



WEST (OUTER) AREA COMMITTEE

**Meeting to be held at Pudsey Leisure Centre, Market Place, Pudsey, LS28 7BE on
Friday, 10th September, 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 (Chair)	-	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:
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**Acting West North West Area Manager:
Jason Singh
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal / prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES - 9TH JULY 2010</p> <p>To confirm as a correct record the minutes of the meeting held on 9th July 2010.</p>	1 - 8
8			<p>COMMUNITY FORUM MINUTES</p> <p>To receive for information purposes the minutes of the Pudsey and Swinnow Community Forum meeting held on 18th May 2010.</p>	9 - 12

Item No	Ward	Item Not Open		Page No
9			<p>OUTER WEST ALMO AREA PANEL MINUTES</p> <p>To receive for information purposes the minutes of the Outer West ALMO Area Panel minutes held on 19th June 2010.</p> <p style="text-align: center;"><u>EXECUTIVE BUSINESS</u></p>	13 - 18
10	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>COMMUNITY ENGAGEMENT PROGRAMME UPDATE</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing a summary of the progress made in delivering a programme of community engagement in the outer west area.</p>	19 - 22
11	All Wards;		<p>COMMUNITY CENTRES REPORT</p> <p>To receive and consider a report from the Director of Environment and Neighbourhoods providing information in relation to the management of Community Centres in the outer west area.</p>	23 - 38
12	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>WELLBEING PROJECTS 2009-10 - PROGRESS REPORT</p> <p>To receive and consider a report from the West North West Acting Area Manager providing Members with an update of wellbeing projects funded in 2009-10.</p> <p style="text-align: center;"><u>COUNCIL BUSINESS</u></p>	39 - 42
13	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>HEALTH AND WELLBEING - UPDATE REPORT</p> <p>To receive and consider a report from the Health and Improvement Manager providing background information about health and wellbeing partnerships and how initial priorities have been developed.</p>	43 - 46

Item No	Ward	Item Not Open		Page No
14	Calverley and Farsley; Farnley and Wortley; Pudsey;		<p>COMMUNITY SAFETY - UPDATE REPORT</p> <p>To receive a report from the Acting West / North West Area Manager providing an update on community safety issues and crime trends in Outer West Leeds since the Area Committee meeting in July 2010.</p>	47 - 50
15	All Wards;		<p>CHILDREN'S SERVICES - PERFORMANCE UPDATE REPORT</p> <p>To receive and consider a report from the Interim Director of Children's Services providing the Area Committee with various Children's Services performance data disaggregated at Area Committee or Ward level.</p>	51 - 72
16			<p>FORWARD PLAN FOR OCTOBER</p> <p>To note the Forward Plan for October 2010.</p>	73 - 74
17			<p>DATES, TIMES AND VENUES OF FUTURE AREA COMMITTEE MEETINGS</p> <p>Friday, 15th October 2010 (Farnley Hall, Hall Lane, Farnley)</p> <p>Friday, 17th December 2010 (Pudsey Civic Hall, Dawson's Corner, Pudsey)</p> <p>Friday, 28th January 2011 (Pudsey Leisure Centre, Market Place, Pudsey)</p> <p>Friday, 25th March 2011 (Farnley Hall, Hall Lane, Farnley)</p> <p>All meetings to commence at 2.00pm.</p>	

Item No	Ward	Item Not Open		Page No
			<p>MAP OF TODAY'S VENUE</p> <p>Pudsey Leisure Centre, Market Place, Pudsey, LS28 7BE</p> <p>Location: Travelling from Leeds, follow Armley road until it branches off to Swinnow Lane. Keep going up Swinnow Lane, onto Lowtown, until you reach the town centre and the leisure centre is situated in the market place.</p> <p>Public transport: Bus numbers: 4, 8, 9, 16, 40, 44, 73, X14, X11, 90, 88, 711. For more public transport details please see the Metro site.</p> <p>Tel: (0113) 256 8903 Fax: (0113) 2555171 email: lsp.pudsey.sport@leeds.gov.uk</p>	

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Agenda Item 7

WEST (OUTER) AREA COMMITTEE

FRIDAY, 9TH JULY, 2010

PRESENT: Councillors A Blackburn, M Coulson,
J Hardy, J Jarosz, R Lewis and J Marjoram

APOLOGIES: Councillors A Carter and R Wood

1 Election of Chair and Vice-Chair 2010/11

RESOLVED – That Councillor D Blackburn be elected Chair of the West Outer Area Committee for the 2010/11 municipal year.

(COUNCILLOR D BLACKBURN IN THE CHAIR.)

It was agreed to elect a Vice-Chair, purely for the purpose of chairing meetings in the potential absence of Councillor D Blackburn.

RESOLVED – That Councillor M Coulson be elected Vice-Chair the 2010/11 municipal year.

The Chair instructed that Councillor Coulson be invited to attend Chair's briefing meetings prior to agenda despatch to aid continuity.

2 Declaration of Interests

The following declarations of interest were made:-

- Councillor D Blackburn – Agenda Item 14 (Minute No. 11 refers) – Wellbeing Fund Applications – Application in respect of Wadlands Farm Wetlands feasibility study – personal interest in his capacity as Chair of Green Leeds.
- Councillor A Blackburn – Agenda Item 14 (Minute No. 11 refers) – Wellbeing Fund Applications – Applications from Groundwork, Leeds, relating to the Wadlands Farm Wetlands feasibility study and the Hillside Hall Community Centre greenspace – personal and prejudicial interest in her capacity as a Director of Groundwork, Leeds.
- Councillor M Coulson – Agenda Item 14 (Minute No. 11 refers) – Wellbeing Fund Applications – Application from Pudsey in Bloom – personal and prejudicial interest in his capacity as a member of Pudsey in Bloom.

3 Apologies for Absence

Apologies for absence from the meeting were submitted on behalf of Councillors A Carter and R Wood.

Draft minutes to be approved at the meeting
to be held on Friday, 10th September, 2010

4 Open Forum

Reference was made to the provision contained in the Area Committee Procedure Rules for an Open Forum session to take place at every ordinary meeting of an Area Committee, whereby members of the public could ask questions or make representations on any matter which fell within the remit of the Area Committee. On this occasion, no such matters were raised.

5 Minutes - 26th March 2010

RESOLVED – That the minutes of the meeting held on 26th March 2010 be confirmed as a correct record.

6 Matters Arising from the Minutes

Children's Services – Performance Monitoring at Area Committee Level
(Minute No. 95 refers)

A Member indicated that the more up to date information regarding teenage pregnancy rates requested at the last meeting had not been circulated.

Amanda Jackson, Locality Enabler, Children's Services, responded that there had been some difficulties in this regard as the latest information had not been disaggregated. However, she would arrange for Members to receive what information she had.

7 Forum Minutes

RESOLVED – That the minutes of the meeting of the Tyersal Community Forum held on 19th May 2010 be received and noted.

8 Appointment of Co-optees and Thematic Champions 2010/11

The Director of Environment and Neighbourhoods submitted a report regarding the proposed appointment of Co-optees to serve on the Area Committee, and the proposed appointment, from amongst the Area Committee, of Members, to act as 'Champions' in respect of specific themes contained within the Area Delivery Plan.

RESOLVED –

- a) That Howard Bradley (Youth Representative), Reverend Kingsley Dowling (Faith Representative) and Liz Navin-Jones (Business Representative) be re-appointed as Area Committee Co-Optees for 2010/11.
- b) That the proposed re-appointment of 'Champions' in respect of the following themed partnership groups be deferred to a future meeting:-

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

9 Area Delivery Plan - Progress Report - Quarters 3 and 4 2009/10

RESOLVED – That the progress report be received and noted.

10 Area Manager's Report

The Acting Area Manager submitted a report updating Members regarding progress on a variety of issues within the Committee's area.

In brief summary, the main points of discussion were:-

- Armley Juniors – Reference was made to a recent hitch with the quarterly payments made by the Youth Service to this organisation, which had now been addressed.
- Transport – Problems regarding the timetable for the operation of the Numbers 9 and 90 services operated by First Bus.

The Area Management Officer undertook to raise the issue with First Bus.

- Youth Service Surveys – Members noted Appendix 1 to the report, the results of the Inquiry by the Scrutiny Board (Children's Services) relating to the annual Youth Service user consultation and survey exercise.

The view was expressed that future surveys should give consultees more detailed information regarding the kind of options and services available across the City, so that their responses could be more informed regarding what they might like to see operating in their particular area.

It was accepted that this would be beneficial, but there were practical difficulties in terms of:-

- a) trying to summarise the variety of initiatives in operation across the City;
- b) producing possibly different consultation packs for different areas; and
- c) the system relied on the co-operation of schools, which were largely responsible for distributing and collecting the packs, and

the survey system therefore needed to be relatively quick and easy. An added complication was the fact that many children attended schools away from their home area, where they would access the Youth Service, and results could be affected by this factor.

- The excellent project recently undertaken to tidy up an area in Stonebridge Lane, Old Farnley, and the co-operation received from a number of agencies, including the ALMO. It was agreed that the Chair should write in particular to Marie-Pierre Dupont, West North West Homes, thanking her for her efforts in this regard.

RESOLVED – That, subject to the above comments, the report be received and noted.

11 Wellbeing Budget 2010/11 - Update Report

The Director of Environment and Neighbourhoods submitted a report summarising the Committee's Wellbeing Budget situation for 2010/11, and highlighting applications which needed either ratification or a decision at today's meeting.

Two representatives of the Hindu Cultural Society attended the meeting and responded to Members' queries and comments regarding their application (deferred on 26th March 2010 for further information).

RESOLVED –

- a) That the amount of revenue and capital funding available to the Committee for 2010/11 be noted.
- b) That the previous in-principle decisions on funding applications (Para 2.4 refers) be ratified.
- c) That the following decisions be taken in respect of the applications before the Committee today for consideration:-

Revenue

- i) Hindu Cultural Society - £3,000 – Approved.
- ii) Wadlands Farm wetlands feasibility study - £4,430 – Approved.

Capital

- I) 1st Pudsey Scout Group – improvements to Scout Hut - £4,000 – Approved.

- II) Hillside Hall Community Centre – Greenspace improvements - £7,500 – Approved, subject to further consultation and match funding being obtained from other sources.
 - d) That the current situation regarding the small grants and community skips funds be noted.
 - e) That Wellbeing applications which are part of the extended schools project be capped at no more than £2,000.
- (NB: 1. Councillor A Blackburn left the meeting during the consideration of the applications on behalf of Groundwork, Leeds (see Minute No. 2) and took no part in the discussion or voting thereon.
2. Councillor M Coulson took no part in the discussion or voting in respect of the ratification of the Committee’s previous decision to make a grant to Pudsey in Bloom (Min No. 99, 26th March 2010 refers.)

12 Area Committee Roles and Functions 2010/11

RESOLVED – That the report be received and noted.

13 Appointments to Outside Bodies 2010/11

RESOLVED –

- a) That the following appointments to outside bodies be made for the 2010/11 municipal year:-
 - ALMO West Outer Area Panel – Councillors R Lewis and J Marjoram.
 - Borough of Pudsey Charity – Councillors R Lewis and A Carter.
 - Divisional Community Safety Partnership* - Councillor J Jarosz.
 - Area Children’s Partnership – Councillor M Coulson.
 - Area Health and Social Care Partnership - Councillor J Jarosz.
 - Area Employment, Enterprise and Training Partnership – Councillor D Blackburn.
- b) That the Farsley Charity be contacted to ascertain whether ex-Councillor F Robinson is eligible to continue as a Trustee, should he wish to.

(*NB: Dates of meetings to be reviewed, in consultation with Councillor Jarosz, to avoid potential clashes with other Council Commitments.)

14 Health and Environmental Action Service - Year End Report 2009/10

RESOLVED – That the report be received and noted, and the officers be thanked for re-formatting the report to make the information clearer and more meaningful for local Members.

15 Health and Wellbeing - Update Report

RESOLVED – That the item be deferred to a future meeting.

16 Community Safety - Update Report

Inspector Richard Cawkwell and Gill Hunter, Divisional Community Safety Co-ordinator, presented a report updating Members on issues within the Committee's area.

In response to a Member's query, Inspector Cawkwell undertook to circulate separately to Members some context information in respect of the statistical data circulated at the meeting. Inspector Cawkwell was congratulated in respect of the prompt police response to problems with travellers camping illegally on amenity land in the area. Gill Hunter was congratulated in respect of, once again, being nominated for a Divisional Commanders Award in recognition of the tremendous work she carries out on community safety matters in the area.

RESOLVED – That the report be received and noted.

17 Heritage Open Days

The Committee considered a report submitted by Leeds Civic Trust encouraging organisations and property owners to participate in the annual Heritage Open Days initiative in September.

RESOLVED – That the report be noted.

18 CCTV Update Report - Outer West Area

RESOLVED – That the report be received and noted.

19 Outer West ALMO Area Panel Minutes

RESOLVED – That the minutes of the Panel meetings held on 10th February and 14th April 2010 be received and noted.

20 Forward Plan - September 2010

RESOLVED – That the report be noted.

21 Dates, Times and Venues of Future Meetings 2010/11

Draft minutes to be approved at the meeting
to be held on Friday, 10th September, 2010

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.

All at 14:00 hours.

The meeting concluded at 16:00 hours.

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Pudsey & Swinnow Forum

Date: 18th May 2010

Chair: Councillor Jarosz

Present: Clare Wiggins (Area Management), Chris Hodgson (Parks and Countryside), PCSO Mick Cox and PC Jenny Norris (West Yorkshire Police), Audrey Prince, Yvonne Robinson, Kevin Robinson, Mrs M Hirst, Mrs B Young, John Rider, John Stuart, Graham Walker (Metro), Nigel Conder (Town Centre Manager)

1.0 Welcome & Apologies

Action

1.1 Cllr Jarosz welcomed everyone to the meeting. Apologies were received from Jack Prince, Phil Staniforth and Peter Quince.

2.0 Minutes & Matters Arising

2.1 The minutes of the last meeting were agreed as an accurate record.

2.2 The issue of lighting in Swinnow Co-op car park and also the community centre car park was raised as a problem. CW had raised these with relevant agencies but agreed to follow up to ensure action. CW

2.3 It was noted that Grangefield and Crawshaw schools were seeking trust status.

2.4 It was confirmed that the Kent Road traffic light works had commenced on 29th March lasting a maximum period of 20 weeks. The work was due to include some carriageway resurfacing by the maintenance contractor but unfortunately the maintenance work cannot be done as programmed. The signals at this junction were switched on on Tuesday 3rd August and the road markings were completed on Monday 9th August. Cllr Lewis explained the section 106 and 278 processes.

2.5 Cllr Jarosz advised residents to attend the planning site visit re the Park Hotel this Thursday.

2.6 The Pudsey Carnival was publicised. There would be a parade from Victoria Road at 12 noon. The Civic Society would be attending.

3.0 Police update

3.0 The forum congratulated Mick Cox on being nominated for West Yorkshire PCSO of the year. He will now go forward to the national final in November in London. Cllr Jarosz commented that this was a fantastic achievement.

3.1 The Police reported on crime statistics in the Pudsey area including 1 theft of vehicle, 37 thefts from vehicles, 19 burglary (other), 15 burglary dwellings (5 through open doors), 6 'hannoy' (stealing car keys), 35 criminal damage including Pudsey Park..

3.2 Mick Cox offered postcode marking pens for people to mark their property especially items in sheds such as lawnmowers.

CW raised the issue that groups at Swinnow Community Centre e.g. the dance club and Sunshine Club were experiencing severe ASB. PCSO Mick Cox assured the forum that he would support groups based there, alongside the ASBU. He reported that an excellent charity event had taken place at the centre recently.

3.4 ASB was also reported on Post Hill including drinking and smoking cannabis and illegal camping which is prevented by bylaws. The Police reported that this firm approach is working. ASB was on the increase due to the improved weather. PC Jenny Norris explained that she was trying to offer alternatives to young people through for example 'Project Wateringcote' in the Owlcotes / Waterloos area behind Inghams Avenue on the site of the old park. This involves improving the area through creation of raised beds and planting. Reward activities will then follow. CW to provide the Police with a small grant application form. CW

3.5 Mick Cox explained that he was trying to develop a similar project with young people on the Swinnow estate on a site adjacent to Swinnow Primary School. This will involve reclaiming 2/3 of the site and incorporating it into the school grounds. Leeds College of Building will get involved and the area will be used to grow vegetables for the school to use. Firstly the land needs to be transferred to the school. PCSO MC

3.6 Chris Hodgson (CH) expressed his thanks to the Police for supporting Parks and Countryside in improving the safety and enjoyment of local parks.

4.0 Parks update

4.1 The Swinnow play area timetable is as follows:

- Planning Application returned 19.5.10
- Planning conditions sorted and out to tender 31.5.10
- Tender return:23.6.10
- Chief Officer Approval and Tender Acceptance 26.7.10
- Site Possession: 16.8.10 (nb there will be a lead in time of approx 6 weeks for Contractor to order kit so start on site likely to be around 27.9.10)
- Completion: 26.11.10

- 4.2 Peter Quince is the manager for the new West Leeds Country Park Visitor Centre (WLCPVS). There was some discussion about shortcomings of the centre. These included disabled access to the toilets and the centre looking a bit drab currently. CH agreed that access was a bit disappointing but that 2 members of staff would be on site at all times to provide access round the aviaries. Forum members suggested signage was required to clearly direct disabled users. Peter Q would be attending the next Friends of Pudsey Park meeting to provide feedback. CH also stated that the centre has only just opened and its appearance and displays will be enhanced over time. Schools will use the educational room.
- 4.3 CH reported that although the application for the Trees for Cities fund for the periphery of Queens Park was shortlisted, it was unsuccessful. CH to ask the programme manager to e-mail Cllr Lewis on this. CH
- 4.4 CH reported that planting had taken place on the boundary of the WW site.
- 4.5 CH asked CW to ensure that planters are included in both lay-by schemes on Lidget Hill.
- 5.0 Public toilets**
- 5.1 The forum and Pudsey ward Members expressed their frustration with the lack of progress with the public toilet refurbishment. CW agreed to pass this on to Corporate Property Management and seek work starting on site asap. CW
- 6.0 Pudsey in Bloom**
- 6.1 PIB reported that last year the judges had asked the group if they could in future look at enhancing Sparrow Park. This had been done with £900 from Pudsey Civic, £700 from PIB and £1000 from the allotments. Work undertaken was to remove the rose beds, add herbaceous and sensory plants and seating. More funding may be required and CW explained that as PIB had already received Area Committee funding this year, another group could apply for further small grant funding. PC J Norris advised that she was aware of a young man that could get involved. The scheme would need to be attractive but not labour intensive for maintenance. CW
JN / CH
- 7.0 Nigel Conder – Town Centre Manager (TCM)**
- 7.1 NC explained at promoted the Reward Card scheme and ‘shopinpudsey’ website. The Shop Local magazine was now self-financing and the Pudsey Business Forum is going well with around 20 businesses attending.
- 7.2 The Artsmix market has moved to Saturdays to combine with the regular market, which has worked to a degree. Entertainment will be provided over the year including ‘suitcase circus’ two teddy bears picnics, a Christmas market and santa’s grotto. NC is looking into marketing

options such as bus advertising, Radio Aire, a marketing strategy and the Telegraph and Argus as there have been problems with the Pudsey Times as the editor sees the shop local magazine as a rival publication.

7.3 NC is trying to actively market empty units such as Quicksilver and in the meantime, looking into the possibility of introducing 'art in unusual spaces'.

7.4 Cllr Jarosz and some members of the forum expressed the fact that they would like more short stay spaces in the leisure centre car park as these were useful for accessing the doctors and chemist etc.

8.0 Bus station update

8.1 Graham Walker from Metro provided an update. There is still a delay of around 4-5 weeks due to the bad weather earlier in the year and the live cable issue. The contractor is still confident that they can re-programme the Highways works to pull back some time. It is still anticipated that the scheme will be completed late September / early October. Junction improvements to Church Lane to create the new traffic flow arrangements will start in the next 3-4 weeks. The stop outside Boots will relocate to outside the post office. Kerb re-alignment works will then commence and be phased around Market Place and then the flow can be reversed at which point buses can use the central island stops.

8.2 Members of the forum expressed some concerns about how the scheme would work in practice. GW confirmed that full scale bus tests had been carried out to ensure the scheme would operate effectively – it is all tried and tested. The forum were pleased that there would be 'real time' information in the bus station.

9.0 AOB

Graham Walker from Metro reported that he had brought his family to Pudsey for a day out and they had enjoyed a very good day out.

10.0 Time and Date of Next Meeting

10.1 Tuesday 14th September, 7pm @ St Andrew's Church



**MINUTES
OUTER WEST AREA PANEL MEETING
5.30pm at Westfield Chambers
Wednesday 9th June 2010**

Attendees:

Area Panel Members

Kevin Sharp (Chair)
Brian Falkingham (Vice Chair)
Margaret Rimington

Officers:

Wyn Davies	- Area Performance Manager Horsforth/Otley
Lee Wright	- Customer Involvement Manager
MariePierre Dupont	- Neighbourhood Planner
Rebecca Mell	- Investment Planning Manager
Richard Walker	- Head Customer Services
Mary Kerr	- Administration Officer (Minutes)

Action

1.0 Apologies for Absence:

1.1 Councillor Marjoram, Cynthia Ramsden.

2.0 Minutes of the Previous Meeting Held on 14th April 2010:

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

3.0 Matters Arising:

3.1 Arising from Item 3.1

APO180-09 - Works carried out to the Stonebridge Embankment.

Panel members enquired if the photographs regarding the difference made to the embankment had been brought to the meeting as was discussed in the previous meeting.

MPD apologised and said would bring the photographs to the next panel meeting.

MPD

APO205-09 Ten street signs for Greenside Sheltered Scheme.

MR enquired if the problems with the street signs has been sorted.

MPD stated has heard nothing further so presuming all has gone well.

4.0 Customer Involvement

4.1 Update

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

Customer Training Programme

Four separate training sessions had taken place that had been funded or part funded by WNWHL. The training sessions which took place were as follows:

- Faith United Training
- Area Panel Working Together as a group
- Tenant Led Regulation
- Beginners Computer

18 individual tenants participated in this training.

Sessions due to take place in May are Area Panel Bidding, The Future of Social Housing and You and Your Neighbour.

Discussions are being held with Healthy Living Network Leeds, Kier and Connaughts to run another Just 4 Tenants training programme, after the success of the previous programme.

LW outlined the Customer Involvement and the Community Participation Service Improvement Plans for 2010/11 which had been approved – although it was noted they could be subject to change.

KS commented there is a lot for people to get involved with like Sounding Boards and SIGS. He also enquired what is happening re approaching young members with regards to attending Area Panel meetings as observers with the hope of them joining.

LW stated that ST is leading on the recruitment of new members to Area Panels and plans are being developed.

MR mentioned a meeting where young people attended. Some were encouraged to join a SIG but were reluctant to do so. This could be one of the reasons the numbers of young people getting involved is low.

LW said that Evelyn Gaughan is putting a leaflet together called Attending My First meeting to outline the support available to help and encourage new people to get involved.

KS enquired if TARA's could not be approached and encouraged to observe.

LW said he will look into this and see if the terms of reference still restricts the number of TARA members who can be Panel Members. However members needed to be aware that recruitment of new members also needed to address the under-representation of the wider community on the Area Panels. **Post Script** The revised terms of reference (December 2009) no longer limit the number of TARA representatives on the Panel.

WD enquired if the Quarterly Youth Forum when established could be a way of getting a broad and diverse group to be involved.

The Chair asked if ST could provide a specific update on Area Panel recruitment to the next meeting.

ST

LW advised about the TSA – Tenants Service Authority Standards. This will be the new regulator for Social Housing. A total of six standards would need to be met to get this accreditation. Information will be brought to the next meeting regarding the Tenant Involvement and Empowerment Standards.

LW

4.2 Walkabouts / Tenant Inspections

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

March

95% of estate inspections were completed.

100% estate walkabouts were completed.

92% of enquiries were dealt with within 10 days.

WD mentioned that the offices will be concentrating on making sure all estate inspections are completed, and the offices are working extremely hard to ensure that all enquiries are treated properly and responded to fully within the 10 days.

April

100% estate inspections were completed.

Arrears figures fell in April but this was due to the new financial year. May/June figures will reflect correctly.

86% of enquiries were dealt with within 10 days. This was due to staffing issues.

RW mentioned a meeting had been held the end of March regarding the low performance received from the Contact Centre.

The Contact Centre said the reason for the low performance was due to staffing issues and being the beginning of a financial year. The beginning of the year causes an influx of calls.

RW mentioned the performance had improved in May. Although this result has come in a meeting will be held which will involve members from all three of the ALMO's to discuss the future delivery regarding the Contact Centre.

Contact Centre have informed RW they will continue to struggle with the performance due to financial resource limits in place.

One of the options being looked at by all three ALMO's is whether to bring this in house, do a joint venture or stay with the Contact Centre.

4.3 Community Partnership Agreements (Late Agenda Item)

Consultation has been ongoing and returned surveys were analysed at the end of May. The results are as follows for Outer West

Highest priority - Youth Provision

Second priority - Environmental Issues which includes Litter and Street Cleaning

Third priority - Car Parking.

Project Groups will be re-established for each Area Panel to co-ordinate the process. The Project Groups will consist of a member of the Community Participation Team, the Area Performance Manager, a member of the Environmental Team, the Chair and another member of the Area Panel. Other officers would be invited as appropriate.

The initial action will be to identify where responsibilities lie and collate information to avoid duplication and identify any gaps in service delivery.

BF was appointed as the member from the panel to attend this group with the Chair.

5.0 **Revenue and Capital Expenditure**

5.1 Capital Programme Update

RM presented this report and the following points were noted:

RM stated due to the uncertainty of properties being done through the Capital Programme a new update will be put in the summer edition of Buzz.

The current programme for 2010/11 stands at £23.6 million.

£11.0 million has already been committed which includes carry over schemes from 09/10.

Actual spend to date is £1.4 million.

60% of programmes which are on site should end in September.

The Bawn Windows and Doors scheme is on site at present and will be completed in June.

An elementary survey for Kitchens, Bathrooms, Windows and Doors is being carried out. This would reflect the areas which have the worst decency levels. INW is in the process of being surveyed. OW has started and there are only 112 properties left to do. If works are required to be done, commencement would be a possibility in September. A roofing scheme may need to be carried out to some OW properties. Approval has been received to restart work on the Stonecliffes later in the year.

5.2 Area Panel Budget Update

KS mentioned bids that have been approved last year but have still not been carried out.

He enquired what are the reasons for the delay.

AP12-09 - Conservatory to be installed on Rycroft Green

The delays are due to the tendering and planning process.

BF mentioned he has been informed that this work will possibly commence on 19th July depending on all going well with regards to the planning.

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

The costings have been received for this bid. Work is to commence in August.

AP202-09 – Improvements to the redundant temporary garage site on South Royd Park

£5,000.00 has been approved from the Area Panel and a further £10,000.00 has been given from Planning through the Section 106 funding. This is on the condition that it is done with green in mind.

Groundworks are looking into doing another design to see if they can do this work for the budget allocated which is £15,000.00.

An update will be brought to the next meeting.

MPD

AP203-09 – Funding for the construction of a hard standing area and two bins for Clifton Court

This scheme will be going ahead at the same time as the Gamble Hill scheme.

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

Photographs were shown to the panel members of the football team with their kits on.

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

Still with PMS awaiting for contractors quote to come back .

MPD

Outhouse Bid Delays

MPD stated unfortunately some of the Outhouse schemes that have previously been approved will not be going ahead.

This is due to tenants not wishing to relinquish their outhouse which forms part of their tenancy.

KS mentioned this is why all this should be carried out before bringing to the Panel for approval.

Getting tenants to relinquish their outhouse is a lengthy process which would delay the bid submission. If the bid is refused a lot of officer time has been wasted and customers expectations would have been raised.

WD confirmed this to the panel members.

KS enquired if bids have been approved and the budget set aside if not able to go forward where will this money go.
 RW asked if it does not come back into the budget for the panel.
 MPD stated no as it would be out of last years budget, but said that it could be used if similar schemes could be found to replace the ones not able to go ahead.
 Panel members approved this to be done.
 MR and RW mentioned it is quite shocking that one person can stop a scheme progressing and enquired if there is not a way around this.
 Legal Department were consulted and legally the outhouse is part of the tenants tenancy agreement it cannot be taken away from them without their consent. There might be a way round it but it is likely to be a very lengthy legal process.

KS enquired how much funding has been placed aside that can be used on similar schemes.

MPD to give total next meeting.

MPD

RW enquired if ST could look at the outcomes of bids that have been passed.
 Has the level of ASB been reduced as a result of these.

KS mentioned that he had asked I Khan for regular updates on hotspots regarding ASB but was informed this could not be done.

RW said this could be done and he will speak to M Parker about getting this information.

KS asked that I Khan be invited to the next meeting.

MK

5.3 Area Panel Bids

June 2010 Bids

- AP23-2010 – Funding to purchase and fix two benches at the back of Owlcotes Terrace

The value for this bid is £1,500.00.

MPD gave a brief description of the bid and a map was provided reflecting the area in question.

A query was raised that the price for the benches seemed extremely high compared to others approved previously.

MPD said the benches would be steel and resistant benches. This cost would also include delivery and fittings.

This bid was **approved**.

6.0 **Any Other Business**

6.1 Bawn Masterplan

MPD spoke to the panel members and showed diagrams of the proposed works to be carried out in this area.

The closure of the archways was one of the bids approved by this panel.

When a consultation was carried out regarding customers views for the Bawn estate one of the main views put forward was a place to play for young people as there is none on the estate.

The work will be done in three phases.

Phase 1 – Possible commencement September.

This is to close of the archways with metal grid designs. Two options were shown to the residents. The first option was a leaf design and the second was bowl of nuts.

The residents all preferred the leaf design.
Before the work commences this will need to go to planning. If objections are raised then it would have to be approached differently.
If art then could approach the Art council for £10,000.
£17,000 has already been approved by the panel for this to be done if able to secure funding, would it be possible to use the £10,000 not required in phase 2.
Panel members approved for this to be done if further funding secured.

Phase 2 – Possible commencement next spring.
Diagrams were presented to the panel members to view regarding the various phases for works to be done on this estate.
This work will cost around £20 - £25 thousand. Funding is being sought from various departments for this work to be carried out.

Phase 3 – Possible commencement next spring or summer.
This will be for a grass area where events could be held and also includes a youth shelter. This shelter will not be near any properties so residents will not have problems with the youth.
This will cost around £50 - £90 thousand for the work to be completed. Funding is being sought from various funding bodies.
To date Youth Capital Fund has given £20,000. Area Panel Budget and Area Committee may put in to this.

MPD enquired if any of the remaining funding from the Stonebridge scheme could be put towards this scheme for this estate. Not all funding was spent because we received £7000 from Area Committee.
Panel members agreed this could be done.

- 6.2 KS would like to congratulate Claire Warren and the team for getting two stars.
- 6.3 KS enquired if RW could clarify the amount of meetings missed as there are conflicting sentences on the new Area Panel members Terms of Reference and Code of Conduct. On the Code of Conduct it is written if a member does not attend 3 consecutive meetings without giving apologies they could be removed from the panel. The Terms of Reference state if 6 consecutive meetings are not attended without apologies given the member could be asked to step down.
RW said he would get clarification regarding which is the correct information.
- 6.4 The panel members were informed that KS had been re-elected as the Chair for the Outer West Area Panel.
BF was re-elected as Vice Chair for the Outer West Area Panel.

RW

7.0 Date, Time and Location of Next Meeting

7.1 Wednesday 11th August 2010

5.30pm (5.00pm – Refreshments)

Venue Westfield Chambers

Signed.....

Date.....



Originator: Chris Dickinson

Tel: 0113 33 67866

Report of the Director of Environment and Neighbourhoods

To: West (Outer) Area Committee

Date: 10th September 2010

Subject: Community Engagement Programme Update

Electoral Wards Affected:

Calverley & Farsley
Farnley & Wortley
Pudsey

Ward Members consulted
(referred to in report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council
Function

Delegated Executive
Function available
for Call In

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

Executive Summary

This report provides an update on the development of a programme of community engagement utilising the Leeds Citizens Panel to give local people a greater say in how services are developed and improved. It will discuss in detail the delivery of a pilot project targeted at the West North West Part of Leeds that uses surveys and focus groups to gain a greater insight on local priorities. The report will conclude that the use of the Leeds Citizens Panel for undertaking consultation at a more local level provides a flexible, efficient and reliable way of gaining the views of local people.

1.0 Purpose Of This Report

1.1 To provide the area committee with a summary of the progress made in the delivery of the West North West area management team's Community Engagement Programme since the last report in December 2009.

2.0 Background Information

2.1 Working Context

The WNW Community Engagement Programme is delivered within a complex and dynamic working environment that presents a series of competing priorities that Area Management have addressed through a range of means. Chief amongst these are the limitations of finite resources and a commitment to the narrowing the gap agenda.

Below is a brief description of some of the key elements of the working context for the community engagement programme.

2.2 Leeds Citizens Panel

A body of 1800 residents currently form the Leeds Citizens Panel. Through the council's Communications Team a programme of city-wide consultation is undertaken with this demographically representative group of Leeds residents. An agreement has been reached between the Communications Team and WNW Area Management for the citizens panel to be used more intensively at the Wedge and Area level with a significant increase in membership city-wide.

Following the successful use of the Citizens Panel as part of the WNW pilot, plans are now underway to roll out this activity across the whole city. A recruitment process of additional Citizens Panel members will be required to bring the panel membership up to 5000 members. That would offer about 500 panel members for each Area Committee area.

2.3 Area Delivery Plans

The Area Delivery Plans (ADPs) represent the primary strategy for Area working in Leeds. The community engagement work programme has a direct link to the cycle of Area Delivery Plan updates that culminate with sign-off by Area Committees and the Executive Board each year. Key elements of the work programme are listed within the ADPs and in some cases actually support the monitoring of certain ADP actions.

3.0 Main Issues

The West North West area management team has developed a community engagement programme that consists of the following elements:

3.1 Citizens Panel

The programme uses the Leeds Citizens Panel as a population sample from which to undertake community engagement at the Wedge and Area levels. Area Management have secured agreement with Corporate Communications to have access to membership database for undertaking consultation activities.

3.2 Research

Building on the quality of population sample that the Citizens Panel provides, the team have developed the use of two qualitative and complementary research methods by which panel members have been consulted.

- Online Surveys

A programme of quarterly surveys distributed to citizens panel members through Talking Point has been developed. The first of which is the "Community Safety and Environment Survey" which was undertaken in March 2010 and received 71% response rate. A further 3 surveys on a range of themes are planned for the 2010-11 financial year.

- Focus Group Sessions

To complement the surveys, a series of focus groups sessions with the Citizens Panel members have been commissioned to the external research agency, Enventure who will undertake one focus group session in each of the four Areas.

Area Management have undertaken the recruitment to focus group sessions while Enventure will facilitate the sessions and provide a report setting out the findings.

3.3 Area Web Pages

Area Management has developed a series of Leeds City Council webpages: 1 for the wedge and one for each of the four Area Committee Areas in the West North West part of the city. <http://www.leeds.gov.uk/wnwareamanagement> These web pages provide a broad range of information to visitors and serve to raise the profile of work of the Area Committees and Area Management Team and highlight the value of the Area Delivery Plans.

A project team within the WNW Area Management have been assembled to oversee the development of the Area Web Pages as part of community engagement programme. They have liaised closely with Corporate Communications and IT to undertake the development of the web content.

3.4 Area Charter

Following the success of the ENE Area Charter pilot, the team have begun to investigate how a similar approach can be undertaken in the WNW. A printed Area Charter for each of the 4 areas in the wedge will form an important component of the team's community engagement programme in 2010-11. 2000 copies of the Area Charters will be printed (500 X 4 Areas).

The development of high quality web content has reduced some of the need for the team to invest in the production of printed materials, but there is a recognition that print media will continue to be part of how information is communicated to communities at the Area level.

4.0 Implications For Council Policy and Governance

4.1 There are no implications for council policy or governance

5.0 Legal and Resource Implications

5.1 There are no legal or resource implications

6.0 Conclusions

6.1 The introduction of the Citizens Panel to the community engagement programme in the West North West has clearly increased the number and demographic representation of local people contributing their views. This toolkit of engagement provides a robust framework for driving service improvement and supports a process of local decision making.

6.2 The high rates of response received from the Community Safety and Environment survey and the detail of the findings received from the focus group sessions has enabled the team to significantly improve the quality of the team's engagement activities.

- 6.3 The content of the Crime and Grime survey has been developed in close partnership with a range of the environment and community safety partners who have committed to use the findings of the research to inform their programme of service planning.
- 6.4 The development of a web page for the WNW wedge and one for each of the 4 areas represents a considerable step forward in how the public is able to access information about the area and will provide a useful means by which members of the public can be directed to online surveys.

7.0 Recommendations

Members of the Area Committee are recommended to:

1. Note the scope and content of the WNW Area Management Team's Community Engagement Programme and make any comment as necessary.
2. Consider, and provide feedback on the use of the Citizens Panel as part of a wider tool for community engagement.

Background Papers

None



Leeds
CITY COUNCIL

Originator: Trudie Canavan

Tel: 0113 3952395

Report of The Director of Environment and Neighbourhoods Directorate

Meeting: West (Outer) Area Committee

Date: 10th September 2010

Subject: Community Centres Report

<p>Electoral Wards Affected:</p> <p>All</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

The management of Community Centres became a delegated function of area committees in 2006-07. Delivering the Community Centres function in the current financial climate will be extremely difficult. With budgets under increasing pressure over the next few years, it will be difficult to meet the expectations that were originally set out to Area Committees when this function was created.

A review of all the Area Committee delegated and enhanced functions will take place in the Autumn to assess progress to date and look at practical arrangements which make the functions more robust. It will also begin to look at how service efficiencies can be made through better integration and, in some service areas, rationalisation of locally based services. Central to the review will be the aim of putting Area Committees at the very heart of local decision making and service accountability

The portfolio of centres to be managed by the Area Committees was created by the transfer of centres from the former Neighbourhoods and Housing and Learning and Leisure Directorates. The sponsoring service is currently the Regeneration Service. There are currently 71 centres across the city, 24 of which are leased out to voluntary organisations while 47 are directly managed by the council.

This report provides Area Committees with details of their actual expenditure for the 2009/10 financial year, information on the 2010/11 budget allocations for their centres, details of maintenance issues that have been dealt with by Corporate Property Management, rental support awarded to leased centres and other issues associated with the local portfolio of the Committee and the development of local action plans. The area committee is asked to consider the issues raised in the report and agree actions as appropriate.

Purpose Of This Report

1.0 This report provides:

- Actual spend against budgets for 2009/10
- Budget allocations for 2010/11
- Details of investment made via Corporate Property Management service (CPM) in 2009/10
- Rental support to leased centres for 2010/11
- Area specific information for each of the centres in the portfolio

2.0 Background Information

2.1 The Community Centres delegated function forms part of Leeds City Council's constitution, which provides the framework within which the council conducts its business and makes decisions. The constitution describes who is responsible for making decisions and how decisions are taken.

2.2 The Area Committee is asked to note that Appendix 3 to the report is exempt under Access to Information Procedure Rule 10.4 (3) 'information relating to the financial or business affairs of any particular person (including the authority holding that information)'. The public interest in maintaining the exemption outweighs the public interest in disclosing the information as the market valuation of office space within its community centres is confidential between Leeds City Council and the client user.

2.3 A detailed report outlining the delegation description was presented to all 10 Area Committees in October/November 2009. The delegation includes:

- The management of controllable revenue budgets
- Making investment decisions from their own Well Being budgets and applications for capital from the Councils Major Maintenance Fund
- Responsibility for setting charges and discounts for centres in their area within a common framework, and agree a schedule of charges for implementation.
- Allocating capital receipts arising from the disposal of a community centre to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.

2.4 In addition, Area Management Teams on behalf of the Area Committees were given responsibility for the following functions:

- Liaising with users, user groups, Members and Area Committees on issues relating to centres in their area
- Developing proposals for re-shaping the portfolio
- Developing capital schemes and funding packages

- Monitoring the service level agreement for centres in their area and capital and revenue budgets
- Ensuring that leases and licenses are in place and reviewed periodically
- Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage

3.0 2009/10 Budget Position

3.1 Table 1 sets out the year end budget position for 2009/10 for the city wide portfolio – budget v actual + income, while Table 2 shows the position for Outer West area committee for the same period. Appendix 1 provides detail of the budget v actual + income for each centre.

Table 1 – City Wide Year End Out-turn 09-10

COMMUNITY CENTRES - OUTTURN POSITION 09/10			
TOTAL COMMUNITY CENTRES	<u>Budget 09/10</u>	<u>Outturn 09/10</u>	<u>Variance</u>
	£	£	£
Controllable			
Caretaking Costs	1,015,180	919,605	-95,575
Premises Costs	581,330	555,937	-25,393
Supplies & Services	41,140	161,141	120,001
	1,637,650	1,636,683	-967
Income			
Internal	-260,590	-173,292	87,298
External	-265,270	-210,100	55,170
	-525,860	-383,392	142,468
Net Controllable	1,111,790	1,253,291	141,501
Non-Controllable			
CPM Management Fee	241,630	240,122	-1,508
NNDR (Business Rates)	197,810	193,689	-4,121
Insurance	26,100	27,390	1,290
CPM Maintenance Charge	467,590	458,207	-9,383
Capital Charges	1,082,230	1,212,460	130,230
	2,015,360	2,131,868	116,508
Net Budget	3,127,150	3,385,159	258,009

Table 2 – Outer West Year End Out-turn 09-10

OUTER WEST		<u>Budget</u> <u>09/10</u>	<u>Outturn</u> <u>09/10</u>	<u>Variance</u>
		£	£	£
Controllable				
	Caretaking Costs	5,220	4,810	-410
	Premises Costs	8,700	8,827	127
	Supplies & Services	100	0	-100
		14,020	13,637	-383
Income				
	Internal	0	0	0
	External	-8,260	-7,025	1,235
		-8,260	-7,025	1,235
Net Controllable		5,760	6,612	852
Non-Controllable				
	CPM Management Fee	3,520	2,200	-1,320
	NNDR (Business Rates)	3,790	3,783	-7
	Insurance	0	0	0
	CPM Maintenance Charge	13,600	13,600	0
	Capital Charges	31,030	40,146	9,116
		51,940	59,729	7,789
Net Budget		57,700	66,341	8,641

3.1 Savings to be retained

It has been agreed that Area Committees can retain net revenue savings from across their portfolios, to support investment priorities within local centres. The table at 3.0 identifies that the net revenue balance for the Outer West committee at the end of 2009/10 was in deficit to £8,641. This means that there is no net revenue saving to be retained.

3.2 City wide budget information for 2010/11

Budget Heading	Controllable £,000	Non- Controllable £,000	Total £,000	Notes
Caretakers	£1,034,560			
Premises	£562,420			
Supplies & Services	£84,650			Licenses & telephones
Income (internal)	- £193,340			LCC depts.
Income (external)	- £332,130			
Management Fee		£242,320		CPM
NNDR (business rates)		£192,760		
Insurance		£39,950		
Capital charges		£1,214,580		
CPM Maintenance budget		£387,570		Budgets now devolved to CPM
CPM City Buildings Charge		£257,880		Morley Town Hall
Central Recharges		£151,690		Legal, professional fees etc
Grand Total	£1,156,160	£2,486,750	£3,642,910	

* Overheads budget for central recharges and support e.g. legal / professional fees, are not included within this budget.

- 3.3 The non-controllable budgets are managed by finance and include; capital charges, business rates, insurance and CPM service management costs.
- 3.4 For 2010/11 CPM have levied a management charge of £242,320k for services provided to directly managed centres. This will be allocated to community centres in proportion to their overall spend on staff and running costs. Centres with higher operational costs will therefore attract a higher proportion of the management fee. If Centre A's staffing and running costs represent 5% of the total community centre budget then they will attract 5% of the management fee. If Centre B's running costs represent 10% of the total community centre budget then they will attract 10% of the management fee. This would continue until the full 100% has been allocated.
- 3.5 The Regeneration Service and CPM have recently renegotiated a Service Level Agreement (SLA) which sets out the roles and responsibilities covered by each service in relation to the management of community centres within the portfolio.

3.6 Area Committee 2010/11 budget information

For 2010/11 the Outer West Area Committee has been delegated (controllable budget) £11,390. A summary of the budget for each centre is outlined in the table below.

Centre Name	Delegated Budget 2010/11	Notes
	£,000	
Calverley Mechanics	7,300	
Lower Wortley (leased)	310	
Swinnow (leased)	80	
Westroyd Annexe (leased)	3,700	

Appendix 2 of this document provides a detailed breakdown of the controllable budgets delegated to each of the centres in the committee's portfolio.

3.6 Income

All Area Committees have now agreed their pricing and lettings policies for the hire of space in community centres, the policies will be implemented from 1st October 2010.

In order to support Area Committees to generate income to invest in improvements to their local portfolio, it was agreed that a new procedure is put in place from 1st April 2010, which enables Area Committees to retain new income over and above the agreed income targets (based on previous years income).

For 2010/11 the Outer West Area Committee has an income target across the whole portfolio of £7,500. Subject to the overall revenue budget balancing, any income achieved over and above this amount, will be retained by the committee in 2011/12.

3.7 Capital Budgets

A ring-fencing arrangement for capital receipts arising from the disposal of community centre assets was agreed by Executive Board in 2006 and was incorporated into the Capital Strategy and Asset Management Plan 2007-08. This allows for up to 100% of the receipt to be retained by Area Committees to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.

3.8 In 2009/10 there were no disposals in Outer West.

3.9 Area Committee proposals need to be supported by an individual business case which should be compiled prior to finalising the sale of the asset, for consideration by the Asset Management Board (AMB). Proposals with a total value of less than £100K require AMB support and final approval by the Director of Resources.

Proposals for more than £100k require Executive Board approval. Further advice will be provided to Area Committees to develop their proposals on a case by case basis.

4.0 Rental Support

4.1 Rental Support for Leased Out Centres

A rental support programme for leased centres is currently administered by the Regeneration Service through an annual assessment process and is based on a market rental assessment of the property. In the Outer West Area the following organisation benefit from this arrangement:

Organisation	Centre	Market rent assessment	Rental Support Approved by RMT (30 April 2010)	Rent payable 2010/11	% of rent payable
Lower Wortley Community Association	Lower Wortley Community Centre	£19,000	95%	£950	5%

4.2 Rental Support for Permanent Users of Office Accommodation and Activity Space

The Executive Board report of March 2006 specifies that Rental Support Agreements are put in place for organisations that are providing community services from Community Centres which meet local priorities.

Market rental assessments have now been carried out for all permanent occupiers of accommodation, including offices and activity space, in community centres. The table at appendix 3 provides details of the organisations, activities and the value of the market rental assessment (MRA). It also outlines whether the organisation currently pays a fee, not necessarily the MRA rate, for the space they occupy.

As is evident from the table, most organisations do not pay for space occupied. Work is ongoing to develop a fair charging policy for organisations with permanent use of accommodation. This will be presented to a future area committee meeting for discussion.

5.0 Maintenance Update

The CPM Service, Resources Directorate is responsible for building maintenance of all Council buildings and miscellaneous land (except schools and ALMO housing property) and provides facilities management for community centres. All revenue maintenance budgets have been consolidated to form a corporate building maintenance budget which has been managed by CPM since 1 April 2009. As a result, the repair maintenance of community centres is no longer part of the delegated function for Area Committees. See Appendix 4a and 4b for maintenance update/spend on Outer West Community Centres.

- 5.1 Work has taken place within community centres portfolio in 2009/10 at Calverley Mechanics Institute centring on health and safety issues in relation to flooring and lighting. Further works are planned for 2010/11 and currently being collated into an action plan for the centre, see section 6.

6.0 Update on Outer West Area Committee Portfolio

- 6.1 An action plan of work required at Calverley Mechanics Institute is currently being collated by Area Management, and has been produced in conjunction with Neighbourhood Services Team and Corporate Property Maintenance for 2010/11. Work centres around painting walls and windows, some re-plastering, new curtains and addressing the issue of rainwater seepage into the men's toilets. The work needed has been prioritised, and some of the painting and provision of new curtains will be addressed by Oct 2010.
- 6.2 Unfortunately, the Swinnow Management Committee has recently disbanded, although, at least one member of the Committee has indicated that they would be willing to play a part in a future Committee. The Outer West Area Committee has agreed to fund a Development Worker post for the Swinnow area with a remit of developing working to support Tenants and Residents groups, whilst delivering activities with partner agencies e.g play area, knitting group, arts and crafts, sign posting people to training courses etc. It is intended, to add to this Development Workers remit (who will be supplied by Healthy Living Network) the task of trying to establish a new committee for the centre, from residents who attend the newly formed groups.
- 6.3 As part of the improvements works that have taken place on Lower Wortley Road, new heritage style railings have been installed to the side of Lower Wortley Community Centre. Unfortunately, the requested insertion of a gate to these railings, to allow the centre to enter the grassed area and remove litter was not adhered to, and this will now be rectified as part of the defects period for the project.

7.0 Performance Management and Reporting

7.1 Baseline Position and key targets for the Service

Area Committees will receive mid year and year end budget update reports. Reports on key issues affecting centres in the committee's area will be provided alongside these.

- 7.2 From April 2011 reports will be available on the level of bookings in each centre, potential income and level of waived fees. This will enable area committees to identify centres that are well / under used etc which can help inform future management and development plans.

7.4 Reporting Arrangements

Performance will be reported to area committees twice a year, at the June/July and Nov/Dec committee cycles.

8.0 Equality Considerations

There is a perception that some centres are only accessible to some sections of the community. All centres need to demonstrate that they comply with the Council's equality commitments. This applies to both directly managed centres and leased centres. Advice and guidance and appropriate monitoring procedures need to be developed and implemented to better address this issue. This work will be incorporated within the centre action plans as they are developed.

9.0 Implications for Council Policy and Governance

The community centre issues detailed in this report comply with agreed Council policy and governance arrangements.

10.0 Consultation

Members and centre users have been consulted on the delegation of community centres for a number of years. Discussion has also taken place with the 10 Area Chairs, Area Management Teams and colleagues from Corporate Property Management (CPM) in compiling this report.

11.0 Legal and Resource Implications

The Community Centres delegated function allows the Area Committees to retain revenue savings which are made within the financial year, to enable them to deliver on their investment priorities, as identified within their local action plans or Area Delivery Plan.

12.0 Conclusions

- 12.1 This report provides Area Committees with details of the actual expenditure for the community centres in their area for the 2009/10 financial year, information on the 2010/11 budget allocations for their centres, details of maintenance issues that have been dealt with by Corporate Property Management, rental support awarded to leased centres and other issues associated with the local portfolio of the Committee and the development of local action plans. The area committee is asked to consider the issues raised in the report and agree actions as appropriate.

12.0 Recommendations

The Outer West Committee is asked to agree the content of this report and to comment on any issue raised.

Background Papers

None

Appendix 1:

	Expenditure			Income			Net
	<u>Budget 09/10</u>	<u>Outturn 09/10</u>	<u>Variance</u>	<u>Budget 09/10</u>	<u>Outturn 09/10</u>	<u>Variance</u>	<u>Variance</u>
	£	£	£	£	£	£	£
Lower Wortley Community Centre	310	852	542	0	0	0	542
Swinnow Community Centre	0	71	71	0	0	0	71
Calverley Institute	12,710	12,134	-576	-7,500	-6,263	1,237	661
Westroyd Annex	1,000	580	-420	-760	-762	-2	-422
	14,020	13,637	-383	-8,260	-7,025	1,235	852

Appendix 2:

	<u>Caretakers</u>	<u>Premises</u>	<u>Supplies</u>	<u>Total Expend</u>	<u>Intl Income</u>	<u>Extl Income</u>	<u>Total Income</u>	<u>Net Cost</u>
LOWER WORTLEY CC (TO BE LEASED)	0	310	0	310	0	0	0	310
SWINNOW CC (LEASED)	0	80	0	80	0	0	0	80
CALVERLEY INST	8,390	6,410	0	14,800	0	-7,500	-7,500	7,300
WESTROYD ANNEX	0	3,700	0	3,700	0	0	0	3,700
TOTAL OUTER WEST	8,390	10,500	0	18,890	0	-7,500	-7,500	11,390

Appendix 3 Information Relating to Market Rental Assessment info referred to in 4.2

Outer West

Centre	Organisation	Activity	Market Rental Assessment	Currently pays
Calverley Mechanics	Pre-school Nursery	Childcare	TBC	£0

Environment and Neighbourhoods - Regeneration & Area Management (incl Jobs and Skills)

Community Centres as at 10 August 2010

(Actual Costs)

2009/10

1st Quarter
2010/11

1 April 2009 to 25 March 2010
26 March 2010 to 30 June 2010

					Actual	Actual
					1 April 2009 to 25 March 2010	26 March 2010 to 30 June 2010
Allerton Bywater Welfare Hall (AKA Cricket Club)	03509ABW	AA0172	ASSET/2142/BLDG	Centre	67	0
Allerton Bywater Youth and Adult Centre Leeds F	03509ALLO	LT1069	ASSET/0213/BLDG	Community centre	477	224
Alston Lane Community Centre	03509ALS0	AA0158	ASSET/0212/BLDG	Community Centre	1847	398
Bangladeshi Centre (Roundhay Rd)	03509BAN0	AA2001	ASSET/0210/BLDG	Community Centre	200	0
Barleyfields Youth Centre	03509BAR0	AA2002	ASSET/0209/BLDG	Community Centre	1561	0
Beckett Park Centre	03509BEC0	AA0173	ASSET/4157/BLDG	Community Centre	0	0
Blackburn Hall - Commercial Street - Rothwell - L	03509BLA0	AA0156	ASSET/2143/BLDG	03142000000	4750	0
Boston Spa YC	03509BOS	AA0175	ASSET/0206/BLDG	Youth & Community Centre	771	0
Burley Lodge Centre 42-46 Burley Lodge Road			ASSET/5147/BLDG	Community Centre	0	0
Calverley Mechanics Institute - Blakett Street - C	03509CAL0	AA0152	ASSET/1294/BLDG	03134000000	4472	1345
Chapeltown, Louis Street No 53	03509LOU0	AA3050	ASSET/4926/BLDG	Community Centre	0	0
Churwell Community Centre (AKA Churwell Paris	03509CHU	AA0176	ASSET/2471/BLDG	Community Centre	317	0
Cranmore & Raylands Community Centre	03509CRA	LA0954	ASSET/0517/BLDG	E&N Reg Centre	0	0
Cross Green YC (Otley)	03509CRS0	LT1047	ASSET/0187/SITE	Site Record	319	272
Cross Green YC (Otley)	03509CRS0	AA2004	ASSET/7012/BLDG	Community Centre	2687	573
Crossgates Community Centre Maryfield Avenue	03509CRO0	AA0160	ASSET/0188/BLDG	Community Centre	5406	0
Deepdale Community Centre	03509DEE	AA0178	ASSET/4819/BLDGC	Community Centre	0	0
East Ardsley Community Centre	03509EAS	AA0179	ASSET/0519/BLDG	Community Centre	0	0
Ebor Gardens Community Centre	03509EBO	AA2005	ASSET/0185/BLDG	Community Centre	1135	361
Fairfield Community Centre	03509FAI0	AA0180	ASSET/0516/BLDG	Community Centre	1195	745
Fieldhead Youth and Adult Centre, Whinmoor	03509FIE0	AA2006	ASSET/5943/BLDG	Community Centre	5036	269
Firthfields Community Centre	03509FIF0	AA0181	ASSET/5939/BLDG	Community Centre	194	0
Garforth Miners' Welfare Hall	03509GAR	AA0151	ASSET/2139/BLDG	Community Centre	505	0
Gildersome Youth Club Street Lane	03509GYC0	AA2007	ASSET/0183/BLDG	Youth Centre	17667	178
Greenacre Hall, Rawdon	03509GRE	AA0182	ASSET/2193/BLDG	Community Centre	0	0
Harehills Place Community Centre	03509HAR	AA2008	ASSET/0756/BLDG	Community Centre	3123	0
Headingley Community Centre North Lane	03509HEA	AA0166	ASSET/0179/BLDG	Community Centre	2940	0
Henry Barren Centre	03509HEN0	AA0157	ASSET/0178/BLDG	Community Centre	1631	2591
Holbeck Youth Centre			ASSET/0177/BLDG	Community Centre	0	0
Kentmere Community Centre	03509KCC	AA2010	ASSET/0175/BLDG	Community Centre	1793	830
Kippax Community Centre, Gibson Lane	03509KPx	AA0185	ASSET/0514/BLDG	Community Centre	387	0
Kippax Youth Centre, Crosshills (AKA Kippax Ka	03509KIP0	AA2011	ASSET/0181/BLDG	Community Centre	0	0
Lewisham Park Centre	03509LEW	AA2033	ASSET/0585/BLDG	Community Centre	6571	221
Lincoln Green Youth Base Cromwell Mt No 29	03509LGB	AA2013	ASSET/0173/BLDG	Community Centre	150	144
Little London Community Centre	03509LIT0	AA2014	ASSET/0172/BLDG	Community Centre	3445	0
Lower Wortley Community Centre	03509LOW	AA0165	ASSET/9037/BLDG	Community Centre	1679	0
Mandela Centre	03509MAN	AA2015	ASSET/0154/BLDG	Community Centre	1994	265
Meanwood Community Centre	03509MEA	AA0016	ASSET/0171/BLDG	Community Centre	0	0
Methley Village Centre	03509MET	AA2017	ASSET/0170/BLDG	Community Centre	1932	508
Micklefield Youth Club	03509MIC0	AA2018	ASSET/0169/BLDG	Community Centre	607	725
Middleton Skills Centre	03509MID0	AA0168	ASSET/0168/BLDG	Community Centre	7014	139
Morley Town Hall		AA0017			12985	616
New Wortley Community Centre	03509NWC	AA3070	ASSET/4865/LAND	Community Centre	0	0
Nowell Mount Community Centre	03509NOW	AA2019	ASSET/4864/BLDG	Community Centre	725	0
Old Cockburn Sports Hall	03509OLD	AA2020	ASSET/0157/BLDG	Community Centre	1339	1133
Otley Civic Centre Cross Green LS21 1HD	03509OCC	AA0150	ASSET/2157/BLDG	Community Centre	1942	0
Palace Project	03509PAL0	AA2022	ASSET/0159/BLDG	Community Centre	6110	52
Peel Street Community Centre, Morley	03509PEE0	AA0170	ASSET/0155/BLDG	Community Centre	0	0
Richmond Hill Community Centre	03509RIC0	AA0169	ASSET/0069/BLDG	Community Centre	2139	0
Rose Lund Centre - John O'Gaunt's Recreation G	03537JOB0	LT1140	ASSET/2281/BLDG	11001ROS00000000	1379	109
Sandford Community Centre	03509SAN	AA0159	ASSET/0165/BLDG	Community Centre	0	0
Shantona Centre	03509SHA0	AA2023	ASSET/6801/BLDG	Community Centre	268	86
South Gipton Community Centre (AKA South Sea	03509SOU0	LT1078	ASSET/0160/BLDG	Community Centre	3711	128
St Gabriel's Community Centre	03509GAB	AA2024	ASSET/0151/BLDG	Community Centre	670	280
St Gregory's Youth Adult Training Centre - Stank	03536STG0	AA2025	ASSET/0832/BLDG	03247000000	8093	283
St Matthews Community Centre	03509STM	AA2026	ASSET/0202/BLDG	Community Centre	2615	187
Stanhope Drive Centre, Horsforth	03509STD0	AA3075	ASSET/0201/BLDG	Community Centre	84	0
Strawberry Lane Community Centre	03509STR	AA2028	ASSET/0200/BLDG	Community Centre	8629	386
Swinnow Community Centre	03509SWI0	AA0186	ASSET/0512/BLDG	Community Centre	2955	93
Tingley Youth and Community Centre (AKA West	03509WAR	AA2029	ASSET/0197/BLDG	Community Centre	515	0
Treetops Community Centre (Formerly Shadwell L	03509TRE0	LH0965	ASSET/8510/BLDG	Community Centre	1532	60
West Ardsley Community Centre	03509WAC	AA0189	ASSET/5169/BLDG	Community Centre	31	0
Weston Lane Community Centre	03509WES	AA0163	ASSET/0196/BLDG	Community Centre	3588	790
Westroyd Park Annexe (AKA Westroyd Studios) Fa	03509WPA	LH0138	ASSET/0354/BLDGC	Community Centre	485	0
William Gascoigne	03509WILO	AA3089	ASSET/0195/BLDG	Community Centre	1970	82
Windmill Youth Centre, Rothwell	03509WIN	AA2030	ASSET/0192/BLDG	Community Centre	2715	0
Woodhouse Community Centre	03509WDH	AA2031	ASSET/0194/BLDG	Community Centre	1101	86
Yeadon Town Hall - Town Hall Square - High Str	03508YEA0	AA0159	ASSET/1293/BLDG	03136000000	3759	0

Total	151212	14159
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Environment and Neighbourhoods - Regeneration & Area Management (incl Jobs and Skills)

Community Centres as at 10 August 2010

(Actual Costs)

2009/10

**1st Quarter
2010/11**

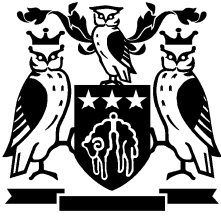
1 April 2009 to 25 March 2010 **26 March 2010 to 30 June 2010**

					Actual	Actual
Calverley Mechanics Institute - Blakett Street	03509/CALC	AA0152	ASSET/1294/BLDG	03134000000	4472	1345
Lower Wortley Community Centre	03509/LOW	AA0165	ASSET/9037/BLDG	Community Centre	1679	0
Swinnow Community Centre	03509/SWI	AA0186	ASSET/0512/BLDG	Community Centre	2955	93
Westroyd Park Annexe (AKA Westroyd Studios) F	03509/WPA	LH0138	ASSET/0354/BLDGC	Community Centre	485	0

E&N Regeneration (Community Centres Extract)

UNiform Asset Ref	Site Name	Use	Asset Management Condition Survey Date	Comments	General Maintenance Work Completed	Date Electrical Testing Completed	Electrical Testing Cost	Heating Service Cost	Fire Alarms/Em Ltg Cost	Other Works Completed
ASSET/1294/BLDG	Calverley Mechanics Institute	Community Centre	Oct-01		Backlog Maintenance currently underway M&E will need looking at to bring the grade up to an A			£275	£768	£40,000
ASSET/9037/BLDG	Lower Wortley Community Centre	Community Centre		LEO IRL - CPM externals and boiler responsibility				£310	£768	
ASSET/0512/BLDG	Swinnow Community Centre	Community Centre	Aug-02	070710 Management group handed keys back to Leeds City Council on 5 July.	17th Edition Electrical testing completed 2010	2010	£1,503			
ASSET/0354/BLDGC	Westroyd Park Annexe (AKA Westroyd Studios) Farsley	Community Centre		LEO: Farsley Arts Club Not FRI. Rent free period expires 130310.					£190	
Total							£63,699	£13,140	£42,526	£214,100

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Originator: S.J.Woodhead

Tel: 0113 3367865

Report of the Director of Environments and Neighbourhoods

West (Outer) Area Committee

Date: 10th September 2010

Subject: Wellbeing Projects 2009-10 – Progress 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

This report provides Members with an update of wellbeing projects funded in the 2009-10 financial year (which supported the 2008-2011 Area Delivery Plan), and asks them to note this progress.

1.0 Purpose Of This Report

1.1 The purpose of this report is to provide Members with an update of wellbeing projects funded in 2009-10, outlined at Appendix 1.

2.0 Background Information

2.1 The 'Corporate Planning Framework – A One Council Approach' September 2007 stated that Area Delivery Plans (ADP) would set out how an area contributes to achieving strategic outcomes and improvement priorities as set out in the Leeds Strategic Plan and the Thematic Priority Plans.

2.2 The ADP for 2008/9 – 2010/11 was developed under the headings/themes contained within the Vision for Leeds (which all had specific implications for equality and diversity, community cohesion and narrowing the gap) and would be a local expression of the city's commitment to the Local Area Agreements and partnership working. The themes are:

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

2.3 The well-being projects that are agreed by the Outer West Area Committee, support the above themes.

3.0 Main Issues

3.1 As Members can see from Appendix 1, it is pleasing to note that progress has been made in the projects funded by the wellbeing budget.

3.2 The Committee is asked to note that where no response is showing from the recipient of the funding on the progress of the project, this reflects the fact that no response was received by the Area Management Team, even though, original letters seeking this information, and reminders have been sent.

4.0 Implications For Council Policy and Governance

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

5.0 Legal and Resource Implications

5.1 There are no legal implications arising from the agreeing of wellbeing projects. Resource implications are the impact upon the Area Committee's Wellbeing budget, and the resource of staff time spent organizing the projects.

6.0 Conclusions

6.1 The well-being projects continue to provide a local expression of the city's commitment to the Local Area Agreements and partnership working.

7.0 Recommendations

7.1 Members are asked to note the progress made on wellbeing funded projects 2009-10 outlined at Appendix 1, ask questions and make comment where necessary.

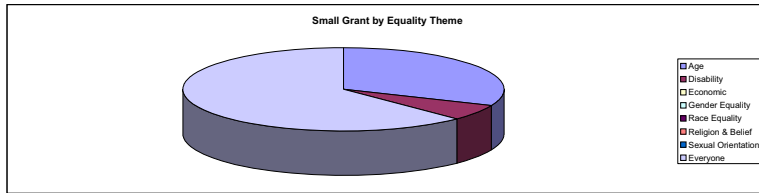
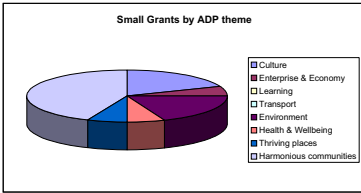
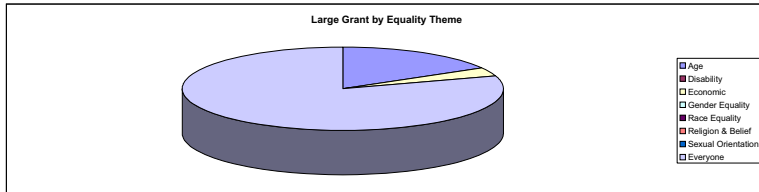
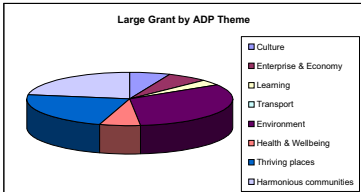
Background papers

None

Outer West Wellbeing monitoring 2009-2010

No.	Project Title	Lead Organisation	Outcomes/Comments	Budget	Match Funding	LCC Match Funding	external match funding	ADP priority	Equality strand
Large Grants									
OW/09/03/L	Safety Central	WY Fire Service	this project is now starting in the 10/11 financial year The event was held on 4th July 2009 with around 4000 people attend, this was a range of people from young babies to older people. This allowed for intergenerational working to break down some of the barriers. Some of the younger people involved in the FYDP helped out and supported people to have a fun time. A number of partner agencies were on hand to help out and provide a great event for all who attended. events on the day included: a radio station on the day, football coaching, street theatre, storytelling, gardening zone, beach zone, circus skills, arts & crafts, giant inflatables and a slipper exchange.	£25,000.00	£25,000.00	£25,000.00	£0.00	Thriving Places	Everyone
OW/09/01/L	Farsley Community Festival	FYDP	This project finished the year by spending £990.00	£5,500.00	£1,500.00	£0.00	£1,500.00	Culture	Everyone
OW/09/02/L	Skips	LCC AMT	Farmley Cluster each of the events was well attended and provided a number of sessions to children in the area take up 97% Pudsey Cluster lower uptake than Farmley 41%	£2,500.00	£0.00	£0.00	£0.00	Thriving Places	Everyone
OW/09/03/L	Outer West Sports Development	LCC Community Sports	No Response	£5,000.00	£5,000.00	£0.00	£6,000.00	Learning	Age
OW/09/06/L	Site Based Gardeners	LCC Parks & Countryside	this project doesn't end until Aug 2010	£18,884.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/07/L	Disruption Areas	WY Police	No Response	£2,250.00	£2,250.00	£2,250.00	£0.00	Thriving Places	Everyone
OW/09/08/L	Farsley and Woodhall Hills conservation	LCC Development department	Reviews are now completed and available to the public	£10,000.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/09/L	Fuelsaver thermal over flight	LCC Fuelsavers Team	this project has not yet been completed so far Park Spring and Calverley C of E have received a celebration event as Calverley C of E primary school. All children had a go at powering a stereo by pedalling a bike and made a tree identity guide. Park Spring received two meetings to help plan the year and guide them through the sustainable schools pilot scheme that they are involved with. Calverley had a morning of learning about habitats in which they built their own habitat pile. Two year 5 classes at Calverley C of E built bird boxes which they then sold to parents at the Christmas fair. All bird boxes were sold. It was two of the children's second favourite lesson of all time (the lesson on chocolate was first). The children really worked hard to create the bird boxes and the marketing campaign that complemented the sale. Park Spring received an electrical energy monitor which has been fitted to track their energy reduction progress over 4 months. To accompany this we have delivered 4 energy workshops and an assembly raising the issue of climate change and energy efficiency. We hope for the school to have reduced their energy consumption by 10% on last year's amounts over the trial period.	£3,000.00	£27,000.00	£0.00	£27,000.00	Thriving Places	Economic
OW/09/10/L	Green Check project	Groundwork Leeds	throughout the years there has been increased support from residents and interested parties in the village. WB funding has enabled the committee to ensure a high standard of horticultural performance particularly when the judges of Yorkshire in bloom made their assessments in spring and summer. the judges were suitably impressed and special awards were given to the park and its wildfords church grounds. community involvement this year has made for greater floral impact and displays have been in evidence from school, shops, pubs, and residential properties. the committee have achieved a high standard of environmental and floral effort with increased quality of life and wellbeing, silver gilt award given. Pudsey Silver Rose Award Spring: Silver Rose Award Summer: Silver Rose Award Introduction (introductory remarks from the judges) The determination and fighting spirit of the Pudsey in Bloom group is clearly evident through the town, the newly sponsored hanging baskets and barrier baskets have had a positive impact on the town. We were escorted around by a great team of enthusiastic volunteers who have the right sort of get up and go to help continually improve the town for years to come; showing that with a little determination lots can be achieved. The additional volunteers to the group and the work done to secure business support as well as good floral displays throughout the town make Pudsey a worthy entry into the competition.	£2,500.00	£3,500.00	£0.00	£3,500.00	Environment	Age
OW/09/11/L	Calverley in Bloom	Calverley in Bloom	Spring: Silver Rose Award Summer: Silver Rose Award Introduction (introductory remarks from the judges) The determination and fighting spirit of the Pudsey in Bloom group is clearly evident through the town, the newly sponsored hanging baskets and barrier baskets have had a positive impact on the town. We were escorted around by a great team of enthusiastic volunteers who have the right sort of get up and go to help continually improve the town for years to come; showing that with a little determination lots can be achieved. The additional volunteers to the group and the work done to secure business support as well as good floral displays throughout the town make Pudsey a worthy entry into the competition.	£3,000.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/12/L	Pudsey in Bloom	Pudsey in Bloom	A summer floral display included twenty 18" hanging baskets and four, 1metre long barrier troughs were installed along Farsley town street. These flower containers were watered three times a week for a period of sixteen weeks and fed on 6 occasions. At the end of the flowering season all the baskets were taken down. Parks & Countryside service did get many positive comments from the public when carrying out the maintenance activities.	£4,000.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/13/L	Farsley in Bloom	LCC Parks & Countryside	this project was completed in August 2009, the new facilities have allowed the community association to carry out a range of activities and provide a more effective service to the local community. The project was funded through the contribution from Area Committee well-being but also from MICE monies from the local ward Councilors. It is hoped that the improvements will allow more bookings to be taken up by local groups to again increase the level of activities that are available to the community of Swinnow.	£3,000.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/14/L	Swinnow Kitchen	LCC AMT		£5,745.00	£0.00	£0.00	£0.00	Harmonious Communities	Everyone
OW/09/15/L	Service Users	LCC Community Safety	G3 update - No of service users/members who have used transport this quarter to access services 472 No. of journeys provided for members to access services this quarter 6,244 No of Service Users/members who have used transport to attend appointments 13 (Doctors, Opticians etc.) No of shopping trips provided by the scheme during the quarter 35 No service users have required transport to access the charities 2 Day trips have 110 been coordinated in this Quarter Additional Christmas party 469	£6,289.48	£25,700.48	£25,700.48	£0.00	Harmonious Communities	Everyone
OW/09/16/L	Community Transport Scheme	Armley Helping Hands		£7,823.00	£82,489.48	£7,823.00	£74,666.48	Health & Wellbeing	Age
OW/09/17/L	I love west leeds festival		During 2009, there were 39 events including the following highlights: • 'Comings and Goings' – a unique photographic exhibition with HMP Leeds (currently on display in the City Museum) • Bag decorating – involving 2,000 people • Festival Day at Farsley – in partnership with Farsley Youth Development Project (FYDP) • Citizens Orchestra – a new music ensemble for older people • 'Dust' – A partnership with the West Yorkshire Playhouse • 'Play Up, Play Up!' – a new writing/theatre commission • 'Bramley Two Go Shopping' – a new dance piece for Bramley Shopping Centre • A string quartet in Pudsey Library • A bike – in movie in Western Flatts Park in Wortley The following festival outputs for 2009 were achieved: • Festival Events in all five Inner and Outer West wards in shops, libraries, leisure centres, parks and the museum. • 7067 total audience figures • 5437 direct active participants in activities • 99 artists / practitioners employed, supporting the West Leeds Creative economy; • Over 100 volunteers • All ages involved from under 5's at the library story time through to older residents from the neighbourhood network schemes including dementia care who attended and/or took part in the City; • 19 schools worked with across the five wards. Primaries: Armley, 5 Lanes, Bramley St Peters, Ho • Press coverage for festival projects in Yorkshire Evening Post, Yorkshire Post, The Leeds Guide, • Festival short-listed for Culture Led Project of the Year in the National Regeneration and Renewal • Festival used as case study for Yorkshire Futures magazine • Festival delivered seminar at Working with Communities conference for North Yorkshire festival or						
OW/09/19/L	Communication / Consultation	Interplay Theatre		£25,000.00	£85,000.00	£25,000.00	£40,000.00	Culture	Everyone
OW/09/20/L	Tansey Path	LCC AMT	this funding provided a range of activities that supported the delivery of the ADP photos provided as evidence that work has been completed	£1,179.24	£0.00	£0.00	£0.00	Harmonious Communities	Everyone
OW/09/21/L	Off Road Bikes		Nuisance motorcycle calls have been on the increase so far this year. I strongly believe that this is now due to the fact that the community now have a single point of contact (nuisance bike helpline and personal BlackBerry numbers for both of the Off road motorcyclists) to complain re nuisance motorcycles and can physically see positive action being taken when the Police off road motorcyclists attend an area to deal with a complaint. I also believe that the community now feel a huge improvement in the confidence and satisfaction created by the LCC Ward funded Police Off Road Motorcyclists. The bikes delivering positive results in creating a safer community by means of high visibility patrols thereby reducing ASB and its effects.	£5,730.50	£0.00	£0.00	£0.00	Environment	Everyone
		WY Police	For more detailed information please refer to the full report from the off road bikes team	£1,497.00	£0.00	£0.00	£0.00	Harmonious Communities	Everyone
OW/09/22/L	Pudsey Promotion	Leeds Ahead	The above funds were used to support a number of local business/community events in the town of Pudsey. These were the Pudsey Easter event and the promotion of the Shop Local campaign in which we had printed a number of t-shirt, bags, badges, car stickers to highlight the need for people to shop locally. These were handed out free of charge to members of the public to highlight the need for them to support local businesses. At the Easter event we had a number of activity's to attract local people into the town and get them to go up and down the different streets in Pudsey town centre. We had approximately 1800 people attend the event over a 2 day period. The two main objectives were to get more people into the town on a weekend and highlight the need to support the local economy. Other community events we supported were the teddy bears picnic which saw around 70 children and their families attend an afternoon of fun with suitcase circus and a brass band concert. Junior Bands concert where a number of local bands from ages 12-16 performed in market place. An awareness has been created in the local community that it is important to support local business. Businesses are now actively involved in community projects and communicating with one another.	£5,000.00	£0.00	£0.00	£0.00	Enterprise & Economy	Everyone
OW/09/23/L	Victoria Park benches	LCC Parks & Countryside	photos provided as evidence that work has been completed	£2,600.00	£0.00	£0.00	£0.00	Environment	Everyone

OW/09/24L	Calverley Mechanics	LCC CPM	The project was successfully delivered by CPM creating a more welcoming and useable space in the lower floor of Calverley Mechanics institute. The space is now used more effectively by more groups and can be advertised accordingly. There were no significant issues with the scheme and it was delivered as expected. The project will be monitored long term through the community centres action plan that is now in place to support the usage of the centre in the longer term.	£3,045.00	£0.00	£0.00	£0.00	Thriving Places	Everyone
OW/09/25L	Farsley DPPO	LCC Community Safety	Operation "You booze, you lose" commenced on the 18th December 2009 and continued until mid February 2010. During the Op Pudsey NPT staff provided a bespoke patrol plan to the DPPO the Farsley area. This included licensing visits to provide education to both licensees, their staff and customers. The hours of patrol were 1900 - 2400 and involved a pair of officers dedicated to the DPPO area. I view the operation as being a success in so far as there being a large scale compliance with people not being involved in street drinking. Those that did in the vast majority complied with instruction. In terms of sanctions I can provide the following information. 3 Fixed penalty notices for low level disorder. 2 arrests for public order offences. Reduced level in incidents of ASB linked to alcohol. Positive feedback at Pfac meetings.	£5,609.00	£0.00	£0.00	£0.00	Harmonious Communities	Everyone
OW/09/26L	Junior Wardens	Groundwork Leeds	The Gamble Hill Junior Wardens was a successful scheme with 12 young people involved over the 12 weeks. Unfortunately a few of the wardens actually moved away from the estate before the scheme had finished and so the numbers were not consistent. The young people worked well and got stuck into the activities, although I feel that because the session was run straight after school on the school grounds it felt more like an 'after-school club' and the young people were sometimes not very well behaved. However there was not another suitable venue and the advantage of using the school was that there were plenty of grounds we could use to do activities such as sports, planting and so on. On the last session we gave the young people an evaluation form to fill in, so we could find out what they liked and didn't like about the Junior Wardens scheme. Of the 7 young people who filled in the evaluation 6 thought the scheme was excellent and one thought it was good. They enjoyed the arts and crafts stuff the most and getting to play with their friends. Only one young person said they didn't like something- that some of the children were silly and that spoilt it for ever. Mrs Reeve, the head teacher at Greenhill Primary School was extremely pleased with how the sch	£6,499.00	£6,400.00	£0.00	£6,400.00	Harmonious Communities	Age
OW/09/27L	Leaf Blower	LCC Streetscene	No Response	£3,700.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/28L	Farsley Xmas Lights	Leeds Lights	No Response	£2,000.00	£2,275.00	£2,275.00	£0.00	Thriving Places	Everyone
OW/09/29L	Parade Area Lights	Leeds Lights	No Response	£2,000.00	£2,275.00	£2,275.00	£0.00	Thriving Places	Everyone
OW/09/30L	Calverley Cutting	Groundwork Leeds	Works carried out: - carried out pruning works to the trees - Installed 2 No. oak seats at the front of the Cutting near to the Carr road entrance - Laid 1,226m2 of CEDEC red gravel surfacing - Laid 40m2 of Adkaset resin bound gravel to the slope - Installed 3 No. retractable bollards - Installed stone cobbled edgings - Installed a ramp with a gradient of 1:12 for disabled use made from reclaimed stone with a metal handrail and access control - Installed 2 No. oak directional signposts - Installed 1 No. Maintenance field gate - Sowed 300m2 of wildflower seeds - Held a community wildflower plug planting event over 3 hours on the morning of the 15th May 2010. 2,500 wildflower plug plants were planted by 6 adult residents and 6 children - The Dry Stone Walling Association constructed the two stone planters at the Carr Road Entrance and these were planted up by members of Calverley in Bloom on the same day.	£6,000.00	£46,000.00	£28,000.00	£18,000.00	Environment	Everyone
OW/09/31L	Eves Live Film	LCC Streetscene	No response	£2,800.00	£0.00	£0.00	£0.00	Harmonious Communities	Everyone
OW/09/32L	Pudsey Aired Boxes	Leeds Ahead	This item has been deferred to a later committee meeting	£10,000.00	£0.00	£0.00	£0.00	Enterprise & Economy	Everyone
Small Grants				£196,220.74	£302,689.48	£125,623.00	£177,066.48		
OW/09/01S	Stopy Slippers	EAT	grant paid and project delivered	£500.00	£500.00	£500.00	£0.00	Health & Wellbeing	Age
OW/09/02S	Pudsey Carnival	Pudsey Carnival	grant paid and project delivered	£1,000.00	£5,300.00	£500.00	£5,700.00	Harmonious communities	Everyone
OW/09/03S	Mini Bus Volunteers	Extended services	grant paid and project delivered	£500.00	£0.00	£0.00	£0.00	Harmonious communities	Age
OW/09/04S	UV pens	WY police	grant paid and project delivered	£500.00	£0.00	£0.00	£0.00	Harmonious communities	Everyone
OW/09/06S	Calverley noticeboards	LCC AMT	grant paid and project delivered	£401.24	£401.24	£0.00	£0.00	Thriving Places	Everyone
OW/09/08S	Farsley reservoir event	HLN	grant paid and project delivered	£500.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/10S	Wortley Football Club Schools program	Wortley Football Club	grant paid and project delivered	£500.00	£2,200.00	£500.00	£1,700.00	Culture	Age
OW/09/11S	Pudsey Litter Bin	LCC Streetscene	grant paid and project delivered	£350.00	£0.00	£0.00	£0.00	Environment	Everyone
OW/09/12S	Pudsey Arts & Crafts Market	Artemis	on hold	£500.00	£1,130.00	£0.00	£1,130.00	Culture	Everyone
OW/09/13S	St Andrew's Films	St Andrew's Church	grant paid and project delivered	£500.00	£650.00	£0.00	£650.00	Culture	Everyone
OW/09/14S	Purse Alarms	WY police	grant paid and project delivered	£500.00	£0.00	£0.00	£0.00	Harmonious communities	Age
OW/09/16S	Year of the Volunteer	LCC YOTV	grant paid and project delivered	£1,000.00	£3,000.00	£3,000.00	£0.00	Harmonious communities	Everyone
OW/09/18S	Free-D	Community Safety Partnership	on hold	£500.00	£0.00	£0.00	£0.00	Harmonious communities	Age
OW/09/19S	Disability Hate Crime Event	MENCAP	grant paid and project delivered	£1,000.00	£2,500.00	£150.00	£2,350.00	Harmonious communities	Disability
OW/09/20S	Calverley Millennium Project	Calverley Millennium Project	grant paid and project delivered	£500.00	£250.00	£0.00	£250.00	Environment	Everyone
OW/09/21S	Pudsey Easter Celebration	Leeds Ahead	grant paid and project delivered	£500.00	£0.00	£0.00	£0.00	Enterprise & Economy	Everyone
				£9,251.24	£17,631.24	£4,650.00	£12,480.00		





Originator: Tim Taylor

Tel: 395 2846

Report of Health and Wellbeing Improvement Manager

Report to West (Outer) Area Committee

Date: 10th September 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.

Background papers

None

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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Originator: Gill Hunter

Tel: 2243200

Report of the Director of Environments and Neighbourhoods

West (Outer) Area Committee

Date: 10th September 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 9th July 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 Outer West Area

3.0 Main Issues

In the period since the last area committee meeting the focus has remained on issues of priority crime namely house burglary, vehicle crime and also tackling anti social behaviour.

3.1.1 Crime Trends - at the time of preparing this report there is a pleasing reduction in the numbers of house burglaries which are occurring in Outer West. As stated in previous reports, Operation Titan is the forces response to dealing with a sustained rise in house burglaries in Leeds witnessed first in 2009 and running into the first few months of 2010. Operation Titan has seen additional Police Officers coming into the division to supplement our own staff in the efforts to arrest and disrupt known offenders.

Unfortunately there has been a recent rise in vehicle crime in ward 28 Pudsey. This has been prominent since mid June. The offenders are known and are subject to disruption tactics and a positive approach to arrests when evidence is available. Recent weeks have seen reduced numbers of offences but the vigilance has to remain.

In terms of theft of motor vehicles and robbery these are at manageable levels and cause no concern as part of a wider trend of reduced crime numbers.

4.0 Initiatives

Operation Achnaba has been a sustained operation aimed at tackling known criminals in Inner and Outer West. This initiative commenced in June 2010 and is still ongoing. This Operation sees the combined efforts of NPT Officers working alongside Detectives until the early hours of the morning. There have been a number of key arrests of well known offenders and this has had the knock on effect of reducing the numbers of recorded burglaries.

4.1 Cottingley Springs engagement day

An multi-agency engagement day is to take place on the 24th August at Cottingley Springs Travellers site. The purpose of the day is to provide information about access to local services such as the dog chipping service, environmental waste, reporting crime as well as organising some fun activities for the children living at Cottingley Springs.

Positive activities for young people and Leeds Gate are providing a range of activities for young people to get involved with, and the Environmental Team are going to organise the young people in some environmental work. The police are also offering support to raise awareness of crime prevention advice/information and crime stoppers. Research has been conducted around Gypsy and Travellers and has identifies a variety of issues affecting these communities such as health and well being inequalities. This event aims to promote an awareness of partner agencies working in West Leeds and across the city and aims to foster positive relationships with the police with the travelling community.

4.2 Tackling Anti Social Behaviour

The Owlcotes Project is something that we can be proud of. Owlcotes terrace in April saw unprecedented levels of ASB which took the form of criminal damage, street drinking and disorderly conduct. Following good partnership work between the

Police/ASBU/WNW homes/TET and others the level of offending fell. This was due to arrests being made, enforcement action and low level ASB sanctions. Following the recovery then the long term neighbourhood management issues needed to be examined. At this time plans are in place to develop a neighbourhood garden in the location where local people can enjoy the facility.

The development of the garden will take place on 31st August and will involve the community with young people working alongside a range of partner agencies such as the police, West North West Homes, Youth Services, Groundwork and BVTC Community Safety and Area Management . Feedback from the event will be provided at the next Area Committee meeting.

5.0 Implications For Council Policy And Governance

5.1 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.

5.2 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.

6.0 Legal And Resource Implications

6.1 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.

7.0 Conclusions

7.1 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.

8.0 Recommendations

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

Background Papers

No background papers were used in writing this report.

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Report of the Interim Director of Children’s Services

West (Outer) Area Committee

Date: 10th September 2010

Subject : Children’s Services Performance Report

<p>Electoral Wards Affected:</p> <p>All</p> <div style="border: 1px solid black; display: inline-block; padding: 2px;">N/a</div> Ward Members consulted (referred to in report)	<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

To provide the Outer West Area Committee with various Children’s Services performance data disaggregated at Area Committee or Ward level.

1.0 Purpose Of This Report

- 1.1 The purpose of this report is to provide the Area Committee with performance data relating to Children’s Services.
- 1.2 To provide information on the performance data to be provided at the January cycle of meetings.
- 1.3 To provide information on progress and activity that has taken place to improve safeguarding arrangements across the city during 2009-10.

2.0 Background Information

- 2.1 Following the last performance report that was presented in February 2010 an approach was developed and agreed with Locality Enablers which incorporated the feedback from the various Area Committee meetings. It was agreed that performance reports would be presented twice a year – January and September. The report to be taken to the September cycle of meetings would include data covering:

- **Looked After Children (LAC)** - Numbers of LAC - by Ward, 31st March 2010 position
- **Assessments**
 - **NI 68:** percentage of referrals to children's social care going on to initial assessment – by Ward and latest quarterly information available
 - **NI 59:** percentage of initial assessments for children's social care carried out within 7 working days of referral - by Ward and latest quarterly data available
 - **NI 60:** percentage of core assessments for children's social care that were carried out within 35 working days of their commencement - by Ward and latest quarterly data available
- **CAF data**
- **NEET** (end of year figure for NEET as well as the latest monthly figure available)
- **Not Known** (latest monthly figure available).

2.2 The report to be taken to the **January cycle of meetings** will include data covering:

- **attainment** (**NI 75** Proportion of pupils in schools maintained by the authority achieving five or more GCSEs at grades A*-C or equivalent, including English and Maths; and **NI 76** - Reduction in number of schools where fewer than 55% of pupils achieve level 4 or above in both English and Maths at KS2)
- **absence / attendance**
- **exclusions**
- **Ofsted judgements** (Inspection reports published on the Ofsted website – latest data available).

2.3 It is important to note that it is a relatively recent development to be able to provide Ward level performance information in this way. Therefore the data produced for this report will provide a baseline for comparisons for future years.

3.0 Activity To Improve Safeguarding

3.1 A number of activities to improve safeguarding have taken place over the first quarter of the year including:

- Work is ongoing to update existing documentation to more clearly explain thresholds for appropriate levels of support for children and young people across the wide spectrum of need. It is intended to provide this to the Children's Trust Board in September.
- The Practice Standards Manual has been distributed in social care and is in use. The manual sets out the standards of service delivery and details key practice issues to be covered to ensure those standards are routinely met. It provides a quick reference point for practitioners and managers. Training is provided to support implementation.
- Children and Young People's Social Care continue to implement the Practice Improvement Programme. As part of this a programme of audit is being developed that will see more than 1,000 files examined in October and November this year. In addition an ongoing audit process will be developed to ensure continued monitoring and improvement.
- The Interim Head of Safeguarding is working with key colleagues to progress the development of the Integrated Safeguarding Unit, ready for implementation in September.

- The Interim Head of Safeguarding is also overseeing the collection of intelligence on the child protection process. Once the collection of data is complete this will inform resource allocation and improvement activity.
- Children and Young People’s Social Care are also continuing to undertake an analysis of why a higher than average number of children and young people are subject to a child protection plan for two or more years in Leeds.

3.2 In addition, Councillor Blake will oversee a review of the Governance arrangements for Looked after Children with members of the Corporate Carers Group, using the Corporate Parenting toolkit and self assessment developed by the National Children’s Bureau. This will ensure the structures and systems that are in place to undertake Corporate Parenting responsibilities are in line with best practice and meet the criteria for excellence as outlined in Ofsted reports.

4.0 Numbers Of Looked After Children

4.1 The numbers of looked after children continue to rise as do the numbers of referrals made to Children and Young People’s Social Care. There is no evidence to suggest that thresholds for children entering local authority care are too low, and the continued rise seen in Leeds mirrors many other local authorities across the country. Since quarter four, 2009-10 the numbers of looked after children has increased by 19 as indicated in the table below (**disaggregated data for the numbers of looked after children by originating Ward can be found at Appendix 1**).

City-wide Position						
PI Ref.	Title	Frequency & Measure	Base-line	2009/10 Result	2010/11 Target	Q1 2010/11 result
LSP-HW2b(i) a	Number of looked after children (excluding unaccompanied asylum seekers)	Quarterly Numerical	1281 (07/08)	1362	Not Applicable	1381 provisional
LSP-HW2b(i) b	Number of children looked after - expressed as a rate per 10,000, excluding unaccompanied asylum seekers	Quarterly Rate	83.8 per 10,000 (07/08)	89.1 per 10,000	Not Applicable	90.7 provisional (child population is 152,200)

4.2 Work continues to be carried out to identify young people who are able to safely return to their families and to ensure appropriate levels of support are maintained following their rehabilitation. This has now been extended to include 16 and 17-year olds who are spending increasing amounts of time with their families and are able to be supported to return to the full-time care of their families. A HOSDAR (Head of Service decision and review) Panel has been established and meets weekly. The panel considers any new requests for children and young people to be accommodated, or for care proceedings to be instigated. The Panel has met five times since the end of June 2010 and continues to meet weekly.

4.3 Further analysis is required in order to better understand the characteristics and trends relating to the looked-after population. This will involve looking at the demographics of looked after children and analysing which ethnic groups have a disproportionate number of children going into care.

5.0 Referrals To Children And Young People Social Care And Common Assessment Framework (CAF)

5.1 NI 68, the percentage of referrals to children’s social care going on to initial assessment can act as a proxy measure for several issues. For example higher levels of referrals going onto become initial assessments demonstrates that the wide range of referrers understand the thresholds of children’s social care and are referring appropriately. The national average is 66.5% based on all local authorities for 2008-09 (**disaggregated data for the percentage of referrals to children’s social care going on to initial assessment by Ward can be found at Appendix 2**).

City-wide Position						
Reference	Title	Frequency Base- & Measure line		2009/10 Result	2010/11 Target	Q1 2010/11 result
NI 68	Percentage of referrals to children's social care going on to initial assessment	Annual %	56.8%	60.7% (provisional result)	70%	62.5% (6,763/10,817 = (rolling 12 month figure)

5.2 It is anticipated that several work streams will coalesce to impact on the number of inappropriate referrals to Children and Young People’s Social Care, allowing the Service to concentrate on those individuals who require their support.

5.3 The Children’s Screening Team, which is based at the Contact Centre has been fully operational since 29 April 2010. The team is tasked with distinguishing between Requests for Service (RFS) and referrals, ensuring the RFS are dealt with by other areas of Children’s Services. The team is now made up of 4 qualified social workers who are able to use their knowledge and experience to determine whether a call is a referral or RFS. This will cause the percentage of referrals going on to initial assessments to rise, but it is not yet clear how much of an impact this will have.

5.4 Changes to Electronic Social Care Recording System (ESCR) have also been implemented to improve the contact centre process, assessment process and the validation of data; this gives better controls, simplifies recording and generates better accuracy.

5.5 The Common Assessment Framework (CAF) is starting to be embedded and is a key part of delivering frontline services that are integrated, and are focused around the needs of children and young people. The CAF is a standardised approach to conducting assessments of children's additional needs and deciding how these should be met. It can be used by practitioners across children's services. The CAF promotes more effective, earlier identification of additional needs, particularly in universal services. It aims to provide a simple process for a holistic assessment of

children's needs and strengths; taking account of the roles of parents, carers and environmental factors on their development. Practitioners are then better placed to agree with children and families about appropriate modes of support. The CAF also aims to improve integrated working by promoting coordinated service provision.

- 5.6 The end of May saw in excess of 2160 CAFs initiated on the database with approximately two thirds open on the system, and one third closed at any one time. Currently, each month on average 90 CAFs are registered, 10 are closed and 50 multi agency meetings are regularly recorded, though holiday times do see a drop in activity.
- 5.7 An average 40 calls and 40 emails are received daily by the CAF Team with a further 50 emails outgoing relating to CAF activity, although this continues to increase. Processing CAF documentation, following up or amending information, seeking or providing advice or guidance effectively improves month on month. Data demonstrates that a majority of CAFs are initiated on White, British children and young people with other diverse ethnic groups represented in 25%. In 13% of CAFs the child or young person is identified by parents or lead professional as disabled.
- 5.8 58% have been undertaken with Males, 41% with females, and 1% on unborn children. The majority of CAFs on the system are for children in the 0-5 age groups making up 38% of CAFs. 29% are children within the 6-11 age group, 30% for young people 12 - 16 and 3% on young people aged 17+. The majority of CAFs have been registered by Early Years (24%) followed by Primary Schools (19%), Health, including Intensive Family Support Services (13%), Voluntary/third sector (12%), High Schools (13%), Education Leeds (9%), Best teams (3%), Extended Services (2%) and Youth Offending Service and Youth Service (2%).
- 5.9 During June, a total of 17 cases were forwarded to the CAF team from Children and Young People's Social Care, recommending that a common assessment be initiated on a child or young person. Of these, 5 now have a CAF in place. Early Years and health undertake the majority of assessments on 0-5 year-olds, Education Leeds and primary schools on 6-11 year olds and Education Leeds and high schools on young people of 12 and above. Third sector undertake assessments across the age groups. **A more detailed breakdown of the numbers of CAFs raised and completed at Area Committee level can be found at Appendix 5.**
- 5.10 Furthermore, Integrated Service Leaders, who work in localities across clusters, have been in place since February 2010, (roles realigned from within existing staff resources). Their role is to provide leadership to services and partner agencies across clusters to embed integrated working at a locality level. This includes promoting and embedding the CAF process and Intervention Panels which are in place to help support agencies to improve outcomes for children. In addition, there are 3 Children Leeds Panels which consider cases of children and young people with complex problems who are on the edge of care, and more recently those in care to see whether they can be supported to live with their families. Since the first panels met in January 2010 there have been 82 families referred with a total of 267 children and young people supported.

6.0 Initial Assessments By Children And Young People's Social Care

- 6.1 Performance for NI 59 - the percentage of initial assessments for children's social care carried out within 7 working days of referral - has steadily increased over the last five months, with the month of June being recorded at 84%. Furthermore, the result for quarter one 2010-11 was 80% which is a significant improvement on the same

period last year when the result was 68.7% (**disaggregated data for the percentage of initial assessments for children’s social care carried out within 7 working days of referral by Ward can be found at Appendix 3**).

City-wide Position						
PI Title	Frequency & Measure	Rise or Fall	Base -line	2009/10 Result	2010/11 Target	Q1 2010/11 Result
NI 59: Percentage of initial assessments for children’s social care carried out within 7 working days of referral	Quarterly %	Rise	79.9 % (08-09)	61.2% (provisional result)	80%	80.0% (1,294/1,617) (Cumulative figure for Q1)

- 6.2 Current performance reflects the work that has been undertaken to develop capacity in iPerformer in ESCR (an interactive tool enabling the Service to download reports to assess how the indicator is performing, determine what work is outstanding and be made aware of any validation errors that need resolving). Utilising this information from Head of Service level down, has proved invaluable, as any small dips in performance can be quickly identified & addressed. The Children and Young People’s Social Care Service has also been assessing performance at a team level to identify the issue of poorly performing teams and to share best practice of teams that perform strongly.
- 6.3 The consistent level of performance reflects the hard work that has been carried out to ensure that the Service met the June 2010 target of 72% as set out in the Improvement Plan. A range of work had been carried out to influence the performance of initial and core assessments including:
- Continued focus on referral audits and reviews of case files and analysis of performance management information is on-going to ensure timeliness is not at the expense of quality.
 - Consolidating the staffing arrangements in the Contact Centre and introduced processes to distinguish between Requests for Service and Referrals; changes to systems have been implemented and training was delivered throughout Q1 2010/11; monitoring impact will continue throughout the year.
 - Matching the 35 new social work staff starting in the next three months to Assessment and Care Management teams based on profiles of need. These new staff are predominantly newly qualified social workers who are just completing their qualifications.
 - Further attempts to recruit more Advanced Practitioners failed to attract suitable candidates; there are currently 13 advanced practitioners against the target of 25.
 - Implementing the performance management framework; the on-line management information and the daily tracking of progress with trend analysis is informing social workers, team managers and senior managers that improved safeguarding is achievable and evidenced. It highlights potential delays and pressure points, allowing early intervention and risk reduction.

7.0 Core Assessments By Children And Young People’s Social Care

- 7.1 Performance for the month of June for NI 60 - Percentage of core assessments for children’s social care that were carried out within 35 working days of their commencement was 91.1%, which is testament to the work being done across the three service delivery areas. The first quarter’s performance is a significant rise on the year-end performance of 68.5%, and is slightly higher than the 79.4% result from the same period a year ago. However, 366/458 core assessments were completed in time this quarter, compared to only 143/180 in the same period last year (a 154% increase in volume), which emphasises the increase in performance in real terms. Although quarter one’s result is ‘red’, performance in June alone was particularly strong, and the Service is confident that this is the start of a period of good performance that will see the cumulative result rise over the next quarter **(disaggregated data for the percentage of core assessments for children’s social care carried out within 35 working days of their commencement by Ward can be found at Appendix 4).**

City-wide Position					
Title	Frequency and Measure	Base-line	2009/10 Result	2010/11 Target	Q1 2010/11 result
NI 60: Percentage of core assessments that were carried out within 35 working days of their commencement	Quarterly %	77.4% (08-09)	64.9% (provisional result)	84%	79.9% (366/458)

- 7.2 The Service is clearing up historical issues that have had a negative impact on the indicator in the past, and this should contribute to continued good performance. As with NI 59, the regular use of iPerformer in ESCR (an interactive tool enabling the Service to download reports to assess how the indicator is performing, determine what work is outstanding and be made aware of any validation errors that need resolving) from Head of Service level down has proved invaluable, allowing any potential issues to be quickly identified and dealt with.
- 7.3 The consistent level of performance reflects the hard work that has been carried out to ensure that the Service met the June 2010 target of 80% as set out in the Improvement Plan. The range of development work as described in 6.3 has also supported this improvement in the performance of core assessments.

8.0 NEET and Not Knowns

- 8.1 The annual result for the NI 117 - 16 - 18 year olds who are not in education training or employment (NEET) – indicates that the recent trend of sustained improvement has continued. NEET has declined from 9.6% in 2008-09 to 8.2% in 2009-10, however, the target has been missed by 0.4 percentage points. There is concern that the full impact of the economic recession has not yet been felt and that there will be a ‘lag’ effect resulting in a temporary increase in NEET later this year. Other local authorities are currently experiencing this effect which has resulted in Leeds moving into the top half of the statistical neighbours table for the first time. This provides some evidence that the recent measures put in place in Leeds are having the desired positive effect **(disaggregated data for the number of young people who are**

NEET and Not Knowns for the month of June 2010 by Ward can be found at Appendix 6).

City-wide Position						
PI Ref:	Title	Frequency & Measure	Rise or Fall	Baseline	2008/09 Result	2009/10 Result
NI 117	16 - 18 year olds who are not in education training or employment (NEET)	Annually %	Fall	9.1% (An average of Nov, Dec 2006 and Jan 2007)	9.6%*	8.2%

***Although NEET data is collected monthly, this indicator use an annual result which is based on three one month snapshots at the end of November, December and January each year.**

8.2 To build on this improvement, ongoing activities include:

- the Core Team of the Corporate NEET Improvement Board implementing the actions identified in the Improvement Plan and tracking progress
- the NEET action plan being updated to include the Improvement Plan priorities
- the establishment of a time-limited project to solve the IT/database issues
- the mobilisation of the Connexions Wedge Contracts (Targeted Support) and;
- the first elements of the Phase 3 Specialist Support contracts ensure close links are made with Universal and Specialist services, so that there are appropriate referral pathways for young people for support when needed.

8.3 Considerable action has been undertaken to reduce the Not Known figure which has dropped to 5.2% in March 2010. This measure also features in the Improvement Plan, whereby the target to be achieved by January 2011 is 6.3%.

8.4 Although year on year there has been some improvement, the NEET rate this quarter increased with the figure rising through each month of the quarter. The biggest improvement this quarter is the number of Not Knowns. Over the last year there has been a clear downward trajectory in the number of Not Knowns and the June position saw the lowest number of Not knowns ever at 965 young people (5%) compared to 1983 young people (9.9%) for same period last year. This significant reduction can be attributed to the work done by the Connexions Service.

8.5 Significant progress has been made in improving access to the Connexions database which will enable better recording and tracking of data. Improvements in recording are demonstrated by the reduction in Not Known figures. Connexions is working with individual colleges to ensure that systems are put in place for identifying, tracking and prioritising young people who are at risk of becoming NEET.

8.6 The Children Leeds Learning Partnership is merging with the 14-19 Strategy Group, Integrated Youth Support Services Board and Learning and Support Partnership from September 2010. This will ensure clear ownership of the NEET Strategy on a permanent basis.

8.7 Due to the in year reductions to the Area Based Grant, work is underway to assess the implications across children's services.

8.8 As mentioned at paragraph 2.3, it is important to note that it is a relatively recent development to be able to provide Ward level performance information in this way.

Therefore the data produced for this report will provide a baseline for comparisons for future years.

9.0 Implications For Council Policy and Governance

9.1 The performance data and ongoing activities mentioned in this report will help inform future policy in the redesign of Children's Services. The transformation programme is working on the design of future options to create a fully integrated Children's Service. It is intended there will be more information available in the near future, at which point members will be invited to make comment.

10.0 Legal and Resource Implications

10.1 There are no legal and resource implications.

11.0 Conclusions

11.1 Not applicable as the report is information based.

12.0 Recommendations

12.1 Area Committees are requested to note the contents of this report.

Background Papers

- Developing local arrangements for Children's Services performance management reporting, December 2009
- Children's Services – Area Committee Performance Report, February 2010.

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- Appendix 2 – Percentage of referrals
- Appendix 3 – Percentage of initial assessments
- Appendix 4 – Core assessments
- Appendix 5 – Common Assessment Framework (CAF)
- Appendix 6 – NEET and Not Known data

Appendix 1

Number Of Children In Care At 31st March 2010 By Originating Ward Address

The information in the table below is based on the 903 return (statutory statistical return submitted to the DfE) and is correct as at 31 March 2010. There were 1,362 children in care (excluding UASC) at 31 March 2010, but ongoing data cleanup meant that not every child had a home postcode recorded when the information was extracted from the ESCR database. Approximately 12 children had no home postcode recorded, and this information was added directly to the DfE's secure website at a later date. This site does not store postcodes for confidentiality reasons, so these 12 are not factored into the data below.

Area Committee	Ward	Nos. of children in care	Percentage
Inner East	Gipton & Harehills	146	11.06
Inner East	Killingbeck & Seacroft	80	6.06
Inner East	Burmantofts & Richmond Hill	131	9.92
Total		357	27.04
Outer East	Cross Gates & Whinmoor	30	2.27
Outer East	Garforth & Swillington	4	0.30
Outer East	Kippax & Methley	20	1.52
Outer East	Temple Newsam	40	3.03
Total		94	7.12
Inner North East	Moortown	9	0.68
Inner North East	Roundhay	15	1.14
Inner North East	Chapel Allerton	70	5.30
Total		94	7.12
Outer North East	Alwoodley	12	0.91
Outer North East	Harewood	5	0.38
Outer North East	Wetherby	5	0.38
Total		22	1.67
Inner North West	Hyde Park & Woodhouse	59	4.47
Inner North West	Kirkstall	36	2.73
Inner North West	Weetwood	12	0.91
Inner North West	Headingley	15	1.14
Total		122	9.25
Outer North West	Adel & Wharfedale	5	0.38
Outer North West	Guiseley & Rawdon	6	0.45
Outer North West	Horsforth	29	2.20
Outer North West	Otley & Yeadon	28	2.12
Total		68	5.15
Inner West	Armley	82	6.21
Inner West	Bramley & Stanningley	79	5.98
Total		161	12.19
Outer West	Calverley & Farsley	10	0.76
Outer West	Farnley & Wortley	34	2.58
Outer West	Pudsey	19	1.44
Total		63	4.78
Inner South	Beeston & Holbeck	72	5.45
Inner South	City & Hunslet	123	9.32
Inner South	Middleton Park	85	6.44
Total		280	21.21
Outer South	Ardsley & Robin Hood	6	0.45
Outer South	Morley North	14	1.06
Outer South	Morley South	20	1.52
Outer South	Rothwell	19	1.44
Total		59	4.47
Grand Total		1320	100

Appendix 2

Q1 – 2010-11				
NI 68: Percentage of referrals to children’s social care going on to initial assessment				
Area Committee	Ward	No. of Referrals	No. of Initial Assessments	% of Referrals going on to Initial Assessment
Inner East	Gipton & Harehills	192	140	72.92%
Inner East	Killingbeck & Seacroft	119	70	58.82%
Inner East	Burmantofts & Richmond Hill	217	111	51.15%
Outer East	Cross Gates & Whinmoor	50	27	54%
Outer East	Garforth & Swillington	37	28	75.68%
Outer East	Kippax & Methley	42	27	64.29%
Outer East	Temple Newsam	72	48	66.67%
Inner North East	Moortown	19	10	52.63%
Inner North East	Roundhay	31	9	29.03%
Inner North East	Chapel Allerton	80	61	76.25%
Outer North East	Alwoodley	43	31	72.09%
Outer North East	Harewood	5	2	40%
Outer North East	Wetherby	23	10	43.48%
Inner North West	Hyde Park & Woodhouse	72	55	76.39%
Inner North West	Kirkstall	87	70	80.46%
Inner North West	Weetwood	30	23	76.67%
Inner North West	Headingley	10	4	40%
Outer North West	Adel & Wharfedale	25	14	56%
Outer North West	Guiseley & Rawdon	37	20	54.05%
Outer North West	Horsforth	28	14	50%
Outer North West	Otley & Yeadon	43	27	62.79%
Inner West	Armley	167	92	55.09%
Inner West	Bramley & Stanningley	160	117	73.13%
Outer West	Calverley & Farsley	31	21	67.74%
Outer West	Farnley & Wortley	80	65	81.25%
Outer West	Pudsey	49	34	69.39%
Inner South	Beeston & Holbeck	136	100	73.53%
Inner South	City & Hunslet	121	91	75.21%
Inner South	Middleton Park	188	121	64.36%
Outer South	Ardsley & Robin Hood	42	26	61.90%
Outer South	Morley North	37	24	64.86%
Outer South	Morley South	52	47	90.38%
Outer South	Rothwell	48	29	60.42%

Appendix 3

Q4 – 2009-10

NI 59: Percentage of initial assessments for children’s social care carried out within 7 working days of referral

Area Committee	Ward	Total No. of IA	No. of IA carried out within time-scales	% of IA carried out within time-scales	No. of IA not carried out within time-scales	% of IA not carried out within time-scales
Inner East	Gipton & Harehills	70	45	64.29%	25	35.71%
Inner East	Killingbeck & Seacroft	118	81	68.64%	37	31.36%
Inner East	Burmantofts & Richmond Hill	91	70	76.92%	21	23.08%
Outer East	Cross Gates & Whinmoor	32	16	50%	16	50%
Outer East	Garforth & Swillington	11	6	54.55%	5	45.45%
Outer East	Kippax & Methley	30	10	33.33%	20	66.67%
Outer East	Temple Newsam	27	18	66.67%	9	33.33%
Inner North East	Moortown	19	13	68.42%	6	31.58%
Inner North East	Roundhay	20	12	60%	8	40%
Inner North East	Chapel Allerton	49	39	79.59%	10	20.41%
Outer North East	Alwoodley	15	15	100%	0	0%
Outer North East	Harewood	7	7	100%	0	0%
Outer North East	Wetherby	7	6	85.71%	1	14.29%
Inner North West	Hyde Park & Woodhouse	70	55	78.57%	15	21.43%
Inner North West	Headingley	16	11	68.75%	5	31.25%
Inner North West	Kirkstall	57	39	68.42%	18	31.58%
Inner North West	Weetwood	43	28	65.12%	15	34.88%
Outer North West	Adel & Wharfedale	33	19	57.58%	14	42.42%
Outer North West	Guiseley & Rawdon	38	29	76.32%	9	23.68%
Outer North West	Horsforth	14	5	35.71%	9	64.29%
Outer North West	Otley & Yeadon	47	30	63.83%	17	36.17%
Inner West	Armley	152	98	64.47%	54	35.53%
Inner West	Bramley & Stanningley	134	90	67.16%	44	32.84%
Outer West	Calverley & Farsley	31	20	64.52%	11	35.48%
Outer West	Farnley & Wortley	94	59	62.77%	35	37.23%
Outer West	Pudsey	41	18	43.90%	23	56.10%
Inner South	Beeston & Holbeck	105	52	49.52%	53	50.48%
Inner South	City & Hunslet	95	50	52.63%	45	47.37%
Inner South	Middleton Park	177	82	46.33%	95	53.67%
Outer South	Ardsley & Robin Hood	36	25	69.44%	11	30.56%
Outer South	Morley North	26	13	50%	13	50%
Outer South	Morley South	38	28	73.68%	10	26.32%
Outer South	Rothwell	30	12	40%	18	60%

Appendix 3

Q1 – 2010-11

NI 59: Percentage of initial assessments for children's social care carried out within 7 working days of referral

Area Committee	Ward	Total No. of IA	No. of IA carried out within time-scales	% of IA carried out within time-scales	No. of IA not carried out within time-scales	% of IA not carried out within time-scales
Inner East	Gipton & Harehills	140	92	65.71%	48	34.29%
Inner East	Killingbeck & Seacroft	70	52	74.29%	18	25.71%
Inner East	Burmantofts & Richmond Hill	111	90	81.08%	21	18.92%
Outer East	Cross Gates & Whinmoor	27	20	74.07%	7	25.93%
Outer East	Garforth & Swillington	28	23	82.14%	5	17.86%
Outer East	Kippax & Methley	27	24	88.89%	3	11.11%
Outer East	Temple Newsam	48	34	70.83%	14	29.17%
Inner North East	Moortown	10	6	60%	4	40%
Inner North East	Roundhay	9	5	55.56%	4	44.44%
Inner North East	Chapel Allerton	61	36	59.02%	25	40.98%
Outer North East	Alwoodley	31	24	77.42%	7	22.58%
Outer North East	Harewood	2	1	50%	1	50%
Outer North East	Wetherby	10	7	70%	3	30%
Inner North West	Hyde Park & Woodhouse	55	47	85.45%	8	14.55%
Inner North West	Kirkstall	70	60	85.71%	10	14.29%
Inner North West	Weetwood	23	22	95.65%	1	4.35%
Inner North West	Headingley	4	4	100%	0	0%
Outer North West	Adel & Wharfedale	14	10	71.43%	4	28.57%
Outer North West	Guiseley & Rawdon	20	19	95%	1	5%
Outer North West	Horsforth	14	14	100%	0	0%
Outer North West	Otley & Yeadon	27	17	62.96%	10	37.04%
Inner West	Armley	92	85	92.39%	7	7.61%
Inner West	Bramley & Stanningley	117	101	86.32%	16	13.68%
Outer West	Calverley & Farsley	21	15	71.43%	6	28.57%
Outer West	Farnley & Wortley	65	55	84.62%	10	15.38%
Outer West	Pudsey	34	29	85.29%	5	14.71%
Inner South	Beeston & Holbeck	100	77	77%	23	23%
Inner South	City & Hunslet	91	76	83.52%	15	16.48%
Inner South	Middleton Park	121	100	82.64%	21	17.36%
Outer South	Ardsley & Robin Hood	26	22	84.62%	4	15.38%
Outer South	Morley North	24	20	83.33%	4	16.67%
Outer South	Morley South	47	36	76.60%	11	23.40%
Outer South	Rothwell	29	19	65.52%	10	34.48%

Appendix 4

Q4 – 2009-10

NI 60: The percentage of core assessments that were completed within 35 working days of their commencement

Area Committee	Ward	CA Total	No. of CA completed within 35 working days	% of CA completed within 35 working days	No. of CA not completed within 35 working days	% of CA completed within 35 working days
Inner East	Gipton & Harehills	36	21	58.33%	15	41.67%
Inner East	Killingbeck & Seacroft	29	21	72.41%	8	27.59%
Inner East	Burmantofts & Richmond Hill	26	22	84.62%	4	15.38%
Outer East	Cross Gates & Whinmoor	14	7	50%	7	50%
Outer East	Garforth & Swillington	1	1	100%	0	0%
Outer East	Kippax & Methley	9	6	66.67%	3	33.33%
Outer East	Temple Newsam	2	0	0%	2	100%
Inner North East	Moortown	9	7	77.78%	2	22.22%
Inner North East	Roundhay	2	2	100%	0	0%
Inner North East	Chapel Allerton	14	9	64.29%	5	35.71%
Outer North East	Alwoodley	9	6	66.67%	3	33.33%
Outer North East	Harewood	7	7	100%	0	0%
Outer North East	Wetherby	1	1	100%	0	0%
Inner North West	Hyde Park & Woodhouse	18	12	66.67%	6	33.33%
Inner North West	Kirkstall	19	8	42.11%	11	57.89%
Inner North West	Weetwood	11	6	54.55%	5	45.45%
Inner North West	Headingley	2	2	100%	0	0%
Outer North West	Adel & Wharfedale	7	7	100%	0	0%
Outer North West	Guiseley & Rawdon	12	8	66.67%	4	33.33%
Outer North West	Horsforth	5	5	100%	0	0%
Outer North West	Otley & Yeadon	10	6	60%	4	40%
Inner Armley	Armley	42	28	66.67%	14	33.33%
Inner West	Bramley & Stanningley	66	44	66.67%	22	33.33%
Outer West	Calverley & Farsley	7	5	71.43%	2	28.57%
Outer West	Farnley & Wortley	36	23	63.89%	13	36.11%
Outer West	Pudsey	13	11	84.62%	2	15.38%
Inner South	Beeston & Holbeck	41	26	63.41%	15	36.59%
Inner South	City & Hunslet	47	13	27.66%	34	72.34%
Inner South	Middleton Park	41	28	68.29%	13	31.71%
Outer South	Ardsley & Robin Hood	6	6	100%	0	0%
Outer South	Morley North	11	3	27.27%	8	72.73%
Outer South	Morley South	6	2	33.33%	4	66.67%
Outer South	Rothwell	20	15	75%	5	25%

Appendix 4

Q1 – 2010-11

NI 60: The percentage of core assessments that were completed within 35 working days of their commencement

Area Committee	Ward	CA Total	No. of CA completed within 35 working days	% of CA completed within 35 working days	No. of CA not completed within 35 working days	% of CA completed within 35 working days
Inner East	Gipton & Harehills	22	18	81.82%	4	18.18%
Inner East	Burmantofts & Richmond Hill	17	16	94.12%	1	5.88%
Inner East	Killingbeck & Seacroft	33	26	78.79%	7	21.21%
Outer East	Cross Gates & Whinmoor	9	8	88.89%	1	11.11%
Outer East	Garforth & Swillington	2	2	100%	0	0%
Outer East	Kippax & Methley	7	5	71.43%	2	28.57%
Outer East	Temple Newsam	12	9	75%	3	25%
Inner North East	Moortown	0	N/A	N/A	N/A	NA
Inner North East	Roundhay	1	1	100%	0	0%
Inner North East	Chapel Allerton	15	14	93.33%	1	6.67%
Outer North East	Alwoodley	4	3	75%	1	25%
Outer North East	Harewood	0	N/A	N/A	N/A	NA
Outer North East	Wetherby	1	0	0%	1	100%
Inner North West	Hyde Park & Woodhouse	6	5	83.33%	1	16.67%
Inner North West	Kirkstall	15	11	73.33%	4	26.67%
Inner North West	Weetwood	10	8	80%	2	20%
Inner North West	Headingley	1	1	100%	0	0%
Outer North West	Adel & Wharfedale	2	2	100%	0	0%
Outer North West	Guiseley & Rawdon	8	3	37.50%	5	62.50%
Outer North West	Horsforth	10	6	60%	4	40%
Outer North West	Otley & Yeadon	8	8	100%	0	0%
Inner West	Armley	37	31	83.78%	6	16.22%
Inner West	Bramley & Stanningley	43	36	83.72%	7	16.28%
Outer West	Calverley & Farsley	5	5	100%	0	0%
Outer West	Farnley & Wortley	19	15	78.95%	4	21.05%
Outer West	Pudsey	11	11	100%	0	0%
Inner South	Beeston & Holbeck	25	15	60%	10	40%
Inner South	City & Hunslet	25	19	76%	6	24%
Inner South	Middleton Park	44	32	72.73%	12	27.27%
Outer South	Ardsley & Robin Hood	0	N/A	N/A	N/A	N/A
Outer South	Morley North	8	4	50%	4	50%
Outer South	Morley South	8	8	100%	0	0%
Outer South	Rothwell	4	3	75%	1	25%

Please Note: For certain Wards the numbers of Core Assessments is at zero. This is due to the fact that either a Core Assessment is yet to be carried out as they are within the 35 working days or it was deemed that no further action required.

Appendix 5

The complete list of agencies / sectors who can potentially raise CAFs is: Behaviour and Education Support Team - BEST; Early Years; Education Leeds; Health; IGEN; LCC; Multi Agency Support Team; Third Sector (including voluntary, community, charity); Youth Offending Service; Youth Service; Primary Schools; High Schools; Extended Services; CYP Social Care; Environments and Neighbourhoods; Connexions; Schools – Specialist Inclusive Learning Centres; Schools – Pupil Referral Unit; Prospects; Housing (LCC); Connect Housing and the Private Sector.

CAF Data – Number of Assessments Initiated by Agency – Quarter 1 – 2010-11

Area Committee	Assessors/Agency/Group	Number of Assessments Initiated
Inner East	CONNECT HOUSING	1
	EARLY YEARS	7
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	5
	HIGH SCHOOL	8
	PRIMARY SCHOOLS	13
	SCHOOLS (SILC)	1
	THIRD SECTOR	1
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
Inner East Total		40
Outer East	CONNEXIONS	1
	EARLY YEARS	5
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	2
	HIGH SCHOOL	8
	IGEN	2
	PRIMARY SCHOOLS	11
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
Outer East Total		33
Inner North East	EARLY YEARS	14
	EDUCATION LEEDS	1
	EXTENDED SERVICES	3
	HEALTH	3
	HIGH SCHOOL	5
Inner North East Total		30
Outer North East	EARLY YEARS	5
	HEALTH	2
	HIGH SCHOOL	2
	PRIMARY SCHOOLS	5
Outer North East Total		14
Inner North West	EARLY YEARS	5
	EDUCATION LEEDS	2
	HIGH SCHOOL	2
	PRIMARY SCHOOL	8
	SCHOOLS (SILC)	1
Inner North West Total		20

Area Committee	Assessors/Agency/Group	Number of Assessments Initiated
Outer North West	EARLY YEARS	3
	EDUCATION LEEDS	1
	HIGH SCHOOL	11
	PRIMARY SCHOOL	6
Outer North West Total		21
Inner West	BEST (Behaviour & Education Support Team)	4
	EARLY YEARS	2
	EDUCATION LEEDS	4
	EXTENDED SERVICES	1
	HEALTH	1
	HIGH SCHOOL	3
	MULTI AGENCY SUPPORT TEAM	1
	PRIMARY SCHOOLS	7
	THIRD SECTOR	5
	YOUTH SERVICE	1
Inner West Total		29
Outer West	BEST	2
	CONNEXIONS	1
	EARLY YEARS	5
	EDUCATION LEEDS	4
	HEALTH	2
	HIGH SCHOOL	9
	IGEN	1
	PRIMARY SCHOOLS	4
	THIRD SECTOR	3
Outer West Total		31
Inner South	EARLY YEARS	10
	EDUCATION LEEDS	3
	EXTENDED SERVICES	1
	HEALTH	4
	HIGH SCHOOL	7
	HOUSING (LCC)	1
	IGEN	1
	PRIMARY SCHOOL	7
	SCHOOLS (SILC)	3
	THIRD SECTOR	4
Inner South Total		41
Outer South	EARLY YEARS	12
	EXTENDED SERVICES	1
	HEALTH	1
	HIGH SCHOOL	3
	PRIMARY SCHOOLS	6
Outer South Total		23
Grand Total		218

Appendix 5

CAF Data – Number of Assessments Completed by Agency – Quarter 1 – 2010-11

Area Management Wedge	Assessors/Agency/Group	Number of Assessments Completed
Inner East	CYP SOCIAL CARE	1
	EARLY YEARS	1
	EDUCATION LEEDS	1
	EXTENDED SERVICES	2
	HEALTH	7
	PRIMARY SCHOOL	3
	THIRD SECTOR	1
Inner East Total		16
Outer East	EXTENDED SERVICES	2
	HEALTH	3
	HIGH SCHOOL	3
	PRIMARY SCHOOL	1
Outer East Total		9
Inner North East	EARLY YEARS	4
	HEALTH	3
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
Inner North East Total		9
Outer North East	EARLY YEARS	2
	EXTENDED SERVICES	1
	HEALTH	1
	PRIMARY SCHOOL	1
Outer North East Total		5
Inner North West	EARLY YEARS	1
	THIRD SECTOR	2
Inner North West Total		3
Inner West	EARLY YEARS	2
	EDUCATION LEEDS	3
	PRIMARY SCHOOL	1
	SCHOOL (SILC)	1
	THIRD SECTOR	2
Inner West Total		9
Outer West	THIRD SECTOR	2
Outer West Total		2
Inner South	EARLY YEARS	2
	EDUCATION LEEDS	2
	HEALTH	2
	HIGH SCHOOL	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
Inner South Total		9
Inner South	EARLY YEARS	2
	EDUCATION LEEDS	2
	HEALTH	2
	HIGH SCHOOL	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
Inner South Total		9

Area Committee	Assessors/Agency/Group	Number of Assessments Completed
Outer South	EARLY YEARS	2
	HEALTH	1
	IGEN	1
	PRIMARY SCHOOL	1
	THIRD SECTOR	1
	YOUTH SERVICE	1
Outer South Total		7
Grand Total		56

Appendix 6

NEET And Not Known Data Disaggregated By Ward – Standalone data for the month of June 2010

It should be noted that these figures will not include young people who are in education or training in Leeds and not resident in Leeds, those young people are included in the headline figures for the authority. If a young person's address is unknown it is recorded as the Connexions Centre. This means the large number of young people in the city centre does not reflect the number of young people who actually live in the city centre. Errors in the recording of postcode on the Connexions database mean there are a number of young people who can not be matched to a ward or a super output area. For this reason these figures should be viewed as indicative. City wide figures for June 2010 are:- Adjusted NEET: 8.8 % (1638 young people); Not Known: 5.0% (965 young people)

Area Committee	Ward	NEET		Not Known		Total No. of YP
		Count	%	Count	%	
Inner East	Gipton & Harehills	103	11.74%	70	7.98%	877
Inner East	Killingbeck & Seacroft	90	11.46%	57	7.26%	785
Inner East	Burmantofts & Richmond	91	14.22%	61	9.53%	640
Outer East	Crossgates & Whinmoor	41	7.03%	21	3.60%	583
Outer East	Garforth & Swillington	22	4.26%	9	1.74%	517
Outer East	Kippax & Methley	28	6.02%	15	3.23%	465
Outer East	Temple Newsam	51	7.85%	31	4.77%	650
East Total		426	9.43%	264	5.84%	4517
Inner North East	Moortown	26	4.96%	5	0.95%	524
Inner North East	Roundhay	25	4.35%	20	3.48%	575
Inner North East	Chapel Allerton	75	11.59%	46	7.11%	647
Outer North East	Alwoodley	20	4.42%	10	2.21%	452
Outer North East	Harewood	7	2.46%	4	1.40%	285
Outer North East	Wetherby	3	1.13%	9	3.38%	266
North East Total		156	5.67%	94	3.42%	2749
Inner North West	Headingley	10	10.75%	4	4.30%	93
Inner North West	Hyde Park & Woodhouse	41	13.95%	17	5.78%	294
Inner North West	Kirkstall	43	9.39%	23	5.02%	458
Inner North West	Weetwood	28	6.24%	6	1.34%	449
Outer North West	Adel & Wharfedale	15	3.64%	9	2.18%	412
Outer North West	Guisley & Rawdon	19	3.82%	11	2.21%	498
Outer North West	Horsforth	17	3.42%	14	2.82%	497
Outer North West	Otley & Yeadon	34	6.13%	16	2.88%	555
North West Total		207	6.36%	100	3.07%	3256
Inner West	Armley	104	15.05%	27	3.91%	691
Inner West	Bramley & Stanningley	78	12.50%	34	5.45%	624
Outer West	Calverley & Farsley	15	3.18%	14	2.97%	471
Outer West	Farnley & Wortley	61	8.76%	47	6.75%	696
Outer West	Pudsey	35	6.25%	25	4.46%	560
West Total		293	9.63%	147	4.83%	3042
Inner South	Beeston & Holbeck	79	12.78%	38	6.15%	618
Inner South	City & Hunslet	91	11.36%	166	20.72%	801
Inner South	Middleton Park	104	13.38%	54	6.95%	777
Outer South	Ardsley & Robin Hood	35	6.68%	14	2.67%	524
Outer South	Morley North	25	5.06%	19	3.85%	494
Outer South	Morley South	28	5.76%	19	3.91%	486
Outer South	Rothwell	35	7.26%	19	3.94%	482
South Total		397	9.49%	329	7.87%	4182

Comparison With Other Local Authorities For June 2010

The figures for Leeds Statistical Neighbours are detailed in the table below. Leeds is in line with statistical neighbours for the percentage of young people NEET. The percentage of young people Not Known in Leeds has reduced but requires further improvement, 1.6 percentage points above the mean indicator for statistical neighbours.

Statistical Neighbours	16-18 NEET %	Age 16 NEET%	Age 17 NEET%	Age 18 NEET%	16 - 18 NK %	Age 16 NK%	Age 17 NK%	Age 18 NK%
Leeds	8.8%	7.8%	8.6%	9.2%	5.0%	2.9%	3.1%	7.1%
Mean indicator for statistical neighbours	8.8%	7.1%	8.0%	9.8%	3.4%	1.4%	1.9%	5.3%
Sheffield	9.4%	7.9%	8.0%	11.0%	4.5%	1.9%	2.5%	6.8%
Bolton	10.8%	9.7%	9.9%	11.7%	5.1%	2.9%	3.8%	6.5%
Stockton-on-Tees	10.6%	7.1%	9.0%	12.7%	1.0%	0.7%	0.3%	1.7%
Darlington	8.4%	7.5%	8.3%	8.7%	1.4%	0.3%	0.7%	2.5%
Calderdale	7.9%	5.2%	6.9%	9.4%	3.0%	0.2%	1.2%	5.1%
St. Helens	7.6%	5.6%	7.1%	8.5%	2.0%	Not Available	0.9%	3.3%
Derby	8.3%	7.0%	7.7%	9.1%	6.5%	3.1%	3.3%	10.3%
Kirklees	8.6%	8.0%	7.8%	9.5%	3.8%	1.5%	1.9%	6.2%
North Tyneside	9.2%	7.5%	9.1%	9.6%	3.5%	0.6%	1.3%	5.9%
Milton Keynes	7.3%	5.3%	6.7%	8.2%	3.4%	1.0%	2.6%	4.5%

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Forward Plan for October

1. Wellbeing report
2. Area Manager's report
3. Community Safety report
4. Parks and Countryside Annual Report
5. Grounds Maintenance Annual Report ???

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