using intelligence information there is also the ability to monitor identified areas via various formats;

- Crime Reduction Partnerships
- Residents Groups
- Community Groups
- Tasking meetings
- Vehicle Crime Sub Group
- Drugs and Robbery Sub Group
- Robbery Analysis Group
- Transit Robberies Group
- Acquisitive Serious Crime Group

3.3 Customer and community engagement

3.3.1 Strong partnership working underpins the activity of the Safer Leeds Partnership in making Leeds a safer place to live and work. Leeds City Council Community Safety CCTV is actively involved with all partners (internal and external) in 'Operation Champion'.

3.3.2 Leeds City Council Community Safety CCTV control room is situated in a secure environment and cannot actively engage directly with the community at its workplace; however the mobile CCTV vans are deployed at partnership community events (including the annual 'Face the People' event).

3.3.3 Communities place an active role in influencing the installation of CCTV cameras and the deployment of the mobile CCTV vans through partnership meetings, residents groups, Neighbourhood Policing Team meetings or by speaking directly to Councillors.

3.3.4 When seeking to fund a new CCTV installation or additional cameras, community consultation is undertaken to support the process. CCTV must be regarded as part of an overall strategy in the prevention and detection of crime and allaying the fear of. It cannot be used as a stand alone tool, but one that complements activity of other agencies and the police.

3.3.5 Leeds City Council Community Safety CCTV Codes of Practice have been approved by the council Legal Services and are reviewed annually.

4.0 Performance Management and Reporting

4.1 Baseline Position and key targets for the Service

4.1.1 Leeds City Council Community Safety CCTV supports the aim of the 'Safer Leeds' Crime & Disorder Reduction Partnership which is 'To secure sustainable reductions in crime and disorder and address the fear of crime in Leeds.'

4.1.2 As a department we are committed in working within the national framework to deliver improvements and change at a local level via:

- Effective Leadership
- Visible and constructive accountability
- Intelligence-led business processes
- Effective and response delivery structure
- Engagement with the communities and
- Staff having appropriate skills and knowledge

4.1.3 'Safer Leeds' has a statutory duty to produce a partnership plan which is aligned with other planning cycles such as the Leeds Area Agreement which supports the delivery of Public Service Agreements (PSA's) relating to crime reduction, community safety and substance misuse.

4.1.4 The Leeds Strategic Plan (LSP) 08 – 11 / Council Business Plan highlight the need for 'reduced crime and fear of crime through prevention, detection, offender management and changed behaviour.

4.1.5 Leeds City Council Community Safety CCTV is a front line service which supports partners and contributes to these plans by providing evidenced based information to partners about the scale and nature of crime and disorder.

4.2 Other Outcomes for the Area Committee area

4.2.1 CCTV is used on a daily basis to reduce crime and the fear of crime by facilitating in the apprehension and prosecution of offenders and assisting in the prevention and detection of crime committed in public areas in Leeds. CCTV Operators receive daily intelligence briefings about highlighted areas of concern.

4.2.2 Mobile CCTV vans are deployed throughout the city on a daily basis working alongside Neighbourhood Policing Teams and staff are also given intelligence briefings about the areas of interest they are to patrol in the Leeds areas.

4.3 Reporting Arrangements

4.3.1 The service provides weekly reports to all relevant partners and every six months a report is now to be provided to all Area Committees.

5.0 Programme of Activities 2010 / 2011

5.1 The service provides a daily monitoring service of the public space surveillance cameras and the mobile vans are deployed within areas identified but the details of that deployment are dependent upon the intelligence information received on a daily basis.

6.0 Implications for Council Policy and Governance

6.1 The proposals outlined within this report have no implications on Council Policy as the proposals are in accordance with agreements and existing policies.

7.0 Legal and Resource Implications

7.1 As previously mentioned within the report, Leeds City Council Community Safety CCTV is strictly controlled by a Code of Practice outlining the operating procedures in accordance with relevant legislation as previously outlined within this report.

8.0 Equality Considerations

8.1 Access to members of the public into the CCTV control room is not allowed for security reasons.

8.2 The Service Plan plays a key role in contributing to the delivery of the Equality and Diversity Strategy.

9.0 Any Other Considerations

9.1 Leeds City Council Community Safety CCTV services are strictly controlled under the Data Protection Act for the purpose of crime prevention, detection and allaying the fear of crime including environmental crime and cannot be used for any other purpose. The service presently acts as the council CCTV single point of contact for all matters pertaining to CCTV and all enquiries are directed to the CCTV Co-ordinator.

9.2 CCTV is an emotive issue; however the public of Leeds, on the whole, are supportive of the Council's use of this technology to reduce crime and the fear of crime. The cameras have a proven track record as a key strategy in crime prevention and detection and allaying the fear of crime.

9.3 The average cost for the installation of a single CCTV camera system costs in the region of £22,500 (Capital) and on average continuous annual revenue costs are £4,500 per year. Annual revenue costs cover the cost of the BT line rental, electrics, monitoring and maintenance of the system, but do not include any insurance for damage to the system e.g. motor vehicle collision or vandalism.

10.0 Conclusions

- 10.1 Community CCTV is a vital component of any crime prevention or reduction strategy. During 2006/2007 CCTV recorded images provided vital evidence which led to over 3,000 arrests, from April 2008 to March 2009 it provided evidence leading to 3,033 arrests and during the last year April 2009 to March 2010 there has been a total of 3388 known arrests ranging from serious criminal offences such as murder, robbery and burglary to anti- social behaviour incidents.
- 10.2 Leeds City Council Community Safety CCTV provides very high quality images that are of excellent evidential quality.
- 10.3 The mobile vans have been involved in various joint multi agency operations and initiatives with the police and other enforcement agencies.
- 10.4 People have different views on the issue of the use of CCTV, but overall CCTV is popular with the public and its removal would be likely to cause a public and political backlash. In areas where public space surveillance cameras have been removed there is clear evidence to show that crime rates increase and often substantially.

11.0 Recommendations

- 11.1 Committee members can influence the installation of additional CCTV cameras in appropriate identified areas, subject to funds being available.
- 11.2 Area Committees may wish to ensure that appropriate reporting mechanisms are in place to highlight areas of concern within the community to local NPTs. The NPTs also need to ensure that there is a reciprocal line of communication back to the Area Committees and other council departments such as ASBU and enforcement services to ensure that CCTV both fixed and mobile, are effectively used.

Appendix 1

12. Financial Cost breakdown for West (Outer) Area Committee

12.1. The charges levied related to the Service Level Agreement between the West (Outer) Area Committee and Leeds City Council Community Safety CCTV where the Area Committee have funded the installation of public space surveillance cameras.

12.2 Please note that Annual revenue costs however does not include any insurance to cover the cost of damage to the camera system as a result of a collision by a motor vehicle or vandalism. Below is a table of the list of the public space surveillance cameras within the West (Outer) Area Committee and any re-charges to be raised for the financial year 2010 / 2011 by Community Safety CCTV.

Camera Location	Ward	Maintenance	Monitoring	Line Rental	Total revenue cost per camera
Lidget Hill Car Park, Pudsey.	Pudsey.	£500	£500	N / A	£1,000
Pudsey Park.	Pudsey.	£500	£500	N / A	£1,000
Lowtown	Pudsey.	£500	£500	N / A	£1,000
Lidget Hill	Pudsey.	£500	£500	N / A	£1,000
Chapelton	Pudsey.	£500	£500	N / A	£1,000
Farsley Park	Calverley & Farsley.	£500	£500	N / A	£1,000
Town Street 1, Farsley.	Calverley & Farsley.	£500	£500	N / A	£1,000
Town Street 2, Farsley.	Calverley & Farsley.	£500	£500	N / A	£1,000
Town Street 3, Farsley.	Calverley & Farsley.	£500	£500	N / A	£1,000
Butterbowl Drive, Farnley	Farnley & Wortley.	£500	£500	N / A	£1,000
Cross Lane, Farnley	Farnley & Wortley.	£500	£500	N / A	£1,000

Total cost to be recharged £11,000

Appendix 2

13. Summary of incidents reported in the West (Outer) Area Committee

13.1. There have been a total of 76 arrests in the West (Outer) Area Committee Area in relation to offences of burglary, criminal damage, assaults, theft, offensive weapon and theft to and from motor vehicle.

13.2 CCTV footage has been used in a further 273 arrests within the North West Leeds Policing area for a various number of other offences. Additionally within the North West (Outer) 142 additional incidents has been seized where evidence has been recorded in relation to crime..

Background Papers

There are no background papers



Originator: Clare Wiggins

Tel: 395 1973

Report of the West Leeds Area Manager

Outer West Area Committee

Date: 9th July 2010

Subject: Outer West Area Delivery Plan 2009/10 – Progress Report: Quarters 3 and 4

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(Referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report informs Members of the progress to date for the third and fourth quarters of the Area Delivery Plan (ADP) 2009-10.

Members are asked to note the progress outlined at Appendix 1.

1.0 Purpose Of This Report

1.1 This report seeks to inform Members of the progress to date for the third and fourth quarters of the ADP for 2009-10.

1.2 Members are asked to note the progress outlined in Appendix 1 and comment or query on this progress where necessary.

2.0 Background Information

2.1 The Area Committee approved the 2008 – 2011 ADP in July 2008. The ADP contributes to achieving strategic outcomes and improvement priorities set out in the Leeds Strategic Plan and the Thematic Priority Plans.

2.2 Since the approval of the ADP, the Area Management Team have used the plan to steer their work programme, identify key actions, inform allocation of the Well-being fund and to monitor progress. This progress has been reported back periodically to

Members via Area Committee meetings, through formal monitoring of Well-being funded projects, and feedback meetings with Members. Most recently, a full progress report on actions undertaken in quarters 1 and 2 of 2009/10 was reported to the Area Committee in December 2009.

3.0 Main Issues

3.1 The ADP for 2008/9 – 2010/11 has been developed under the headings contained within the Leeds Strategic Plan, which all have specific implications for equality and diversity, community cohesion and narrowing the gap. It is a local expression of the city's commitment to the Local Area Agreements and partnership working. These headings are:

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

3.2 Progress against each of these headings is outlined in Appendix 1 attached. The table demonstrates how the ADP actions support Local Improvement Priorities and help achieve success against performance indicators. It also sets out the lead agencies, resources available to deliver the actions and details of progress to date.

4.0 Progress to date

4.1 Members will note that Appendix 1 shows that significant progress has been made in all areas of the ADP, particularly where the Area Management Team has a direct responsibility for the action.

4.3 The Area Management Team has consulted widely with partners to identify actions for the third year of the 2008-11 ADP. The West North West Team's Community Engagement Strategy will provide opportunities for residents to input into the development of the ADPs in future through on-line and postal surveys and Citizen's Panel focus groups. In the meantime, residents priorities have informed the 2010/11 ADP actions. These have been gained through feedback meetings with Members, forum meetings, Local Area Management Plans, Police PACT meetings and Pudsey Business Forum. A more robust public engagement strategy will be implemented shortly and will allow a thorough review of the ADP and enable the development of a well informed ADP for 2011/12.

5.0 Implications for Council Policy and Governance

- 5.1 Members have been fully consulted and involved in progressing the action points set out in the third and fourth quarters of the 2009-2010 ADP.
- 5.2 The Area Management Team and its partners have been responsible for driving forward the delivery of the ADP.

5.0 Legal and Resource Implications

- 5.1 The Well-Being Fund continues to finance projects which meet the objectives of the ADP. The Area Management Team work with Council Services, partner agencies and local communities to take a strategic approach to using the Well-Being Fund which ensures best use of funding and levers in match funding where possible.

6.0 Conclusions

- 6.1 The new planning framework within which the ADP sits, has provided a more coherent and effective planning process. In turn, the role of the ADP has been strengthened as a tool to steer actions in the Inner West area over the period 2008 – 2011.
- 6.2 Significant progress has been made in implementing the actions outlined in the ADP for the third and fourth quarters of 2009-10.

7.0 Recommendations

- 7.1 The Area Committee is asked to note the progress outlined in Appendix 1 and comment where necessary.

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Outer West Area Committee - Area Delivery Plan 2008/11

Leeds Strategic Plan Theme - Culture

Theme leads: Area Management Team

Member Champion: Councillor Andrew Carter

LSP Strategic Outcomes

P1 Increased participation in cultural opportunities through engaging with all our communities.

CYPP Priorities

Places to go, things to do

Actions

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
Enable more people to become involved in sport and culture by providing better quality and wider ranging activities and facilities	A1	Increase the number of sport and culture related activities to enable people to become actively involved in Outer West Leeds	NI 11 Engagement in the Arts.	Support the delivery of the I Love West Leeds Festival.	Review Area Management support of the I Love West Leeds Festival with a view to it becoming an independent company.		Interplay Theatre Company	Wellbeing	RB	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline			Application for 2 yrs funding to be submitted to Area Committee 18/12/09.
	A2		NI 11 Engagement in the Arts.	Support the delivery of the Farsley Community Festival.	Review Area Management support of the Farsley Festival		Farsley Youth Project / Barnados / Youth Service / WLAMT	Wellbeing	GF	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	Event took place in July 2009. 5437 direct active participants in activities and 103 volunteers involved.	Monitoring reports received and all funds spent. Application being development for resubmission for 2010 festival on the back of the success of this years	
	A3		NI 11 Engagement in the Arts.	Support delivery of additional summer band concerts (to those that P&C are providing) during summer 2009 within parks in Outer West.	Support delivery of additional summer band concerts (to those that P&C are providing) during summer 2010 within parks in Outer West.		L&L Events / WLAMT	Wellbeing	GF	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline	Events took place across Outer West and attracted good numbers.	planning taking place to resubmit for another series of performances in 2010	
	A4	NI 57 Children & Young People's participation in high-quality PE and sport.	Support the delivery of summer sports project in conjunction with schools in Outer West.			WLAMT / Sport & Active Recreation	Wellbeing	RB	n/a	76% (2009/10 academic year)	Programme in Development			

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target		Qtr 1-2 Achievements	Qtr 3-4 Planned Actions	
	A5		NI 11 Engagement in the Arts.	Promote 'Artsmix' arts and crafts fayre in Pudsey.	Promote 'Artsmix'.	Promote 'Artsmix'.	WLAMT	WLAMT	NC	% of adult population that has engaged in the arts at least 3 times in the last 12 months	increased % of adult population engaged from baseline		Artsmix markets have been held regularly - Easter, June 14th, August 16th, 11th October.	Christmas Artsmix market planned for December 13th.
	A6		NI 199 Children & young people's satisfaction with parks and play areas (for introduction 2009/10).	Support P&C to deliver new play area in Swinnow.	Support P&C to deliver new play area in Swinnow and undertake satisfaction survey with Primary school		WLAMT	Wellbeing/Participatory Budget / Parks & Countryside	RB	Tell Us' survey of pupils in years 6,8 and 10	Increased young people's satisfaction with parks and play areas.		Consultation complete.	Work to commence early 2010.
	A7		NI 57 Children & Young People's participation in high-quality PE and sport.	Support development of West Leeds Sports Alliance to bring together Community Sports, School Sports Partnership, Extended Services, Leisure Centres and sports clubs.	Support development of West Leeds Sports Alliance to bring together Community Sports, School Sports Partnership, Extended Services, Leisure Centres and sports clubs.		WLAMT/Community Sports/Extended Schools	Staff time and partner resources.	CW	n/a	76% (2009/10 academic year)		New Community Sports Officer (CSO) in post for West. 3 key areas highlighted for support by the West Leeds Sports Alliance through production of a 3 year delivery plan and identification of funding opportunities through Sports Unlimited and New Activities funding: 1) development of after-school access and a summer programme at Pudsey Leisure Centre in partnership with Extended Services, 2) development of a co-ordinated Summer Programme throughout the Outer West area - led by Extended Services and School Sports Partnership, 3) development of a West Leeds Workforce through a co-ordinated programme of coach education opportunities. CSO started to establish the Alliance's links with local volunteer sports clubs and developing a comprehensive club database for West Leeds.	

Outer West Area Committee - Area Delivery Plan 2008/11														
Leeds Strategic Plan Theme - Enterprise and Economy														
Theme leads: Jobs, Enterprise & Training Partnership														
Theme Member Champion: Councillor David Blackburn														
LSP Strategic Outcomes														
P1		Increased entrepreneurship and innovation through effective support to achieve the full potential of people, business and the economy												
P2		Increased international competitiveness through marketing and investment in high quality infrastructure and physical assets, particularly in the city centre												
CYPP Priorities														
NEET														
Child Poverty														
Outcomes for looked after children														
Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
Increase innovation and entrepreneurial activity across the [city] area.	B1	Increase innovation and entrepreneurial activity in Outer West area.	NI 117 16-18 year olds who are not in education, employment or training (NEET) / Local Worklessness Action Plan	Support 'Cubic' Enterprise Centre to facilitate new business start ups.	Support 'Cubic' Enterprise Centre to facilitate new business start ups.		LCC Business and Enterprise / BARCA	LEGI	RB		Deliver 12 enterprise events, support 25 pre-start businesses, develop on-line business support network of 50, design and deliver an enterprise based project for young people from disadvantaged communities in West Leeds.		74 clients registered at the centre. 5 workshops delivered on issues such as Book keeping, Running a Business from Home in sept 09.	WLEC continues to deliver courses locally and to work in priority areas. WLEC are the lead officer for the Farnley Worklessness Plan.
	B2		NI 117 16-18 year olds who are not in education, employment or training (NEET) / Local Worklessness Action Plan	Support development of 2nd Enterprise Centre in West Leeds.	Support development of 2nd Enterprise Centre in West Leeds.		LCC Business and Enterprise	ERDF / LEGI	RB		2nd Enterprise Centre developed by 2011.		Plans drafted for 2nd Centre. Discussions for further funding in progress.	Still in development, r
	B3		NI 117 16-18 year olds who are not in education, employment or training (NEET) / Local Worklessness Action Plan NI 152 working age people on out of work benefits	Jobs and Skills Service to work in the most deprived SOAs to signpost people into training and strengthen employer partnerships and work with businesses.			Jobs & Skills	Jobs & Skills	RB	8.9% 2008/9 16-18 year olds who are not in education, training or employment (NEET)	reduction to 7.8% 2009/10		Share and Support Event held 12.Nov 09 to link all Jobs and Training providers with 40 WNW out reach workers and their clients in the community.	Action Plans for priority neighbourhoods drafted with lead officers in place. 12mths activities to be devised and delivered.
	B4		NI 152 working age people on out of work benefits	Re-develop links with Pudsey Job Centre to promote library Job Seeker sessions.			Library & Information Service / Jobs & Skills	WLAMT / library staff time	RB	11.2% (2007)	0.6% point reduction to 10.2%		Discussions ongoing with this service.	No progress
	B5		NI 152 working age people on out of work benefits	Re-engage those on health related benefits into workforce			Jobs and Skills	Jobs & Skills	RB	0.3 % point reduction to 10.9%	0.6% point reduction to 10.6%		Provision of up-to-date information via 'The Directory' giving out-reach workers the information to assist and signpost those receiving benefits back into work.	Share and Support event held on 12.11.09 to inform childrens centres outreach workers of assistance into work.

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	B6		<p>NI 117 16-18 year olds who are not in education, employment, training (NEET)</p> <p>NI 30 Re-offending rate of prolific and priority offenders</p> <p>NI 40 Number of drug users recorded as being in effective treatment</p> <p>NI 42 Perceptions of drug use or drug dealing as a problem.</p>	Jobs and Skills Service to work with offenders and substance mis-users to support them back into employment, e.g. through area teams such as one linked to Pudsey Police Station.			Jobs & Skills / BARCA	Jobs & Skills / BARCA	CW	NI 40 - 2008/9 - 2968 drug users recorded as being in effective treatment	NI 40 - 3028 drug users recorded as being in effective treatment (2% increase) 2009/10		BARCA-Leeds working in partnership to assist their clients back into training and employment.	Focus has been changed to priority neighbourhoods rather than priority clients.
Increase business support activities and promote the [area] and attract investment.	B7	Promote vitality and viability of businesses in Outer West, particularly in the town and district centres.	<p>NI 5 Overall general satisfaction with local area.</p> <p>NI 176 Working age people with access to employment by public transport</p> <p>NI 152 working age people on out of work benefits</p>	Develop strategy to deliver economic improvements to West Leeds Gateway within the Leeds - Bradford Corridor programme. Work Programme to be agreed by December 2009.	Evaluate outcomes and successes of the West Leeds gateway Board, Stakeholder Advisory Group meeting and the Strategic Delivery & Investment Plan.		Leeds - Bradford Corridor Programme Manager / City Projects Team		CW / SW	NI 152 - 0.3% point reduction in working age people on out of work benefits to 10.9%	NI 152 - 0.6% point reduction to 10.6%		Leeds Bradford Corridor Strategic Framework agreed which includes priority actions under the strategic themes.	
	B8		<p>NI 171 New Business Registration Rate</p> <p>NI 172 % small businesses in area showing employment growth</p> <p>NI175 Access to services and facilities by public transport, walking and cycling</p>	Continue to fund Town Centre Manager (TCM) post for Pudsey (and Armley) to support town centre businesses.	Continue to fund Town Centre Manager post for Pudsey (and Armley) to support town centre businesses. Seek external funding to ensure longer term support.	Continue to seek external funding for TCM post.	Leeds Ahead / WLAMT	Inner and Outer West Well-being fund.	CW / NC	TCM in post.	Increased visitor footfall, reduced number of vacant units and charity shops.		Area Committee funding approved until 31st March 2010 and in principle until 31st October 2010.	Area Committee to be asked to ratify 'in principle' funding. Potential funding could be derived from proposal to transfer markets management to Area Management.
	B9		<p>NI4 % of people who feel they can influence decisions in their locality</p>	TCM to co-ordinate and manage monthly Pudsey Business Forum.	TCM to co-ordinate and manage monthly Pudsey Business Forum.		Leeds Ahead / WLAMT	Inner and Outer West Well-being fund.	NC	Business forums established Jan 09, held monthly and well attended. / 31% (2008 Place Survey)	Business forum continues to thrive and establish itself as a not-for-profit organisation that can apply for grants. / 34.4% 2010/11		Pudsey Business Forum meets regularly chaired by the Town Centre manager.	
	B10		<p>NI16 Serious acquisitive crime rate</p>	TCM to explore establishment of Business Watch scheme.			TCM / West Yorkshire Police	n/a	NC / GH	Currently no Business Watch network. / 27 (rate per 1000 population 2007/8)	Successful Business Watch established.			To be explored if Alert Box funding secured through Area Committee.
	B11		<p>NI 175 Access to services & facilities by public transport, walking and cycling</p>	Complete Farsley Town & District Centre Scheme, including replacement of cenotaph railings.				T&DC scheme	CW	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		Farsley scheme completed except School Street ginnel, Andrew Square, cenotaph railings.	
	B12		<p>NI 175 Access to services & facilities by public transport, walking and cycling</p>	Install heritage lighting and complete Pudsey Town & District Centre Regeneration scheme.			WLAMT	T&DC scheme	CW	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		Pudsey scheme completed except heritage lighting, street banners and public toilets improvements.	

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
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	B13		NI 57 Children & Young People's Participation in high-quality PE and Sport NI 8 Adult participation in sport and active recreation. NI 119 Self reported measure of people's overall health and well-being.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Sport & Active Recreation	LCC Capital Programme + external funding sources yet tbc. Bid to Sport England Sustainable Facilities Fund submitted.	CW	NI 57 - 74% Children & YP participating in high quality PE & Sport (2007/8 academic year)	NI 57 - 76% (2009/10 academic year)		Strategy for Sports and Leisure Centres considered by Exec Board in August 09. Support for Pudsey scheme but unlikely until 2015.	
	B14		NI 175 Access to services & facilities by public transport, walking and cycling	TCM to develop marketing campaign to bring visitors in to Pudsey (including promotion of regular market, Farmer's Market, Artsmix Market and Pudsey Park) and establish Pudsey brand.			TCM	TCM budget	NC		Successful marketing campaign and Pudsey brand established.		Campaign established through 'Shop Local' scheme and events such as Junior Concert Day on July 18th.	
	B15		NI 175 Access to services & facilities by public transport, walking and cycling	TCM to develop a reward card scheme for Pudsey town centre.			TCM	TCM budget	NC	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		Reward card scheme developed and approved by Legal.	Scheme to be launched early 2010 once shops have all signed up to it.
	B16		NI 175 Access to services & facilities by public transport, walking and cycling	TCM to promote the 'Shop Local' campaign which was launched in April 2009.			TCM	TCM budget	NC	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		Ongoing promotion of Shop Local campaign. TCM to continue to promote at all events.	
	B17		NI 175 Access to services & facilities by public transport, walking and cycling	Utilise funding schemes to bring vacant retail units into creative re-use.			TCM	Arts Council £3m scheme with grants of up to £1,000	NC	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		Dept. of Communities and Local Government funding to be utilised for Armley. Arts Council have drawn up and almost finalised contract between Council, agent, landlord and user which will be available to download.	TCM to continue to explore potential for Arts Council and other funding.
	B18		NI 11 Engagement in the Arts		Explore potential for public art in Pudsey town centre.		TCM / Pudsey Civic Society	external funding	NC				N/A - not priority for 2009/10.	
	B19		NI 175 Access to services & facilities by public transport, walking and cycling		Improve signage to Pudsey market and car parks		TCM / Highways	Well-being funding	NC				N/A - not priority for 2009/10.	
	B20		NI 175 Access to services & facilities by public transport, walking and cycling	Arrange training for town centre businesses in visual merchandising, advertising, accounting.			TCM / Business Link	Business Link provide for free.	NC	Pedestrian counts, no. of charity shops and vacant retail units.	Increased visitor footfall, reduced number of vacant units and charity shops.		All businesses have been offered training through TCM, Cubic and Business Link but none have taken it up. TCM to ask Business Link to cold call on businesses and provide examples of how their shop front displays could be improved.	
	B21		NI 5 Overall general satisfaction with local area.	Explore potential for environmental improvements to local shopping parades in Tyersal and Swinnow.	Implement environmental improvements subject to funding being secured.		WLAMT	Well being / Participatory Budget for Swinnow	RB	Poor quality shopping facilities.	Improved local shopping facilities.		Discussions with local traders complete. Quotation for potential scheme requested from Parks and Countryside.	Scheme submitted to Area Committee 26.03.10. To tie in with Site based gardeners project re future maintenance.

Theme leads: Children Leeds

Champion:Councillor Mick Couslon

LSP Strategic Outcomes

P1 Enhance skills of the current and future workforce through fulfilling individual and economic potential and investing in learning facilities

CYPP Priorities

Early Learning Outcomes in Deprived Areas

Outcomes for Looked After Children

Persistent absence

NEET

Teenage Conception

Places to go, things to do

Actions

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
Increase the proportion of vulnerable groups engaged in education, training or employment	C1	Encourage more people to take up training, education (formal and informal) or/and employment	NI 117: 16-18 yr old who are not in education, training or employment (NEET).	Work via the LAMPs to help direct people into jobs and training	Work via the LAMPs to help direct people into jobs and training		WLAMT/Jobs and Skills/Extended Schools	WLAMT	RB	8.90%	7.80%		Health and Well Being event held on 25.09.09 to address needs of locally unemployed people and how they can be assisted.	Action Plan to be drafted for Farnley and driven via the LAMP process Ann Crossland from WLEC taking the lead.
	C2			Increase youth provision with young people with Special Needs			Youth Service	Youth Service	RB	8.90%	7.80%		Discussions with Green Hill Primary School to address needs of local children in re-modelling of school buildings so as to cater for their needs..	Sunshine Club del from Swinnow CC with Youth Service.
	C3			Increase number of youth work sessions in Calverley/Farsley Ward			Youth Service/WLYWP	Youth Service	SW	8.90%	7.80%		Youth Service has acquired new volunteers that have been trained by the youth service, they then will commence after school projects in Priesthorpe school in September	

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Improve participation and early learning outcomes for all children, with a focus on families in deprived areas	C4	Increase involvement and learning outcomes for children (particularly from derived areas)	NI 79: Achievement level 2 qualifications by the age of 19 and NI 164: Proportion of population aged 19-64 for males and 19-59 for females qualified to at least Level 3 or higher	Develop programme of events aimed at young people across the area including teenage writers group at Farsley Library			Libraries	Libraries	SW	68.6% (2007/08 Academic Year)	71.8% (2007/08 Academic Year)		Teenage Readers Group: Planning meetings achieved. Meetings with local High School Librarians and FYDP to take place	
	C5			Promote library based initiatives aimed at Children and Young People including "Leeds Book award", "Summer Reading Challenge", Children's Book Week and the Chatterbooks Readers Group at Pudsey Library			Libraries	Libraries	SW	68.6% (2007/08 Academic year)	71.8% (2007/08 Academic Year)		Summer Reading Challenge: 550 children took part from Calverley, Farsley and Pudsey. Leeds Book Award: Will be running again in spring summer 2010. Supporting the Primary Colours Project working with Pudsey Primrose Hill. Pudsey Chatterboks Readers Group: Attended by up to 9 children. Meetings run every 4 weeks 4-5pm. Next meeting 16th November.	
	C6			Continue adult focused readers events including Pudsey Library Readers Group and Calverley Writers Group			Libraries	Libraries	SW	52.50%	54.50%		Pudsey Library Readers Group: Meets on 2nd Tuesday of each month 1.30-2.30pm. The Group has 14 members. Picture Pudsey: Local History Event September 2009. Partnership with Pudsey Civic Society. Event attended by 55 people. Calverley Writers Group meets monthly at 2pm, the next meeting is 4 November. The monthly meetings are attended by 8 people.	Local History event planned for farsley January 2010.

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	C7		<p>NI163: Proportion of population 19-59 qualified to at least Level 2 or higher.</p> <p>NI164: Proportion of population 19-64 for males and 19-59 for females qualified to at least Level 3 or higher. NI78 reduction in number of schools where fewer than 30% of pupils achieve 5 or more GCSEs at A-C.</p> <p>NI79: Achievement level 2 qualifications by 19. NI117: 16-18 year olds who are not in education, training or employment</p>	Develop cross border co-operation between Leeds and Bradford Extended Services Clusters			Extended Services	Extended Services	SW	72.6%, 52.5%, 7 schools (2007/08 Academic year), 68.6% (2007/08 Academic year), 8.9%	75.6%, 54.5%, 2 schools (2008/9 academic year), 71.8% (2008/0 academic year), 7.8%		Joint Leeds & Bradford funding for summer holiday programme at Tyersal Primary School. Cross border youth work, CAF and Family Outreach work from the Children's centre in place.	Joint Leeds & Bradford funding for summer holiday programme at Tyersal Primary School. Cross border youth work, CAF and Family Outreach work from the Children's centre in place.
	C8			Support the establishment of a Children's Centre at Farsley Farfield School, to be operational early 2010.	Support the establishment of a Children's Centre at Farsley Farfield School, to be operational early 2010.		Children's Centre Services		CW	72.6%, 52.5%, 7 schools (2007/08 Academic year), 68.6% (2007/08 Academic year), 8.9%	75.6%, 54.5%, 2 schools (2008/9 academic year), 71.8% (2008/0 academic year), 7.8%		Children's Centre hub-site at Farsley Farfield is currently under construction and is due for completion Feb / March 2010. Interviews for Children's Centre Co-ordinator took place 2/11/09. Successful candidate should be in post during December to commence planning and development.	

LSP Strategic Outcomes

P1 Increased accessibility and connectivity through investment in high quality, integrated transport influencing others and changing behaviours

CYPP Priorities

Places to go, things to do

Actions

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
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Deliver and facilitate a range of transport proposals for an enhanced transport system, including cycling and walking.	D1	To promote safe and sustainable access within neighbourhoods in Outer West and into Inner West and Bradford.	NI 167 Congestion - average journey time per mile during the morning peak.	Commission a feasibility study for extension to New Pudsey Park & Ride through Leeds Bradford Transport Task Group.	Seek implementation if feasibility study deems appropriate.	Seek implementation if feasibility study deems appropriate.	Leeds - Bradford Corridor Transport task group	Funded through housing led commercial use e.g. Section 106 / Section 278 funding.	CW	4 min 53 secs (ave. time to travel 1 mile in peak hour)	4 min 16secs		Possibility of Park and Ride being considered through Leeds Bradford Corridor scheme.	
	D2			Support development of parking strategy for Pudsey town centre. Evaluation of results will be presented in early summer 2009 as part of Public Involvement Exercise, asking public to suggest solutions.	Support more extensive community consultation as Parking Strategy is developed.		Highways Development Services / Transport Policy / WLAMT	Work being carried out in-house rather than by Mouchel.	CW	Survey work completed Sept / Oct 08.	Public Involvement Exercise to take place early summer 2009 asking public for potential solutions. Strategy to be presented by end 09/10. This may necessitate further consultation.		Consultation on parking strategy took place in October 2009. It was well attended and 1600 leaflets taken with a 10% return. Comments to be reported to Transport Planning as client.	
	D3			Promote FTR service to and from Pudsey. Explore possibility of using buses to advertise Pudsey as a shopping and visitor destination.			WLAMT / Metro / Bus operators / Town Centre Manager	Well-being funding / business sponsorship	CW / NC	No promotion or advertising currently undertaken.	Well used FTR service which increases passenger numbers to Pudsey town centre.		Town Centre manager has explored potential of advertising on buses other than FTRs. This would cost around £250 per advert.	

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Improve the quality, use and accessibility of public transport services in Leeds.	D4	Improve public transport connectivity between Inner and Outer West Leeds and Bradford.	NI 177 Local bus passenger journeys originating in the authority area.	Support Metro in the development of a new bus station for Pudsey town centre.	Ensure new bus station acts as a catalyst for regeneration and is integrated with other town centre improvements e.g. market and park.		Metro / Transport Policy / Highways	Local Transport Plan funding approved in principle. Detailed approval to be confirmed.	CW / NC	Planning approvals in place. Detailed design undertaken and TRO consultation completed.	Construction work to be undertaken during 2009/10 and 2010/11.		Bus station started on site 26/10/09.	Due to complete summer 2010.
	D5		NI 5 Overall / general satisfaction with the local area.	Support transport improvements through safety and environmental improvements e.g. at New Pudsey station.			Network Rail / Metro / WLAMT	Network Rail	GF	Poor quality environment which people do not feel safe using.	Good quality environment around stations which people feel safe using.		No update received at time of preparing report.	
	D6		NI 175 Access to services and facilities by public transport, walking and cycling.	Improve pedestrian route between New Pudsey Station, Owlcotes and Pudsey town centre, including additional street lighting and general clean up of area.	Maintain pedestrian route to acceptable standard.	Maintain pedestrian route to acceptable standard.	WLAMT / CAST / Network Rail	CAST / Network Rail	GF	Signage has been installed but still problems with poor lighting and litter.	Well used route which pedestrians feel safe using and which increases Pudsey town centre visitor numbers.		Works completed onsite.	Monitoring is required to make sure that the issues of fly tipping etc do not return.
	D7		NI 175 Access to services and facilities by public transport, walking and cycling.	Implement Lower Wortley Road improvement scheme, including re-locating bus stop to outside former Co-operative Building.			Metro / Highways / WLAMT	Capital Programme	SW / GF	Work not yet started on site.	Environmental improvements completed and bus stop re-located.		Tender documents returned and preferred contractor appointed.	work finished on site summer 2010. Artist to work with local primary school to produce artwork for Bull Ring
Improve the condition of the streets and transport infrastructure by carrying out a major programme of maintenance and improvements.	D8	Identify priorities for road and infrastructure improvements in Outer West.	NI 175 Access to services and facilities by public transport, walking and cycling / NI 167 Congestion - average journey time per mile during the morning peak.	Co-ordinate creation of a bus lay by on Lidget Hill to ease congestion. Remove poor flowerbeds, re-pave area and add planters.			Highways / Transport Planning	Local Transport Plan funding approved.	CW	Work not yet commenced but funding is in place.	Lay-by and associated works completed by end March 2010 to ease congestion on Lidget Hill.		Funding for design is in place. LTP funding for construction work will hopefully be confirmed for 2010/11. Design is progressing and trial holes have been arranged.	
	D9			Create additional disabled parking bays within Leisure Centre car park to ensure good access for disabled people to Pudsey town centre.			Highways / WLAMT	Highways revenue budget	CW	Work not yet commenced but Traffic Management and Leisure Centre management have agreed to works progressing.	Additional disabled parking bays created by end March 2010.		Being considered as part of Pudsey parking strategy - progress as per action D2.	

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	D10		NI 169 (Non-principal classified roads where maintenance should be considered).	Liaise with Highways where major problems are reported.			WLAMT	WLAMT staff time	RB	Liaison is ongoing.	Improved response time from Highways.		Improved response to issues in Tyersal Cres with grass verges cut and overhanging trees removed.			
	D11			Consider feasibility of making roundabout on Tyersal Crescent smaller so cars can pass when bus stopped.	Implement roundabout alterations if appropriate		Highways / WLAMT	possibility of funding through Metro and LTP		RB	Traffic Management to issue NRASWA imminently.	Alterations to roundabout to improve traffic circulation.		Consultation with community complete. Discussions with Metro and Highways in progress.	Site visit with highways to do. Funding to be secured ? Capital Scheme project from WB.	
Improve road safety for all our users, especially motor cyclists, pedal cyclists and pedestrians.	D12	Improve road safety in Outer West Leeds.	NI 47 (people killed or seriously injured in road traffic accidents).	Reduce congestion and improve pedestrian safety within Pudsey town centre through development of a new bus station and improved traffic management.	Reduce congestion and improve pedestrian safety within Pudsey town centre through development of a new bus station and improved traffic management.		Metro / Highways / WLAMT	Local Transport Plan funding	CW	Planning approvals and TROs in place.	Bus station and associated highways works to SoS summer 2009 and complete by April 2010.		Progress as per action D4 above.	Progress as per action D4 above.		
											0.0% / 364 (2006-8)	-2.5% / 355 (2007/9)				
	D13				Ensure Police monitor vehicle speeds in locations where speeding is reported to WLAMT.			WY Police		West Yorkshire Police	all	364 (2006-8) 3 year average	355 (-2.5%)		Information passed on from forums e.g. speeding outside Crawshaw School. Highways to investigate potential for traffic calming.	
	D14				Complete feasibility of 20mph zone for Tyersal.	Implement 20mph zone in Tyersal if identified as feasible.		Highways		Local Transport Plan / Well being	RB	364 (2006-8) 3 year average	355 (-2.5%)		Tyersal Road now included in 20mph zone study for next 12 mths.	In progress - to review August 10.
	D15			Implement 20mph zone in Dragons area of Wortley.			Highways	Well being capital funding approved.	SW	364 (2006-8) 3 year average	355 (-2.5%)		Scheme issued November 2009.	Work completed summer 2010		

Outer West Area Committee - Area Delivery Plan 2008/11

Leeds Strategic Plan Theme - Environment

Theme leads: Local Tasking Partnerships; Environment Action Teams & Wardens

Member Champion - Cllr Andrew Carter

LSP Strategic Outcomes

P1 Reduced ecological footprint through leading the response, influencing, mitigating and adapting to environmental and climate change.

P2 Cleaner, greener and more attractive city through effective environmental management and changed behaviours

CYPP Priorities

Places to go, things to do

Actions

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Increase the amount of waste reused and recycled and reduce the amount of waste going to landfill.	E1	Increase the amount of waste that is recycled from the Outer West area	NI 192 Household Waste Recycled and composted.	Roll out the brown bin garden waste scheme - Phase 1 to a further 72,000 suitable homes across the City of which a percentage will be in the west	identification of any pockets of properties in the area that didn't receive a bin in the first phase, and assess if they can be put on the current routes		Environmental Services		SW	22.30% (2006/07)	33.94%*		Phase 3 completed: brown bins rolled out to 130,000 suitable properties (those with gardens) city-wide, with a proportion being within Outer West.	Phase 3 completed: brown bins rolled out to 130,000 suitable properties (those with gardens) city-wide, with a proportion being within Outer West.
	E2			Ascertain feasibility of increasing recycling points	Confirmation of identified sites (if any) and implimentaion of project					Area Management/Environmental Services	SW / GF	22.30% (2006/07)	33.94%*	Scoping study completed
Undertake actions to improve our resilience to current and future climate change.	E3	Educate the people of Outer West Leeds to make a difference to their lives and therefore improving awareness of climate change issues	NI 188 (adapting to climate change)	Implement primary schools "Green Check " scheme in Park Spring and Calverley Primary Schools			Groundwork	Well-being	GF	Level 0 (2006/07)	Level 2*		Park Spring - Made Habitat pile - 5 children for 1 hour Calverley C of E Primary School - Made Bird boxes - 18 Children for 2 hours In Q1/2 both schools received the EMAS award for the first time. We are now working with them in the second year of delivery.	401 children, 16 members of staff, this equates to 88 young person days of delivery
Address neighbourhood problem sites; improve cleanliness and access to and quality of green spaces.	E4	By involving the local community in their surroundings the estates of West Leeds can improve.	NI 197 Improved local biodiversity – active management of local sites	feasibility study of environmental improvements to Tannery Site Gamble Hill			Area Management/Gr oundwork/Public Rights of Way	Well-being	RB	Litter 9% (2008/09)	8%*		Installation of new path in progress Nov 09	Completed March 2010
										Detritus 11% (2008/09)	10%		See above. New path will improve amenity and discourage unauthorised access and damage to the locality.	Path is a huge success, used by many residents. May need to install A frames if motorbikes become a problem.

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
	E5		NI195 Improved street and environmental cleanliness	Environmental Action Team (rapid response team) will continue to respond to noise complaints, dog fouling, graffiti litter and fly tipping and general and environmental community problems (particularly in hot spot areas) through enforcement action	as 09/10	as 09/10	WNW Environmental Action Team					Regular estate walkabouts programmed and problems referred to relevant agencies.	Regular estate walkabouts programmed and problems referred to relevant agencies.	
	E6		NI195 Improved street and environmental cleanliness	CAST team to respond to Area Management requests for clean ups			Environmental Services					Environmental Action day held at Farnley Reservoir 13th Sept. Local agencies attended to collect litter and maintain envt. Local people also involved in fun day. .	CEOs assigned to work in the area from March 2010.	
	E7		NI 197 Improved local biodiversity – active management of local sites	Support the provision of Site Based Gardeners in Tyersal and Wortley			Parks and Countryside					Site based gardeners continue to operate with success in Tyersal	Appn to Area Committee 26.03.2010.	
	E8		NI5: Overall/general satisfaction with local area.	Install the 4 benches in Victoria Park Calverley			Area management/Parks & Countryside	Well-being				Benches were installed on site in time for the 'In Bloom' judging panel and helped them secure a Silver Gilt Award		
	E9		NI195 Improved street and environmental cleanliness	Carry out partnership projects with Groundwork Leeds on green space or run down areas - target areas for 09/10 been Bawn's in Outer West	Identification of priority areas and deliver improvement through partnership working		WNW Homes/Groundwork/AMT	WNWHL funding partnership				Consultation completed	Implementation of schemes on site	
	E10		NI4 percentage of people who feel they can influence decisions in their locality	Continue to support the Heights and Gambles LAMP	Continue to support the Heights and Gambles LAMP	Implimented exit strategy	Area Management/WNW Homes/Police/Environmental Services					Funding and Plans for Tannery path in place. Work started 23 Nov 09. Support with Estate Walkabouts continues.	Local people involved in health and well being and youth sub groups	
	E11		NI4 percentage of people who feel they can influence decisions in their locality	Continue to support the BAWNS LAMP	Implimented exit strategy		Area Management/WNW Homes/Police/Environmental Services					Meetings ongoing throughout this timescale, currently developing an effective exit strategy	Implimentation of the exit strategy planned for March 2010	

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Improve the quality and sustainability of the built and natural environment	E12	To improve the built and natural environment of Outer west Leeds	NI 197 Improved local biodiversity – active management of local sites	Support implementation of Calverley cutting			Groundwork/Area Management		CW				Veolia funding of £18k secured, but LTP funding of £33k unconfirmed as yet. Veolia funding needs to be spent within 12 months.	Final designs should be displayed in Jan 2010. Tree works to start in January because of bats in trees. This could be classed as works starting on site for the purposes of Veolia funding. LTP funding application should be determined by end of November 2009.	
	E13			NI5: Overall/general satisfaction with local area.	Carry out Lower Wortley Road Improvement Scheme	Completed scheme to be monitored for defects		Area Management and partners	Well-being & Capital programme	GF				Tender documents returned and preferred contractor appointed	Development to take place with local artists to create a feature.
	E14		NI 197 Improved local biodiversity – active management of local sites	Support West Leeds Country Park and Green Gateway - look at widening to areas such as Troydale, Roker Lane	Support West Leeds Country Park and Green Gateway - look at widening to areas such as Troydale, Roker Lane		Area management/Parks & Countryside		CW				Troydale and Roker Lane now included within the park. Works have included path improvements at Shell Lane Calverley, New Farnley and Nan Whin's Wood, Woodhall Lake. Visitor Centre in Pudsey Park is due to open Easter 2010. Activities such as guided walks, bat watches and tree planting took place over summer.		
	E15			NI5: Overall/general satisfaction with local area.	Look into the feasibility of regenerating Stanningley Bottom			Area Management		GF / CW				Initial scoping study completed and relevant emails and letters sent out to address some of the issues. Pudsey in Bloom asked to extend boundary to include Stanningley Bottom unable to due to capacity.	the area has improved in a number of ways but will still need to be monitored.
	E16		NI5: Overall/general satisfaction with local area.	Conservation Area Reviews to be carried out for Fulneck and Woodhall Hills			City Development/Area Management	Well-being	RB				In progress	In progress	
	E17		NI 197 Improved local biodiversity – active management of local sites	Support Calverley, Farsley and Pudsey In-Bloom projects			Area Management/Parks & Countryside	Well-being	SW					Area Committee funding provided to support three In Bloom schemes. Pudsey in Bloom scheme awarded Silver award. Calverley achieved Silver Gilt award.	
	E18			NI195 Improved street and environmental cleanliness	High visibility enforcement by Environmental ActionTeam in Town and District centres	High visibility enforcement by Environmental ActionTeam in Town and District centres	High visibility enforcement by Environmental ActionTeam in Town and District centres	WNW Environmental Action Team		RB				Operation Champion in Nutting Groves neighbourhood in Farnley and Wortley ward in Oct 09. Enforcement Officers in attendance.	Operation Champions to continue if need arises.

Outer West Area Committee - Area Delivery Plan 2008/11

Leeds Strategic Plan Theme - Health and Wellbeing

Theme leads: Health & Social Care Partnership

Theme member Champion: Cllr Josephine Jarosz.

LSP Strategic Outcomes

P1	Reduced health inequalities through the promotion of healthy life choices and improved access to services
P2	Improved quality of life through maximising the potential of vulnerable people by promoting independence, dignity and respect
P3	Enhanced safety and support for vulnerable people through preventative and protective action to minimise risks and wellbeing

CYPP Priorities

Child Poverty	Teenage conception	Early Learning in Deprived Areas
Places to go, things to do	Reducing need for Children in Care	

Actions

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
Reduction in the number of people who smoke.	F1	Reduction in no of people who smoke in deprived neighbourhoods in outer west Leeds	Develop additional local indicator around narrowing the gap between most deprived 10% SOAs and rest of Leeds	Continue to develop and deliver no smoking initiatives in relevant neighbourhoods via the LAMPS.			NHS Leeds	NHS Leeds Community Centres. Educ Leeds.	RB		Increased nos of people quitting smoking.		Not up date received from agency.	
Reduce rate of increase in obesity and raise physical activity for all of working age and older people.	F2	Reduction in the no of people diagnosed as obese and increased no of people accessing physical activity in outer west Leeds.	NI 57 Children & Young People's participation in high-quality PE and sport.	Increase the number of Healthy Schools in West Leeds, particularly focusing on secondary schools. To develop a 'Health in the Heights' Project to address All Cause , All Age mortality in deprived neighbourhoods			LCC, Children Leeds partnership NHS Leeds Sport England Re'new Youth Sport Trust Educ Leeds.		RB / SW		76% reduction (2009/10 academic year)		Health & Wellbeing event held on 25 Sept. Sub Group formed and action plan to deliver actions from the event.	Sub group has drafted Action Plan for activities to be delivered around physical activity, financial health, worklessness etc.,Chaired by NHS
	F3		NI 57 Children & Young People's participation in high-quality PE and sport.	Support 'Fresh & Fruity' nutrition and sports campaign to be delivered via West Leeds Healthy Living Network.			NHS Leeds-Community Health Educators / Healthy Activators / Healthy Living Network Leeds.	Officer time	RB		as above		Support continues for campaign delivered by Healthy Living Netowrk, schools targeted as part of Farnley Reservoir event.	
	F4		NI 57 Children & Young People's participation in high-quality PE and sport.	Implementation of the Summer Sports Programme in Outer West			Community Sports / local schools/Sports & Active Recreation	Well Being Funding	RB		as above + Increased nos of yp accessing physical activity.		Discussions held with Chris Gott Sports Development Officer re prog for 2010. Proposals to come to Area Comm Feb 2010.	Submitted to Area Committee 26.03.2010

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Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
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	F5		NI 57 Children & Young People's participation in high-quality PE and sport. NI 119 Self reported measure of people's overall health and well being.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Support Sport & Active Recreation service to secure funding for re-modelling of Pudsey Leisure Centre, including provision of new public toilets and demolition of existing.	Sport & Active Recreation	LCC Capital Programme	CW				Strategy for Sports and Leisure Centres considered by Exec Board in August 09. Support for Pudsey scheme but unlikely until 2015.	
Reduce teenage conception and improve sexual health.	F6		NI 112 Under 18 conception rate.	Provision of C-card service and pregnancy testing in mobile youth provision, through schools and through generic youth service provision.			NHS Leeds, Educ Leeds.Youth Service		RB	50.4 per 1000 conceptions (1998)			Continues in designated neighbourhoods by Youth Service. Positive discussions held with Greenhill Primary re dedicated space in school.	Armley Juniors now included in assisting YP to access services.
	F7			Increase health information sessions particularly on the mobile unit and more effective sign posting and referrals to other agencies, to increase awareness of healthy life styles			Youth Service	Youth Service	SW				6 sessions delivered via the mobile unit in various locations across Outer West to 15 young people. 3 sessions delivered at Andy's Bar, Pudsey to 15 young people.	
Increase the number of vulnerable people helped to live at home.	F8		NI 141 No. of vulnerable people achieving independent living. NI 136 People supported to live independently through social services (all ages)	2 Sloppy slipper campaigns to be delivered in Lower Wortley and Farsley.			WLAMT / Environmental Action Team	Well Being Funding	GF		71% 09-10, 76% 10-11 supported to live independently.		sloppy slipper events were held in Farsley and Wortley	
Increase the proportion of people in receipt of community services enjoying choice and control over their daily lives.	F9			Support of Armley Helping Hands transport provision			Armley Helping Hands		RB	16141 in 2006/07	15% in 2009-10, 30% in 2010/11		Community Transport Scheme successful, details to come to future area committee.	AHH now has a sustainable transport system
	F10			Support provided to groups who help vulnerable people via locally based organisations e.g Older peoples Network / activity clubs / allotments, through the availability of grants which improve the well being of local neighbourhoods.			Voluntary groups / Live at Home Schemes / WLAMT	Well Being Funding	RB				Bramley Elderley Action and Armley Helping Hands took part in Winter Warmer supper in Gambles / Heights neighbourhood.	

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Improved psychological, mental health and learning disability services for those who need it.	F11			Promotion of Library facilities as support network for new mums and general increased access to facilities by young families. Continue to support Calverley Mums group at Calverley Library and develop Pudsey Mums Group.								ongoing	ongoing	

Outer West Area Committee - Area Delivery Plan 2008/11

Leeds Strategic Plan Theme - Thriving Places

Member Champion - Cllr Anne & David Blackburn and Cllr Richard Lewis

Theme leads: District Housing Partnership; JE&T Partnership, Divisional Community Safety Partnership

LSP Strategic Outcomes

P1 Improved quality of life through mixed neighbourhoods offering good housing options and better access to services and activities

P2 Reduced crime and fear of crime through prevention, detection, offender management and changed behaviours

P3 Increased economic activity through targeted support to reduce worklessness and poverty

CYPP Priorities

Early Learning Outcomes in deprived areas Teenage conception Persistent absence

NEET Reducing the need for children to be in care Child Poverty

Outcomes for looked after children Places to go, things to do

Actions

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
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Increase the number of affordable homes	G1	To increase the number of homes that are affordable to those people in Outer West Leeds	NI 154 Net additional homes provided. NI 155 (number of affordable homes delivered (gross)). NI 187 Tackling fuel poverty - people receiving income based benefits living in homes with a low energy efficiency rating	2008/9 target of 300	2009/10 target of 500		Housing Delivery Team		SW	Zero	at least 6800 after year 2		No update received at time of preparing report.	
	G2	To increase the number of homes that are affordable to those people in Outer West Leeds	NI 154 Net additional homes provided.	Develop strategy to deliver social, economic and physical improvements to the West Leeds Gateway within the Leeds - Bradford corridor. Work Programme to be established by December 2009.	Evaluate outcomes and successes of the West Leeds Gateway Board, Stakeholder Advisory Group meeting and the Strategic Delivery & Investment Plan.		Leeds - Bradford Programme Manager / West Leeds Gateway Board	Leeds - Bradford corridor programme / funding being sought	SW				development has continued on the West Leeds Strategic Delivery Investment Plan	development has continued on the West Leeds Strategic Delivery Investment Plan
Reduce the number of people who are not able to adequately heat their homes	G3	To make the communities of Outer West Leeds aware of the options open to them to adequately heat their homes	NI 187 Tackling fuel poverty - people receiving income based benefits living in homes with a low energy efficiency rating.	Promote Energy Efficiency Advice at community forums through the fuelsavers team			WLAMT / Fuelsavers		RB	7.90 % (2007/08) (SAP>=65)	5.85%		Ongoing.	
Reduce crime and fear of crime	G4	To reduce the levels of crime and also the fear of crime within Outer West Leeds	NI 16 Serious acquisitive crime rate. NI 20 Assaults with injury crime rate.	Continue to implement road traffic plan (strategically placed patrol car on main routes into areas) in burglary hot spots	The Division has deployed the ANPR vans to target arterial routes in Outer West to target travelling nominals and un licensed vehicles		NPT		GH	NI 16 - 27.0 (rate per 1000 population) 2007/08	25.8 rate per 1000 population 6% 4.7% reduction on baseline		Automatic Number Plate Recognition (ANPR has been deployed as part of Operation Champion and burglary initiatives on arterial routes.	
										NI 20 - 8.0 (per 1000 population)	7.5 rate per 1000 population 6% reduction on baseline			

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Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	Lead	Performance Monitoring and Current Year Actions/Achievements				
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions
										Baseline	Target	Current		
	G5	To reduce the levels of crime and also the fear of crime within Outer West Leeds	NI 16 Serious acquisitive crime rate.	Deploy PCSO's to deliver ("be vigilant and safe") leaflet to hot spot burglary areas	On going via action days, operation Champion targeting hotspot areas in Outer West		NPT		GH				Ongoing.	
	G6	To reduce the levels of crime and also the fear of crime within Outer West Leeds	NI 16 Serious acquisitive crime rate.	Expand the "Capture Car" and "Capture Houses" Smartwater scheme	Successful deployment of the capture house and car in Outer West. Funding is being sort via the Area Committee to increase the number of capture houses so that there is one exclusively in Outer West at all times		NPT		GH				Capture House has not been deployed in Outer West as Area Committee did not fund it. Capture Car deployed in area if there is a spate of burglaries in a particular area.	
	G7	To reduce the levels of crime and also the fear of crime within Outer West Leeds	N 24 Satisfaction with the way the police and local council dealt with anti-social behaviour	Continue to respond to Crime Hotspots via Crime and Grime meetings	On going via action days, operation Champion targeting hotspot areas in Outer West		Area Management and partners		GH / SW				Intelligence led response e.g. responding to anti-social response on Nuttinggroves.	
	G8	To reduce the levels of crime and also the fear of crime within Outer West Leeds		Participate in the Multi Agency Risk Assessment Conference for Domestic Violence	On going via month Multi-agency Risk Assessment Conferences (MARAC) targeting Domestic Violence and Via the Violent Crime sub group for the Division		Area Management		GH				West Community Safety Co-ordinator attends regular monthly meeting which targets high risk domestic violence cases.	
	G9	To reduce the levels of crime and also the fear of crime within Outer West Leeds	N 24 Satisfaction with the way the police and local council dealt with anti-social behaviour	Continue to support the provision of CCTV in Pudsey, Farsley and Farnley/Wortley	On going. Police, ASB unit Community safety and ward members receive monthly information reports detailing the CCTV cameras in Pudsey and Farnley.		Area Management		SW / CW				Area Committee continues to fund monitoring and maintenance of CCTV systems in Outer West. Ward Members receive weekly CCTV reports. Full report considered by Area Committee in September 2009.	Area Committee continues to fund monitoring and maintenance of CCTV systems in Outer West. Ward Members receive weekly CCTV reports. Full report considered by Area Committee in September 2009.
	G10	To reduce the levels of crime and also the fear of crime within Outer West Leeds	NI 40 Drug users in effective treatment.	Specific offending focussed programme i.e Revizit in Outer West/Specific weapons awareness sessions	All youth workers in West Leeds have been trained to deliver Weapons Awareness sessions with young people. The Safer Schools officer will deliver this programme to all year 7 pupils within Outer West Leeds		Youth Service/WLYWP		RB				Programme delivered to Year 7 pupils. However there is a potential gap in the programme at Grangefield school as they did not fund it. A small grant application may be submitted to support the project through funding purchase of a new display box.	Programme due to start again December 2009 - March 2010 looking at crime and alternatives to crime and consequences of crime. Weapons awareness, drugs and alcohol awareness sessions to be included in that programme.
Reduce offending by managing offending behaviour	G11	To reduce the levels of offending throughout the Outer West Area	NI 30 Re-offending rate of prolific and priority offenders. YOS - first time entrants an positive activities PIs to be used as local measures	Consider the possibility of implementing a DPPO in Farsley	A DPPO for Farsley Town Street is currently being exploring by the [police looking at incidents of crime & ASB]. A decision whether to implement a DPPO will be made in taking into account crime data, discussions with ward members, pub watch, and local residents.		NPT/Area Management		GF / GH				DPPO has been out to consultation and was approved at Licensing Panel on 16/11/09. Implementation due 18/12/09.	been successful and the community are happy with the results. Only a few incidents of removal of alcohol. More about the educational side of things rather than enforcement.
			N 24 Satisfaction with the way the police and local council dealt with anti-social behaviour	Enforce DPPO in Pudsey	On going operations at week-ends to implement DPPO for Pudsey, along side PCSO's working with Pudsey Pub Watch		NPT		GH					Operation Adjacent has been targeting offenders in the DPPO area with dedicated staff from 9pm till 2am.

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	G12			Continue to share information with PAYP to target young people receiving ABCs	On going referrals made by the ASB unit following discussions at Tasking meetings		NPT/Area Management		GH				Work dealt with in conjunction with Anti-Social Behaviour Unit. In Outer West, work is currently focused on the Nuttinggroves in Farnley.	
	G13		NI30 Re-offending rate of prolific and priority offenders	Continue to share intelligence at Multi Agency Panel meetings to develop a plan of action for problem families	On going. Referrals made to Multi-agency panel for problem families within Outer West for additional interventions		NPT/Area management		GH				Signpost' team established for West to work with referrals for families with additional needs.	
Reduce the harm from drugs and alcohol to individuals and society	G14	To minimise the impact of drugs and alcohol on the communities of Outer West Leeds	NI 40 Drug users in effective treatment.	Continue to carry out test purchases with Trading Standards	Monthly drugs action days in West Leeds targeting specific addresses. Referrals to BARCA drugs and Alcohol services for drugs/alcohol intervention programmes.		NPT/Trading Standards		GH				Operation Alphasone in force. Divisional wide operation to seize alcohol off under-age drinkers, then target those selling alcohol to them. This operation responds to intelligence.	
	G15	To minimise the impact of drugs and alcohol on the communities of Outer West Leeds	NI 16 Serious acquisitive crime rate.	Hold annual school based Champion	Operation Champion in Outer West include work in local schools to raise awareness of ASB, weapons, crime and drugs and staying safe messages.		NPT/Area Management		GH				During September 2009 a lunchtime session took place at Farnley Park High School as part of Operation Champion, involving around 200 young people. This included weapons awareness, drugs information and crime information around preventing young people becoming victims of crime. Fire Service, wardens, community safety co-ordinator and Police attended. Session also took place at Crawshaw School involving 30 young people.	Possibility of more Youth Service input to PSHE re drugs awareness, crime / being a victim of crime, bullying.
	G16	To minimise the impact of drugs and alcohol on the communities of Outer West Leeds	NI 16 Serious acquisitive crime rate.	Hold Operation Abbreviate once a month,	On going police operations targeting drugs in Outer West		NPT		GH				Operation Abbreviate is an intelligence led response to targeting specific areas in Outer West.	
	G17	To minimise the impact of drugs and alcohol on the communities of Outer West Leeds	NI 42: Perceptions of drug use or drug dealing as a problem	Specific focused sessions on drugs and alcohol awareness			Youth Service/WLYWP		GH				Agencies work in partnership through the Crime and Grime group to respond to hotspot areas e.g. Nuttinggroves.	
Reduce anti-social behaviour	G18	To reduce levels of Anti-social Behaviour in the Outer West area	N 24 Satisfaction with the way the police and local council dealt with anti-social behaviour.	Continue to monitor Anti-Social Behaviour in the area	On going via Outer West crime & Grime tasking meeting highlighting hot spots and responding to local issues		NPT/Area Management		GH					
	G19	To reduce levels of Anti-social Behaviour in the Outer West area		Support the Fire Service's provision of "Safety Central"			West Yorkshire fire service	Wellbeing funds	GF				As Action G15 above. Safety Central opened on 19/10/09.	projects approved for spend of wellbeing funds. Developmental stage now ongoing

Outer West Area Committee - Area Delivery Plan 2008/11

Leeds Strategic Plan Theme - Harmonious Communities

Theme leads: Area Management Team

Theme Member Champion: Cllr Joe Majoram.

LSP Strategic Outcomes

P1 More inclusive, varied and vibrant neighbourhoods through empowering people to contribute to decision making and delivering local services

P2 Improved community cohesion and integration through meaningful involvement and valuing equality and diversity

CYPP Priorities

Early Learning Outcomes in deprived areas Teenage conception Persistent absence

NEET Reducing the need for children to be in care Child Poverty

Outcomes for looked after children Places to go, things to do

Actions

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An increased number of local people engaged in activities to meet community needs and improve the quality of life for local residents.	H1	An increased no of local people from outer west Leeds engaged in activities to meet community needs and improve the quality of life for local residents.	NI 6 Participation in regular volunteering. NI 110 Young people's participation in positive activities.	Working with the community to deliver the Bawns LAMP to ensure a thriving and sustainable neighbourhood. Develop and deliver an exit strategy for the Bawns Local Action Mgmt Plan.			Area Management and partners	Area Mgmt & Partner officer time. Funding from Area Panel funds and Well Being	GF				meetings ongoing throughout this timetable, currently developing an effective exit strategy	Implementation of the exit strategy planned for March 2010
	H2			Support the delivery of the Heights & Gambles LAMP	To monitor the delivery of key priorities and to implement an Exit Strategy.		Area Management and Partners.	As above	RB / SW				Meetings continue which are productive & focusing on health and well being issues affecting the estate. Action Plan updated.	Meetings continue which are productive & focus on health and well being and young people's issues affecting the estate.
	H3			To deliver an intergenerational event in the Gambles neighbourhood in			Area Management	Officer Time from Youth Service, N'hood	RB				Winter Warmer supper held 12 Nov 09. 30 older people plus 9 young people from Armley Juniors	Further events to be org via Youth Sub Group and in partnership with local TARAs.
	H4			To deliver a junior wardens scheme in the Bawns and Gambles/Heights neighbourhoods.			Area Management and partners	Officer time and Finance from Groundwork Leeds. Area Mgmt & WNW Homes	RB				Funding approved and recruitment commenced. To focus on 8-14yr olds at Green Hill Primary School in Gambles & Heights Neighbourhood..	Completed March 2010. Awaiting evaluation

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	H5			Support the I Love West Leeds Festival	Develop a communications strategy for the cultural events happening in outer west Leeds and to use this to consult the community re the Area Delivery Plan.		Interplay and Partners	Officer time and finance from WB fund, Arts Council and Interplay.	RB				Funding appn rec'd.. 2 yr grant appn to Arts Council submitted. Theme of event to be determined, but may involve 'oldest Conga' in West Leeds.	In progress.
	H6			Support the Farsley Community Festival and the development of Pudsey Carnival				WB funding	SW / CW				Outer West Area Committee funding allowed the Farsley Community Festival to go ahead in conjunction with I Love West Leeds festival. Pudsey Carnival took place in May 2009.	n/a
	H7			Continue to Support Community Forums in Pudsey/Swinnow, Tyersal, Farnley Wortley			Area Management/Partners	Area Mgmt officer time	RB / CW / SW / GF				Tyersal forum continues to be well attended.	Tyersal Forum thriving. Repairs in progress at Swinnow CC.
	H8			Increase young people's participation in community forums			Youth Service	Youth Service	SW / CW				Youth Service working on encouraging young people to get involved, particularly in Tyersal. West North West Community Engagement Strategy includes encouraging young people to get involved in local decision making.	Local young people involved in Operation Champion in Farnley & Wortley on 28.02.2010.
	H9			Police and Community Together (PACT) meetings to form part of the Community Forums where appropriate.			NPT	WYP and Area mgmt	RB				PACT meetings being held at different times to community forums. Problem with low attendance at PACT meetings .	Tyersal Forum and PACT meetings now happening together.
	H10			Continue to involve local residents in Operation Champions			NPT/Area management	Officer time and funds from partners	RB				On going as Operation Champion is delivered in specific areas.	Continuing
	H11			Run a number of youth work sessions in each ward dependant on budget allocation				Youth Service	RB					
	H12			To improve links with young people and their input into informing and planning projects for their areas through the junior wardens scheme.			Youth Service, WNWHL, Area mgmt	WNW Homes Area Panel Funding and	RB				Extra sessions being explored for Green Hill Primary School community space.	Evaluation on scheme req'd from Groundwork Leeds.
	H13			Support the Parent Ambassadors pilot in the Farnley Extended Services			Extended Services	Extended Services	SW					
	H14		NI 4 Percentage of people who feel they can influence	To research and develop Citizens Panels for neighbourhoods within Outer West Leeds. These Panels to be the focus for community consultation regarding key issues and solutions for their communities.			Area Management / Youth services	Area Mgmt & Partners	RB	31% (2008 Place survey)	09/10 No Place survey. 34.4% 10/11		Citizen's Panel recruited. 133 for West and North West.	Focus Group for IW del 08.03.10. OW to be arranged.
													ongoing	ongoing

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										Baseline	Target	Current		
empowered to have a greater voice and influence over local decision making and a greater role in public service delivery.			decisions in their locality											
	H15				To develop a Participatory Budget Scheme for the Swinnow neighbourhood and to consider extending the scheme to the Gamble and Heights neighbourhood for years 10/11.		TARA 's, Area Mgmt and other partners.		GF / CW / GF				The scheme is under development with Pudsey & Swinnow Forum. Lessons from the review of PB in South Leeds are also being sought.	due to South AMT now piloting the scheme as part of the communitiy engagement strategy this project is on hold for a while till more results are developed.
Enable a robust and vibrant voluntary, community and faith sector to facilitate community activity and directly deliver services	H16		NI 7 Environment for a thriving third sector.	To promote the viability of community centres so they become self-sustaining by offering local services to their communities. Eg New Farnley, Old Farnley, Heights Café, Lower Wortley CC, Swinnow CC, Calverley Mechanics and West Royd Annexe.		Area Management and partners	Area mgmt officer time	RB				Funding approved for physical improvements at Calverley and Swinnow. Swinnow Mgmt Comm being supported. Events delivered from Heights CC	Appn for CDW going to Area Comm 26.03.10	

Local Improvement Priorities	Ref No.	Outer West ADP Priority	Performance Indicator - how we will measure success	Actions			Partnership lead	Resources	LEAD	Performance Monitoring and Current Year Actions/Achievements						
				2009/10	2010/11	2011/12				Progress Against PI Target			Qtr 1-2 Achievements	Qtr 3-4 Planned Actions		
										Baseline	Target	Current				
An increased sense of belonging and pride in local neighbourhoods that help to build cohesive communities	H17		NI 1 Percentage of people who believe people from different backgrounds get on well together in their local area. Develop local indicator around the prevention of all forms of violent extremism.	To continue to work with Leeds Voice to ensure the Voluntary, Community and Faith sector are represented in the delivery of local projects.			Area Management and partners	LCC, VCFS, NHS Leeds, WYP, Natural England, Leeds Colleges.	all	73.7% (2008 No Place Survey)	09/10 No Place survey. 10/11 77.2%		Leeds VOICE and all community, voluntary and faith groups were invited to 'Your Communities; Your Priorities' events which informed development of the ADP.			
	H18			Continue to develop and implement the intelligence assessment and response to community tensions, ensuring partners work closer with and within the communities where the greatest risks have been identified			Area Management and partners	Extended Schools Co-ordinators	SW				Tension monitoring takes place through Crime and Grime group and Multi-Agency tasking meeting.			
	H19			Continued work on community cohesion across Outer West. Further links with work with Bradford Youth Service and Priesthorpe School					Youth Service/WLYWP	Educ Leeds, DCSP	SW				ongoing	
	H20			Develop local history events programme, "Fascinating Farsley" and "Celebrate Calverley"			Libraries	Libraries	SW					ongoing		

Glossary of Terms

Term	Description
AMT	Area Management Team
CYPP	Children and Young People
Dev	Development Department
EAT	Environmental Action Teams
ENELH	East North East Leeds Homes
LCC	Leeds City Council
MAP	Moor Allerton Partnership
P&C	Parks and Countryside
T&DC Funds	Town and District Centre Funds
Vol & Comm Groups	Voluntary and Community Groups
WBF	Well Being Fund
WYP	West Yorkshire Police

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Originator: Sam Woodhead

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Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 9th July 2010

Subject: Area Manager's Report

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

The purpose of this report is to inform members of progress on a number of initiatives in Outer West Leeds as determined by the Area Delivery Plan 2008-11 and highlight key achievements of the Area Management Team since the last Area Committee. The Area Delivery Plan is the key strategic document produced by Area Committees and the local expression of the Leeds Strategic Plan.

1.0 Purpose Of This Report

1.1 This report informs Members of the progress against the Area Delivery Plan 2009-12 as agreed by Executive Board in July 2008. The report is structured around the Leeds Strategic Plan themes.

2.0 Background Information

2.1 The Area Delivery Plan for this Area Committee was agreed by Executive Board in July 2009 together with the Area Committee functions and enhanced roles. It sets out the local expression of the Leeds Strategic Plan themes.

3.0 Main Issues

Culture

- 3.1 The West North West Area Management Team will be working with organisations such as I Love West Leeds (West Leeds Festival), Farsley Youth Development Project (Farsley Festival), LCC Music Department and Pudsey Town Centre Manager to ensure a varied programme of events, especially over the summer. In addition, the Arts & Regeneration Team has this year had some significant input to the ADP. The Area Management Team will ensure their suggested actions are implemented.

Enterprise & Economy

- 3.2 A Jobs and Skills Open Day took place 14th April at Armley Juniors in the Farnley & Wortley ward, as part of the Local Area Management Plan (LAMP). This was aimed at providing access to jobs, training and information and signpost people to other services. The event went well, with a handful of people attending who were all signposted to jobs, or/and training.
- 3.3 The Town Centre Manager organised a series of events for Easter on 3rd April – Artmix arts and crafts market was combined with the regular Saturday market, Suitcase Circus performed and the Business Forum organised an Easter Egg Hunt. The day was a great success, attendance was around 1,000-1,200 people with over 300 entrants of the Easter Egg hunt. Feedback from members of the public via the shop keepers was that the day was excellent, with a call for events like this to happen more often.
- 3.4 May 15th saw another event being held in the Town Centre, the regular Saturday market with Artmix in attendance. The day saw face painting (and other attractions for children) with the Lightcliffe brass band attending. With the aim being to encourage more people to visit the market and Pudsey in general.
- 3.5 The “Reward Card Scheme” is proving very successful with 3 times more entrants for the March draw than February. All of the shops (around 50) taking part now have their own individual stamps to mark the cards. Winners have said:
- “I am thrilled to have won the vouchers and hope that the loyalty card initiative will be successful. We have a wide variety of lovely shops and cafes both established and new in and out of town and I would like to encourage everyone to support them so that our town will thrive”.
- “Just a line to say thank you very much for picking my loyalty card out it was a nice surprise, it put the finishing touches to our golden wedding. Thank you”.
- 3.6 The “Shop Local” magazine (produced by the Business Forum) as had its second issue printed and has been well received by the public and businesses alike. The business forum had 10,000 copies printed, with a view to distributing them to local restaurants, pubs, hotels, doctors, dentists, Police stations etc as well as the Library and One Stop Shop. In addition, Leisure Centre has agreed to house a promotional stand will display the free magazine for people to take. To date, the magazine has turned over £300 of profit, which will be ploughed back into “Shop Local” events such as Pudsey Carnival where there will be a “Shop Local” stall and float.

Learning

- 3.6 Links are being developed between Jobs & Skills and Pudsey Town Centre Manager to facilitate work placements within Pudsey businesses. Bramley and Rodley Community Action (BARCA) Leeds would refer Not in Employment, Education or Training (NEET) clients to this initiative.
- 3.7 Members are asked to note that the Scrutiny Board (Children's Services) agreed the attached report (appendix 1) on youth service surveys at its meeting on 22 April. The Scrutiny Board resolved to send the report to all Area Committee to make them aware of the work that the Scrutiny Board has undertaken. In particular the Scrutiny Board was keen that all Area Committees should be aware of recommendation 3 in the report, regarding Area Committees being routinely informed of the findings of surveys. Members are asked to note the attached statement from the Scrutiny Board and provide any comments. Councillor Lancaster chaired the working group which undertook this piece of work. Other Members of the Scrutiny Board (Children's Services) were Councillors Cleasby, Coupar, Driver, Ronnie Feldman, Gettings, Bill Hyde, Kirkland, Renshaw, Selby, E Taylor. A formal response to the Scrutiny Board's recommendations is due to be reported to the Executive Board in June or July.

Transport

- 3.8 The bus station redevelopment is progressing well with the steelworks, surfacing and kerb works underway. Highways works started on 14th June 2010 on Church Lane and are programmed to last eight weeks. This has necessitated moving the bus stop in front of Boots to outside the Post Office. Metro have distributed posters advertising the alterations to services to be displayed in public buildings and noticeboards around the site. The Town Centre Manager has arranged for them to be displayed in local businesses within the town centre. Ward Members have also been advised of the changes.
- 3.9 Pudsey House has voiced some concerns particularly around the temporary bus stop outside their premises. If drivers leave the bus engine running, it is reported that this can make it difficult for Pudsey House users to hear. Unfortunately it has not been possible to move the temporary bus stop. However, users are able to park in the market on non-market days and this option offers easy access by ramp up to Pudsey House. The local inspector has agreed to task PCSOs to patrol this area more frequently as Pudsey House had been complaining that young people were hanging around. The parking agreement with the nearby vets on Crawshaw Hill has been rescinded. Metro have offered to arrange Access Bus provision, although this offer has not been taken up. The reverse flow around Market Place is likely to be implemented in July and at this point the bus stops will be moved to the central island and away from the entrance to Pudsey House. In the meantime, Metro have reiterated to the bus operator, the need for drivers to switch off their engines when they lay-over as this was one of the complaints from Pudsey House. This does appear to have been effective.
- 3.10 The section 278 agreement for the Cemetery Road scheme has now been signed. This will fund traffic calming on Cemetery Road, Owlcotes Road and Victoria Road and a bus lay-by on the Western side of Lidget Hill. The Area Management Team is currently seeking funding through the Town & District Centre Regeneration Scheme to match fund Local Transport Plan funding for a second lay-by on the eastern side of Lidget Hill.

- 3.11 Pudsey Parking strategy is also being progressed, following initial consultation. The draft strategy has been presented to ward Members who are keen to see that some of the recommendations are in place prior to the opening of the new bus station.

Environment

- 3.12 Stonebridge Lane in Old Farnley has for some time been the focus of flytipping. A recent environmental project (which brought together West North West Homes Leeds, Groundwork Leeds, Local Ward Councillors, West North West Area Management Team, Aire Valley Trees and local residents), has seen the significant improvement of the area, clearing 250metres of embankment and removing 21 tones of rubbish.
- 3.13 Work is also taking place to try and gain the permission of West North West Homes Leeds to use a currently derelict garage site on the Heights estate as a an area where vegetables/plants can be grown by the local school children, youth groups. The Area Management Team are continuing to explore whether the local community would be committed to this scheme. The scheme would be costly due to contamination on site and possible match funding between the Housing Area Panel and Well Being funding would be explored.
- 3.14 Farnley and Wortley Ward has a richness of green areas, which is unusual so close to a City Centre. These areas have a range of natural habitats and plans are taking shape to enhance these through the increase of bio-diversity. Three sites have been identified in the Ward, through consultations between Area Management, Ward Councillors, and Dr Crompton (Programme Leader: Masters Degree in Biodiversity and Conservation) of Leeds University. These sites will be studied and enhanced by Masters' students from the University, by Geographical Mapping (GIS) in conjunction with habitat surveys to identify the current levels of bio-diversity, whilst suggesting solutions to improve these. The work with the students will start in the new academic year in September 2010.

Health & Wellbeing

- 3.15 The Health and Wellbeing Improvement Manager in the West/North West of Leeds is a jointly funded post that works to Leeds City Council and NHS Leeds. The post aims to address health inequalities and improve community wellbeing. It will improve efficiency and reduce costs by integrating partnership working and through problem solving. It will ensure that local issues are heard by central commissioning structures. A West North West Partnership group which includes Health Champion councillors, senior representatives from General Practitioners commissioning, National Health Service Leeds (NHS), Leeds City Council, the voluntary sector, and the University of Leeds. A review of significant health and wellbeing issues has been undertaken by the partnership, and short term issues have been identified as abuse of alcohol and NHS health checks as their priority areas. Longer term, the partnership will focus on older peoples issues and influencing commissioning and improving community engagement.
- 3.17 A Health & Wellbeing sub group has been set up within the Gambles and Heights LAMP chaired by NHS Leeds. This has met and agreed an action plan to be implemented to address health inequalities in the area centering around the running physical activities, the creations of a Mum's and Toddlers group etc. The group is currently looking at ways of involving relevant members of the ex-Bawns LAMP group, to pool resources and carry out combined initiatives.

Thriving Places

- 3.18 A full Community Safety update report is attached elsewhere on this agenda and the Community Safety Co-ordinator for West Leeds and Inspector Cawkwell will provide an update to the Area Committee.
- 3.19 Due to excessive anti-social behaviour being carried out in Rodley toilets, steps are being taken to temporarily close the toilets with a view to demolishing them later this year (Ward Members have been consulted). The demolition will be organized by Corporate Property Maintenance.
- 3.20 A number of area based regeneration schemes are underway in Outer West. The Town and District Centre Programme Board has now agreed to fund the cost of Phase 2 of the Farsley Town and District Centre Scheme, which will hopefully see the Andrew Square car park and toilet area re-surfaced/furbished respectively, heritage style street lamps installed on the main shopping section of Farsley Town Street, appropriate matching heritage guard rails installed alongside the highway, and the ginnel opposite Andrew Street, re-surfaced.
- 3.21 The Pudsey T&DC scheme is largely completed, although a report to T&DC Programme Board in June 2010 included a request for funding for the heritage lighting element of the scheme, street banners and match funding for the Lidget Hill lay-by (details provided under transport section). At the time of writing, confirmation of this funding had not been received.
- 3.22 Phase 1 of the Lower Wortley Road Improvement Scheme has now been completed. Entrance signage has been installed, railings installed around the community centre and Horse and Groom, the Bull-Ring area landscaped and bus stop lay by moved slightly further back, additional bus stop re-located opposite the Bull-Ring, cleaning up and re-planting of adjacent rockery, and re-modelling of steps by nearby shops. Phase 2, which will see an artist commence producing artwork with the local Primary School, to be hung on the Bull-Ring will commence in May/June, with completion due by August.
- 3.23 The Gambles and Heights LAMPs are concentrating on longer term issues such as young people, anti-social behaviour, and Health and Well-being in its widest sense. Sub groups have been established to focus on Young People and Health & Wellbeing (mentioned above). The Youth sub group has support from the Youth Service, Groundwork Leeds and is chaired by the Area Management Team. An appendix (1) is attached outlining the work of the priority neighbourhoods in Outer West.
- 3.26 The Area Management Team is currently in discussions with BARCA Leeds and Healthy Living Network Leeds to develop a proposal a 12 month Community Development Worker to support the Gambles, Heights, Greenthorpes and Swinnow neighbourhoods.

Harmonious Communities

- 3.24 In terms of community engagement, a Focus Group was held in May to consider environmental issues in Outer West, engaging with people from the West North West Citizen's Panel. Unfortunately, only four people attended the session (even though we had received a positive indication that twelve people would attend), two from the Pudsey and two from the Calverley and Farsley ward. In spite of a low turnout, a

useful discussion was had, even though comments were a little bit street-centric in nature, some useful thematic issues emerged, around litter, street cleaning, condition of roads, maintenance of green spaces and improved communications from the Council. These issues will help to formulate the 2011-12 Area Delivery Plan. A full report has been submitted by the consultants who facilitated the group (if Members wish to receive a copy of this they may do so) and the Area Management Team is considering rolling this approach out to other areas of West North West. The information obtained from the Focus Group session, will influence the delivery of small one-off projects e.g. litter clearance, and also help influence the content of the 2011-12 Area Delivery Plan.

3.25 The Area Management Team is currently undertaking a review of all community forums in West North West to evaluate their costs and benefits. A full report will be brought to a future Area Committee.

3.36 The Area Management Team are planning a Volunteer Celebration Event as part of the Leeds 2010 year of Volunteering. It is anticipated that this will take place in November 2010 and will thank volunteers for their role in contributing to improving the West North West area. Details are available on the Area Management Team's website www.leeds.gov.uk/wnwareamangement and nominations are actively encouraged.

4.0 Implications for Council Policy and Governance

Member Consultation

4.1 Members are consulted on projects and initiatives within their wards. In addition each Leeds Strategic Plan theme has a Member champion to progress work in this area.

5.0 Legal and Resource Implications

5.1 In order to meet the Area Committee's functions, funding is available via Well Being budgets, the Community Centres Budget and Neighbourhood Renewal Funding.

5.2 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments mainstream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected in the fact that the Area Committee's role here is only to influence, develop and consult. However, wellbeing funding has resourced some projects here e.g. community engagement, area based regeneration schemes and conservation area reviews.

6.0 Conclusions

6.1 The functions and roles of the Area Committee aim to:

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

7.0 Recommendations

7.1 Outer West Area Committee members are invited to note the contents of the report and to comment on any aspect of the matters raised.

Background Papers:

None

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1.0 Purpose Of This Paper

- 1.1 The purpose of this paper is to provide the Outer West Area Committee with an update on progress and achievements to date that have occurred in the Outer West's Priority Neighbourhood Areas (also known as Local Area Management Plans – LAMPS). In addition, it outlines the next steps in the work plans that support them.

2.0 Background Information

- 2.1 Two Priority Neighbourhood Areas exist in Outer West Leeds, the Bawns and the Gambles/Heights (combined as one). These areas were deemed to be Priority Neighbourhood Areas as a result of their ranking in the Indices of Multiple Deprivation¹ (IMD) Super Output Areas (SOAs), as compiled by the Social Disadvantage Research Centre at the Department of Social Policy and Social Work (university of Oxford), in 2004 and 2007. Nationally, the Bawns and Gambles estates were ranked by the IMD as being in the most deprived 10% nationally, and the Heights, in the most deprived 5%.
- 2.2 Consequently, as a result of the IMD the Bawns and Gambles and Heights Lamps were established in 2005 and 2008 respectively, and have been included in the Outer West Area Management's Area Delivery Plans as priority action points, and therefore, formed a key part of the Outer West Area Management Teams work programme as they have been co-ordinated, facilitated and monitored by Area Management, and Chaired by Ward Members.
- 2.3 The aim of the Lamps was to address the areas of deprivation identified by the IMD, by drawing together the relevant agencies on a regular basis (over a period of time 2/3 years) to tackle them e.g. West North West Homes Leeds (WNWHL), Jobs and Skills, Neighbourhood Policing Team, Neighbourhood Wardens, National Health Service Leeds, Streetscene Environmental Services, Tenants and Residents Associations etc. The intention being to ultimately remove these Priority Areas from the most deprived 10% nationally, and in turn help to meet the Council's narrowing the gap, and improving community cohesion agenda.

3.0 Main Issues

- 3.1 The main issues in terms of deprivation for both Priority Neighbourhood Areas have centred around crime and grime, environmental issues and jobs and skills, with the Gambles/Heights Lamp also concentrating on health and wellbeing and young people.
- 3.2 The two most important achievements for each Lamp, which should not be underestimated, are the partnership working between agencies to fulfill a common goal and the confidence that this has created within communities that their needs are being listened to and addressed.
- 3.3 Specifically for the **Bawns Lamp**, to date the achievements have been:

¹ IMD collate information on employment, income, education, skills and training deprivation, living environment, crime and disorder, health deprivation and disability, barriers to housing and services, income deprivation affecting children and older people.

- Bringing routine estate management issues to the fore by regular monitoring of improvements/repairs and the holding of Environmental Clean up events;
- The Strategic development of a green space improvement strategy driven by WNWHL and Groundwork, with a view to alleviating anti-social behaviour in the area;
- Environmental Improvement works to Stonebridge Lane (which for years had been a source of resident complaint as an aesthetic eye-sore);
- Sustainable links for the community and agencies with the Extended Services Plan for Farnley;
- Improvements to household waste collections and a decline in dumping on the estate, with the introduction of fridge magnets to houses, which held information on refuse collection dates;
- Collation of local intelligence regarding criminal and anti-social activities.

3.4 A detailed report appears elsewhere on this Committee's agenda, highlighting the Bawns Lamp achievements and next steps.

3.5 Specifically for the **Gambles/Heights Lamp**, to date the achievements have been:

- Bringing routine estate management issues to the fore by regular monitoring of improvements/repairs;
- Environmental Improvements, in particular the re-instatement and re-surfacing of the Gambles Tannery Path (footpath), and bringing back into use the Gambles "stone circle" area for youth activity;
- The holding of an intergenerational event "Winter Warmer Supper" aimed at building community relations and from which a Young People's Sub Group has been formed with the remit of improving communication around relevant activities for young people, physical activity and influencing the delivery of a permanent youth base in the area;
- The holding of a "Health and Wellbeing" event which brought relevant health and wellbeing (in its widest sense, egg financial, physical, educational) agencies together to map salient issues on the estates, from which a health and Wellbeing sub group has been formed which has the remit of improving communication, parenting support, worklessness, financial capability and physical activity;
- Collation of local intelligence regarding criminal and anti-social activities.

3.6 **Next Steps for the Priority Neighbourhood Areas**

3.7 Work will continue in the Gambles and Heights Priority Neighbourhood in its current format into the new year of 2011. However, following on from this, as the work of the LAMP group has been on-going for over 2 years (the expected life of a LAMP), an exit strategy will be developed, along the lines of the one created for the Bawns, which will create sustainable links for the community and partner agencies.

3.8 The next steps for the Bawns LAMP is for the working group which supported it to continue meeting around issue based priorities in the area e.g environmental or youth issues as opposed to meeting to look holistically at the estate which was the remit of the LAMP working group. This will ensure that the work achieved by the LAMP to date has some sustainability.

4.0 Implications for Council Policy and Governance

4.1 The work of the priority neighbourhoods helps to work towards achieving the Council's priorities of narrowing the gap, community cohesion and regeneration.

5.0 Legal and Resource Implications

5.1 There have been no legal implications arising out of the work in the Priority Neighbourhood Areas. Resource implications have revolved in the main around Officer time, and to a lesser extent, some financial support for the work from the Area Committee's Wellbeing budget to assist with associated projects.

6.0 Conclusions

6.1 Bawns improved 106 places between 2004-7, awaiting next IMD figs for 2010 in 2011. action plans show improvement, agencies and Tenant and Residents Associations report it. Consequently, the cessation of the formal LAMP working group is justified as improvements have been made in the area.

6.2 It is intended to formally end the Gambles and Heights LAMP at the start of 2011, with a view to implementing a similar exit strategy to the Bawns i.e issue based meeting of relevant partners.

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Introduction

1. The Scrutiny Board (Children's Services) carried out an inquiry on Youth Services which reported in May 2007. Recommendation 7 of our report was that

"We recommend that the Director of Children's Services ensures that, in addition to existing consultation with service users, specific efforts are made to consult with non service users about their views on the Youth Service."

2. The Scrutiny Board monitored progress in relation to this recommendation until the summer of 2009, taking in the surveys conducted in 2008 and 2009.

3. In considering the 2009 survey, members of the Scrutiny Board were particularly concerned about the consultation that had taken place with non-users.

Scope of the Inquiry

4. The Scrutiny Board established a working group that would have an input into plans for the next survey, in order to ensure that the Board's concerns were adequately addressed, including the potential involvement of schools.

5. The working group met with officers in January 2010. The working group's findings, which were endorsed by the full Scrutiny Board, are presented below.

2009 Survey

6. In June 2009, the Children's Services Scrutiny Board considered an analysis of both the Youth Service user and non-user surveys carried out earlier in the year.

7. By way of context, we were reminded that the Youth Service carries out an annual user consultation with young people to canvas their thoughts on a range of issues, from what causes them concern to the quality of their local provision. The requirement to carry out this activity was first established in the government policy Transforming Youth Work in 2002.

8. The user consultation was carried out through the use of questionnaires. These were provided to young people during youth work sessions being delivered by Youth Service staff. A total of 1,726 questionnaires were returned from across the city, up from 864 the previous year. The geographical spread of returns broadly reflected wedge populations.

9. A wedge based analysis was conducted in addition to the city-wide analysis, to assist the Youth Service to identify local priorities in different areas of the city.

10. We learned that the headline finding from the user survey showed high levels of satisfaction with the service. 1,514 young people answered the question "Overall, how do you rate your youth provision?" as follows:

Excellent

Good

OK

Poor

Very poor

758

50%

611

40.4%

126

8.3%

6

0.4%

13

0.9%

11. In addition to the user survey, the Youth Service commissions a separate consultation carried out with young people known to be ex-users or non-users of direct Youth Service provision. The purpose of this is to identify whether there are any responses the Youth Service needs to consider in respect of the views of these young people.

12. West Yorkshire Youth Association (The Project) were commissioned to conduct the consultation with ex-users and non-users of Youth Service provision. They reached 148 young people through high schools; the care system; voluntary, community and faith sector partners; and Connexions.

13. The non-user survey was based on relevant elements of the Youth Service user consultation questionnaire and included exploring how young people would like to be consulted in the future.

14. We were told that the full findings of the two consultation exercises would be taken into account by Youth Service staff when planning future activities.

15. We also heard that following the previous year's consultation exercise Youth Service managers implemented local action plans to respond to key findings. The wedge analysis of the findings highlighted where such action planning had been most successful or could usefully be replicated or improved upon.

16. An example of learning from the previous year's survey was that some areas raised awareness of the youth worker's role in providing support with problems. As a result the proportion of young people saying that they would

turn to a youth worker for support rose from 5-10% the previous year to 21-42%, depending on the nature of the problem.

17. When discussing the survey members initially expressed concern at what was perceived to be a low response rate. However it was explained that, on the basis of the industry norms for similar opinion surveys, a survey response of this size gave a 99% confidence level for its results. In other words, surveying the full cohort of young people would be expected to have a less than 1% impact on the results.

18. Members were reminded that Area Committees could use the wedge-based analysis of results in looking at localised delivery in their areas, given the role of Area Committees in shaping local Youth Service delivery.

19. The Scrutiny Board was also reminded that government funding to the local authority for youth services is based on a target to engage with 25% of 13-19 year olds. Leeds exceeds the target, with a spend per head currently just above the national average.

20. The Board was particularly concerned about the level of consultation with non-users, and resolved to set up a working group to discuss plans for the next survey with officers. In particular the Board felt that there should be scope for greater involvement of schools in the survey, as well as in relation to raising awareness of Youth Service activity generally.

Clarifying the scope of the survey

21. When the working group met, in January 2010, we were reminded that the Youth Service surveys that had been presented to us for the last couple of years were specific to Leeds City Council's direct youth work provision through its Youth Service. This is just one part of the council's Integrated Youth Support Service.

22. It was also important to distinguish this from the wider provision of youth work

in the city. This includes council youth workers, but also encompasses a range of other providers, some funded by the council. In addition many young people access activities outside the scope of youth work, for example the various uniformed organisations and sports clubs.

23. The Youth Service survey we have been looking at is essentially a user satisfaction survey carried out by the council in relation to its own direct youth work provision. It arose from the requirements of 'Transforming Youth Work'. It was important to bear these limitations in mind in deciding what kind of survey work was desirable for the future.

Developments in
Youth Service
consultation

24. We were also told about the developments in user consultation since the Youth Service survey was initially set up. Consultation is now embedded in youth work practice, with

young people more routinely engaged in service planning on an ongoing basis.

25. The council's Youth Service has also established a core participation group of young people from among its users, set up in October 2009. The membership consists of 5 young people from each wedge and 5 from the city centre. They undertook a training residential at the outset, and will be meeting every couple of months. At their residential they had considered the results of the survey, and they were developing ideas for further consultation such as mystery shoppers and interviewing young people at shopping centres.

26. In addition we were told that in the north west area of the city each cluster was setting up a cluster council, and young people would be included on the cluster councils.

27. We asked how other cities approached gathering the views of non-users. Although we were surprised to learn that there was little evidence from elsewhere of user surveys including non-users, we were pleased to note that Leeds is apparently in the forefront of this type of activity.

Purpose of survey

28. We discussed the purpose of conducting the current Youth Service survey, and what we, as Scrutiny Board members, would like to see achieved as a result of the survey.

29. One of the issues concerning us was that some young people who would potentially benefit greatly from participation in some form of youth service activity are not currently accessing any services of this type. We are keen to better understand the reasons for this, but we also feel that some young people will need support and encouragement before joining any activity. For them this is not likely to be achieved through a survey or awareness raising activity.

30. Nevertheless, the 2009 non-user survey also raised issues about young people's lack of knowledge of what opportunities are available to them, and offered suggestions about how to tackle this. Members suggested that youth officers in schools and also

school councils would be useful resources to promote the availability of, and access to, youth service activities to a wider audience within schools, building on the ideas explored in the non-user survey.

Constraints

31. We discussed the fact that some other providers of youth service activities will be conducting their own user satisfaction work. It is unlikely that it would be possible or practical to require all organisations to sign up to a single survey.

Recommendation 1 - That the Director of Children's Services and the Chief Executive of Education Leeds report to us within 3 months on how awareness of youth service activities generally can be more proactively promoted in schools, and young people be directly encouraged to participate in such activities.

32. In some areas of the city voluntary, community and faith sector organisations are the predominant providers, and some areas are developing better links between the different providers, particularly through area and cluster commissioning arrangements. Furthermore our Leeds Voice representative told us that an Integrated Youth Support Service Voluntary Sector Forum has been established.

33. We also acknowledged that it would be virtually impossible to conduct any sort of school-based survey and identify accurately whether young people were users of Leeds City Council Youth Service provision. Young people are not always aware that the service they are using is provided by the council. To some extent this may reflect the fact that youth work is often taking place in smaller settings and groups than the traditional youth club, to meet the requirements for recording outcomes and aiming for accreditation of achievements.

34. However, if as we discussed, our priority for a city-wide survey is to identify young people not accessing any provision, then this question of provider becomes less relevant, and the Every Child Matters survey may be an appropriate way of gathering information.

Every Child Matters survey

35. The Every Child Matters survey is an annual survey administered by Education Leeds and completed by young people in schools.

36. The survey is an online, anonymous pupil survey available free of charge to schools in Leeds. The survey covers the five Every Child Matters outcomes and is designed to provide information for both schools and Children's Services to inform self-evaluation and needs analysis.

37. The survey is produced in different versions for Years 5 and 6, Year 7, Year 9 and Year 11, with age appropriate questions.

38. The survey was first conducted in 2007/08 when 4,300 children and young people took part. In 2008/09 this rose to 6,800, although take-up by

primary schools is higher than in secondary schools.

39. The Performance Management and Information team in Education Leeds administers the survey and analyses the results. Questions for the next survey had recently been finalised when we met, and we were also told that in future Cluster Managers would be able to access data from the survey at a cluster level.

40. We feel that the Every Child Matters survey potentially offers a good opportunity to explore young people's participation in activities in more depth, as well as barriers to participation, at a city level. Alternatively, it may be appropriate to use the 'Be Heard' survey tool that has been developed for delivering the Every Child Matters survey in schools to deliver a separate youth survey to school based pupils.

Conclusion

41. Having had the opportunity to consider the context for survey work in this area in more detail, we agreed with officers that it was appropriate to refine the focus of the current Youth Service survey.

42. We recognise that the Leeds City Council Youth Service continues to need to carry out some form of user satisfaction survey. We also welcome the developments in young people's direct involvement in consultation on an ongoing basis in individual Youth Service activities, and also through the core participation group established by the Youth Service. We are pleased that the young people are developing their own ideas for future surveys.

43. We feel that the information gained from this work, combined with information from the inclusion of participation questions in the Every Child Matters survey, will continue to provide useful information to guide future service delivery, especially when analysed at a more local level.

Recommendation 3 - That the Director of Children's Services ensures that the local analysis of findings from surveys such as the Every Child Matters survey and the Youth Service user survey is routinely made available at a local level to Area Committees and Clusters to inform their planning of future activity.

Recommendation 2 -

That the Director of Children's Services and the Chief Executive of Education Leeds explore children and young people's participation in activities and identify barriers to participation in more depth, either by including questions in the next Every Child Matters survey or by developing a separate survey using the Be Heard survey tool.

Monitoring arrangements

Standard arrangements for monitoring the outcome of the Board's recommendations will apply.

The decision-makers to whom the recommendations are addressed will be asked to submit a formal response to the recommendations, including an action plan and timetable, normally within two months.

Following this the Scrutiny Board will determine any further detailed monitoring, over and above the standard quarterly monitoring of all scrutiny recommendations.

Reports and Publications Submitted

- Youth Service user and non-user surveys 2009 - Report to Scrutiny Board (Children's Services) - July 2009
- Youth Service User Consultation 2009 - Full analysis of responses
- LCC Youth Service Non-user Survey 2009

- Proposal for Youth Service User Surveys 2010

Witnesses Heard

Councillor Richard Harker - Executive Member, Learning

Keith Burton - Deputy Director of Children's Services

Jean Davey - Principal Youth Officer, Integrated Youth Support Service

John Bradshaw - Curriculum Development Manager, Integrated Youth Support Service

Heather Eyre - Research and Information Manager, Education Leeds

Vincent Foster - Youth Work Manager, Integrated Youth Support Service

Suzanne Wainwright - Senior Youth Officer, Integrated Youth Support Service

Members of Working Group

Councillor Lancaster (Chair)

Mr Britten

Ms Morris-Boam

Dates of Scrutiny

Scrutiny Board meeting - 9 July 2009

Working Group meeting - 29 January 2010

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Originator: Sam Woodhead
Tel: 0113 395 1970

Report of the Director of Environment and Neighbourhoods

Outer West Area Committee

Date: July 9th 2010

Subject: Outer West Area Committee Well-Being Budget

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

The report gives Members a financial end-of-year update on the amount of capital and revenue funding available via the Area Committee Well-being budget for wards in the Outer West area. The report also gives the new allocation of Well Being funding for 2010 -11. It also seeks approval for new projects commissioned by the Area Management Team.

1.0 Purpose Of This Report

1.1 The report gives Members an up-to-date report on the current amount of capital and revenue funding available via the Area Committee Well-being budget for wards in the Outer West area. The report also gives the new allocation of Well Being funding for 2010-2011, including carry forward from 2009-10. It also seeks approval for new projects commissioned by the Area Management Team.

2.0 Background Information

Members will be aware that the Outer West Area Committee has received an annual allocation of Well Being Funding for capital and revenue projects from April 2004/05 to April 2009/10. This has amounted to £1,062,050 Revenue and £589,071.00 Capital. This funding has been used to finance a number of projects approved by Area Committee and which has been summarized in previous reports.

2.1 The recently revised wellbeing allocations for 2010/11 (this includes the additional £20,000 capital allocated to all Area Committees in the City) are:

- Revenue: £ 176,570.00
- Capital: £ 20,000.00

2.2 In addition, a financial reconciliation of the 09/10 budget has been undertaken in order to arrive at remaining funds which can be added to the new wellbeing allocation for 10/11 which has:

- taken into account overspend, and underspend on projects and some which never came to fruition, this has now been completed at the end of the 2009-10 financial year;
- included the carry forward of the 2009-10 wellbeing budget;

resulting in:

- Revenue: £ 49,722.08
- Capital: £103,800.00

2.3 This means that for 2010/11 the amount of funding available for new projects is

- **Revenue £ 226,292.08**
- **Capital £ 123,800.00**

However, previously approved projects from 09/10 to take affect in 10/11 also need to be taken into account see below:

2.4 Ratification of previously approved projects

Project	Capital	Revenue
Approved in principle as a continuation of last years schemes		
Town Centre Manager for Armley and Pudsey		£20,000
CCTV (3 original cameras in Pudsey)		£4,867
CCTV (Pudsey Park)		£3,377
CCTV (Pudsey Lidgett Car Park)		£2,909
CCTV (Farsley)		£15,526
CCTV (Butterbowl Drive)		£6,297
'I Love West Leeds'		£24,000
Off Road Motorcycle Scheme (Neighbourhood Policing Team)		£1,497
Summer Bands		£3,000
Approved at the March Area Committee		
Community Development Worker for Swinnow/Gamble/Heights neighbourhoods		£22,088
Site Based Gardeners		£23,000
Pudsey in Bloom		£4,000
Memo Cameras WYP		£1,445

Youth Service Mobile bus		£11,800
StoneBridge Lane Land Improvements	£6,986.17	
Pudsey TCM Events Budget		£5,000
West Yorkshire Police Capture House		£4,000
Approved after the March Area Committee		
Sports Development		£6,000
Calverley in Bloom		£3,000
Farsley in Bloom		£3,000
TOTAL	£6,986.17	£164,806.00

2.4 Members are asked to note that the application that came to the April Area Committee from the Youth Service seeking funding for the acquisition of a Youth Bus, was revised in line with comments made at the Area Committee, from £41,000 (capital) to £11,800 (revenue) to cover leasing, insurance, maintenance and repairs of a youth bus for twelve months. This approval was gained from Area Committee Members who have been circulated with a revised report giving a full cost breakdown. The new request for funding has been taken into account in the figures above

2.5 Taking in to account the projects that have already been approved in principle the amount of funding available to allocate at this meeting is as follows:

Revenue: £ 61,486.08
Capital: £ 116,813.83

3.0 Applications for Funding

3.1 Four applications for well being funding have been submitted for the Area Committee's consideration as detailed in the list below (see appendices 1 - 5).

Commissioned Project	Amount requested for 2010-11		Appendix
	Revenue	Capital	
Scout hut		£4000	1
Hindu Cultural Society	£3,000		2
Bawn's Greenspace improvements		£7500	3
Wadlands Farm Feasibility Study	£4,430		4
TOTAL	£7,430	£11,500	

3.2 Members are also asked to agree upon a capped figure of well-being provision for applications received which are part of the extended schools project. It is recommended that the limit is set at £2,000.

If all six of these applications are approved the remaining funds would be:

Revenue: £ 54,056.08
Capital: £ 105,313.83

4.0 Small Grants, Community Consultation and Engagement and Skips Budget.

4.1 Since the last Area Committee was held in March 2010, Two small grant have been received from: Calverley Players – Refurbishment of the main Hall in Calverley Mechanics Institute

(Confirmation of carry-forward of 5,400.40 + 10k at last area committee)

Thus leaving £13,900.40 in the small grants budget for 2010-11.

4.2 Six number of requests for skips have been received thus leaving £1840.00 in the skips budget for 2010-11.

5.0 Implications for Council Policy and Governance

Member Consultation

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

6.0 Legal and Resource Implications

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

7.0 Conclusions

7.1 The projects outlined in this report aim to:

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

8.0 Recommendations

8.1 The Area Committee is asked to:

- a) note the amount of revenue and capital funding available to the Area Committee for the year 2010/2011;
- b) ratify the in-principle decisions taken for projects to be funded from 2010/2011, para 5.1;
- c) comment upon and, where appropriate, approve Well Being funding for new projects (see appendices 1 - 4);
- d) comment upon and where appropriate approve funding allocated to small grants, skips and community engagement and consultation;

- e) to agree upon a capped figure of well-being provision for applications received which are part of the extended schools project. It is recommended that the limit is set at £2,000.

Background Papers:

none

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Outer West Area Committee Well Being Fund
Commissioning of Service

Project Name: 1st Pudsey Scout Group

Lead Organisation: 1st Pudsey Scout Group

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

1st Pudsey Scout Group
North Leeds Property Services Ltd

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

This project will make significant improvements to the scout building. The works will include:

- Surfacing improvements to the floor in the main hall
- Plastering of the ceiling
- Replacement of flashing on the roof
- Improvements to the toilet areas both aesthetically and functionally
- Supplying and fitting of a number of new sockets and fittings
- Replacement of the kitchen

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

- The main outcome of the scheme is the significant improvements to the current building to allow continued youth work provision in the area

Project Cost. Please indicate

How much the project will cost? The project will cost £6142.00 (capital);

Identify which geographic areas will benefit:

Pudsey Ward.

How much Well Being Funding is sought and breakdown between capital and revenue)

The project will cost £6142.00

The amount requested from the Outer West Area Committee is £4,000 (capital)

Who will be in receipt of the financial order. (name of the organisation and contact details)

Nick Cohen
c/o 31 Whitfield Square
Hunslet
Leeds
LS10 2 QA

Outer West Area Committee Well Being Fund
Commissioning of Service

Project Name: The Hindu Cultural Society

Lead Organisation: The Hindu Cultural Society

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

The project will be delivered by the Hindu Cultural society of Leeds Road Bradford. This project is supported by both Leeds City Council Adult services and Bradford MDC.

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

Currently 15 members of the Pudsey community attend the centre 3-4 times a week to engage with the wide range of activities that are available. Due to the recent changes in funding this provision will have to be reduced for the members from Pudsey. This funding would provide match funding to a range of other sources that would allow this provision to continue.

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

- To continue to provide a valuable service to the Hindu residents of Pudsey.

Project Cost. Please indicate

How much the project will cost? £3,000

Identify which geographic areas will benefit:

Residents of Pudsey Ward.

How much Well Being Funding is sought and breakdown between capital and revenue)

The project will cost £3,000 revenue funding

Who will be in receipt of the financial order. (name of the organisation and contact details)

The Hindu Cultural society

Outer West Area Committee Well Being Fund
Commissioning of Service

Project Name: HILLSIDE HALL COMMUNITY CENTRE GREENSPACE

Lead Organisation: Groundwork Leeds

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

This scheme is being managed by Groundwork Leeds in partnership with West North West Homes Leeds (WNWHL). All of the works will be carried out by a contractor after a full tendering process.

West North West Homes Leeds (WNWHL) are the lead partner in the project and helped set the general parameters for what could logically be created and achieved within this scheme. The improvements to the public open space have been designed with due regard to sustainability and appropriate levels of future maintenance requirements.

The Bawns and Nuttingroves TARA is also a partner in the project and they (and other local residents) have helped to inform the layout design. The TARA will also be able to help promote the sustainability of the improvements over the medium to long term.

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

The aim of the project is to resolve issues around antisocial behaviour within the local community through the creation of a new village green/park adjacent to the existing Farnley Community Centre. The project forms an important element of the Bawns Masterplan produced by Groundwork for West North West Homes Leeds (WNWHL). The Masterplan includes a series of strategic phased improvements to the area in and around the Bawns Estate. The total value of the Masterplan projects is expected to be in the region of £327,000.00. Of this amount, it is envisaged that £78,245.00 would come from funding sources associated with Leeds City Council (including the amount applied for in this Well Being Fund application); plus the WNWHL Area panel, Community Spaces, Green Leeds / Biffaward and, potentially, the Veolia Environmental Trust.

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

We propose to create the following features on site:

1. An avenue of semi mature street trees surrounding the green to create structure and definition within the landscape.
2. A new footpath across an existing desire line.
3. A new events area to the front of the Community Centre.
4. New seating (steel benches) along existing and proposed footpaths and within the events area.
5. A central covered seating area made of Green Oak timbers with a slate roof

The main achievements for the project would include:

1. Tree planting to help reduce the impact of climate change on a susceptible community and create the beginning of a Green Infrastructure strategy for this area.

2. The creation of an events space would increase the variety of events the community centre could provide. This space would be multifunctional and be capable of being adapted for many uses.
3. Increase in the number of people using the community centre and open space. This would encourage people to participate in informal recreation within the space.
4. The provision of a sheltered seating area would provide an area for all members of the community to gather. In particular there is a serious problem at present in the locality with youths congregating under archways (with residential properties above), which is causing issues of antisocial behaviour, and tensions between youths and local residents. The covered seating area would provide a comfortable sheltered space for youths to gather which would address the lack of facilities of this kind for this age group in the community.
5. It is planned to set up a yearly event on the green to help bring the community together and strengthen in particular intergenerational relationships within the community.

Project Cost. Please indicate

How much the project will cost? The project will cost ££ 83,740.00 (Capital);

Identify which geographic areas will benefit:

Farnley & Wortley Ward.

How much Well Being Funding is sought and breakdown between capital and revenue)

The project will cost £ 83,740.00

The amount requested from the Outer West Area Committee is £7,500.00 (Revenue) and is subject to consultation with residents and securing match funding.

Who will be in receipt of the financial order. (name of the organisation and contact details)

THE LEEDS GROUNDWORK TRUST
Environment and Business Centre, Merlyn Rees Avenue,
Morley, Leeds,
LS27 9SL

Outer West Area Committee Well Being Fund
Commissioning of Service

Project Name: WADLANDS WETLANDS feasibility study

Lead Organisation: Groundwork Leeds

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

This scheme is being managed by Groundwork Leeds in partnership with Calverley Rotary Club . All of the works will be carried out by a contractor after a full tendering process.

A significant amount of work has already been undertaken on this project by our Lead Partner, the Rotary Club of Calverley; Rod (now Cllr) Wood; Ian Driver (the landowner) and the Outer West Area Management team. All of the above partners would be involved in the development and delivery of the project, both this initial detailed design stage and the subsequent delivery stage.

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

The aim of the project is as follows:

- A. Significantly upgrade a section of the Millennium Way across land at Wadlands Farm, Calverley.
- B. Create a series of wildlife ponds, swales and wetlands adjacent to the upgraded section of the Millennium Way from a previously culverted water course.
- C. Create a series of informal paths surrounding these features which would be open to the public with interpretation boards linking to the wildlife on site.
- D. Create a species rich eco system on site which will provide an important link to local wildlife amenities such as the Rodley Nature Reserve.

The Well Being funding would be used to pay towards critical elements of the project development, as an essential precursor to the submission of detailed grant applications to discretionary funding bodies, as outlined below:

1. Visual site, survey and analysis of existing topography and vegetation both within site and in immediate vicinity, assess constraints and potential offered by the existing landscape features.
2. Preparation of draft landscape proposals for: Millennium Way, ponds and swale in order to provide sufficient information to allow accurate Pre-application information.
3. Assistance with submission of Pre- application planning submission to determine whether a full planning application would be required for this site.
4. Research into the information likely to be sought by Green Leeds/Biffa on this site in order to determine the scope of works required to fulfil their objectives.
5. Liaise with up to four local wildlife groups by email or telephone.
6. Study Leeds City Council Biodiversity Action plan to ensure the site encourages appropriate species in line with objectives of masterplan in order to ensure the project increases bio diversity on site. Liaise with ecologist at Leeds City Council.
7. Engage key agencies, and ensure partners are involved in the project's delivery to meet Biffa objectives.
8. Report to client on the outcomes of above to determine any opportunities and constraints which may arise and to determine whether a full planning application is required.
9. Preparation of detailed landscape proposals including proposals for the Millennium Way, ponds and swales including detailed planting specification.
10. Preparation of budget cost estimate for the works to be undertaken by a landscape contractor and preliminary

- identification of any potential external sources of funding other than those already identified should they be required.
11. Presentation to the Client to agree design and any necessary amendments, along with preferred phasing of works if applicable.
 12. Preparation of typical sections through ponds and swales.
 13. Construction drawings and details.
 14. Assistance with submission of planning application if required following pre-application.
 15. Final presentation to the Client and advice on procurement and next steps.
 16. Preparation of a detailed management plan for the key species / habitat(s) involved.
 17. Preparation of Specification for works.
 18. Preparation of Schedule of Quantities.
 19. Attend 10 meetings on site or elsewhere within the local vicinity.

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

We propose to create the following features on site:

- i. Creation of new and improved green spaces, making them more accessible to the general public at all times of the year.
- ii. Improve the health and Well-being for the general public by providing enhanced access to the countryside and amenities, and increasing physical activity.
- iii. Increased numbers of people using the site.
- iv. Improved knowledge and understanding of natural environments and ecosystems within the countryside.

Project Cost. Please indicate

How much the project will cost? The project will cost £ 90,000.00;

Identify which geographic areas will benefit:

Calverley & Farsley Ward.

How much Well Being Funding is sought and breakdown between capital and revenue)

The project will cost £ 90,000.00

The amount requested from the Outer West Area Committee is £4,430.00 (Revenue)

Who will be in receipt of the financial order. (name of the organisation and contact details)

THE LEEDS GROUNDWORK TRUST
 Environment and Business Centre, Merlyn Rees Avenue,
 Morley, Leeds,
 LS27 9SL



Originator: L.Jarmin

Tel: 0113 3950647

Report of The Director of Environment and Neighbourhoods

Outer West Area Committee

Date: 9th July 2010

Subject: Area Committee Roles for 2010/2011

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

Executive Summary

This report presents the Area Committee with a summary of their Area Functions and Priority Advisory Functions for 2010/11. As there are no significant changes proposed to the functions agreed by the Executive Board for 2009/10, it has been agreed that this approval is rolled forward to 2010/11.

1.0 Purpose Of This Report

1.1 To provide the Area Committee with a summary of the Area Functions and Priority Advisory Functions for 2010/11.

2.0 Background Information

2.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

2.2 This report does not propose any changes to the Terms of Reference for Area Committees or to their relationship to the Executive Board and its Members for 2010/11.

3.0 Main Issues

- 3.1 In 2009/10 Area Committees and service managers across the Council, delivered a programme of local service delegations across a wide range of service areas. The implementation of these has been taking place throughout the year.
- 3.2 This report does not propose any significant alterations to the number or scope of Area Functions delegated to Area Committees in 2009/10. The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval is to be rolled forward to 2010/11.
- 3.3 A summary of the functions to be rolled forward to 2010/11 is appended to this report. A full schedule of the Area Functions and Priority Advisory Functions for Area Committees for 2010/11 is currently being finalised and will be distributed to Committee Members in July 2010.
- 3.4 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.
- 3.5 The review will aim to identify progress to implement the functions; gain a better understanding in practical terms of how Area Committees can support service delivery at local level; gain an understanding of the challenges and opportunities they have encountered, and begin to understand how we can make the functions more realistic and deliverable moving forward. The review will also seek to identify further service areas where delegated powers could be assigned to the Area Committees in future.

4.0 Implications For Council Policy and Governance

- 4.1 The work described in this report and the recommendation fits with existing Council policy and governance arrangements. Area Committees' Executive Functions are exercised concurrently by Area Committees, the Executive Board and by Directors under the officer delegation scheme (executive functions).
- 4.2 Decisions taken by Area Committees, in relation to executive functions, remain subject to call in.
- 4.3 Officers will provide proper advice and support to Area Committees and their Chairs to ensure that delegated Executive Functions continue to be exercised in accordance with the Area Committee Procedure Rules.

5.0 Legal and resource implications

- 5.1 The budgets to deliver the 2010/11 Area Functions, were agreed by Full Council on 24th February 2010.
- 5.2 Any proposed changes to resources relating to Area Functions would need to be made in consultation with the relevant service Director/Chief Officer(s) and with the agreement of the Area Committee and Executive Board, where appropriate.

5.3 There are no new resource or legal implications arising from the proposed extended priority advisory functions of the Area Committees.

6.0 Conclusions

6.1 In 2009/10 the Executive Board agreed the number of functions to be delegated to the Area Committees. The Area Functions are included in the Council's Constitution (Part 3, section 3C), these are updated annually and presented to each of the 10 Committees.

6.2 There are no significant changes proposed to the Area Functions approved by the Executive Board in 2009/10. It has therefore been agreed that this approval is extended to 2010/11.

6.3 In order to assess the effectiveness of Area functions, a review will be undertaken in 2010/11 involving Area Committee Members, the responsible Service function leads and Area Teams.

7.0 Recommendations

7.1 The Outer West Area Committee is asked to note:

7.1.1 The summary of approved the Area Functions and designated priority functions for 2010/11 which are appended to this report.

List of Background Documents:

Area Committees Terms of Reference

Council Constitution

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Well-Being Schedule	
Function	
To promote and improve the economic, social and environmental well-being of the Committee's area.	To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

Area Functions Schedule	
Function	
Community Centres	<p>In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to:</p> <ul style="list-style-type: none"> • oversee controllable revenue budgets, operational arrangements and the use of the centres; • agree and implement a schedule of charges and discounts for directly managed centres; • make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.
Community Environmental Officers (CEO) and Community Environmental Support Officers (CESO)	In relation to the Committee's area, to agree priority areas for and deployment of CEOs and CESOs.
CCTV	To maintain an overview of the service in the Committee's area and receive regular information about it.
Neighbourhood Management Co-ordination	<p>In relation to the Committee's area:</p> <ul style="list-style-type: none"> • to agree priority neighbourhoods (through the approval of the Area Delivery Plan); and • to agree and monitor Neighbourhood Improvement Plans for the Committee's area.

Priority Advisory Functions

Role	Summary
Community Engagement	Each Committee will agree a local community engagement plan based on an agreed template to ensure consistency across the city. Information on how Area Committees have delivered on their community engagement plans, will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Delivery Plans, and future priorities.
Changes for 2010/11	No change to role of Area Committees.
Community Greenspace	<p>This covers 73 community parks vested with the Parks and Countryside Service. These include a wide variety of recreation facilities, sports pitches, play areas, formal and informal horticultural features.</p> <p>Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.</p>
Changes for 2010/11	No change to role of Area Committees.
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The arrangements enable staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Changes for 2010/11	No change to role of Area Committees.
Environmental Action Teams	<p>Three area based teams of 20 staff working across the City, are responsible for a range of neighbourhood related enforcement activities including noise nuisance, waste in gardens, overgrown vegetation, littering, placards, A-boards, graffiti, waste from domestic and commercial bins, drainage, pest control. The teams will carry out the enforcement and preventative work, rather than the litter picking, waste collection role which is done by other staff.</p> <p>Area Committees will receive regular reports about</p>

	<p>this new combined service and be able to influence service planning and local priorities for action based on local knowledge about issues and hotspots. Operational policies will be created for Leeds, but the priority afforded these could be influenced by local issues, such as littering and bin yards. Close working arrangements will be developed with the newly established Community Environmental Officers (CEO)/Community Environmental Support Officers (CESO).</p>
Changes for 2010/11	No change to role of Area Committees. Links to closer working with new Community Environmental Officers (CEO) /Community Environmental Support Officers (CESO)
Street Cleansing	<p>This covers teams of staff and specialist equipment to provide mechanical sweeping of adopted carriageways and footpaths, manual litter picking and litter bin emptying.</p> <p>Area Committees will be regularly presented with information about the services in their area and given opportunities to influence service planning and local priorities and hotspots. This would be primarily based on ward level discussions with Elected Members. Priority will be given in the forthcoming review to how this service can be delegated.</p>
Changes for 2010/11	No change to role of Area Committees
Grounds Maintenance	<p>This covers various elements of maintenance work including grass cutting, shrub and rose bed maintenance and hedge maintenance. There are currently two contracts for Grounds Maintenance, which will end in February 2011. Members have been consulted on the new specifications and contract packaging. Regular client/contractor meetings take place to address both operational and financial issues relating to the delivery of the contracts, where concerns / issues raised by Members are fed in.</p>
Changes for 2010/11	No change to role of Area Committees.
Highways Maintenance	<p>Area Committees will be asked to Comment on annual and forward programme of planned maintenance of local roads, on traffic management proposals affecting local roads and minor maintenance schemes to keep highway safe.</p>
Changes for 2010/11	No change to role of Area Committees.
Local Children and Young	Area Committees will continue to influence the

People Plans	<p>strategic direction of actions within the area delivery plan in relation to the 5 Every Child Matters outcomes and local need.</p> <p>The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it. Committees will have a monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services are embedded as part of the delivery objectives of the Children Leeds Area Partnership expressed through Area Delivery plans and extended service cluster plans.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Key issues for Area Committees to be aware of: New Children Trust arrangements The role of the Leeds Safeguarding Children Board</p>
Health and Well Being. (including Adult Social Care)	<p>As part of their responsibility to promote local well being, Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.</p>
Changes for 2010/11	No change to role of Area Committees
Area Based Regeneration Schemes and Town and District Centre Projects	<p>Also consistent with the promotion of well-being, Area Committees will have a role in relation to influencing, assisting and endorsing key aspect of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service.</p>
Changes for 2010/11	<p>No change to role of Area Committees. Clearer distinction will be made in future between schemes where the committee has an influencing role, and those where their role is consultative only.</p>
Conservation Area Reviews	<p>This function covers a programme of reviews in 17 designated conservation areas commencing 2008/09 – to 2010/11. In each case to assess its special character, to propose any changes to its boundary and</p>

	to make proposals for its management. Area Committees agreed reviews in these areas and ward members have been directly involved in consultation work.
Changes for 2010/11	<p>No change to role of Area Committees</p> <p>Key issues for Area Committees to be aware of: Of the 17 conservation area reviews agreed, the final 7 will be completed in the 1st quarter of 2010/11. There is an opportunity for Area Committees to fund a continuation of the programme beyond what has been currently been agreed.</p>
Advertising on Lampposts	Propose that function is suspended until April 2012
Changes for 2010/11	<p>The council had agreed a 15 year contract for the installation of advertising on lamp posts in 2008. A 20% share of the income generated from this contract was due to come back to Area Committees to support local priorities. However, in February 2009 the company awarded the contract went in to administration. During the liquidation process, the hoardings on lamp posts were sold to a new company, City-ads Leeds, who will operate a much reduced service on an interim basis until a more permanent arrangement is put in place.</p> <p>A new company to deliver this contract will be selected through a competitive tender process, with the contract commencing around December 2011. The delay in tendering for the renewal of the contract is to enable the advertising market to recover from the economic downturn and thereby yield the Council (and Area Committees) with the best possible financial return.</p> <p>City-ads is a fledgling business, aspiring to build their advertising portfolio against an extremely difficult economic backdrop for the industry. An income share arrangement has been agreed but the returns are not expected to be significant. Initial indications are that the Council will receive around £300 per quarter, rising to around £1,000 per quarter as the business grows over the next 12months.</p> <p>It is therefore proposed that this function is suspended until April 2012 when a new contractor has been agreed, as the administrative costs of dividing the limited income that will be received to each of the 10 committees, is highly likely to outweigh the actual</p>

	return that each committee will receive.
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Originator: Mike Earle

Tel: 0113 2243209

Report of the Chief Democratic Services Officer

Report to: West (Outer) Area Committee

Date: 9th July 2010

Subject: Local Authority Appointments to Outside Bodies

<p>Electoral Wards Affected:</p> <p><input type="checkbox"/> Ward Members consulted (referred to in report)</p>	<p>Specific Implications For:</p> <p>Equality and Diversity <input type="checkbox"/></p> <p>Community Cohesion <input type="checkbox"/></p> <p>Narrowing the Gap <input type="checkbox"/></p>
<p>Council Function <input 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 outlines the procedures for Council appointments to outside bodies, and the Committee are requested to consider and appoint to those bodies listed at Appendix 2 to the report.

1.0 Purpose of this Report

1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to :

- Agree the nominations to those organisations which fall to the Committee to make an appointment to. This year, the Area Committee have to make appointments in respect of the following organisations (**see Paragraph 4**) :-
- **Borough of Pudsey Charity**
- **ALMO West Outer Area Panel**
- **Divisional Community Safety Partnership**
- **Area Children's Partnership**
- **Area Health and Wellbeing Partnership, and**
- **Area Employment, Enterprise and Training Partnership**

2.0 Background

- 2.1 In April 2004 Full Council agreed that in future Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law.
- 2.2 Attached at Appendix 1 is the agreed Appointment Procedure Rules¹ that have been adopted by Full Council. The procedure addresses previous concerns raised by Elected Members relating to proportionality; introduces appointment categories; and places responsibility for appointment clearly with Elected Members both through this Committee and the Member Management Committee.
- 2.3 The **Member Management Committee** has responsibilities for Council Appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from all Outside Organisations seeking Elected Member representation
 - Determining the category of appointment which will govern which Committee will make the appointments
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.4 Full Council has agreed that due to the large number of organisations seeking Council representation, appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant **Area Committee**.
- 2.5 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at Appendix 2 are those that have been determined should be made by this Area Committee.
- 2.6 One of the delegated Member appointment functions which Area Committees had **previously** been asked to exercise was making Elected Member appointments to the Boards of Housing Management Arms Length Management Organisations. **However**, on the recommendation of the Executive Board, the Member Management Committee at its meeting on 22nd December 2006 resolved that in future appointments to the re-structured ALMO Boards (down from 6 to 3, with smaller numbers of Directors) would be made by the Member Management Committee itself. These appointments therefore no longer appear in the schedule of appointments at Appendix 2, but the Area Committees still appoint to the ALMO Area Panels.

3.0 The Appointment Procedure - Community and Local Engagement Category

- 3.1 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference, if this is available, to the constitution

¹ This Procedure is now incorporated into the Council's Constitution

² For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.

- 3.2 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area as a whole.
- 3.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.5 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.6 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4.0 Appointments 2010/11

Borough of Pudsey Charity

The objects of this registered charity (No. 503570) are ' To invest the capital sum upon Trust and to invest the same and to apply the income therefrom and any other money or property received for the Trust for any charitable purposes directed wholly or mainly for the benefit of the community in Pudsey '.

The Council's current representatives, appointed by the Area Committee, are **Councillors A Carter and R Lewis.**

West Outer Area Panel

Although the appointments to the ALMO Board of Directors are now made by the Member Management Committee (see Paragraph 2.6), the Area Committees appoint to the ALMO Area Panels.

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

The Area Panels have two main roles.

- Ensuring that the organisation is providing a good service to our customers and
- Delivering environmental and community safety schemes that benefit our customers.

By examining company performance and meeting with senior managers from West North West Homes Leeds, the Area Panels can tackle poor or underperforming areas of work or commend managers on good performance.

Each Area Panel will have a dedicated Partnership Development Officer whose role will be to support the panels and to represent the panels at the various meetings that currently exist in each of the four areas as well as developing new partnerships to reflect the needs of the neighbourhoods and the priorities of the panels.

The Partnership Development Officers will also be responsible for identifying and developing customer led environmental and community safety schemes. This includes consulting with affected residents, identifying and applying for match funding, drawing up specifications liaising with contractors and ensuring contract delivery.

The panels have a wide responsibility that is set out in their Terms of Reference including:

- Business & delivery Plans
- Tenant Inspections
- Performance
- Tenant Participation
- Tenancy Management
- Repairs & Improvements
- Lettings
- Tenant Satisfaction
- Staffing and
- Service Development

Although generally the panels will be monitoring and measuring the organisation's performance across these headings they will, in time, get involved in more detailed work such as.

- Consulting on contracts for Grounds Maintenance & Repairs
- Recommending priorities for inclusion in Business Plan
- Leading a tenant Inspection
- Developing strategies for Hard to reach Groups
- Be involved in deciding how to enforce tenancy conditions
- Participating in contract evaluation
- Making recommendations for Local Lettings Policies
- Recommending changes in service delivery
- Getting involved in induction of new staff

These are annual appointments, and the Council's current representatives, appointed last year by the Area Committee, are **Councillors J Marjoram and R Lewis.**

District or Area – Based Partnerships

In November 2008, the Council's Member Management Committee agreed that Member appointments to District and Area-based Partnerships should be categorised under the Appointments to Outside Bodies Procedure Rules (see Appendix 1) as 'Community and Local Engagement' appointments, to be made by the relevant Area Committee. For governance and administration purposes, it has been decided to review these appointments annually, and details of this Committee's current appointments are set out later in the report.

At present, there are a number of area based partnership groups established as part of Leeds Initiative – the local strategic partnership. These are:

- Divisional Community Safety Partnerships
- Area Children's Partnerships
- Area Health & Social Care Partnerships
- Area Employment Enterprise and Training Partnerships

There are three of each of these theme based district partnership groups for the City, all broadly co-terminus with the three Area Management wedges of Leeds City Council. The exception to this is the Area Children's Partnerships, where there are to be five, corresponding to the former five Area Management wedges across the City.

These partnership groups have requested that each Area Committee in their patch nominate a local elected Member representative (or 'champion') to participate in the work of the partnership and act as the link between the partnership and the Area Committee.

Local, area - based partnerships make an important contribution in determining the local actions that can be taken to support the delivery of the strategic outcomes and improvement priorities set out in the Leeds Strategic Plan. The broad commitments and actions of these local partnerships are captured in each Area Committee's Area Delivery Plan (ADP), and they are accountable to the Area Committees for these commitments. The accountability and feedback to Area Committees will be through the regular monitoring reports on each ADP and through an annual report from the partnership group to each Area Committee. The Area Management Teams will support local Member involvement and facilitate Member representatives to raise any issues at their Area Committee as appropriate. It is further proposed that the minutes of all such partnership meetings are available to all Area Committee Members.

There is an expectation that Area Committee representatives will share their knowledge and intelligence of the area, to help shape and determine the priorities and action plans of the partnerships, ensuring they are complimentary and supportive of the Area Committees' ADPs. Direct participation by elected Members on these local partnerships will strengthen the role of Members and their voice as 'community champions' within our partner agencies, and overcome any perceived 'democratic deficit' there may have been. Elected Members participation will also help build the links between local partnership working and the work of the Council through the Area Committees.

The Committee's current designated partnership representatives, or 'champions', are as follows :-

- Divisional Community Safety Partnership – **Councillor D Blackburn**
- Area Children's Partnership – **Councillor Coulson**
- Area Health and Social Care Partnership – **Councillor Jarosz**
- Area Employment, Enterprise and Training Partnership – **Councillor D Blackburn**

Members are requested to review the above appointments, and to re-appoint, or appoint a new Member, in respect of each Partnership.

5.0 RECOMMENDATIONS

- 5.1 The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified in the Schedule at Appendix 2, as summarised in Paragraph 1, having regard to the Appointment Procedure Rules outlined in this report and detailed at Appendix 1.

Background Papers

Appointment to Outside Bodies Procedure Rules - Appendix 1 (attached)

APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Chief Democratic Services Officer will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
 - the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests to make an appointment received after such an annual review will be similarly referred to the Member Management Committee for determination by reference to the same criteria.

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
 - **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

Appointments to Outside Bodies Procedure Rules

- **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Assistant Chief Executive (Corporate Governance) will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the Chief Democratic Services Officer in consultation with the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the Chief Officer (Legal Licensing and Registration) as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

Area Committee Appointments to Outside Bodies (West Outer)

Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Cllr Y/N	Review Period	Group
ALMO West Outer Area Panel		2	Jul-10	1	Joseph Marjoram	Y	Annual	Con
				1	Richard Lewis	Y	Annual	Lab
Borough Of Pudsey Charity	Yes	2	Jun-10		Richard Lewis	Y	3 Years	Lab
					Andrew Carter	Y		Con
Farsley Charity	Yes	3			Andrew Carter	Y	Indefinite	Con
					Joseph Marjoram	Y	Indefinite	Con
					Frank Robinson	Y	Indefinite	Con
Calverley Charity	Yes	2			Joseph Marjoram	Y	Indefinite	Con
					Andrew Carter	Y	Indefinite	Con
Joseph Lepton's Charity	Yes	1	Jun-13		Mick Coulson	Y	4 Years	Lab
Thomas And Sarah Lund's Almshouse Trust	Yes	2	Jun-12		Richard Lewis	Y	4 Years	Lab
					Josephine Jarosz	Y	4 Years	Lab
Divisional Community Safety Partnership		1	Jul-10	1	David Blackburn	Y	Annual	Green
Area Children's Partnership		1	Jul-10	1	Mick Coulson	Y	Annual	Lab
Area Health and Social Care Partnership		1	Jul-10	1	Josephine Jarosz	Y	Annual	Lab
Area Employment Enterprise and Training		1	Jul-10	1	David Blackburn	Y	Annual	Green
		16		6			16	

Number of places 16
 Places held pending review 6
 Places currently filled beyond June 10 8
 Number of places to fill 8

Number of Members in the Committee Area 9

Percentage of Members on the Committee

Notional Places Allocated

Labour	4	44	7.11
Liberal Democrat	0	0	0.00
Conservative	3	33	5.33
Green	2	22	3.56
<i>Other to list</i>			
Total	9		16

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Originator: Mark Dolman

Tel: 3952776

Report of the Director of Environment & Neighbourhoods

Outer West Area Committee

Date: 9th July 2010

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

Electoral Wards Affected:

All Ward Members consulted (referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

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

Executive Summary

Following consultation and feedback from area committees and sub-groups, appendix 1 is a revised version of the Health & Environmental Action Services activity report first presented to members in January of this year. Information is now presented at ward level and includes some data mapping. The aim of the report is to provide members with information about the scope and activities of our service with particular focus on enforcement action and the work of the Environmental Action Teams aligned to strategic outcomes.

1.0 Purpose Of This Report

To provide information for members on the demand for services provided by the Health & Environmental Action Service (HEAS) with particular focus on the enforcement activities undertaken by the Environmental Action Team (EAT) and Highways & Environmental Enforcement (HEE) team. The report known as the 'HEAS Activity Report' (appendix 1) was first introduced to members in January and the subsequent feedback has been integrated into a revised report which now provides data at ward level. This particular report is a year end report for 2009-2010 as it was agreed that future reports would be produced on a 6 monthly basis the last one covering the period April 2009 to September 2009.

2.0 Background Information

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

3.0 Main Issues

The attached report gives a brief description of the work undertaken by teams within HEAS and outlines the scope and demand for our services in the West North West management area.

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

The report must be read with a health warning in that it relies heavily on service request (SR) volumes to demonstrate the demand for particular services. In reality its not feasible to draw accurate conclusions about the productivity of teams based on SR's alone because we're not comparing like with like. The notion of SR's is a broad one. It can and is taken to mean pretty much anything from requests for telephone advice that take little time to process to complaints that may take months to investigate and result in a prosecution. Consequently there is a wide variation between the type of job undertaken by teams and the time taken to complete each job, neither of which are reflected by counting SR's. Nevertheless SR's do provide a useful indication of the types of issues that are most commonly dealt with in different areas.

4.0 Implications For Council Policy and Governance

None

5.0 Legal and Resource Implications

None

6.0 Conclusions

HEAS collects and has access to a wealth of data. Conscious of the need for a relatively concise report we've had to be fairly selective about the information that has been included and how it is presented. The revised format has been developed as a result of feedback from members following presentation of the initial report earlier in the year.

7.0 Recommendations

Members are asked to note and consider the information provided within the attached report (appendix 1) in order to facilitate decisions about work priorities as part of the intensive neighbourhood management process. Of particular interest is likely to be the work of the EAT's whose staff include the newly appointed Community Environment Officers and Community Environment Support Officers who's posts are partly funded through the area committees.

Background Papers

Appendix 1 - please see the attached "***Health and Environmental Action Service activity report West North West Management Area April 2009- March 2010***"

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

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

Pollution Control & Housing

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

Commercial & Business Support

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

Parking & Environmental Action

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

Scope of the report

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

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

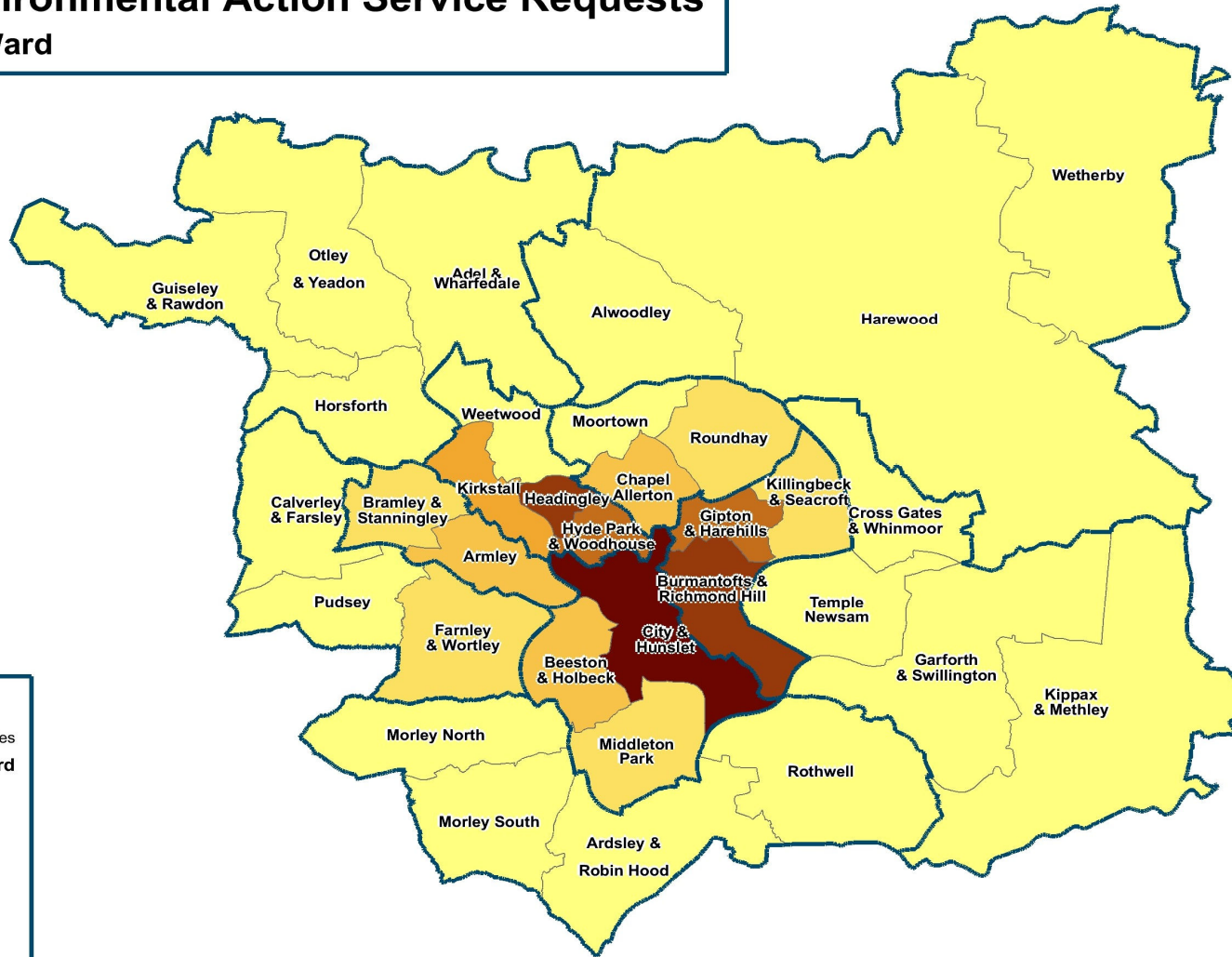
This first table shows the requests for service made to all teams and reflects the level of demand for our services by the public, other departments and external agencies.

Service requests received by the Health and Environmental Action Service (April 2009-March 2010)

Table 1	Inner West		Outer West			Inner North West				Outer North West			
TEAM	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Landlord Accreditation	6	1	4	0	0	20	8	3	3	2	0	3	0
Food Safety	30	10	18	20	14	23	25	29	6	16	18	15	27
Highways and Environmental Enforcement	49	107	76	46	18	60	86	144	81	46	38	23	97
Houses in Multiple Occupation	32	0	0	1	1	737	515	294	98	0	0	3	0
Health and Safety	15	25	7	5	12	5	16	10	6	7	2	9	7
Air Pollution	2	2	3	21	3	1		1	3	27	1	21	6
Commercial noise and Environmental Protection	43	74	73	60	67	41	86	44	30	30	71	77	91
Pest Control	25	15	14	13	12	11	28	25	10	6	13	16	14
Private Rented Sector Housing	71	20	13	23	12	103	105	48	27	11	17	20	14
Rentokil	217	175	157	269	187	107	164	204	161	159	146	172	121
WEST EAT*	965	528	377	612	415	1259	954	864	453	304	271	264	309
Totals	1455	957	742	1070	741	2367	1987	1666	878	608	577	623	686

*EAT – Environmental Action Team

Health & Environmental Action Service Requests 2009 - 2010 by Ward



Legend

- Area Committee Boundaries
- Service Requests By Ward**
- 545 - 900
- 900 - 1250
- 1250 - 1600
- 1600 - 1950
- 1950 - 2300
- 2300 - 2650
- 2650 - 3000

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PRODUCED BY NEIGHBOURHOOD SERVICES. LEEDS CITY COUNCIL

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REF : 2009 : 073 : 002a

The work areas in this section contribute to the strategic objective:

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

Service requests dealt with by the West Environmental Action Team (April 2009-March 2010)

Table 2	Inner West		Outer West			Inner North West				Outer North West			
Job type	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Bonfires	9	10	15	7	9	4	11	11	19	11	8	12	7
Chimney smoke	0	2	2	1	2	0	0	0	2	0	5	0	2
Commercial waste	22	58	35	44	30	22	57	38	10	19	10	9	21
Domestic waste	154	56	18	39	31	284	110	98	47	9	19	25	21
Drainage	87	23	32	45	43	41	41	16	27	48	28	32	30
Dust	0	0	0	0	0	0	1	1		0	0	0	0
Emissions	0	1	0	1	0	0	0	0		1	0	0	0
Flyers	2	1	0	0	0	14	12	3	1	1	1	0	0
Flyposting	2	0	6	6	1	12	50	3	1	0	0	0	1
Flytipping	86	34	34	73	28	64	76	54	24	22	12	19	21
Highways	39	48	53	38	57	63	56	64	62	38	33	38	51
Housing	21	8	4	8	10	8	17	16	7	3	6	4	5
Litter	34	17	29	19	30	38	37	29	8	13	9	14	10
Noise	359	220	110	278	122	433	417	399	223	119	101	85	108
Nuisance	25	22	10	18	14	11	5	7	10	6	4	11	9
Odour	1	5	3	2	5	0	0	1	5	6	3	2	1
Overgrown vegetation	43	18	29	36	17	28	16	80	29	26	24	16	22
Rodents	22	9	4	10	12	15	15	15	8	2	1		7
Vehicle	7	59	44	4	1	15	26	76	21	1	19	11	62
Waste in gardens	94	36	17	27	14	238	93	78	29	16	17	7	15
Totals	1007	627	445	656	426	1290	1040	989	533	341	300	285	393

Service requests dealt with by the dog wardens (April 2009-March 2010)

Table 3	Inner West		Outer West			Inner North West				Outer North West			
TEAM	Armley	Bram & Stanley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Dog wardens	234	189	135	186	144	53	76	111	110	100	113	129	105

Abandoned cars removed by the Highways & Environmental Enforcement team (April 2009-March 2010)

Table 4	Inner West		Outer West			Inner North West				Outer North West			
TEAM	Armley	Bram & Stanley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Abandoned vehicles removed	18	7	8	14	13	12	15	21	22	5	16	10	14

Enforcement notices served by the Environmental Action Team (April 2009-March 2010)

Table 5	Inner West		Outer West			Inner North West				Outer North West			
TEAM	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Boarding Up's	2	0	0	0	0	1	2	0	0	0	0	0	0
Commercial waste	18	86	56	15	8	23	38	88	27	6	26	15	57
Detrimental properties	0	0	0	1	0	0	0	0	0	0	1	0	0
Domestic waste	30	36	2	20	24	102	67	56	26	3	2	2	2
Drainage	38	7	13	40	5	6	23	1	11	16	8	14	9
Highways	4	6	9	6	1	8	8	20	9	3	9	4	4
Intruder alarms	2	0	1	1	1	1	0	1	1	0	2	1	1
Littering	1	0	0	0	0	15	5	3	0	0	0	0	0
Rodents	5	1	0	1	0	6	21	1	0	0	0	0	2
Statutory Nuisance	40	17	3	15	4	25	12	19	11	6	5	4	1
Totals	140	153	84	99	43	187	176	189	85	34	53	40	76

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Fixed penalty notices served by the Environmental Action Team (April 2009-March 2010)

Table 6	Inner West		Outer West			Inner North West				Outer North West			
TEAM	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head-ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Hors-forth	Otley Yeadon
Dog fouling	5	8	2	0	2	2	2	3	5	4	0	1	6
Domestic waste	1	0	0	1	0	49	2	0	0	0	0	0	0
Littering	21	15	16	11	17	48	40	30	11	6	5	7	4
Commercial waste	2	7	2	2	1	10	5	13	4	1	1	2	11
Totals	29	30	20	14	20	109	49	46	20	11	6	10	21

The work areas in this section contribute to these strategic objectives:

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

Adaptations to homes to support independent living

The agency consults with disabled people to identify the housing options, including re-housing and/or adaptations, which are most appropriate for their circumstances. Many of the works provided, such as grab rails, handrails, ramps, showers and lifts make a major contribution to a reduction in falls, especially by older people.

Table 7	Inner West		Outer West			Inner North West				Outer North West			
Function	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Horsforth	Otley Yeadon
Adaptations	40	40	25	27	30	17	27	24	21	11	9	14	22

Health & Safety

We protect people's health and safety by ensuring risks in the workplace are properly controlled. This is achieved through a program of risk based inspections, education and investigation of accidents. The aim of the latter is to call to account negligent employers and send out a clear message that they must meet their legislative obligations and make their workplaces safe.

Table 8	Inner West		Outer West			Inner North West				Outer North West			
Function	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Horsforth	Otley Yeadon
Inspections	33	19	31	21	33	29	21	18	15	9	31	34	29
Investigations	3	3	6	5	3	5	3	4	6	9	1	3	9

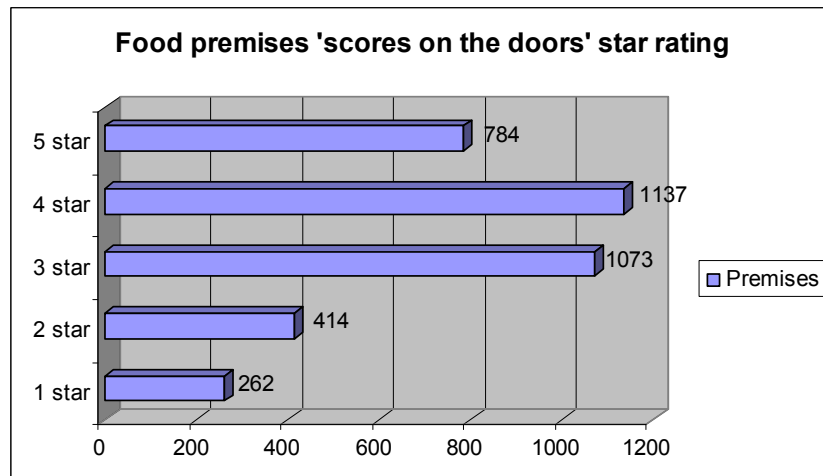
Food safety & disease control

Our aim is to ensure that all food produced, prepared or sold in Leeds is safe to eat and will not cause ill health. This is facilitated by programmed inspections and supplemented by a portfolio of activity to encourage businesses to raise food hygiene standards “scores on the doors” has been particularly effective in this respect.

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

Table 9	Inner West		Outer West			Inner North West				Outer North West			
Function	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Head ingley	Hyde Park Woodhouse	Kirkstall	Weet wood	Adel/ Wharf	Guiseley Rawdon	Horsforth	Otley Yeadon
Inspections	89	68	90	43	83	55	116	68	41	49	72	92	110
Animal health visits	0	5	3	7	11	0	0	2	11	16	9	4	22

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

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

So far 3,670 premises have been rated

Housing regulation

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

Most of our housing regulation work is to identify and remove category 1 hazards from properties and where possible encourage owners to bring their properties up to the decent homes standard. As such we are more active in areas with high numbers of pre 1919 properties and Houses in Multiple Occupation. The latter being particularly abundant in the inner north west area, which is reflected in table 8 below.

Table 10	Inner West		Outer West			Inner North West				Outer North West			
Function	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Headingley	Hyde Park Woodhouse	Kirkstall	Weetwood	Adel/Wharf	Guiseley Rawdon	Horsforth	Otley Yeadon
Single homes inspected	22	2	4	3	4	38	25	7	5	1	3	5	2
HMO's* inspected	18	1	0	1	1	270	245	182	54	0	0	2	2
Accreditation inspections	10	2	3	3	0	18	10	11	1	2	0	3	1

* HMO's – Houses in multiple occupation

Empty Properties

At the end of March 2010 there were 9318 properties of all tenures that have been stood empty for longer than 6 months. By way of comparison Inner South area has the highest concentration of empty properties with 2,340. This is largely due to the relatively high number of recently built city centre living apartments that remain either unsold or unlet.

Table 11	Inner West		Outer West			Inner North West				Outer North West			
Function	Armley	Bram & Stan'ley	Calverley Farsley	Farnley Wortley	Pudsey	Headingley	Hyde Park Woodhouse	Kirkstall	Weetwood	Adel/Wharf	Guiseley Rawdon	Horsforth	Otley Yeadon
Properties empty for more than 6 months	385	158	186	172	202	183	467	216	216	166	236	187	247

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Originator: Tim Taylor

Tel: 395 2846

Report of Tim Taylor (Health and Wellbeing Improvement Manager)

Report to Outer West Area Committee

Date: 9th July 2010

Subject: Health and Wellbeing update report

Council
Function

Delegated Executive
Function available
for Call In

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

Ward Members consulted
(referred to in report)

Executive Summary

This report will outline the key health and wellbeing issues being considered by the West North West partnership. Health and Wellbeing issues affecting Outer West Leeds will be discussed in the presentation to the committee.

1.0 Purpose Of This Report

1.1 To explain background of the health and wellbeing partnerships and how initial priorities have been developed.

2.0 Background Information

2.1 Citywide partnership arrangements for health and wellbeing were established in 2008 to complement existing themed partnerships around children, worklessness, community safety and officer coordination groups. Consultation workshops in March 2009, involving over 150 people led to Health and Wellbeing partnerships being formed for each of the three city wedges (East North East, South East and North West North) which since February 2010 in the West North West of the city have begun to help partners to work together at the local level. The partnerships are based on the area management divisions of the Council and each is supported by a joint funded LCC/NHS Leeds Health and Wellbeing Improvement Manager.

2.2 The area partnerships have representation from a number of key agencies including: area management, NHS Leeds, Community Healthcare Services, Adult Social Care, Children's Services, Housing, Practice Based Commissioning and Leeds Voice Health Forum. In addition, elected member health champions from each of the ten Area Committees are also included on the partnerships.

3.0 Main Issues

3.1 See appendix 1

4.0 Implications for Council Policy and Governance

4.1 The partnerships will through identification of shared priorities encourage a more responsive and seamless service delivery approach, increasing efficiency, reducing duplication and ultimately re-investment of resources.

5.0 Legal and Resource Implications

5.1 None

6.0 Recommendations

6.1 That OW area committee note progress to date and discusses and advises on the development of the area partnerships work programme priorities.

Challenges in 10% SOAs

Low life expectancy
Fewer disability free years
Low income
High levels of cardiovascular related admissions and deaths
High levels of alcohol related admissions and deaths
Ageing population and pressure on services

West North West Health & Wellbeing Programme (appendix 1)

Lead data template for partnerships

WNW Health & Wellbeing Partnership Priorities

Reporting Arrangements

JSCB
SLT
WNW Area Committees

WNW Postcodes

LS21
LS20
LS19
LS16
LS18
LS28
LS13
LS6
LS2
LS4
LS5
LS12

10% SOAs

Little London
Farnley (part of)
Hawkesworth
Wood
Armley
Upper Wyther

Alcohol

GP interventions and impact on hospital related admissions in SOAs
A&E interventions
Blue light interventions
Think family interventions
University interventions
Domestic abuse intervention
NI 39
NI 41
NI 115
NI 20

Vascular Health Checks

Focus on smoking, diet, physical activity, obesity
Map
Evidence base from CLAHRC
Activity mapped by area management level
Referral pathway to intervention and back to GP
NI 120
NI 121

Older people

Excess winter deaths
- Affordable warmth
- Benefits entitlement
- Vaccines
- Health promotion plan
- Falls prevention
- Telecare / telehealth
- Linking ASC / Primary care database
- Student volunteers
Dementia
NI ??

WNW Long term ambitions

Commissioning role

- overview of local service delivery
- robust local intelligence gathering mechanism
- agreed impact monitoring measures
- systematic integrated approach to influencing commissioning processes

Communications / community involvement

- partners shared communications portal
- shared mechanism for community engagement
- staff trained in community involvement
- toolkit of key messages
- partnership intervention role
- Little London Health and Wellbeing group, Heights and Gambles HW and LAMP, Neighbourhood action in Farnley, New Farnley and Hill top, Pudsey and Swinow forum, Bawns LAMP

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Report of the Director of Environments and Neighbourhoods

Outer West Area Committee

Date: 9th July 2010

Subject: Community Safety Issues, Outer West Leeds

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(referred to in report)

Specific Implications For:

Ethnic minorities

Women

Disabled people

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report provides the opportunity for Inspector Richard Cawkwell to provide the Outer West Area Committee with information on crime trends, partnership initiatives and future joint projects between Leeds City Council and West Yorkshire Police in Outer West.

1.0 Purpose Of This Report

This report introduces Inspector Richard Cawkwell from West Yorkshire Police who will give an update on Crime and Community Safety Issues in Outer West Leeds since the previous Area Committee on 26th March 2010.

2.0 Background Information

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

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

3.0 Main Issues

- 3.1 **Crime Trends** - since the start of the Crime year in April 2010 the West Outer area has seen fluctuations in crime levels but at the time of preparing this report the current statistics are as follows;

Theft of motor vehicles – 20 fewer than this time last year.

Theft from motor vehicles – 29 fewer than this time last year

Burglary Dwelling – 4 fewer than this time last year.

Burglary Other (Commercial, garages, sheds etc) - 3 fewer than this time last year.

Robbery – 2 fewer than this time last year.

Criminal Damage – 24 fewer than this time last year.

Assault with injury – 4 more than this time last year.

The most recent crime trends have seen rises in vehicle crime in Pudsey and house burglaries in Farnley. Leeds as a city continues to experience higher levels of house burglary than other parts of the country.

- 3.2.1 **Initiatives** – at this moment in time Operation Achnaba is a pro active initiative aimed at patrolling the areas of highest crime and disrupting those criminals who are believed to be the most active in the division. There are extended tours of duty being worked by NPT Officers into the early hours of the morning as well as officers from Operation Anvil who are the division's pro active element focused on burglary. There have been some excellent arrests during this initiative including a young man from Bramley who was caught at 5am in Pudsey by my officers on patrol. He was found nearby to a car with a smashed window, a sat nav device was found near to him and and he was arrested for this matter. Operation Allport 4 in April and May 2010 was another pro active initiative where again a number of Policing departments came together to concentrate on burglary hotspot areas of

- 3.3 **Tackling Anti Social Behaviour** - the past 3 months have seen a greater focus on ASB and it being tackled through a partnership problem solving approach. Through daily analysis of ASB incidents, risk assessments take place to identify vulnerability and a proportionate response. "Red" ASB locations are those which have seen not just repeated incidents but where vulnerable people have been subjected to the behaviour causing them extreme levels of harassment, alarm and distress. A good example would be Owlcotes Terrace in Pudsey.

The problem for Owlcotes Terrace was simply increased calls for service in relation to ASB in that area. The ASB took the form of criminal damage and rowdy and inconsiderate behaviour.

A public residents meeting took place where partners and Councilor Coulson spoke to local residents. This meeting proved to be successful as public confidence increased and people were prepared to come forward and speak to the Police.

Following the gathering of community intelligence, a group of perpetrators were identified. A partnership meeting involving ASBU, TET, Housing, Youth services and the area co ordinator took place where an action plan was devised. This consisted of tenancy enforcement, ASB sanctions and arrests for criminal offences. There was also diversionary work carried out by youth services.

Following the work done there is very little ASB now in that area and some of the young people have agreed to work on a project to improve the environment. This will entail creating a community garden for the enjoyment of residents.

- 3.4 **Operation Champion** - this took place in Pudsey from the 26th to the 28th May 2010. As usual there was a partnership approach to solving crime and grime issues. From a Police perspective there were a number of arrests made for crime, test purchasing at 8 off licenses, red diesel testing, a drugs warrant executed, civilian warrants executed and environmental action team assisted with a clear up. ASBU worked alongside housing in relation to recent ASB perpetrators.
- 3.5 At this time most PCSOs are trained in the use of the Pro Laser speed monitoring device. This has been used to good effect in Calverley, Swinnow and Farsley to combat the issue of speeding motorists.

4.0 Implications For Council Policy And Governance

- 4.1 Tackling crime and disorder and addressing the fear of crime is a top priority for the citizens of Leeds as evidenced by previous consultation undertaken by Safer Leeds and West Yorkshire Police on a citywide and local level.
- 4.2 The citywide community safety partnership, Safer Leeds, has identified a number of key priority themes for 2008 – 2011 these are:
- Creating safer environments by tackling crime;
 - Improving lives by reducing the harm caused by substance misuse;
 - Supporting victims and reducing the risk of victimisation;
 - Reducing offending and managing offending behaviour;
 - Improving community confidence and public satisfaction;

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

5.0 Legal And Resource Implications

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

6.0 Conclusions

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

7.0 Recommendations

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

Background Papers

No background papers were used in writing this report.



Originator: Lynda Kitching
 Leeds Civic Trust
 Tel: 0113 243 9594

Report of Leeds Civic Trust

Report to Outer West Area Committee

Date: 9th July 2010

Subject: Heritage Open Days

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

Executive Summary

'Celebrate Your Community' is English Heritage's open invitation to be part of Heritage Open Days either as visitors or hosts. This annual 'free-of-charge' event every September is co-ordinated in Leeds by Leeds Civic Trust with support from Leeds City Council. Whilst activities take place in many areas throughout Leeds' Metropolitan District, the Trust is keen to ensure all areas have the opportunity to be represented and would ask Members to introduce potential participants to Leeds Civic Trust and help to promote Heritage Open Days in their area. There are links with 2010 being 'Year of the Volunteer' and the 'Cultural Olympiad' being planned as part of the 2012 Olympics.

1.0 Purpose Of This Report

1.1 In trying to widen the focus of Heritage Open Days throughout the city, Leeds Civic Trust asks all Area Committee Members using their local knowledge to seek out potential participants, who may host one or more events in their area. This year's 4-day event takes place between Thursday 9th – Sunday 12th September.

2.0 Background Information

2.1 Heritage Open Days gives people chance to 'get behind closed doors', perhaps visiting buildings rarely open to the public, or walking through hidden or usually forbidden areas, perhaps seeing specially mounted exhibitions or demonstrations – all for free and mostly run

by volunteers. It is part of a Europe-wide initiative, 15 years old now, with the Government's Department for Culture, Media and Sport delegating its administration to English Heritage. In Leeds, it is co-ordinated by Leeds Civic Trust with support from several City Council departments. In 2009, nationally, over 4100 properties and events were registered, attracting over 1 million visits during the 4 days. In Leeds we had 75 properties/events with an estimated 7 thousand visits.

- 2.2 Wider background. 2010 has been designated 'Year of the Volunteer' and since the majority of events are run by volunteers, Heritage Open Days is a good showcase for volunteering as well as providing opportunities for recruitment to the hosts' groups. The 'Cultural Olympiad' is being developed in the lead up to, and then to run parallel to, the 2012 Olympics Games. English Heritage is working to have Heritage Open Days as a major event within the Olympiad, it being celebratory and offering unique attractions for visitors from home and abroad. It would be good for Leeds to be well represented and 'put on a good show'.

3.0 Main Issues

- 3.1 Heritage Open Days is an annual celebration of local architecture, history and culture. It can be concluded from the statistics above that there is potential in Leeds for more events and certainly more visitors. Through the Area Committees, Leeds Civic Trust is keen to publicise Heritage Open Days directly to more areas of the City and to groups within those areas. Historical societies, church and residents groups, building owners and individuals with local knowledge are examples from where people may be found to host events. Involvement is flexible within the 4 days. Any interested parties should be directed to Leeds Civic Trust – contact details above – who would be pleased to supply more information if needed. There will be publicity for Heritage Open Days during August, including, we expect, a full listing of all events in the Yorkshire Evening Post and copies of this year's leaflet will be sent to each Area Committee.

4.0 Implications for Council Policy and Governance

- 4.1 Leeds City Council is already a partner in the running of Heritage Open Days. What is being asked does not add to or change any aspects of Policy or Governance.

5.0 Legal and Resource Implications

- 5.1 Members should seek permission before passing on contact details to Leeds Civic Trust. Those details will in turn be passed onto English Heritage. Both databases will be used exclusively for the Heritage Open Days initiative. No resources are being asked for other than Members' time.

6.0 Conclusions

- 6.1 Members should seek permission before passing on contact details to Leeds Civic Trust. Those details will in turn be passed onto English Heritage. Both databases will be used exclusively for the Heritage Open Days initiative. No resources are being asked for other than Members' time.

7.0 Recommendations

- 7.1 It is recommended that Members note this report and comment on potential participants where necessary.



**MINUTES
OUTER WEST AREA PANEL MEETING
5.30pm at Westfield Chambers
Wednesday 10th February 2010**

Attendees:

Area Panel Members

Kevin Sharp (Chair)
Brian Falkingham (Vice Chair)
Margaret Rimington
Cynthia Ramsden
Councillor Richard Lewis

Officers:

Sharon Guy	- Area Performance Manager Wortley/Pudsey
Lee Wright	- Customer Involvement Manager
MariePierre Dupont	- Neighbourhood Planner
Mary Kerr	- Administration Officer (Minutes)

Action

1.0 Apologies for Absence:

1.1 Derek Armitage.

2.0 Minutes of the Previous Meeting Held on 9th December 2009:

2.1 The minutes of the previous meeting were **agreed** as a true record.

3.0 Matters Arising:

3.1 Arising from Item 6.2 Area Panel Update

The following matters were brought up regarding outstanding schemes.

APO28 – Closing Archways Nutting Grove Terrace

MPD mentioned that the drawings for this scheme have been done and the residents will be given two options.

The two options given are bricking or fencing.

These options have been given as it has been found that if fenced off it would be cheaper.

AP132-09 – Funding for improvements to the walkways around the Gamble Hill multi storey blocks

KS mentioned this had been given for procurement and queried where we are with this now.

MPD said it is with PMS who are in the process of dealing with the scheme.

Feedback to be given at next meeting.

MPD

AP12-09 - Conservatory to be installed on Rycroft Green
 Queries were raised as to where we are with this scheme.
 MPD said that PMS are also dealing with this.

CR stated could the residents of this scheme not be kept informed as to the progress as the residents are uncertain as to what is happening with this.
 MPD mentioned that she is not sure of the way PMS and their process works.
 A comment was made that surely PMS should keep customers informed.
 MPD said L Haley of the Capital Investment & Delivery Team is the officer dealing with this.
 MPD will ask LH for a timescale for this scheme and other outstanding schemes.
 Feedback to be given at next meeting.

MPD

AP174-09 – Match funding to subsidise a Groundwork Future Jobs Fund and West North West Homes Partnership
 SG stated areas of need are in the process of selection for the Pudsey and Wortley scheme that will be carried out by Groundwork.

AP180-09 – Funding for works to be carried out on the Stonebridge Embankment
 It was mentioned a commitment has been received from the Environmental Team regarding this scheme.
 A meeting has been arranged for Friday to carry out a major clean up in this area.
 Once this clean up has been done, only then the actual scale of works required for this site and the funding required can be given.

AP151-09 – Widening the road from number 4 to the main access road
 A query was raised whether only the warden can apply for MICE money from the council or could it be any resident.
 A Tenant Representative or another member can apply for this.

4.0 Customer Involvement

4.1 Update
 LW went over the report and the following points were noted.

Customer Involvement Compact
 LW mentioned in the next few weeks the Customer Involvement Compact will be finalised and should be available in March 2010.

Customer Training Programme
 LW went over this additional report and informed panel members of the results.
 It was mentioned that between April and December 2009, 75 different customers participated in over 150 training places, covering 25 separate topics.
 After each of the training sessions, the attendees were asked to complete an evaluation form.
 LW stated that overall the results from these training sessions were very pleasing.
 One of the problems faced was if 30 customers stated interest in certain courses, when the course was arranged it was found only 3 customers actually attended.
 This caused some courses not being filled and the budget not being used.
 A focus group was held last week to get views from customers regarding finding out what courses customers would like and would they be willing to attend.
 One of the popular courses attended was the Beginners DIY.
 MR enquired when the new sessions will be starting.

LW said these will start in the first week of April.

A question was raised if the courses would be publicised better this time.

LW mentioned this will be looked into, to ensure the information is given out much earlier.

RL enquired if some of the training is practical and necessary, if so is this being offered to the younger tenants.

LW said a mail shot was done to all new tenant and cards were handed out at signups targeting the younger customers.

LW enquired due to the funding not being completely used could the balance be carried over to next year.

Panel members all agreed the funding could be carried over to next year.

4.2 Walkabouts / Tenant Inspections

SG presented a report to the panel and queried if this information is what the panel would like to see.

Panel said they are happy with the information brought to the meetings.

SG went over the report and the following points were noted

95% of estate inspections were completed.

100% estate walkabouts were completed.

100% of complaints were responded to within the ten day target for both Pudsey and Wortley.

Estate grading reflects red. SG mentioned that this is due to areas in Wortley and not Pudsey. The terrain in Wortley is quite bad compared to Pudsey.

SG mentioned that there are 2 teams in Pudsey and 3 teams in Wortley but due to the terrain and area the teams are still finding it difficult to keep up.

KS said he would like to see the number of walkabouts that have taken place and who the inspectors were on future reports for each area.

SG said that 15 were carried out in Pudsey. 16 were meant to be done in Wortley but only 15 were carried out due to staff shortage.

5.0 Environmental Issues

- 5.1 It was agreed by all this would now be covered in Agenda Item 4.2 in future under the title of Tenancy and Estate Management.

6.0 Revenue and Capital Expenditure

6.1 Capital Programme Update

KS asked panel members to note the contents of this report.

KS mentioned he would like to see a report of up and coming work to be done. He also would like to see more advanced notice of works due to take place.

SG said she would speak with the Capital Team re this request.

The contents of the report were noted.

SG

6.2 Area Panel Budget Update

MPD stated that there is still £31,307.14 still available from the budget this year. This would need to be used as this is the last meeting of this financial year.

Removal of the outhouses are to be done on the same contract. This will include the Farrows, Heights and others.

It is hopeful that by doing it this way and in one contract a saving could be made.

Requests have been sent to the Legal Department enquiring what documentation needs to be sent to owner/occupiers to get permission to demolish their outhouses.

Crimbles Court – when the lighting was renewed in this area one column was missed.

MPD will get confirmation and feedback will be given at next meeting.

6.3 Area Panel Bids

February 2010 Bids

- AP156-09 – An Induction Loop for the Neighbourhood Action Farnley Group Community Centre
 The value for this bid is £595.00.
 The above quote was for full install and supply of the induction loop.
 Bid is approved providing cost is the same.
 This bid was **approved**.
- AP169/170-09 - Upgrade the communal space at the back of Dawsons Corner
 The value for this bid is £1,612.00.
 The actual cost for this work to be completed will be £2,864.00. A total of £1,252.00 had already been previously approved. The remaining cost required for the complete work to be done is being asked for in this bid. It was mentioned the Groundwork Future Jobs Fund team which was funded under AP174-09 would be used to do the works here.
 This bid was **approved**.
- AP201-09 – The demolition and making good of 3 blocks of 6 redundant bin sheds behind 163 – 173, 187 – 197 Heights Drive and 57 – 67, 69 – 79 Stonebridge Grove
 The value for this bid is £14,800.00.
 This would work out to £3,700 per block.
 Maps and a picture were provided with this bid reflecting the areas in question.
 It was mentioned these bin sheds are no longer in use since the introduction of wheeled bins. These are an eye sore due to the litter and rubbish left there.
 This bid was **approved**.
- AP202-09 – Improvements to the redundant temporary garage site on South Royd Park
 The value for this bid is £4,929.00.
 Pictures and a map were provided with this bid to reflect the area in question.
 RL mentioned that a Senior Planning Officer and Minton Homes had an agreement regarding this area. As far as he is aware they are waiting to see if Minton Homes will allow funding to be used.
 RL will chase up on this and feed back as soon as he has an answer.
 RL will ask the officer concerned to liaise with MPD re this issue.
 This bid was **approved**.
- AP203-09 – Funding for the construction of a hard standing area and two bins for Clifton Court
 The value for this bid is £2,000.00.
 Maps and a picture were provided for this bid reflecting the area in question.

Leeds City Council are covering the cost for the provision of the two bins to the value of £250 each.

A consultation is to be carried out by the Neighbourhood Management Officer to all residents concerned before the works can commence.

This bid was **approved**.

- AP204-09 – Funding for sports equipment for Wortley Football Club under 7's team

The value for this bid is £1,120.00.

This funding will provide 28 tracksuits for the players.

KS enquired if the WNWHL logo will be on the back of the tracksuits.

MPD said yes.

This bid was **approved**.

- AP205-09 – Funding for ten street signs for Greenside Sheltered Scheme

The value for this bid is £1,000.00.

A map was provided reflecting the locations of the street signs.

RL enquired if the signs are done could they be made readable without having to go right up to the signs.

MPD said they would be the standard size for signs.

SG asked if there was any timescale for this to be done.

MPD mentioned that if approved the signs could be ordered the next day.

A meeting will be held on sight to discuss the appropriate locations.

RL enquired if the sign could please reflect the number of the properties, the street name with a directional arrow.

This bid was **approved**.

- AP206-09 – Funding to supply fencing at the back of 2 – 12 Newton Square

The value for this bid is £7,000.00.

Pictures and a map were provided with this bid reflecting the location.

It was mentioned that there is a lot of information given from residents living in this area about the lack of privacy.

RL commented as long as access is available for the grass cutters to do their work.

MPD said there will be a double gate for this.

Before the work proceeds consultation is to be carried out with all residents concerned.

This bid was **approved**.

The total of bids approved this meeting was **£33,056.00**.

7.0 Any Other Business

7.1 MPD enquired if the panel members are interested in funding towards the educating and awareness of motorcycles. The funding would enable the motorcycle unit to work for longer hours.

KS commented there are not many staff in this unit as when needed they always seem to be held up in another area.

KS also said he would like to see what the funding would be paying for and the work that would be gained for the money.

Action

7.2 KS requested a get well card be sent to Derek Armitage on behalf of the Panel members.
MK to do this.

MK

8.0 Date, Time and Location of Next Meetings for 2010

8.1 **Date : Wednesday 14th April 2010**

Time: 5.30pm (5.00pm – Refreshments)

Venue: Westfield Chambers

Signed.....

Date.....

**MINUTES
OUTER WEST AREA PANEL MEETING
5.30pm at Westfield Chambers
Wednesday 14th April 2010**

Attendees:

Area Panel Members

Kevin Sharp (Chair)
Brian Falkingham (Vice Chair)
Cynthia Ramsden
Councillor Joseph Marjoram

Officers:

Sharon Guy	- Area Performance Manager Wortley/Pudsey
E Gaughan	- Customer Involvement Support Officer
MariePierre Dupont	- Neighbourhood Planner
Rebecca Mell	- Investment Planning Manager
Mary Kerr	- Administration Officer (Minutes)

Action

1.0 Apologies for Absence:

1.1 Councillor Richard Lewis, Margaret Rimington.

2.0 Minutes of the Previous Meeting Held on 10th February 2010:

2.1 The minutes of the previous meeting were **agreed** as a true record.

3.0 Matters Arising:

3.1 Arising from Item 5.3 Area Panel Update

The following matters were brought up regarding outstanding schemes.

AP12-09 - Conservatory to be installed on Rycroft Green

Queries were raised as to where we are with this scheme.

MPD said this scheme is in the planning process and is progressing slowly forward.

AP132-09 – Funding for improvements to the walkways around the Gamble Hill multi storey blocks

MPD mentioned this scheme is still going through PMS.

Unfortunately this is a lengthy process but has been assured it is still in hand.

AP180-09 – Funding for works to be carried out on the Stonebridge Embankment

Comments were given about how improved the site is and what a difference it has made to the area. Area Panel Committee and the Environmental section put in funding for this work to be carried out.

SG mentioned that a lot of compliments have been received in the Housing Office since this scheme has been carried out. Customers are extremely happy with the works done.

Overall 21 tons of litter were taken to the tip during the clear up.

The hedge is still to be put in place at the top.

Letters will be sent informing all residents if dumping is done in this area they can call a number at WNWH. The number given will be for the Environmental Action Team who are the ones who will be dealing with this.

This scheme has turned out to be an extremely positive reflection on what can be achieved through Area Panel funding.

The letter and photographs will be brought to the next panel meeting so members can see the difference this scheme has made through the works that have been done with the funding provided.

There is still funding left from this scheme which benches and litter bins could be looked into being provided. The litter bins will be placed at the top and bottom of the embankment.

When removing the trees the roots were poisoned so they will not seed.

AP204-09 – Funding for sports equipment for Wortley Football Club under 7's team

A question was raised if the WNWH logo has been placed on the back of the tracksuits.

MPD said yes this has. MPD also mentioned that this team will play matches at Elland Road which will be a good way of promoting the company and the involvement made.

AP205-09 – Funding for ten street signs for Greenside Sheltered Scheme

There seemed to be a bit of confusion regarding the positioning of the street signs. It was also mentioned that some signs were missing.

SG explained that consultation was carried out with the locations for the signs with all concerned.

A comment was made that the NMO for the area seemed to be unclear where the signs were to be placed.

SG stated the NMO was consulted along with the residents regarding this so does not understand the confusion.

Arising from Item 7.1 Any Other Business

The panel members feel they would not like to fund this type of scheme or project.

4.0 Customer Involvement

4.1 Update

EG went over the report and the following points were noted.

Annual Support Visits for Tenant & Residents Associations (TRA's)

EG mentioned the present form is being reviewed to see if it can be changed slightly which is causing a slight delay with these.

The new form will have place to capture any achievements that have been gained.

Customer Involvement Compact

EG commented the surveys that were sent out are starting to be sent back in.

CR enquired what NING is.

EG mentioned that NING is an area on the Social Networking site where customers can post notices. Groups can also use this area to put comments and publicise any event they may be planning.

Diverse Community Fund

A question raised was what criteria would be needed when applying for this funding?

EG mentioned there is an easy form with guidance notes available for any interested customers who would like to apply for this funding.

Support will also be available from ST and GB.

4.2 Tenant Inspection Update

EG went over the report and the following points were noted:

Between September 2009 and January 2010 the following tenant inspections took place:-

- Aids & Adaptations 8 Sessions (49 Properties)
- Cleaning of Multi Storey Flats 2 Sessions (25 Blocks) from December
- Estate Walkabouts 56 Sessions
- Void Inspections 6 Sessions (14 Properties)

KS queried the figure for the Void Inspections and asked if there were only 14 properties inspected in the four months. Clarification and information is required regarding this matter.

EG said clarification would be given on this figure at the next panel meeting.

EG

4.3 Walkabouts / Tenant Inspections

SG presented this report to the panel and the following points were noted:

95% of estate inspections were completed.

100% estate walkabouts were completed.

89% of enquiries were dealt with within 10 days.

100% of complaints were responded to within the ten day target for both Pudsey and Wortley.

5.0 **Revenue and Capital Expenditure**

5.1 Capital Programme Update

RM presented this report and the following points were noted:

The Capital Programme for 2010/11 was approved at WNWHL Board on the 16 December 2009.

The Capital Programme amounts to £22.1 million and consists of the following types of work:-

- Decent Homes Work
Kitchens, bathrooms, windows, doors, roofing and heating.
- Essential Investment
Adaptations, Defective Housing, Multi Storey Remedial works, capitalised Void works.
- Non Essential Investment
Community Safety, Multi Storey Communal Areas, Sheltered Housing, Garages, Environmental works and Parking.
- Compliance Works
Gas capitalisation, Electrical, Access / DDA works and Fire Safety.

Breakdown for areas of expenditure for Capital Programme 2010/2011 for WNW is as follows:

Work Type	£000's
Voids	3,150.0
Windows and Doors	3,560.0
Heating and Energy Efficiency	1,923.0
Defective Houses	523.0
Community Safety	25.0
Roofing	967.1
Multi Storey Works	1,200.0
Sheltered Housing	550.0
Kitchens and Bathrooms	4,700.0
Environmentals	100.0
Compliance Works - eg Fire Safety/Gas/Lifts	2,350.0
Capital Repairs and Maintenance	100.0
Service Delivery Improvements	901.0
Adaptations	2,700.0
Total	22,749.1

Panel areas have been prioritised, with the top priority for work being the area with the most non decent homes:-

- Inner North West – May 2010 – July 2010
- Outer West – July 2010 - September 2010
- Inner West – September 2010 – November 2010
- Outer North West – November 2010 – February 2011

RM stated there are still properties which need to be surveyed.

KS said the article in the buzz could be misleading as gives the street but not all properties in the street would be done therefore feels this was not very clear. RM confirmed that only some properties in the street would be done not all. RM stated that there is an option on the WNWH website where customers can put in their house number and postcode. This will enable them to check if any works are proposed to be done on their address.

5.2 Area Panel Budget Update

MPD gave an update on the budget sheet so far.

A question was asked what it means to accrue.

MPD commented this means even though the work has been done now in this year the finances will be paid in the following year as the funding has been kept aside for this work to be completed.

A letter was sent from the Neighbourhood Action Farnley Group, thanking the panel members for the funding received.

5.3 Area Panel Bids

April 2010 Bids

- AP08-2010 – Funding to Clear up and grass over an old Garage site on Heights Close
KS declared an interest and left the room whilst discussions took place. The value for this bid is £9,500.00.

MPD gave a brief description of the bid.
JM enquired if once this work had been done would there be restrictions put in place to stop the fly tipping being done in this area.
MPD said yes there would be a gate. This gate will enable grass cutters to access the site.
MPD also stated once this area has been cleared it will allow better viewing for the residents, which will help prevent further fly tipping being done.
BF enquired if any consultation had been carried out.
SG said no formal consultation had been carried out, but numerous residents have pointed this out as an eyesore when estate walkabouts have been done.
This bid was **approved**.

6.0 Any Other Business

Code of Conduct and Terms of Reference

KS informed the panel members the Code of Conduct and Terms of Reference have been changed and asked that all panel members read over these.

7.0 Date, Time and Location of Next Meeting

7.1 Wednesday 9th June 2010

5.30pm (5.00pm – Refreshments)

Venue Westfield Chambers

Signed.....

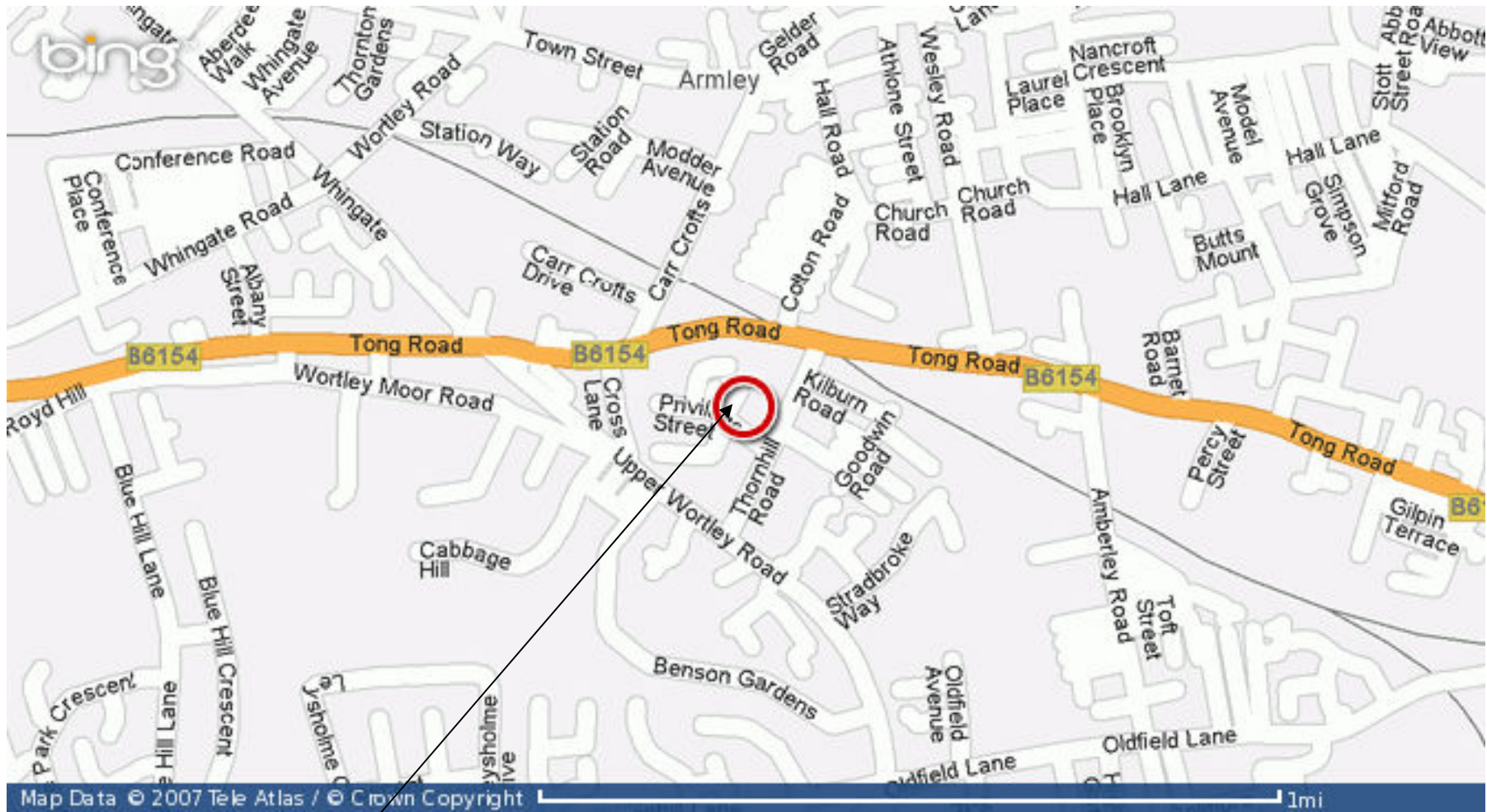
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Forward Plan for Sept

1. Wellbeing report
2. Welbeing project update 09/10
3. Area Manager's report
4. Children's Services Performance Monitoring Report
5. Parks and Countyside Annual Report ?

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Calverley Mechanics Institute, Thornhill Street, Leeds, LS12 4LH

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