



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held at Civic Hall, Leeds on
Monday, 25th October, 2010 at 5.30 pm**

MEMBERSHIP

Councillors

G Wilkinson (Chair) - Wetherby;
A Lamb - Wetherby;
J Procter - Wetherby;

R D Feldman - Alwoodley;
Mrs R Feldman - Alwoodley;
P Harrand - Alwoodley;

A Castle - Harewood;
R Procter - Harewood;
M Robinson - Harewood;

**Agenda compiled by:
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**East North East Area Manager:
Rory Barke
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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>PROCEDURAL ITEMS</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>	

Item No	Ward	Item Not Open		Page No
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:- No exempt items on this agenda.</p>	
3			<p>LATE ITEM</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>APOLOGIES FOR ABSENCE</p>	

Item No	Ward	Item Not Open		Page No
5			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
6			<p>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 - 20TH SEPTEMBER 2010</p> <p>To confirm as a correct record the attached minutes of the meeting held on 20th September 2010.</p>	1 - 6
8			<p>MATTERS ARISING FROM THE MINUTES</p> <p>EXECUTIVE BUSINESS</p>	
9			<p>WELLBEING FUND 2010/11 - UPDATE REPORT</p> <p>To receive and consider the attached report of the East North East Area Manager.</p> <p>COUNCIL BUSINESS</p>	7 - 14

Item No	Ward	Item Not Open		Page No
10			<p>BRIEFING NOTE ON PROPOSED DELEGATION OF STREETSCENE SERVICES TO AREA COMMITTEES</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	15 - 20
11			<p>HEALTH AND WELLBEING PARTNERSHIP - UPDATE REPORT</p> <p>To receive and consider the attached report of the East North East Health and Wellbeing Improvement Manager.</p>	21 - 34
12			<p>GROUNDS MAINTENANCE CONTRACT - UPDATE REPORT</p> <p>To receive and consider the attached report of the Chief Environment Services Officer.</p>	35 - 42
13			<p>HEALTH AND ENVIRONMENTAL ACTION SERVICE - UPDATE REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	43 - 60
14			<p>DATES, TIMES AND VENUES OF FUTURE MEETINGS</p> <p>Monday 6th December 2010, 5.30pm, Civic Hall, Leeds.</p> <p>Monday 7th February 2011, 5.30pm, Civic Hall, Leeds.</p> <p>Monday 21st March 2011, 6.00pm, Tree Tops Community Centre, Alwoodley</p>	

Agenda Item 7

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 20TH SEPTEMBER, 2010

PRESENT: Councillor G Wilkinson in the Chair
Councillors A Castle, P Harrand, A Lamb,
J Procter, R Procter and M Robinson

APOLOGIES: Councillors R D Feldman and
Mrs R Feldman

18 Declaration of Interests

No declarations of interest were made.

19 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure Rules for an Open Forum session at each ordinary meeting, for members of the public to ask questions, or to make representations, on matters within the terms of reference of the Area Committee.

On this occasion, no such matters were raised.

20 Minutes - 5 July 2010

RESOLVED – That the minutes of the meeting held on 5th July 2010 be confirmed as a correct record.

21 Matters Arising from the Minutes

- a) NE Community Safety Partnership Annual Report 2009/10 (Min. No. 8 refers)

Further to Minute No. 8, 5th July 2010, and the statistical query raised last time under this item, Inspector Marcus Griffiths indicated that he had subsequently circulated to Members the correct figures in respect of that particular indicator.

22 Well Being Budget 2010/11

The East North East Area Manager submitted a report updating Members regarding the final Wellbeing Budget figures for 2010/11, and seeking decisions in respect of several applications for funding.

RESOLVED –

Draft minutes to be approved at the meeting
to be held on Monday, 25th October, 2010

- a) That the Committee's revenue and capital Wellbeing Budgets for 2010/11, and the projects in development, be noted.
- b) That the following decisions be taken in respect of the applications for funding before the Committee this evening for decision:-

Revenue

- i) Conservation Area for Scholes - £6,000 – Approved;
- ii) Conservation Area review – Shadwell - £6,000 – Approved;
- iii) Crime reduction operations – Farmwatch and Wetherby Pre-Christmas patrols - £8,500 (£6,000 Wetherby Ward, £2,500 Harewood Ward) – Approved;
- iv) Wetherby Community Bonfire - £1,000 – Approved;
- v) Wetherby Road Plantation - £1,000 – Approved;
- vi) Reaching Out Project – Wetherby Methodist Church – Refused (alternative funding to be explored);
- vii) Wetherby – Site-based Gardener - £21,115 – Deferred;
- viii) Slaid Hill, Alwoodley - £1,208.24 – Approved.

Capital

- Alwoodley Methodist Church – toilets - £5,606 – Approved;
- Collingham Scout and Guide HQ roof - £6,500 – Deferred;
- Barleyfields Community Centre, Wetherby – redecorating – Withdrawn (alternative funding identified);
- Deepdale, Boston Spa – Play Space and Boundary Fencing – Deferred;
- Wetherby Town Hall roof – Withdrawn.

23 Area Delivery Plan 2008-11 Update

The East North East Area Manager submitted a report updating the Committee regarding progress against actions contained in the 2008-11 Area Delivery Plan, and outlining a draft Neighbourhood Improvement Plan for Moor Allerton.

Referring to the previous agenda item, Members commented on the adverse effects of the changes by the ruling administration to the funding formula upon

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which the Wellbeing revenue funding was allocated – from 25%/75% deprivation factor to population, to a 50%/50% allocation. This had resulted in reallocation of resources from the Outer Area Committees to Inner Area Committees, with no overall cost saving to the Council, and would affect this Committee's abilities to meet its ADP aspirations.

RESOLVED – That the report be noted and the Moor Allerton draft Neighbourhood Improvement Plan be approved.

(N.B. Councillor R Procter joined the meeting at 6.26pm, during the consideration of this item).

24 Town and Parish Council Feedback

The Committee considered the notes of the Harewood and Wetherby Town and Parish Council Forum meeting held on 22nd July 2010.

Members requested the Area Manager to ensure that various actions arising, such as clarification on planning objections and information regarding other possible sources of financial assistance for Town and Parish Councils, were progressed as quickly as possible.

It was noted that the next Forum meeting would be on 21st October 2010, 7.30 pm at Wetherby Town Hall.

RESOLVED – That the report be noted.

25 Local Authority Appointments to Outside Bodies

Further to Minute No. 15, 5th July 2010, the Chief Democratic Services Officer submitted a report updating the Committee on the position with regard to the Aberford Almshouses Trust and Moor Allerton Elderly Care.

RESOLVED – That the Member Management Committee be recommended to formally remove the appointments to the Aberford Almshouses Trust and Moor Allerton Elderly Care from the list of appointments to outside bodies.

26 Children's Services Performance Report

The Interim Director of Children's Services submitted a report containing details of performance across a variety of performance indicators, such as the numbers of looked after children in the Committee's area, the number of referrals for investigation and how quickly they were dealt with and the NEET (young people Not in Education, Employment or Training) statistics for the area. Attention was drawn to the improvement in the timeliness of social care assessment at a time of increasing demand.

Jane Maxwell and Ros Cheetham, Children's Services, attended the meeting and responded to Members' queries and comments.

In brief summary, the main discussion points were:-

- The report presented was the first time that social care data had been made available at Ward level. This would now act as a baseline for future reporting.
- The quality improvement programme in social care and case file audits process across the City.
- Proposals to establish integrated Children's Services Wellbeing Teams across the City. Members' sought further information regarding how resources would be allocated to areas that were identified with lower levels of need. Members' were also interested in how the teams would be established and managed locally. Members' also expressed a view about having coterminous boundaries between agencies across the City, including working alongside existing Joint Neighbourhood Tasking meetings.

Wellbeing Teams would be part of the local authority, and services would be delivered across a cluster geography. Members' expressed concern regarding the proposed direction of travel towards cluster-governed Wellbeing Teams, as one of the local clusters was struggling with developing fit for purpose governance arrangements.

Members highlighted the fact that many pupils from other parts of Leeds attended schools in this Committee's area, and that this should be a prominent factor when considering how funds were allocated, rather than simply allocating them on a pupil's home postcode basis.

Members were firmly of the opinion that, regardless of what models might be adopted elsewhere in the City, this Area Committee should have a significant and pivotal role to play in the proposed new arrangements. To this end, Members requested the Area Manager, in conjunction with Jane Maxwell, to arrange a meeting for Members with appropriate senior officers to progress this issue.

RESOLVED – That, subject to the above comments and request for a further meeting, the report be received and noted.

(NB: Councillor R Procter left the meeting at 7.11 pm, during consideration of this item.)

27 Date and Time of Next Meeting

Monday, 25th October 2010, 5.30 pm, Civic Hall, Leeds.

The meeting concluded at 7.45 pm.

Draft minutes to be approved at the meeting
to be held on Monday, 25th October, 2010

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Report of the East North East Area Manager

North East (Outer) Area Committee

Date: 25th October 2010

Subject: Well-Being Fund

Electoral Wards Affected:

Alwoodley, Harewood, Wetherby

Ward members consulted

(referred to in this report)

Specific Implications For:

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

Executive Summary

This report provides an updated position on the wellbeing revenue and capital budget and presents new project proposals for approval.

Purpose of this report

1. The purpose of this report is to provide an updated position on the wellbeing revenue and capital budget and present new project proposals for approval.
2. The report also explains how an error has been made in reporting the carry forward figure to the Area Committee and clarifies the correct financial position.

Background information

3. Each of the ten Area Committees receives an allocation of revenue and capital funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on population and deprivation in each area which has been previously agreed by the Council's Executive Board.

Revenue – Available funding for 2010/11

4. Following approval at the July Executive Board, the distribution of Wellbeing (revenue) budget across the 10 Area Committees is now calculated using a formula based on 50% deprivation/50% population. For Outer North East Area Committee this amounts to £127,586 for 2010/11.
5. The Outer North East Area Committee manages its allocation by proportioning the amount between the three wards based on population. For the 2010/11 allocation, the split between wards is £47,462 for Alwoodley ward (37.2%), £38,403 for Harewood ward (30.1%) and £41,721 for Wetherby ward (32.7%).
6. On top of the annual allocation is the balance of uncommitted funding b/f from the previous year. Unfortunately, the figures reported to Area Committee in 2009/10 and 2010/11 have been incorrectly calculated.
7. The mistake relates to the additional £50k allocated by Executive Board in 2007/08. Due to an administrative error, this amount had been first included in the 2008/09 c/f figure and then added in again to the balances reported to Area Committee at the beginning of 2009/10.
8. The Area Committee has received all monies due to it from Executive Board (including the additional £50k in 2007/08). The reporting error, however, has meant that the Area Committee has been working on a presumption it had £50k more than it actually had.
9. The balance b/f from 2009/10 (after taking off commitments/approvals made in 2009/10 to spend in 2010/11) was reported to the Area Committee as being £27,400 when, in fact, it was £21,950 over-committed.
10. The correct financial position of the Area Committee is shown in appendix A.

Capital – Available funding for 2010/11

11. Appendix B shows information on the remaining capital funding for each ward in the Outer North East Area Committee area taking into account the projects approved at September Area Committee.

New projects for consideration

Revenue projects.

High Ash Drive Allotments - £5,000 (Alwoodley Ward)

12. The funding is required to produce a brief, a planning application and project manage the development of new allotments at High Ash Drive. It is hoped to produce 18 half plots and a small accompanying car park. This new facility will provide participatory and active recreation opportunities for all of the local community and will benefit directly around 50 people. The total cost of the project is £44,000 and contributions are being sought from section 106, green spaces. Alwoodley Parish Council has agreed to contribute £10,000. Work will be delivered by Parks and Countryside operational staff and the new allotments will be subsequently maintained by them. All external materials will be competitively sourced.
13. Ward members are in support of this initiative and have been involved in its development.
14. ADP Themes: *Clean & Green* – The scheme will primarily increase the number of allotments across the area and transform a piece of wasteland into a usable and useful space. *Healthy Living* – The scheme will increase opportunities for physical activity and encourage healthy eating and lifestyles.

Capital projects

15. There are no new capital project applications for consideration at this meeting.

Projects in development

Revenue projects

16. There are no projects currently under development for use of Wellbeing revenue.

Capital projects

17. The two projects in this section are currently in development for potential use of Wellbeing capital. Area Management staff are working with the organisations to ensure that any proposal submitted is linked to one or more of the Area Committee priorities, that full application forms with appropriate information are submitted for each one and that other funding sources which may be able to contribute to the project are also explored.
18. It should be noted that both these projects in development relate to Harewood ward who have overcommitted their current allocation. The development of the

above projects will therefore depend on the identification of alternative funding until such time that further capital well-being is allocated to Area Committees. There has been no new allocation of capital for 2010/11 to date.

Tree planting, Moor Lane, £12,000 (Harewood Ward)

19. A project is being developed to plant 40 trees as part of environmental improvements on Moor Lane near Collingham Moor just off Wattle Skye. The path is well used by ramblers and walkers, and the tree line is visible from the surrounding area.

ADP Theme: Environment.

Graveyard at St Paul's Church, Shadwell £9,016 (Harewood Ward)

20. Shadwell Parish Council is seeking a funding contribution towards the costs of undertaking repair and refurbishment work to the graveyard to create a safe and attractive greenspace with seating. This will include resetting of loose headstones and refurbishment of the path and grassed areas. The main footpath route through the village crosses the graveyard and many residents and visitors pass through the area.

ADP Theme: Environment.

Implications for council policy and governance

21. Area Delivery Plans cover local priorities for wellbeing spend and these are linked to the Leeds Strategic Plan outcomes and improvement priorities.

Legal and resource implications

22. The Area Committee has delegated responsibility for taking decisions and monitoring activity relating to use of wellbeing budgets within the framework of the Council's Constitution and in accordance with Local Government Act 2000.

Conclusions

23. The wellbeing fund provides financial support for projects in the Outer North East Area which help to deliver the priorities of the Area Delivery Plan.

Recommendations

24. The Area Committee is requested to:
- (a) Note the spend to date and current balances for the 2010/11 financial year for capital and revenue wellbeing budgets;
 - (b) Consider the project proposal in paragraphs 12-14 and approve the amount of grant to be awarded;
 - (c) Note the projects in development.

Background papers: Area Functions Schedule Report July 2010

Revised Wellbeing Budget Statement for 2010/11

Funding/Spend Items		£	£	£	£	
		Alwoodley	Harewood	Wetherby	TOTAL	
Calculation of Funding Available per Ward						
A	Balance b/f from 2009/10	27,189	19,198	21,640	68,027	
B	Balance of additional £50K from 2007/08 (inc in b/f figure above)	16,670	2,670	1,167	20,507	
C	Schemes approved from 2009/10 budget to be spent in 2010/11	28,002	34,966	27,012	89,979	
D	Amount of b/f budget available for new schemes in 2010/11	A-C	-813	-15,767	-5,372	-21,952
E	New Allocation for 2010/11 (based on 50/50 split)	47,462	38,403	41,721	127,586	
		37.2%	30.1%	32.7%		
F	Total Available for new schemes in 2010/11	D+E	46,649	22,636	36,349	105,634
G	Total Cumulative Ward Allocation	A+E	74,651	57,602	63,361	195,613

Approved Spend for 2010/11

2009/10 Schemes to be paid for in 2010/11:

Environmental Fund	2,435			
Northcall - additional funding (May 10)	8,426			
Alwoodley Activities Fund Q2 - April 2010	3,000			
Alwoodley Activities Fund Q3 - July 2010	3,000			
New Grit Bins for Alwoodley	613			
Out of hours dog fouling patrols	528			
Jewish Heritage Centre for Children	10,000			
Community Planner Q3 (April 10 - Jun 10)		6,250	6,250	
Community Planner Q4 (Jul 10 - Sept 10)		6,250	6,250	
Community Planner Q5 (Oct 10 - Dec 10)		6,250	6,250	
Community Planner Q6 (Jan 11 - March 11)		6,250	6,250	
Community Planner PDA (PDA Handset Costs)		127	127	
Community Planner PDA (Configuration & Maintenance)		135	135	
Wattle Syke Environmental Improvements		1,954		
Aberford Conservation Area Review		7,000		
Wetherby in Support of the Elderly Sunshine Café Q1		375	375	
Wetherby in Support of the Elderly Sunshine Café Q2		375	375	
Wetherby Community Radio (Tempo FM) Barleyfields Radio Project				1,000
Total of Schemes Approved in 2009/10:	28,002	34,966	27,012	89,979

Approved 2010/11 Schemes:

Small Grants	500	1,500	1,687	
Skips	130	230	480	
Consultation	23	23	23	
MaeCare Promoting Partnerships Q2 (Oct 10)	1,732			
MaeCare Promoting Partnerships Q3 (Jan 11)	1,832			
MaeCare Promoting Partnerships Q4 (Mar 11)	1,832			
Northcall Q1 (July 2010)	3,750			
Northcall Q2 (Oct 2010)	3,750			
Northcall Q3 (Jan 2011)	3,750			
Northcall Q4 (March 2011)	3,750			
Open House Moving Again Q1 (July 2010)	3,750			
Open House Moving Again Q2 (Oct 2010)	3,750			
Open House Moving Again Q3 (Jan 2011)	3,750			
Open House Moving Again Q4 (March 2011)	3,750			
Burglary Reduction - Trembler Alarms	975			

Burglary Reduction - Operation Buzzer
 Community Sport Summer Activities 2010
 Keeping Slaid Hill Clean & Green
 MaeCare Promoting Partnerships Q1 (Jul 10)
 MaeCare Promoting Partnerships Q2 (Oct 10)
 Aberford & District Master Plan
 Scholes Conservation Area
 Shadwell Conservation Area Review
 Farmwatch & Pre-Xmas Patrols
 Wetherby Site Based Gardener
 Community Sport Summer Activities 2010
 Boston Spa in Bloom Planters for Wetherby
 Farmwatch & Pre-Xmas Patrols
 Wetherby Community Bonfire
 Wetherby Road Plantation

380		
1,700		
1,208		
	1,832	
	100	
	5,000	
	6,000	
	6,000	
	2,500	
		19,900
		1,950
		2,750
		6,000
		1,000
		1,000

Total of Schemes Approved in 2010/11:

40,313	23,185	34,790	98,288
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Grand Total Projected Spend 2010/11:

68,314	58,151	61,802	188,267
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Ward Budget

74,651	57,602	63,361	195,613
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Corrected Ward Balances:

6,336	-549	1,559	7,346
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APPENDIX B

CAPITAL	Allocated at Area Committee			
	Alwoodley	Harewood	Wetherby	Total
	£	£	£	£
Allocations				
2004-07	85,754	85,753	85,754	257,261
2007-08	24,500	24,500	24,500	73,500
2008-09	24,500	24,500	24,500	73,500
transfer from Alwoodley to Wetherby	-20,000		20,000	0
2009-10 incl 10% reduction in Feb10	22,030	22,030	22,030	66,090
Total allocation 2004-10	136,784	156,783	176,784	470,351
Bramham Playground			2,000	2,000
Wetherby in Bloom watering system			9,000	9,000
Thorner over 55s extension		20,500		20,500
Moortown RUFC	10,000			10,000
The Zone sports surface	4,800			4,800
The Zone kitchen	3,750			3,750
Shadwell Lane Community facility	24,000			24,000
Wetherby number plate recog			4,150	4,150
Aberford playground		10,000		10,000
Boston Spa Milleneum Gardens			10,000	10,000
Slaid Hill in Bloom	1,777			1,777
Walton PC bus shelter			3,250	3,250
Environment fund 2006-2008		8,850	8,850	17,700
Collingham roundabout		2,490		2,490
Boston Spa Village Hall kitchen			5,000	5,000
Barwick Village Hall toilet		3,850		3,850
Bramham Village Hall disabled access			5,000	5,000
Wendell Hill conservation project		3,649		3,649
Wigton Moor school path	2,985			2,985
Carr Lane footpath		5,000		5,000
Cranmer bank CCTV	3,500			3,500
Barwick Miners Institute		3,643		3,643
Barwick Festive Lights		3,900		3,900
Northcall Computers	1,500			1,500
Environment Fund 2008-2009	8,123	14,527	4,250	26,900
Thorner Victory Hall		10,000		10,000
Shadwell Lane Library		1,000		1,000
Cranmer Bank security fencing	4,000			4,000
Thorner Parish Centre		10,000		10,000
Holywell Lane Footpath		5,000		5,000
Fir Tree Vale	5,000			5,000
Bardsey Tennis Club		9,746		9,746
Alwoodley Park kitchen	15,000			15,000
Scholes swimming pool		1,000		1,000
Scholes playground		10,000		10,000
Bardsey heritage lights (cancelled)		0		0
Bardsey sports club		18,000		18,000
Shadwell village hall carpark		7,415		7,415
Wigton Moor Church	3,896			3,896
Radio Jcom	8,000			8,000
Bardsey Playground Renovation		10,000		10,000
Boston Spa Children's Centre			105,000	105,000
Leodensians Junior Rugby Club	4,900			4,900
Alwoodley Community Hall	10,000			10,000
Moortown RUFC	2,200			2,200
Aberford & District PC lighting		3,250		3,250
Alwoodley methodist church - toilets	5,606			
Total actual spend	119,037	161,820	156,500	437,357
Balance remaining	17,747	-5,037	20,284	32,994

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Originator: Andrew Mason
Tel: 3952860

Report of: The Director of Environment and Neighbourhoods

North East (Outer) Area Committee

Date: 25th October 2010

Subject: Briefing Note on Proposed Delegation of Elements of the Streetscene Service

<p style="text-align: center;">Electoral Wards Affected:</p> <div style="display: flex; align-items: center; margin-top: 10px;"> <div style="border: 1px solid black; width: 40px; height: 40px; margin-right: 10px;"></div> <p>Ward Members consulted (referred to in report)</p> </div>	<p style="text-align: center;">Specific Implications For:</p> <table style="width: 100%; margin-top: 10px;"> <tr> <td>Equality and Diversity</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Community Cohesion</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> <tr> <td>Narrowing the Gap</td> <td style="text-align: right;"><input type="checkbox"/></td> </tr> </table>	Equality and Diversity	<input type="checkbox"/>	Community Cohesion	<input type="checkbox"/>	Narrowing the Gap	<input type="checkbox"/>
Equality and Diversity	<input type="checkbox"/>						
Community Cohesion	<input type="checkbox"/>						
Narrowing the Gap	<input type="checkbox"/>						
<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

At the meeting of Area Committee Chairs on 6th August 2010 it was agreed, following discussion, that a further report be prepared looking at the potential to increase the delegation for a range of Streetscene services to Area Committees, which in turn would make them more accountable and responsive to the needs of localities and the aspirations of local people and local Elected Members.

Area Committee Chairs were broadly in favour of the move to increase delegation but were keen to point out that this should be via “real” action being taken, and not merely a token delegation based on the increased ability to influence service delivery but without any real ability to change or shape it.

A further briefing note was presented to Area Chairs on the 8th October, which they supported. They agreed to the content of the note and asked that further work is undertaken by Officers, to clarify and provide more detail to committees on how the delegation will work in practice. This included the provision of robust intelligence to support the allocation of resources and provide a baseline position at the local level.

Area Committees are asked to note the contents of the attached briefing note. A more detailed report will be prepared for Area Committees later in the municipal year.

Briefing Note Presented to Area Chairs 8th October 2010 on the Proposed Delegation of Elements of the Streetscene Service to Area Committees

1. Current Position

- 1.1 Streetscene Services currently form part of Environmental Services and provide a range of environmental services to the City of Leeds. Within Streetscene are the refuse and recycling collection service along with services such as street cleaning, gully cleansing, fly tip removal etc. For the purposes of this note and the proposed delegation refuse and recycling collection services are excluded from the scope, whereas street cleaning and other ancillary services are included within the scope.
- 1.2 It is also accepted that within Streetscene services (excluding refuse and recycling collection) a number of activities do not lend themselves sensibly to discussions on greater delegation, and included within this would be those services provided to the city centre and also those provided on a city-wide basis such as the primary network team and gully cleansing activities etc. Even excluding the aforementioned activities, the scale of resource that is the subject of this discussion is still significant. In 2010/11 the annual revenue budget for all services within scope is approximately £6.2m and comprises 138 FTE's plus relevant machinery and equipment etc.
- 1.3 Whilst it is suggested that there is a clear argument for excluding some services from any potential delegation, other services within scope clearly have the opportunity to be influenced by local choice and local circumstances. Such services include:
- Mechanical street cleaning
 - Manual street cleaning
 - Litter bin emptying
 - Graffiti removal teams
 - Fly tip removal teams

2. How Could it Work?

- 2.1 It was acknowledged at the discussion on the 6th of August that delegation of responsibility for services to Area Committees would need to be done on a needs-lead basis and that Elected Members/Area Committees would also need significant support to help them with their role and responsibilities in this regard. At this stage, it is proposed that on an annual basis each Area Committee (it is recommended that the Area Committee Environmental Sub-Group is used) negotiates a Service Level Agreement with Streetscene Services in terms of the range and methodology by which services are deployed in their area. In discussing and agreeing the Service Level Agreement it is intended that summary information will be provided to assist in that debate, such information to include:-
- Current service resources and how they are deployed on the ground
 - Current operating arrangements e.g. cleansing frequencies etc.
 - Area-based service requests over the preceding year
 - Complaint data broken down by complaint type

- Customer perception survey information e.g. residents surveys

It is also proposed that the above information is complemented by empirical, survey based data that robustly records and reports on actual conditions on the ground.

2.2 Moving forward it is recommended that Area Committees be given fuller and more regular data on local environmental quality to assist them in their role, and a number of options have been considered and are proposed for discussion.

i) Enhanced NI 195 Data

The Council currently collects, on a city-wide basis, data on cleanliness levels via national indicator NI195. As outlined, the indicator is collected at a city-wide level only and is statistically unreliable at areas below the city-wide level, even at the wedge or Area Committee level the data cannot be regarded as robust. Nevertheless, there is the potential to increase the annual sample size and as a consequence produce data that is capable of interpretation at a more local level.

ii) DLEQS Surveys

District Local Environmental Quality Surveys (DLEQS) is a district version of a National Environmental Quality Survey, designed by the Keep Britain Tidy group. Leeds has experience of working with this survey over a number of years and it is accepted as a robust and relevant indicator of local environmental quality. The DLEQS methodology is similar to that for NI 195 but covers a wider range of issues than simply cleansing, for example weeds, staining of surfaces, condition of street furniture, fly-tipping, fly-posting and the condition of grassed areas etc. As such, whilst the survey is more intense and intensive from a labour input perspective, it does provide real and robust local environmental quality data that can be better used to assess service effectiveness both from an outcome and also from an input perspective. It is recommended that if the DLEQS route were to be followed this should be pursued on the basis of producing information on a regular basis at the Area Committee footprint level. There is currently some in-house capacity within LCC to produce this, though probably not on the scale that would be required, and there may be some resource implications if this route were to be followed.

iii) An LCC Version of the DLEQS Model

Whilst the DLEQS model is a nationally agreed approach locally derived versions can be produced and monitored locally. It is not clear from our analysis of this option why we would pursue a variant to the DELQS model in terms of the additional benefits it would bring. At the same time producing a DLEQS variant will require additional work both in terms of survey planning and also data interpretation.

2.3 Of the 3 options set out above, option 2 (the DLEQS survey model) is recommended as the best and most appropriate vehicle to report at an Area Committee level, such that Area Committees can fully understand how services are performing in their area and also how they can be amended to reflect local priorities and deliver outcomes on the ground. The DLEQS model, whilst fundamentally being a data repository, is also capable of producing visual

representation of survey data and comparing that to accepted benchmarks and norms. Visual representations of the DLEQS approach will be provided to Elected Members as part of the discussion on this issue.

3. Other Issues

3.1 In considering the issues outlined within this report Members also need to be aware of other issues that can potentially impact on any final decision taken, these are set out briefly below:-

- Within Environment and Neighbourhoods, work is currently going on to look at how a wider range of locality based services including the work done by Environmental Action Teams (EATs) and Environmental Enforcement can be made more accountable to area based structures and reflect the wider locality working agenda. This work is looking at operational and management structures and is likely to see groupings based on the existing wedge based structure that currently operates within area management and the (EATs). A verbal update on this issue will be given at the meeting on the 8th October.
- Street cleaning services are currently being reviewed as part of the Streetscene Change Programme. The programme covers a range of issues agreed at the end of the industrial action in November 2009 and in particular the move to more 7 day a week street cleaning arrangements across the city. This work involves mapping out current levels of service provision and resource deployment and will be an essential 'building block' of the enhanced delegation approach envisaged. This work will be completed in the next few months and will be instrumental in helping Members to understand the current service provision in their area and how that can be changed moving forward.
- INM funding has recently been completely removed from a range of street cleaning services and has resulted in service reductions on the ground. Further decisions on service levels/budgets may also be necessary in response to the Comprehensive Spending Review announcement in late October. Central to the issue is ensuring that resources are deployed on the ground in response to service need and that where it can be demonstrated that it is necessary resources should be moved, if needs be, from one Area Committee area to another.

4. Conclusions

4.1 This note sets out the range of Streetscene services that could potentially be delegated to the Area Committees.

4.2 The note also sets out an approach to data collection and reporting that will allow Area Committees to set out a clear plan for service delivery in their area and negotiate a Service Level Agreement which can be monitored throughout the year.

4.3 The note also sets out a range of issues that are currently relevant to this work and that need to be considered in relation to any decision and action plan around changes/implementation.

5. Recommendations

5.1 Area Committee Chairs are asked to note the contents of this report and to agree to the following:-

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

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Originator: Elizabeth Bailey

Tel: 0113 - 2145896

Report of the East North East Health and Wellbeing Improvement Manager

Outer North East Area Committee

Date: 25th October 2010

Subject: Update on the Outer North East Health and Wellbeing Programme

Electoral Wards Affected:
All Outer North East wards

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

1.0 Executive Summary

1. 1 This report will outline the key health and wellbeing issues being considered by the East North East Health and Wellbeing partnership and set out how issues affecting Outer North East Leeds are being addressed. It details the work that the Health and Wellbeing Manager is developing with key partners and how this is being translated locally, together with some examples of projects that are running in the Outer North East Area.

2.0 Purpose Of This Report

- 2.1 The purpose of this report is to explain the background of the health and wellbeing partnerships and how the initial priorities are being developed in the context of the Outer North East Leeds Area Committee

3.0 Background Information

- 3.1 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 West North West). The East North East Health and Wellbeing partnership started meeting in October 2010 and has begun to help partners to work together at the local level.

- 3.2 Each of the partnerships are supported by a joint funded LCC/NHS Leeds Health and Wellbeing Improvement Manager, which for the East North East is Liz Bailey. In July 2010 Janet Smith was transferred from Environmental Health Services to Adult Social Care and is now working as Health Improvement Officer to the Health and Wellbeing Improvement Manager on a number of initiatives.
- 3.3 The three Health and Wellbeing Managers have four overarching priorities around their role of improving health as follows:
 - Improving communication and community engagement
 - Ensuring commissioned services and local initiatives meet the needs of deprived communities
 - Translation of citywide priorities into actions at local level
 - Reducing the Health Inequalities gap between deprived communities and the rest of Leeds through strengthening partnerships, building health capacity and maximizing resources
- 3.4 These priorities provide the framework for delivery of actions from the city wide Leeds Health and Wellbeing Partnership Plan, through the Health and Wellbeing Partnerships to Local Delivery Plans.
- 3.5 The area Health and Wellbeing 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, LINKs and Leeds Voice Health Forum. In addition, elected member health champions from each of the ten Area Committees are also included on the partnerships. Cllr Harrand is the health champion for Outer North East Leeds and is invited to take local issues to and from the partnership.
- 3.6 The recent white paper Equity and Excellence: Liberating the NHS, has important implications for local authorities, who will be taking on responsibilities for public health, as well as partnership working at locality level. Health decision making will be transferred to locality level through General Practice Consortia and current health budgets will be transferred from Primary Care Trusts to these bodies, which will make commissioning decisions, based on the needs of the local population. The Health and Wellbeing Partnerships, being close to local communities and in touch with key service providers, are well placed to play an important role in informing the new commissioning process.
- 3.7 In September 2010, the Local Government Improvement and Development (formally IDEA) conducted a Healthy Communities Review for Leeds. This showed a need for elected members to own the emerging vision for health improvement, a need to engender a culture that health is 'everyone's' business and that whilst there are good

examples of work around health in Leeds, we need to look internally at what works and 'industrialise' it.

4.0 Main Issues

- 4.1 Published data, from sources including the Director of Public Health's Annual Report, the Health and Wellbeing Partnership Plan 2009-12, and the Joint Strategic Needs Assessment (JSNA), as well as the Neighbourhood Index data was used to build a health profile of the Outer North East Area. Subsequent data is being added as it becomes available and local intelligence is being collected via consultation events. A health questionnaire, administered via the Citizen's Panel process is planned for 2011 and this will provide a more robust method of gathering data and in turn enable a more complete picture of the area and its health needs to be compiled.
- 4.2 The Outer North East Area is one of the most affluent areas of Leeds. It scores well, compared to inner city areas on many aspects of health and wellbeing. However, the Moortown (Lingfields/Cranmer Bank area, which adjoins the Inner North East Area, houses a substantial sub population of older people living on a low income in smaller semi detached homes (48.2%) compared to 4.6% in Leeds as a whole and 29.8% of single elderly people living in council flats compared to 2.1% in Leeds as a whole (Acorn 2009). There is a smaller (7.9%), population of singles and single parents in high rise estates in Moortown Lingfield/Cranmer Bank compared to 1.4% in Leeds as a whole.
- 4.3 Social profiling by Acorn (2009) describes the two main sub sections of the population as a mix of post industrial pensioners with long term illness (37%) and less affluent neighbourhoods, high fast food and sedentary lifestyles (30.1%). Smaller sub groups consist of deprived neighbourhoods with poor diet and smokers (11.2%), disadvantaged neighbourhoods with poor diet and severe health issues (14.4%) and a smaller population of multi ethnic groups with high smoking prevalence and high fast food consumption (7.4%).
- 4.4 This information suggests that health action in this particular location should focus upon encouraging more physical activity, improving knowledge, skills and attitudes around food and nutrition and encouraging more smokers to permanently quit. Targeted measures to improve the wellbeing of elderly people around affordable warmth, independent living and reducing social isolation are also required.
- 4.5 The Health and Wellbeing Improvement Manager undertook a consultation exercise at the Ramgharia temple on 2nd March 2010. This gathering, which was drawn from all over Leeds revealed a general consensus that health action should focus around obesity prevention, alcohol use and smoking, although poor mental health, low income, social isolation and affordability of leisure and cultural opportunities, together with transport issues were also identified. Some of these wider determinants of health and challenges are entered for action on the Health and Wellbeing Manager's overall work plan at Appendix A.
- 4.6 Three main initial priorities around reducing smoking related disease, increasing

physical activity levels and reducing poverty were agreed through the East North East Health and Wellbeing partnership, which was challenged to use the existing resource of partners to improve health outcomes in these areas. Therefore, work has progressed faster and further where partners have felt a greater stake. For example GP Consortia priorities around smoking related disease has resulted in a number of partners including NHS Leeds, Seacroft Neighbourhood Manager, Health Trainers, Adult Social Care, Seacroft/Manston School Cluster Manager, Extended Services and Space 2 coming together into a preventive tasking group, which can pool expertise and resources in Seacroft under the 'team neighbourhood' approach. The Health and Wellbeing Manager is also working to link frontline family support workers and parents, Education Leeds, Healthy Schools, head teachers and school meals services in order to develop a community approach towards increasing free school meal uptake in Burmantofts and Richmond Hill. Both these pieces of work are testing models, which once evaluated can be rolled out city wide.

- 4.7 The size of the wedge, the scale of deprivation and the diversity of the population, means that there has to be a balance, between working reactively around issues that are identified by statistics, and proactively identifying and acting on the expressed needs of the local population. Developing innovative initiatives that can help build the capacity of local people to tackle their health needs and secure, through the Health and Well being Partnerships, the commitment of a wide range of partners, can help add to the evidence base, and build good community health. This, in the longer term will enable more efficient use of healthcare resources and services.
- 4.8 Also, a balance has had to be struck, between delivering small localized projects, targeted at a number of needy individuals within individual wards, and larger scale initiatives, based on influencing delivery of universal services. Examples of the work which the Health and Wellbeing Improvement Manager is developing is influencing leisure service provision to reduce barriers to participation by excluded groups such as disabled people and starting to join up health, social care and those services delivered by the community and voluntary sector into integrated networks to help reduce unnecessary hospital admissions. These mainstream services have the potential to affect larger numbers of people across the whole wedge/city and make a real difference towards narrowing the health gap between the most vulnerable people and the rest of Leeds, as well as improving the health of the population of the Outer North East Area as a whole.
- 4.9 Increasing physical activity levels has been described as a 'best buy' in public health by Morris (1994) and numerous subsequent studies, because of the huge numbers of people across the general population who are insufficiently physically active to benefit their health and the range of medical conditions that are inactivity related. Therefore work to increase physical activity levels across all social groups and age ranges has been prioritized in the Outer North East area. This aims to reduce overweight, obesity, coronary heart disease, diabetes, stroke and some cancer risk.
- 4.10 A number of initiatives aimed at increasing physical activity are progressing.

Physical Activity

- 4.11 The Health Improvement Officer has delivered the first of an on-going programme of health walk training and one new group in the East North East wedge has been established as a result of a session held at Shine in July 2010. The 'Chapel Allerton and Beyond' Group, meets Monday and Wednesday evenings at 6.30pm opposite Scott Hall Leisure Centre. 2 further volunteers from this group are attending the next training in October.
- 4.12 New health walk leaders are being supported to develop local health walks that are more appropriate and appealing to the most sedentary groups (i.e. 30 minutes duration or less). Encouraging this group to be moderately more active is more effective in improving health of the population than facilitating initiatives to enable already active people to do more
- 4.13 The Health Improvement Officer has trained a number of Feel Good Factor community health educators to deliver health walks. The funding for these paid sessional workers is now coming to an end and she is working with Feel Good Factor to ensure the work is sustained.
New walk leaders will be recruited from the existing groups and support will be provided for them, up to and after training, which is planned for January 2011.
- 4.14 A distinct (-16.59%) physical activity participation gap between disabled individuals and the rest of Leeds has been identified by the most recent Active People Survey, so this group (including learning disabled), and their carers have been prioritized for action as follows:
- Adapting the health walk training to enable disabled individuals to become health walk leaders. This will increase participation by being appropriate to disabled people's needs, low cost, easily accessible and so contribute towards narrowing the health gap
 - Improving access to leisure opportunities for disabled people and their carers. A number of new proxy measures, which can act as eligibility criteria for currently excluded carers to access the Leeds Card Extra discount card have been negotiated. This initiative will be advertised and available to those living in East North East wedge, including the Outer North East by Spring 2011
 - Policy within leisure centres is generally agreed to be that carers are allowed free admission, provided they are accompanying and looking after a disabled person. However, user feedback suggests that this is not always the case, resulting in embarrassment when staff query eligibility. Work with leisure service staff and Leeds Card Extra is underway to ensure this practice does not continue
 - Working with disabled and learning disabled individuals to help them be confident and safe when use public transport to leisure and cultural centres
 - Working to raise the physical activity aspirations and expectations of disabled people and their carers

- Establishing a baseline for the work is proving challenging as figures obtained from leisure centres include only those who disclose disability. Work to explore how a more accurate picture of use by disabled people can be obtained and tracked is underway.

4.15 A multi agency group consisting of LCC Adult Social Care, Carers' Leeds, NHS Leeds, METRO, Leeds Card and City Developments has been convened to address these barriers and so promote social inclusion and reduce inequalities in health.

Older People

4.16 Work to help older people remain healthy and independent is also progressing:

- The team arranged an affordable warmth presentation for Moor Allerton Older People's Partnership group by Care and Repair on 1st September 2010
- The Health Improvement Officer attended the Chapeltown 'Winter Warmers' event and will now assist organizations such as Maecare, Northcall and Open House to run their own 'Winter Warmer' events aiming to reduce the number of vulnerable older people who are in living in fuel poverty
- A presentation to frontline professionals about the benefits of telecare was delivered to the Chapeltown Health and Wellbeing Network Group on 4th August. The Health Improvement Officer is now working with Feel Good Factor to plan initiatives which can increase the number of referrals from the May 2010 baseline of 230
- In partnership with Maecare, plans are developing to increase uptake of the Leeds Card Extra- to enable isolated and frail older people access affordable cultural opportunities as a means of improving mental health
- Learning from the 'Team Seacroft' pilot project around smoking related disease is being used to inform commissioners around user needs and to assist providers, including Maecare deliver on their commissioned work around keeping people out of hospital.

Food and Nutrition

- 4.17 Older people are particularly vulnerable to poor nutritional status and a number of initiatives to help them access nutritious healthy and safe food are being planned for delivery during the next three months through Maecare. These include:
- Food safety training to be delivered to people who run food based initiatives e.g. luncheon clubs
 - Work to improve the nutritional content of food served at the stroke club

NHS and partners

4.18 Other partners are delivering health based work in the area, including:

- NHS Leeds are offering vascular checks to adults aged 40-74yrs who live in the most deprived 10% of SOAs. The Health and Wellbeing Improvement Managers are assisting this work by mapping follow on activities for those who do not currently meet the threshold for clinical intervention, but are at future risk, if lifestyle is not modified.
- Very early discussions are underway with Leeds Community Healthcare Stop Smoking Service to assess the feasibility of establishing a stop smoking clinic in the Meanwood/Moor Allerton area
- Outer North East area health infrastructure has strengthened over the past twelve months with a health and wellbeing network established nearby in Meanwood. This is providing an effective support mechanism for workers on the ground, encouraging sharing of good practice, facilitating information exchange and enabling the wider public health workforce to collectively identify and tackle issues, opportunities and challenges on a very local basis.
- Three third sector organizations, Shantona, Feel Good Factor and Zest Health for Life have now been returned to their current service level agreements following a review by NHS Leeds. Zest Health for Life have run Change4Life Family fun days and taken families on a seaside trip in the Moor Allerton/Moortown area during 2010. NHS Leeds will now work with these organizations to develop their future delivery plans.

Next steps

- 4.19 This report details the work of the East North East Health and Wellbeing Programme, which contributes to the area delivery plan over the six months April to September 2010. The extra capacity provided by the Health Improvement Officer will enable work on the ground to progress more quickly and the planned actions described above will have delivered a number of outcomes to improve the health and wellbeing of vulnerable older and disabled people. A programme of work to address mortality from circulatory disease will be progressing and the learning from initiatives in other areas will be informing practice in Outer North East.
- 4.20 Existing data gathering processes do not always provide information that is meaningful and accurate enough for monitoring purposes. However baselines have been set where possible and postcode data is now being collected to monitor progress. Work to increase the accuracy of data reporting is ongoing. However, the current position with the mainstream initiatives is detailed below:

Initiative	Baseline 2010 for LS 17	Target	Current position
Affordable Warmth	2009 full year figures being compiled 99 city wide referrals from 01-04-10 to 08-10-10	TBC	6 individuals from LS17 have been referred Apr-Oct 2010. Targeted interventions e.g. 'Winter Warmer' events planned to further contribute to the 240 vulnerable people to be referred into energy saving grants by March 2011
Telecare/Telehealth	230 in receipt of telecare interventions up to June 2010	TBC	Programme of interventions being planned
NHS Healthchecks	-	TBC	Data collected at practice, not postcode/ward level. Work to obtain meaningful figures underway

5.0 Implications For Council Policy and Governance

5.1 None identified

6.0 Legal and Resource Implications

6.1 Currently minimal. This work is developing through establishing partnerships and resource sharing

7.0 Conclusions

7.1 The Health and Wellbeing programme is progressing a number of actions and initiatives, in a systematic and structured fashion. The first year of this work has required efforts to build up a picture of the East North East wedge and has started to tackle some of the issues identified. The momentum of this work will increase over the next twelve months as the Health Improvement Officer provides extra capacity and partnerships for health are strengthened. A selection of activities, which are running in Outer North East area are shown at appendix B

8.0 Recommendations

- 8.1 The Outer North East Area Committee is requested to note the progress of the Health and Wellbeing Improvement Programme and use this information to supplement that brought to the Area Committee by the Outer North East Health Champion.

Background Documents

1. The Annual Report of the Director of Public Health in Leeds 2009
2. 2009 Population ACORN Profiles
3. Implementing the Leeds Joint Strategic Needs Assessment Framework 2009
4. Leeds Health and Wellbeing Partnership Plan 2009-2012
5. Davis (2009) Essential Evidence on a Page-No 8
Physical Activity: The best buy in public health-but most undervalued

Appendix B

Selected Activities running in Outer North East area.

1. Zest Health for Life Activities (Tel 0113-2406677)

Salsacise and Weight Management

Runs at Northcall Community Centre, Cranmer Bank on Monday mornings, 9.00-10.30, £1 a Week

'All Being Well' walking group

Contact Maureen on 0113-2406677

2. Chapel Allerton & Beyond Walking Group. No special equipment is required just sensible shoes and a bottle of water. To suit all abilities including new starters. Walks last no longer than 1 hour

Contact Vicky Ann Johnson

Volunteer Walk Leader
Chapel Allerton and Beyond Walking Group
32 Henconner Crescent
Chapel Allerton
Leeds
LS7 3NS

Telephone:

07748674964

Email:

vickyann.johnson@yahoo.co.uk

3. Neighbourhood network at Leeds Jewish Welfare Board

Runs at Marjorie and Arnold Ziff Centre, 311 Stonegate Road, LS17 6AZ
Telephone 2684211

4. Neighbourhood Network at Moor Allerton Elderly Care

57, Cranmer Bank, Leeds LS17

Tel 0113- 2660371 or e mail info@maecare.org.uk

Provides healthy living activities including exercise class and walking group. Also Volunteer Car Scheme and support for people who have had a stroke through the stroke club

Activities in Wetherby

5. Wetherby in Support of Elderly (WISE)

One Stop Centre, Wetherby, LS22 6NL

Tel 01937-588994 or e mail info@w-ise.org.uk

- . Provides signposting to healthy living activities

General Public

6. www.walkit.com Website to enable general public to use active transport for short journeys. Provides directions from one postcode to another

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Challenges in 10% SOA's

- High unemployment
- Poor housing
- Low income
- Alcohol use across the patch
- Poor mental health

ENE Health and Wellbeing Partnership Programme

Reporting Arrangements
 Joint Strategic
 Commissioning Board
 LCC Senior Leadership
 Team
 ENE Area Committees

ENE Health and Wellbeing Partnership Priorities

ENE Postcodes
 LS7
 LS8
 LS9
 LS14
 LS15
 LS17
 LS22
 LS23
 LS25

10% SOAs
 Chapeltown
 Gipton
 Harehills
 Burmantofts
 Richmond Hill
 Moor Allerton
 Seacroft
 Meanwood

Smoking Related Prevention
 GP Risk Stratification of practice population
 Early Years (smoke free homes & stop smoking)
 Schools (training, prevention and peer support)
 Think Family Interventions (Stop smoking, lung health, peer support)
 Workplace (Stop smoking)
 Community Tobacco Control

More Active More Often
 NHS Healthchecks (pathways to reducing future risk)
 Disability (ability)
 Access (geographical, attitudes, training)
 Awareness (professionals disabled and carer groups)
 Transport (travel training, active transport)
 Cost (Leeds card extra)

Reduce Poverty
 Free school meal take up (stigma, quality, dining environment)
 Think Family Interventions (awareness raising, training)
 Financial Inclusion (benefits, food poverty, advice)
 Unemployment (skill development, volunteering)

ENE Longer Term Ambitions

Commissioning Role
 Overview of local service delivery/gaps
 Needs assessed through robust local intelligence gathering mechanism
 Impact monitoring measures agreed
 Systematic and integrated approach to influencing the commissioning processes in place

Communications/community involvement
 Shared communication between partners
 Shared mechanism for community engagement
 Toolkit of key messages to staff and public
 Partnership intervention role
 Effective neighbourhood communication channels through local Health and Wellbeing groups

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Originator: Stephen Smith

Tel: 77293

Report of Chief Environment Services Officer

Report to North East (Outer) Area Committees

Date: 25th October 2010

Subject: GROUNDS MAINTENANCE UPDATE REPORT

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

Executive Summary

In July 2010 the Council's Executive Board gave approval for the procurement of a new grounds maintenance contract with a revised start date from 1st March 2011 to 1st January 2012. A draft specification has now been prepared incorporating feedback from ALMO tenants, Highways and Transportation services and the Area Committees.

Engaging with the Parish and Town Council's has also been raised as an issue through Area Committees and the Grounds Maintenance Scrutiny Inquiry carried out between August and December 2009. The revised procurement timetable reflects the process to engage with Parish and Town Council's.

It is recommended that the contents of the report are noted.

1.0 Purpose Of This Report

- 1.1 To advise members of the progress to date with the procurement of a new grounds maintenance contract to start 1/1/2012.
- 1.2 To advise members of the revision to the contract start date from 01/03/2011 to 01/01/2012.
- 1.3 To advise members of several key issues that have emerged to date that have influenced the approach taken to the procurement and shape of the contract.

2.0 Background Information

- 2.1 The Grounds Maintenance procurement strategy is currently being overseen by a Grounds Maintenance Programme Board chaired by the Chief Environmental Services Officer, and made up of the Chief Executive Officers from the three ALMOs and BITMO, the Highways Asset Manager for Highways and Transportation along with other key stakeholders including Strategic Landlord, Procurement Unit and Parks and Countryside. The programme board is supported by a project team made up of representatives from the four clients, procurement, environmental services and parks and countryside.
- 2.2 Looking forward, the proposals to monitor the performance of the appointed contractor will also seek to engage and actively involve the various clients so that they can feedback to their various stakeholder groups in a positive way and reflect that their interests are being represented and upheld. ALMO tenants and Town and Parish Council representatives will be encouraged to have a far greater role in the monitoring of the grounds maintenance services.
- 2.3 In overall terms the new contract will deliver the following grounds maintenance functions:
 - Amenity grass in residential areas including roadside verges, grass around sheltered areas and other areas some of which are on “In Bloom” judging routes.
 - Rough cut grass – this includes grass in urban or rural areas requiring less maintenance than amenity grass.
 - “Sight line” grass on highways – this is particularly in rural areas and at road junctions and bends, and is cut to maintain road safety standards.
 - Shrub and rose beds at various sites within the city.
 - Primary networks – typically grass verges and central reservations surrounding motorway and other key junctions.
 - Hedge maintenance

3.0 Main Issues

Progress to Date

- 3.1 The procurement strategy approach adopted to date has sought to engage and incorporate the views of the various clients whilst at the same time promoting a consistent approach to grounds maintenance across the city.
- 3.2 Below is the summary of the consultation work carried out by the clients which has been used to develop the contract specification and the contract structure

4.0 Consultation Arrangements and Feedback

4.1 As part of the procurement process the four clients have undertaken a range of customer consultation activities. These are summarized below with key findings:

4.2 ALMO and BITMO Boards

Consultation has taken place with customers through a variety of methods including newsletter articles, attendance at Resident and Tenant Group meetings, satisfaction surveys and a number of focus groups.

The issues that have been raised through the consultation process have been considered by the Project Team and include:

- Clarity on how customers could report problems
- Feedback when complaints are received
- Effective action when complaints are received
- Publish 'Service Standards' that are easy to obtain and understand
- Mapping of all sites needs to be up to date
- Monitoring needs to be consistent
- Financial penalties need to be imposed on the contractor
- Modern and suitable equipment needs to be used
- Litter picking needs to be undertaken prior to grass cutting

4.3 Area Committees

A report was presented to all ten Area Committees in September/October 2009 and in summary identified five key issues.

(i) Mapping of Sites

The current Grounds Maintenance mapping database has been developed over the life of this contract and now accurately records the areas of land assigned to the individual ALMOs and Highway and Transportation Services that they have authorised to be serviced. Land will only be varied in or out of the contract with the approval of the appropriate client. Current systems allow the contract monitoring team to determine whether any other identified areas of land are in Council or private ownership and will ensure that the mapping database used for the new contract is up to date.

Where land is in private ownership every effort is made to identify the owner and encourage them to maintain the land. Where ownership is not clear and more work will be done to ensure that the mapping database is as up to date as possible and maintained throughout the life of the next contract.

(ii) Contract Specification

A number of issues were raised including the possibility of collecting grass cuttings, the ability to vary the number of cuts in certain areas, the removal of cuttings from highways and footways after works have been carried out. The soft market testing exercise carried out in 2009 suggested that this option would significantly increase unit rates. Contractors that responded have indicated that grass collection would be approximately 33% more expensive.

(iii) Contract Structure

The report to Area Committees recommended that one city wide integrated contract represents the opportunity to get best value. In the main this was agreed to but some comments were made on the role of Town and Parish Councils. The agreed contract structure will provide Parish and Town Councils with an opportunity to tender for the grounds maintenance work in their areas.

(iv) Contract Monitoring

Various comments were made including the need to ensure more consistent monitoring and the deduction of payment for unsatisfactory or uncompleted work. A more robust and consistent contract monitoring procedure is being developed for the new contract.

(v) Contract Mobilisation

A general desire to ensure a longer lead in period than was allowed for the current contract. The revised procurement timetables allows for a mobilisation period of 17-20 weeks

4.4 Leeds Citizens' Panel

1,000 members of Leeds Citizen's Panel were consulted by Highways and Transportation to gather views from a range of residents in relation to grounds maintenance and grass cutting across Leeds. Questions were asked about the quality and frequency of services. 542 responses were received. The key areas for consideration from the consultation and the actions taken in preparation for the new contract are as follows:

	Summary	Response:
i	Consider clearing of footpaths after work has been done and/or collecting grass clippings.	The revised contract will test the market capability and the impact on affordability of collecting grass clippings during the mowing operation. The value of this operation will be assessed during contract evaluation.
ii	Verges adjacent to rural roads require more attention.	The grass verges of rural roads have been reviewed and remapped. The revised contract will include the trimming of a minimum 1m wide verge on all rural roads
iii	Overall respondents disagreed to an increase in Council Tax to provide an enhanced service	This suggests that respondents recognise the financial implications of improving the service and value for money will continue to be a key consideration during the tender process.

The feedback from the consultation process to date has been used to influence the contract specification and contract structure.

5.0 Environment and Neighbourhoods Scrutiny Board

- 5.1 Between August and December 2009 the Environment and Neighbourhoods Scrutiny Board carried out a review of the procurement process currently being followed and a report outlining the Board's recommendations along with the response of the Executive Board Member for Environmental was presented to Executive Board on the 10/03/2010.
- 5.2 Although the inquiry raised similar issues to those identified in the client consultation, it also concentrated on the approach that the Council will take to 'orphan sites' in the new contract. Orphan sites are those where ownership within or outside the Council can not easily be determined. In the majority of cases these sites impact on the visual amenity of an area and it is in the public interest to maintain them.
- 5.3 Orphan sites continue to be identified as the grounds maintenance database is improved, however the addition of such sites to the schedule of works within the Grounds Maintenance Contract continues to provide additional financial pressure to the clients. As the maintenance of these areas is within the public interest it is proposed that these are corporately funded and added to the database
- 5.4 In considering the way forward for the service consideration has been given to the options of either a traditional 'input' based specification where works and frequencies are clearly specified or an 'output' based specification where less prescription is given and more emphasis is placed on desired outcomes – e.g. 'maintain all grassed areas to a certain standard throughout the growing season' with no reference to numbers of cuts to be carried out in a given period or frequency. An 'input' based specification is the strongly recommended option as this gives far greater certainty as to the works being carried out and when and also enables far greater clarity from a contractor performance management and payment perspective.

6.0 Contract Duration

- 6.1 The current contract was originally let as a three year contract with the option to extend by an additional three years in one year increments. The soft market testing exercise carried out in 2009 suggests a longer term contract with the ability to extend again by one year increments provides the potential to receive lower unit cost quotes and therefore better value in the long term. It is recommended that a five year contract package be advertised with the opportunity to extend for a further five years in 1 year increments.

7.0 Contract Structure

- 7.1 As part of the current procurement exercise an option appraisal process was carried out to assess the contract packages available to deliver the grounds maintenance services from 01/03/2011. Two option appraisal workshops were held, facilitated by the Corporate Risk Management team; representatives from the four main clients were involved in the workshops along with representatives from Parks and Countryside, the procurement unit and Environmental Services.
- 7.2 The outcome of the workshops was to recommend the procurement of a city wide contract covering all aspects of grounds maintenance being delivered by one contractor across the city. This was felt to represent not only the most cost effective approach to providing grounds maintenance services but also the one that gives the greatest clarity and accountability in terms of performance from a contractor

perspective and ease and ability of monitoring from a client/stakeholder perspective. It is anticipated that there will be strong interest in such a contract. The most recent information regarding interest from the market is the result of the soft market testing done at the end of last year. Fourteen companies returned the documentation, out of which we assessed nine to be capable of delivering a contract of this size.

8.0 Revised Procurement Timetable

8.1 The current contract ends on 28/02/2011 however concern has been raised about the risks associated with having a new contract starting on the same day as the start of the grass cutting season.

8.2 In view of this, it is proposed to extend the current contract until 31/12/2011 with the contract award date around August 2011. This will allow a generous mobilisation period and a contractor handover at a point in the horticultural calendar when maintenance activity is reduced. The new contractor will have the opportunity to become established and fully resourced to start the grass cutting season on 01/03/2012.

8.3 The key dates and stages of the revised procurement timetable can be summarised as follows:

- Sept 2010 - seek confirmation of Parish & Town Council's involvement
- Oct 2010 - evaluation of returns
- Oct/Nov - report findings to Programme Board
- Dec 2010 - publication of OJEU (Official Journal of the European Union) advert inviting expressions of interest
- Late January 2011 - return of completed PQQs (Pre Qualification Questionnaire) documentation
- February 2011 - PQQ evaluation
- March 2011 - tenders invited
- June 2011 - tenders returned
- June/July 2011 - tender evaluation
- August 2011- contract award
- 1st January 2012 - contract start

This approach allows a mobilisation period of 17-20 weeks and for any other contract handover issues (such as T.U.P.E) to be resolved before the start of the grass cutting season.

9.0 Parish and Town Councils

9.1 Throughout the life of the current contract a small number of Town and Parish Councils have expressed interest in becoming more closely involved in the delivery of grounds maintenance services within their areas. In response to the report to Area Committees (September 2009) and as part of the Environments and Neighbourhoods Scrutiny review this issue has again been raised as to the practicality of allowing local council areas to be identified as separate areas of land that would then give interested Town and Parish Councils the ability to bid to carry out works within their area.

9.2 Although the initial option appraisal exercise recommended a city wide contract, subsequent consultation with Parish and Town Councils and Area Committees has

suggested that Parish and Town Councils should have the opportunity to bid for grounds maintenance work within their areas.

- 9.3 At its meeting on 22/07/2010 the Executive Board agreed to the recommendation to advertise the Grounds Maintenance contract on the basis of a city wide contract with the option to allow Parish and Town Councils to tender for work within their areas.
- 9.4 To progress this issue all parish and Town Councils were written to on the 02/08/2010 asking them to confirm their expression of interest to be included in the provision of grounds maintenance services. Within the letter two options were offered
- (i) Parish and Town Councils to be given the opportunity to be involved in the competitive process and formally bid for the provision of grounds maintenance services within their areas
 - (ii) For Local Councils that do not wish to be involved in the competitive process, have the opportunity to be part of the formal monitoring process

The closing date for expressions of interest was 13/08/10 although this has now been extended to 13/09/10 to allow local councils to have the decision approved through their formal processes.

11 responses have been received from Parish and Town Councils, 10 of which have identified option 2 as the preferred option and two have identified option 1 (2 Parish Councils have identified option 1 and 2)

- 9.5 The next stage of the process is give a formal presentation to those Parish and Town Councils that have registered and interest. The presentation has been arranged for Wednesday 22/09/10 and will cover options 1 and 2 in more detail covering the tendering process, tender specification and monitoring procedure. It will also provide local council representatives an opportunity to ask questions and fully understand the options.

10.0 Contract Monitoring and Administration

- 10.1 Over the life of the current contract, monitoring and administration arrangements have improved through the commitment of the various clients. And it has been agreed that contract monitoring arrangements for the new contract need to build on the good work already done to ensure a consistent approach that holds the successful contractor to account and achieves the standards of service that is required. In response to the consultation exercises mentioned above, there is also a strong desire to look at how key stakeholders such as ALMO/BITMO tenants and representatives from interested Town and Parish Councils can contribute to the contract monitoring and contractor feedback arrangements.
- 10.2 New contract monitoring arrangements are being developed that will involve a team approach with all Clients taking part in monitoring to ensure that they can see at first hand the performance levels in their area. Staff carrying out monitoring activities will then take part in regular meetings with the contractor where performance is discussed and payment authorised. Staff from Environmental Services will organise the overall structure of meetings and also undertake the monitoring on behalf of Highways and Transportation. ALMOs and BITMO will also be working with groups in their areas to provide and receive feedback on contractor performance.

11.0 The Executive Board Report July 2010

11.1 A report was prepared for the Council's Executive Board seeking approval to progress with the procurement of a new grounds maintenance contract. The report presented on 22/07/2010 made five recommendations all of which were approved,

- i. The contract administration and monitoring arrangements as set out in the report.
- ii. That the contract be advertised on the basis of one, single city-wide contract with the option to require a variant bid to allow interested Parish or Town Councils to tender for work within their areas..
- iii. That a contract be advertised for five years with the option to extend for up to a further five years.
- iv. That Executive Board agree to extending the contract with Glendale and ATM until 31/12/2011 subject to the issue of a transparency notice.
- v. That a contingency sum of £60K in year 1 (financial year 2012/2013), £20K year 2 onwards, be allocated to enable any future orphan sites identified to be properly maintained.

12.0 Implications for Council Policy and Governance

The procurement of the new contract is being delivered using the Councils Delivering Successful Change methodology and is overseen by a Grounds maintenance Programme Board.

13.0 Legal and Resource Implications

13.1 Resources to progress the procurement of the new contract have been provided by the four clients with support from Environment and Neighbourhoods and Procurement'.

14.0 Conclusions

14.1 The progress to date with the procurement of a new grounds maintenance contract is on schedule with the procurement timetable to have a new contract in place starting on 1st January 2012.

15.0 Recommendations

15.1 Members to note the contents of this report

Documents used in preparation of this report:

- none



Originator: Mark Dolman

Tel: 2476362

Report of the Director of Environment & Neighbourhoods

Report to North East (Outer) Area Committee

Date: 25th October 2010

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

<p>Electoral Wards Affected:</p> <p><input type="checkbox"/> All 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 checked="" type="checkbox"/></p>	
<p>Council Function <input checked="" type="checkbox"/></p>	<p>Delegated Executive Function available for Call In <input type="checkbox"/></p>	<p>Delegated Executive Function not available for Call In Details set out in the report <input type="checkbox"/></p>

Executive Summary

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

1.0 Purpose Of This Report

1.1 To provide information for members on the demand for services provided by the Health & Environmental Action Service (HEAS) with particular focus on the enforcement activities undertaken by the Environmental Action Team (EAT) and Highways & Environmental Enforcement (HEE) team. The report known as the 'HEAS Activity Report' (appendix 1) was first introduced to members in January and the subsequent feedback has been integrated into a revised report which now provides data at ward level. This particular report is a half year report for 2010-2011 as it was agreed that reports would be produced on a 6 monthly basis.

2.0 Background Information

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

3.0 Main Issues

- 3.1 The report gives a brief description of the work undertaken by teams within HEAS and outlines the scope and demand for our services in the East North East management area.
- 3.2 Information has been grouped according to the strategic outcome that a teams activities most significantly contributes to. Data is provided in relation to service requests, fixed penalty notices, enforcement notices, premises inspections, private sector housing inspections, licenses issued, homes improved and adapted.
- 3.3 The report must be read with a health warning in that it relies heavily on service request (SR) volumes to demonstrate the demand for particular services. In reality its not feasible to draw accurate conclusions about the productivity of teams based on SR's alone because we're not comparing like with like. The notion of SR's is a broad one, ranging from requests for telephone advice that take little time to process to complaints that may take months to investigate and resolve. Consequently there is a wide variation between the type of job undertaken by teams and the time taken to complete each job, neither of which are reflected by counting SR's. Nevertheless SR's do provide a useful indication of the types of issues that are most commonly dealt with in different areas.
- 3.4 The report currently provides information not just on teams involved in crime and grime issues but also on the work of some of our city wide teams such as food, health and safety, housing regulation and regeneration etc There are a number of ongoing projects that have been instigated to review the councils provision of services in light of the difficult economic climate that now exists. In particular these include locality working and the regional provision of regulatory services. The findings from both will shape future provision and could result in significant changes in the orientation of services which will need to be reflected in future issues of this report.
- 3.5 In the meantime information in the report as well as feedback received from members via area committees and/or sub groups will be taken into consideration and used in tasking reviews as well as to shape the drafting of next years service plan.

Additionally the report will be used to inform locality working and facilitate communication between members, area management and relevant Health and Environmental Action Service functions. The latter being particularly important in the times of change that we inevitably face over the coming months.

4.0 Implications For Council Policy and Governance

4.1 None

5.0 Legal and Resource Implications

5.1 None

6.0 Conclusions

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

7.0 Recommendations

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

Background Papers

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

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APPENDIX 1

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

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

Pollution Control & Housing

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

Commercial & Business Support

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

Parking & Environmental Action

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

Scope of the report

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

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

Deployment of Community Environment Support Officers (CESO's) and Community Support Officers (CSO's

The half CESO post allocated to Outer North East was not filled at recruitment of these posts across the city as no match could be found to these hours amongst the successful candidates. The post remains vacant

However the CEO and 2 CESO's working Inner North East do cover this post to some degree and deal with reactive complaints particularly but not exclusively relating to waste issues, undertake patrols and carry out tasking work in the Queenshill's and Cranmer Bank area.

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

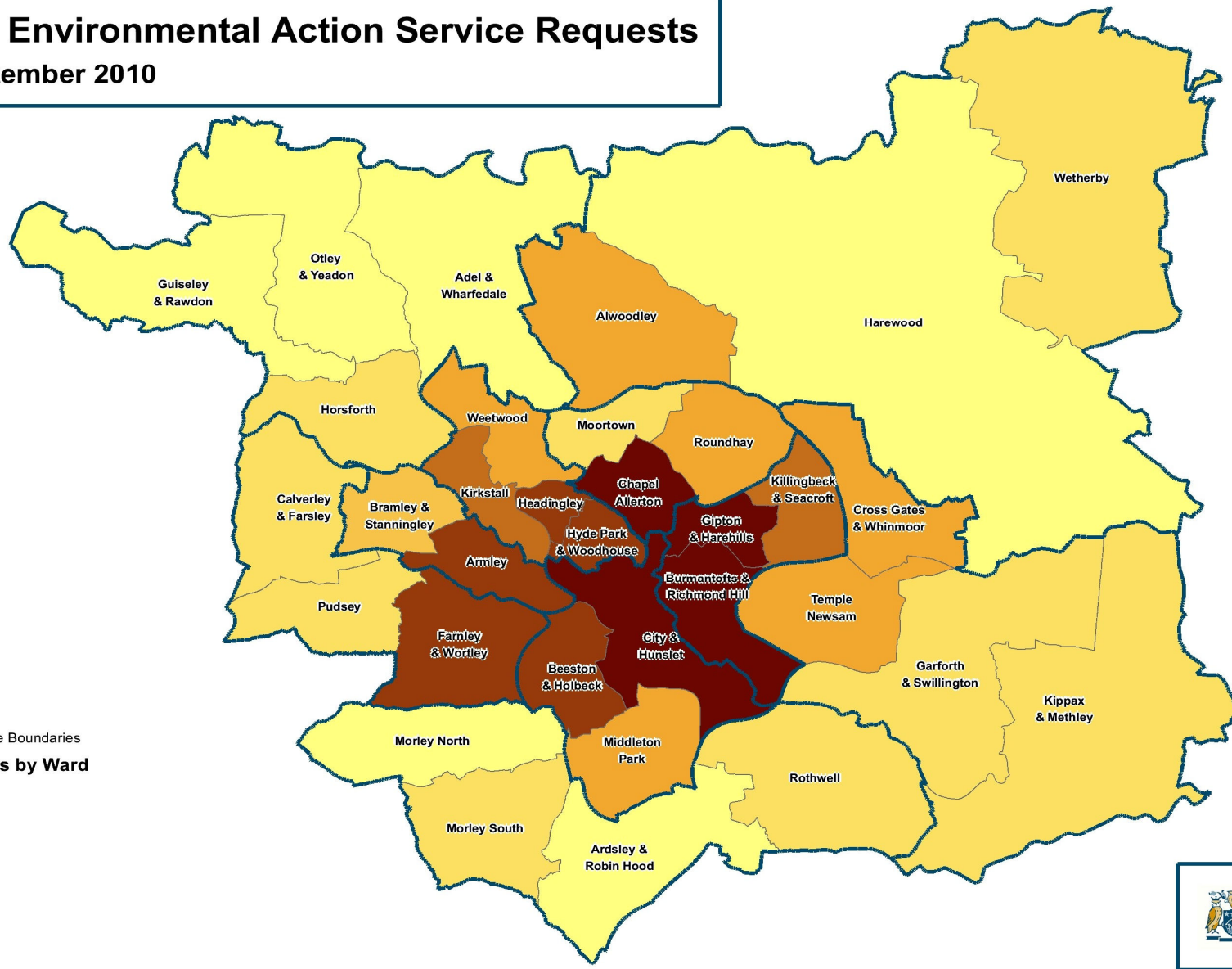
Table 1	Inner East			Inner North East			Outer North East		
TEAM	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Landlord Accreditation & Selective licensing*	318	11	0	2	0	0	0	0	0
East Environmental Action Team	1155	1010	441	921	200	302	254	129	139
Food Safety	11	16	12	10	4	2	13	2	7
Highways and Environmental Enforcement	43	66	15	22	8	7	45	17	42
Houses in Multiple Occupation	16	7	0	43	1	23	2	0	0
Health and Safety	4	3	3	4	3	5	2	4	4
Air Pollution	13	1	0	0	0	0	0	1	2
Commercial noise and Environmental Protection	50	34	25	46	35	28	18	27	45
Pest Control	124	94	87	62	44	45	25	33	31
Private Rented Sector Housing	64	65	24	32	4	24	8	5	3
Rentokil	82	78	126	83	68	78	79	75	72
Totals	1880	1385	733	1225	367	514	446	293	345

**Service requests received by the Health and Environmental Action Service for Outer North East wards
comparison with the previous 6 months data**

Table 2	Oct 2009 to March 2010			April 2010 to Sept 2010		
TEAM	Alwoodley	Harewood	Wetherby	Alwoodley	Harewood	Wetherby
Landlord Accreditation & Selective licensing*	0	0	0	0	0	0
East Environmental Action Team	157	73	70	254	129	139
Food Safety	5	4	7	13	2	7
Highways and Environmental Enforcement	66	21	122	45	17	42
Houses in Multiple Occupation	0	0	0	2	0	0
Health and Safety	1	1	6	2	4	4
Air Pollution	0	1	2	0	1	2
Commercial noise and Environmental Protection	5	17	20	18	27	45
Pest Control	8	8	13	25	33	31
Private Rented Sector Housing	10	2	3	8	5	3
Rentokil	76	104	67	79	75	72
Totals	328	231	310	446	293	345

Health & Environmental Action Service Requests

April - September 2010



Legend

Area Committee Boundaries

Service Requests by Ward

- 249 - 300
- 301 - 350
- 351 - 400
- 401 - 500
- 501 - 700
- 701 - 1150
- 1151 - 1778



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

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

Service requests dealt with by the East Environmental Action and Highways & Environmental Enforcement teams (April 2010-September 2010)

Table 3	Inner East			Inner North East			Outer North East		
Job type	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Bonfires	2	8	4	6	2	6	5	3	4
Commercial waste	16	76	35	15		3	7	1	3
Domestic waste	132	148	19	61	16	28	9	5	6
Drainage	36	47	7	17	10	19	12	9	8
Flytipping	220	204	51	337	26	18	26	16	9
Highways	64	55	22	29	29	34	25	32	43
Housing	29	18	11	16	4	7	6	3	2
Litter	43	14	12	25	13	19	3	4	9
Noise	268	191	187	117	54	69	118	31	30
Nuisance	20	9	4	3	3	3	5	6	1
Odour	4	8	0	7	2	2	0	1	3
Overgrown vegetation	54	30	9	68	32	50	18	23	22
Rodents	16	33	6	16	7	7	4	1	2
Vehicle	13	31	11	10	0	1	41	2	25
Waste in gardens	321	186	70	205	8	43	17	5	7
Totals	1238	1058	448	932	206	309	296	142	174

Service requests received by the East Environmental Action and Highways & Environmental Enforcement teams for outer North East wards comparison with the previous 6 months

Table 4	Oct 2009 to March 2010			April 2010 to Sept 2010		
Job type	Alwoodley	Harewood	Wetherby	Alwoodley	Harewood	Wetherby
Bonfires	1	3	4	5	3	4
Commercial waste	7	1	5	7	1	3
Domestic waste	15	4	4	9	5	6
Drainage	3	12	5	12	9	8
Flytipping	16	10	10	26	16	9
Highways	33	12	19	25	32	43
Housing	4	1	3	6	3	2
Litter	4	4	3	3	4	9
Noise	57	19	15	118	31	30
Nuisance	1	4	2	5	6	1
Odour	2	0	0	0	1	3
Overgrown vegetation	29	13	3	18	23	22
Rodents	1	2	3	4	1	2
Vehicle	46	5	108	41	2	25
Waste in gardens	3	1	2	17	5	7
Totals	222	91	186	296	142	174

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

Table 5	Inner East			Inner North East			Outer North East		
TEAM	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Dog wardens SR's	95	112	118	75	32	44	35	51	30
Dog fouling FPN's	6	5	1	1	0	0	0	0	0

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

Table 6	Inner East			Inner North East			Outer North East		
Job	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Abandoned vehicles removed	4	4	5	7	2	7	2	3	2

**Enforcement notices served by the East Environmental Action and Highways & Environmental Enforcement teams
(April 2010-September 2010)**

Table 7	Inner East			Inner North East			Outer North East		
Job Group	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Boarding up's	5	0	0	0	0	3	0	0	0
Commercial waste	29	73	17	22	0	2	55	3	24
Detrimental properties	0	1	1	2	0	1	0	1	0
Domestic waste	35	58	7	3	1	7	2	3	0
Drainage	21	15	0	1	1	7	0	0	1
Highways	27	9	11	10	8	14	3	8	20
Littering	51	38	6	42	3	6	1	0	1
Rodents	0	2	0	0	0	0	0	0	0
Statutory nuisance	8	14	14	1	1	2	0	4	0
Totals	176	210	56	81	14	42	61	19	46

Enforcement notices served by the East Environmental Action and Highways & Environmental Enforcement teams for Outer North East wards - comparison with the previous 6 months

Table 8	Oct 2009 to March 2010			April 2010 to Sept 2010		
Job Group	Alwoodley	Harewood	Wetherby	Alwoodley	Harewood	Wetherby
Commercial waste	70	4	130	55	3	24
Detrimental properties	1	0	0	0	1	0
Domestic waste	0	0	1	2	3	0
Drainage	4	1	0	0	0	1
Highways	8	8	4	3	8	20
Littering	0	0	0	1	0	1
Rodents	0	0	0	0	0	0
Statutory nuisance	2	0	1	0	4	0
Totals	85	13	136	61	19	46

**Fixed penalty notices issued by the East Environmental Action and Highways & Environmental Enforcement teams
(April 2010-September 2010)**

Table 9	Inner East			Inner North East			Outer North East		
Job Group	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Commercial waste	1	17	1	2	0	3	1	0	5
Dog Fouling	6	5	1	1	0	0	0	0	0
Domestic Waste	2	1	0	1	0	0	0	0	0
Littering	22	6	3	30	0	8	0	0	4
Totals	31	29	5	34	0	11	1	0	9

Fixed penalty notices served by the East Environmental Action and Highways & Environmental Enforcement teams for Outer North East wards - comparison with the previous 6 months

Table 10	Oct 2009 to March 2010			April 2010 to Sept 2010		
Job Group	Alwoodley	Harewood	Wetherby	Alwoodley	Harewood	Wetherby
Commercial waste	4	0	9	1	0	5
Dog Fouling	0	0	1	0	0	0
Domestic Waste	0	0	0	0	0	0
Littering	2	1	2	0	0	4
Totals	6	1	12	1	0	9

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

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

Adaptations to homes to support independent living

The agency consults with disabled people to identify the housing options, including re-housing and/or adaptations, which are most appropriate for their circumstances. Many of the works provided, such as grab rails, handrails, ramps, showers and lifts make a major contribution to a reduction in falls, especially by older people. A total of 480 adaptations were completed across the City between April and September 2010.

Table 11	Inner East			Inner North East			Outer North East			
Function	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby	Total
Adaptations completed	18	8	21	22	12	7	17	6	8	119

Page 57

Health & Safety

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

Table 12	Inner East			Inner North East			Outer North East		
Function	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Inspections	17	15	11	18	13	15	3	23	110
Accident investigations	3	3	3	3	1	3	0	6	6

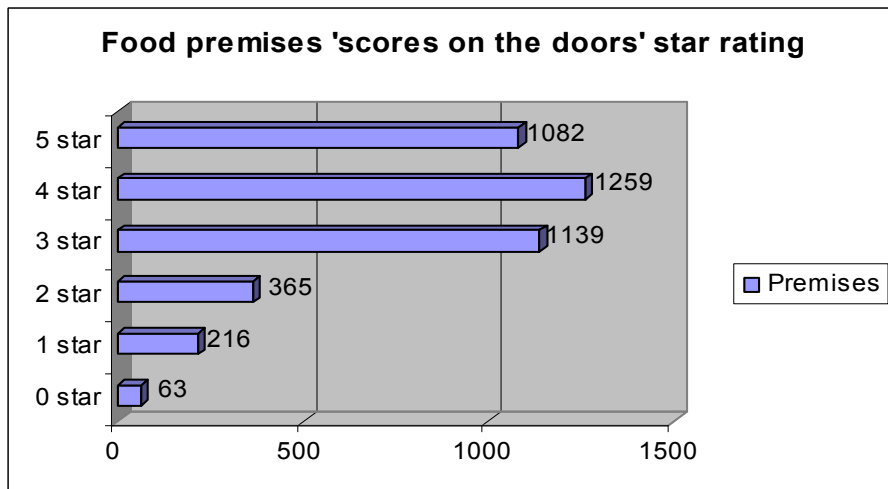
Food safety & disease control

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

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

Table 13	Inner East			Inner North East			Outer North East		
Function	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Food inspections	39	42	15	24	15	16	8	13	16
Animal Health visits	1	0	2	0	2	1	2	17	14

Page 58



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

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

4,124 premises are currently rated

Housing regulation

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

Most of our housing regulation work is to identify and remove category 1 hazards from properties and where possible encourage owners to bring their properties up to the decent homes standard. As such we are more active in areas with high numbers of pre 1919 properties and Houses in Multiple Occupation.

Table 14	Inner East			Inner North East			Outer North East		
Function	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Single homes inspected	7	9	12	3	0	2	0	1	1
HMO's inspected*	7	5	1	26	3	6	1	0	0
Accreditation inspections	5	11	0	2	0	0	0	0	0

* HMO's – Houses in multiple occupation

Empty Properties

The ward figures below are to the end of July 2010 and show the number of empty properties of all types and tenures that have been empty for longer than 6 months. By way of comparison City & Hunslet has the highest concentration of empty properties with 1,320. The total for the City as a whole is 8,725. If we exclude ALMO, registered social landlord, student accommodation and second homes the figure for the City falls to 5,891 – unfortunately ward by ward figures aren't available for this narrower definition.

Table 15	Inner East			Inner North East			Outer North East		
Function	Burmantofts & Richmond Hill	Gipton & Harehills	Killingbeck & Seacroft	Chapel Allerton	Moortown	Roundhay	Alwoodley	Harewood	Wetherby
Properties empty for more than 6 months	476	378	121	364	182	258	208	193	206

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