

# Public Document Pack



## NORTH EAST (INNER) AREA COMMITTEE

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Meeting to be held in St. Edmunds Church Hall, Lidgett Park Road, Roundhay,  
Leeds LS8 1JN on Monday, 6th September, 2010 at 4.00 pm

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### MEMBERSHIP

#### Councillors

J Dowson	-	Chapel Allerton;
M Rafique (Chair)	-	Chapel Allerton;
E Taylor	-	Chapel Allerton;
S Hamilton	-	Moortown;
M Harris	-	Moortown;
B Lancaster	-	Moortown;
G Hussain	-	Roundhay;
V Kendall	-	Roundhay;
M Lobley	-	Roundhay;

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**East North East Area Manager:**  
**Rory Barke**  
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## CONFIDENTIAL AND EXEMPT ITEMS

The reason for confidentiality or exemption is stated on the agenda and on each of the reports in terms of Access to Information Procedure Rules 9.2 or 10.4(1) to (7). The number or numbers stated in the agenda and reports correspond to the reasons for exemption / confidentiality below:

### **9.0 Confidential information – requirement to exclude public access**

9.1 The public must be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that confidential information would be disclosed. Likewise, public access to reports, background papers, and minutes will also be excluded.

### **9.2 Confidential information means**

- (a) information given to the Council by a Government Department on terms which forbid its public disclosure or
- (b) information the disclosure of which to the public is prohibited by or under another Act or by Court Order. Generally personal information which identifies an individual, must not be disclosed under the data protection and human rights rules.

### **10.0 Exempt information – discretion to exclude public access**

10.1 The public may be excluded from meetings whenever it is likely in view of the nature of the business to be transacted or the nature of the proceedings that exempt information would be disclosed provided:

- (a) the meeting resolves so to exclude the public, and that resolution identifies the proceedings or part of the proceedings to which it applies, and
- (b) that resolution states by reference to the descriptions in Schedule 12A to the Local Government Act 1972 (paragraph 10.4 below) the description of the exempt information giving rise to the exclusion of the public.
- (c) that resolution states, by reference to reasons given in a relevant report or otherwise, in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information.

10.2 In these circumstances, public access to reports, background papers and minutes will also be excluded.

10.3 Where the meeting will determine any person's civil rights or obligations, or adversely affect their possessions, Article 6 of the Human Rights Act 1998 establishes a presumption that the meeting will be held in public unless a private hearing is necessary for one of the reasons specified in Article 6.

10.4 Exempt information means information falling within the following categories (subject to any condition):

- 1 Information relating to any individual
- 2 Information which is likely to reveal the identity of an individual.
- 3 Information relating to the financial or business affairs of any particular person (including the authority holding that information).
- 4 Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or officer-holders under the authority.
- 5 Information in respect of which a claim to legal professional privilege could be maintained in legal proceedings.
- 6 Information which reveals that the authority proposes –
  - (a) to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or
  - (b) to make an order or direction under any enactment
- 7 Information relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime

## **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.

# AGENDA

Item No	Ward	Item Not Open		Page No
1			<p style="text-align: center;"><b><u>PROCEDURAL BUSINESS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded)</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Chief Democratic Services Officer at least 24 hours before the meeting)</p>	

Item No	Ward	Item Not Open		Page No
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED</b> – That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p> <p>Agenda item 10 – Appendix 3 of Community Centres Report – Access to Information Procedure Rule 10.4 (3) – information relating to the financial or business affairs of any particular person (including the authority holding that information).</p>	
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration</p> <p>(The special circumstances shall be specified in the minutes)</p>	

Item No	Ward	Item Not Open		Page No
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct</p>	
5			<p><b>APOLOGIES</b></p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES - 21ST JUNE 2010</b></p> <p>To confirm as a correct record the attached minutes of the meeting held on 21<sup>st</sup> June 2010.</p>	1 - 8
8			<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	
9			<p><b>AREA DELIVERY PLAN 2008 - 2011 - UPDATE REPORT</b></p> <p>To receive and consider the attached report of the East North East Area Manager.</p>	9 - 28
10		Appendix 3 only 10.4(3)	<p><b>COMMUNITY CENTRES REPORT</b></p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods.</p>	29 - 42

Item No	Ward	Item Not Open		Page No
11			<p><b>WELL-BEING (REVENUE AND CAPITAL) BUDGET UPDATE AND NEW APPLICATIONS</b></p> <p>To receive and consider the attached report of the East North East Area Manager.</p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	43 - 58
12			<p><b>CHILDREN'S SERVICES PERFORMANCE REPORT</b></p> <p>To receive and consider a report of the Interim Director of Children's Services.</p>	59 - 80
13			<p><b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b></p> <p>Monday 18<sup>th</sup> October 2010, Leeds Media Centre  Monday 6<sup>th</sup> December 2010, Immaculate Heart, 294 Harrogate Road LS17 6SF  Monday 31<sup>st</sup> January 2011, City Learning Centre, Allerton Grange High School  Monday 14<sup>th</sup> March 2011, Technorth LS7 3NB</p> <p>All meetings commence at 4.00pm.</p> <p><b>MAP OF TODAY'S VENUE</b></p> <p>Map attached to agenda.</p>	

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## NORTH EAST (INNER) AREA COMMITTEE

MONDAY, 21ST JUNE, 2010

**PRESENT:** Councillor M Rafique in the Chair

Councillors J Dowson, S Hamilton,  
G Hussain, V Kendall, B Lancaster,  
M Lobley and E Taylor

### 1 Election of Chair 2010/11

A report was submitted by the Chief Democratic Services Officer which outlined the arrangements for the annual election of Chair of the North East (Inner) Area Committee. It was reported that two nominations for the position of Chair had been received on behalf of Councillors Kendall and Rafique.

#### **RESOLVED –**

- (a) That the contents of the report be noted;
- (b) That following a vote by those Elected Members present at the meeting, Councillor Rafique be elected Chair of the North East (Inner) Area Committee for the 2010/2011 municipal year.

**(Councillor Rafique took the Chair)**

### 2 Chair's Opening Remarks

The Chair welcomed all in attendance to the first North East (Inner) Area Committee meeting of the new municipal year and invited Members and Officers present to introduce themselves to the meeting.

(Councillor Lancaster joined the meeting at 4.03 pm during the consideration of this item.)

### 3 Late Items

The Chair admitted to the agenda the following supplementary information to be considered as part of agenda item 14, Local Authority Appointments to Outside Bodies 2010/11:

- An update on Moor Allerton Elderly Care (MAECare) with a request that the Area Committee consider making an appointment to this Outside Body for 2010/11. Also submitted was an updated schedule of Area Committee appointments to Outside Bodies in the inner north east area (Minute No. 15 refers).

#### **4 Declarations of Interest**

Councillors Dowson, Hamilton, Hussain and Lancaster declared a personal interest in agenda item 11, Well-Being Fund 2010/11 (application by Leeds City Credit Union), in their capacity as Member's of Leeds City Credit Union. Councillor Dowson also declared a personal and prejudicial interest in this item as Director of Groundwork Leeds, but had already left the meeting prior to consideration of the item (Minute No. 12 refers).

Councillor Rafique declared an interest in agenda item 11, Well-Being Fund 2010/11 (application by West Yorkshire Police NPT), in his capacity as a member of the Divisional Community Safety Partnership. On the basis that the interest was personal and prejudicial, he withdrew from the meeting during the consideration of the item and did not vote (Minute No. 12 refers).

Councillor Lobley declared a personal interest in agenda item 11, Well-Being Fund 2010/11, in his capacity as a Director of Renew and Renewal Ltd (Minute No. 12 refers).

Councillors Lobley and Kendall declared a personal interest in agenda item 14, Local Authority Appointments to Outside Bodies, in their capacity as Member's of Community Action for Roundhay Elderly (CARE) (Minute No. 15 refers)

Further declarations of interest were made at later points in the meeting (Minute Nos. 9 and 12 refer.)

#### **5 Apologies for Absence**

An apology for absence was submitted on behalf of Councillor Harris.

#### **6 Open Forum**

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. On this occasion, there were no matters raised under this item by members of the public.

#### **7 Minutes - 15th March 2010**

**RESOLVED** – That the minutes of the meeting held on 15<sup>th</sup> March 2010 be confirmed as a correct record.

#### **8 Matters Arising from the Minutes**

Members wished to place on record their thanks to former Councillors Harker and Wadsworth for their hard work and positive contribution to the Area Committee's work.

## Minute No. 91 – Leeds City Credit Union Branch Network

One Member requested an update in relation to the Area Committee's request for a costed options appraisal to be conducted. The Area Manager reported that due to staffing and budget constraints, a costed options appraisal had not been completed.

### **9 Community Engagement Strategy**

The East North East Area Manager submitted a report which presented a proposed new Community Engagement Strategy "Working Together" for the Inner North East Area Committee 2010/11.

The following information was appended to the report:

- Inner North East Priority Neighbourhoods Framework
- Review of Police and Communities Together (PACT) Meetings.

The Area Manager, Rory Barke, presented the report and responded to Members' questions and comments.

In brief summary, the main areas of discussion were:

- Clarification about priority neighbourhood boundaries – the Area Manager agreed to provide Members with details of the map boundaries.
- Community engagement work across north east inner and the need to make better use of the citizen's panel and survey work.
- Members welcomed the review and development of Police and Communities Together (PACT) meetings, but felt there was a need to develop local knowledge and experience, particularly in relation to Council issues, and for meetings to be linked to existing meetings and networks in the area.

### **RESOLVED –**

(a) That the report and information appended to the report, including the agreement between partner organisations to provide greater support and attendance at public Police and Community Together (PACT) meetings, be noted

(b) That the "Working Together" Community Engagement Strategy for 2010/11, be approved

(c) That appointments in relation to the new Community Leadership Teams (CLTs) for 2010/11 be agreed at Ward Member meetings and endorsed by the Area Committee

(d) That the Area Management Team be given authority to work with relevant Ward Members on establishing the CLTs for priority neighbourhoods, as set out in the strategy

(e) That the Area Management Team works with Moortown Ward Members on developing the best approach to managing partnership and community

engagement activity in the Moor Allerton priority neighbourhood and bring back recommendations to the Area Committee.

(Councillor Lancaster declared a personal interest in this item in her capacity as a Member of West Yorkshire Police Authority.)

## **10 North East Divisional Community Safety Partnership - Annual Report**

The East North East Divisional Community Safety Partnership submitted a report which provided an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams.

The following information was appended to the report:

- Final Divisional targets for 2009/10 based on actual outturns and Divisional targets set for 2010/11
- Structure Chart of the Divisional Community Safety Partnership
- Timetable of Champion Days of Action 2010
- Proceeds of Crime Act – Summary of allocations in the inner north east area.

The Chair welcomed to the meeting, Superintendent Tim Kingsman, West Yorkshire Police and Beverley Yearwood, Area Community Safety Co-ordinator, to present the report and respond to Members' questions and comments.

On behalf of the Area Committee, the Chair congratulated Beverley Yearwood, who had recently made the finals of the Local Government Worker of the Year award.

In brief summary, the main areas of discussion were:

- Concern by local residents about the bottle bank sited at Lidgett Lane, particularly due to noise disturbance. It was reported that there were ongoing discussions in relation to potentially removing the bottle bank.
- Concern about the issue of vulnerable people being "ripped off" by bogus contractors. It was advised that discussions were being held with trading standards and the local community about introducing 'no cold calling zones'.
- Clarification about the practice of 'stop and account', particularly in terms of targeting young people and the difference between this and 'stop and search'.
- Clarification that under para. 52 of the report, 'confidence in local policing', March 2010 figure should have read 66.5% not 57.7%.

**RESOLVED** – That the report and information appended to the report be noted.

(Councillor Dowson left the meeting at 4.50 pm at the conclusion of this item.)

Draft minutes to be approved at the meeting  
to be held on Monday, 6th September, 2010

## 11 CCTV- Six Monthly Update Report

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

Appended to the report was a summary of incidents reported in the inner north east area.

**RESOLVED** – That the report and information appended to the report be noted.

## 12 Wellbeing Fund 2010/11

The East North East Area Manager submitted a report which presented proposed projects and activities relating to the agreed themes and outcomes of the Area Delivery Plan. Members were invited to determine the capital and revenue proposals as detailed within the report.

Appended to the report was the latest financial position of the well-being (revenue and capital) budget.

Sharon Hughes, Area Management Officer, presented the report and responded to Members' questions and comments

In brief summary, the main highlighted points were:

- In relation to the youth services and extended services project for out of school activities, Members requested further information about the locations to be used to deliver vocational activities.
- There was a request for a representative of the Probation Service to attend future Ward Member briefings.
- It was agreed by Area Management to undertake a review of spending on community skips and report back to the Area Committee.

**RESOLVED** –

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

- Exhale Training – Training Scheme and Promotional Material – £6,000 (ADP Theme – Healthy Living) – £4,000 approved towards training provision for 40 people
- ZEST Meanwood – Family Projects – £5,160 (ADP Theme – Healthy Living) – £1,500 approved towards projects 3 and 4
- CANPLAN – Open Day and Printing of Plan – £1,325 (ADP Theme – Community Life) – £1,325 approved

- Chapel Allerton Food Festival – Village Fete and Food Festival – £1,500 (ADP Theme – Community Life) – Funding of £1,500 approved by the East North East Area Manager. Decision endorsed by the Area Committee.
- Leeds City Council Youth Service and Extended Services – Young People’s Accredited Out of School Activities – £11,605 (ADP Theme – Learning for All) – £8,500 approved (pre-learner driver, confidence building and hair and beauty elements not supported)
- Leeds Ahead – Business and Community Projects – £4,500 (ADP Theme – Learning for All) – £4,500 approved
- Child Seasons – Holiday Playscheme and Equipment – £12,500 (ADP Theme – Things to Do) – £500 small grant approved, subject to clarification of registered charity, voluntary/community group or not-for-profit-organisation status.
- Groundwork Leeds – Stonegates Playspace – £9,639 (ADP Theme – Clean and Green) – £7,163 approved (The Well-being Fund Working Group was supportive of the project with the exception of the artwork entrance feature, subject to a review of the design at a Moortown ward meeting, and the involvement of the local Neighbourhood Policing Team)
- DOJO – Club Panda – £10,000 (ADP Theme – Learning for All) – £8,500 approved, subject to further documentary evidence being provided. (The Well-being Fund Working Group recommended that the trips be reduced to once a week and was not supportive of the food element)
- Area Management Team – 2010 Volunteer Thank You Event – £2,000 (ADP Theme – Community Life) – £2,000 approved
- West Yorkshire Police Neighbourhood Police Team – Cold Calling Reduction Project – £1,800 (ADP Theme – Safer Neighbourhoods) – £1,200 approved to Roundhay, Moortown and Alwoodley NPT and £600 to Chapel Allerton NPT.
- Area Management – Consultation and Community Engagement – £3,000 (ADP Theme – Community Life) – £3,000 approved
- Area Management – Materials for Probation and Leeds Ahead – £1,000 (ADP Theme – Clean and Green) – £1,000 approved
- Area Management – Community Skips Budget – £5,000 (ADP Theme – Clean and Green) – £5,000 approved, subject to review of allocation across the inner north east area
- Leeds City Credit Union – Chapetown Joint Service Centre Partnership (ADP Theme – Local Economy) – £5,000 approved.

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

- Chapeltown Youth Development Centre (CYDC) – New Portable Goalposts – £4,833.95 – £2,900.37 approved
- St Edmund’s Community Hall – Stage Two Improvements – £3,584 – £3,584 approved.

(c) That the budget variation between capital and revenue be noted and that the application by Leeds Lights for Festive Lights in Inner North East Leeds –

£20,157 (capital) and £13,695 revenue (£10,126.50 from the Local Economy and £3,568.50 from Community Life ADP Themes), be approved  
(d) That the budget variance be noted and any overspend be covered by a transfer from the "Getting Around" theme budget. Area Management to encourage appropriate bids for the remaining funding  
(e) That the 2009/10 revenue budget end year position, be noted.

(Councillor Hamilton declared a personal interest in this item in her capacity as a Trustee of Leeds Women Aid.)

### **13 Priority Neighbourhoods - Update Report**

The Director of Environment and Neighbourhoods submitted a report which provided the Area Committee with a quarterly update on activity and actions in the agreed priority neighbourhoods within the inner north east area.

Appended to the report were the Neighbourhood Improvement Action Plans for Meanwood and Chapeltown and Scott Hall.

The Chair welcomed to the meeting, Steve Lake, Neighbourhood Manager (Inner North East), to present the report.

Members requested that consideration be given to developing work on the Stonegates Estate and including this in the Meanwood priority neighbourhood.

**RESOLVED** – That the report and information appended to the report be noted.

### **14 Area Committee Roles 2010/11**

The Director of Environment and Neighbourhoods submitted a report which presented a summary of the Area Functions and Priority Advisory Functions for 2010/11.

**RESOLVED** – That the report and information appended to the report be noted.

### **15 Local Authority Appointments to Outside Bodies 2010/11**

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

**RESOLVED** –

- (a) That the report and information appended to the report be noted;
- (b) That approval be given to the following Outside Body appointments being made for the 2010/2011 municipal year:

- Moor Allerton Elderly Action (MAECare) – Refer back to North East (Outer) Area Committee
- Community Action for Roundhay Elderly (CARE) – Councillor Kendall
- East / North East Homes – Inner North East Area Panel – Councillor Hussain and Vacancy (to be reported back to the next meeting)
- Divisional Community Safety Partnership – Councillor Taylor
- Area Children’s Partnership – Councillor Lancaster
- Area Health and Wellbeing Partnership – Councillor Hamilton
- Area Employment, Enterprise and Training Partnership – Councillor Hussain.

## **16 Dog Control Orders**

The Director of Environment and Neighbourhoods submitted a report which sought Members’ feedback on proposals to introduce Dog Control Orders across the City.

The Chair welcomed to the meeting, Graham Wilson, Head of Environmental Action and Parking, to present the report and respond to Members’ questions and comments.

One Member expressed concern that there was a need to be clear about the specific areas affected by dog control orders, e.g. not whole areas in parks, etc.

**RESOLVED** – That the report and information appended to the report be noted.

## **17 Dates, Times and Venues of Future Meetings**

6<sup>th</sup> September, 2010  
(St Edmunds Hall, Roundhay)

18<sup>th</sup> October, 2010  
(Leeds Media Centre, 21 Savile Mount, LS7 3HZ )

6<sup>th</sup> December, 2010  
(Immaculate Heart, 294 Harrogate Road, LS17 6LE )

31<sup>st</sup> January, 2011  
(City Learning Centre, Allerton Grange School Talbot Avenue, LS17 6SF)

14<sup>th</sup> March, 2011  
(Technorth, 9 Harrogate Road, LS7 3NB)

(All meetings to take place on a Monday at 4.00 pm).

(The meeting concluded at 6.10 pm.)

Draft minutes to be approved at the meeting  
to be held on Monday, 6th September, 2010



**Report of the East North East Area Manager**

**North East (Inner) Area Committee**

**Date: 6 September 2010**

**Subject: 2008/11 Area Delivery Plan Update Report**

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

This report provides an update on the progress made against the promises set out in the Community Charter for 2010/11. It provides a headline report by exception of key areas for concern and significant achievements in addition to the key projects and areas of work ongoing in the north east inner area.

The report also provides feedback from the community engagement activity that has taken place during June, July and August 2010.

## **Purpose of this report**

1. This report provides members with progress made against the Area Delivery Plan (ADP) in the form of promises set out in the Community Charter for 2010.
2. The report also provides feedback from the community engagement events that have been attended during the summer period.

## **Background Information**

3. The ADP for 2008-11 follows headings contained within the Vision for Leeds. It is a local expression of the Leeds Strategic Plan which identifies those priorities that the Area Committee feel need addressing the most in its area. The themes of the ADP are:
  - Culture
  - Stronger Communities
  - Enterprise and Economy
  - Transport
  - Environment
  - Health and Well-being
  - Thriving Neighbourhoods
  - Learning and Young People.
4. Each year the ADP is refreshed to take into account changing priorities and opportunities. A completely new ADP will be written for 2011-14 in line with the next Leeds Strategic Plan cycle.
5. The annual refresh is produced following analysis of evidence provided by updated neighbourhood statistics, community consultation through the Area Committees engagement events and Elected Member discussion on local priorities.
6. Further to this, negotiation and agreement is reached with local partnerships and service providers on what promises can be made in relation to each priority. This informs the refresh and makes clear the accountabilities for each priority in reporting back performance/progress to Area Committee during the year.
7. The refreshed priorities also provide a basis for which applications to the Wellbeing budget can be made.
8. The Area Delivery Plan for 2008 -11 was approved by this Area Committee and a refreshed version of the plan was approved by the Area Committee on 15 March 2010.
9. In 2009/10 the Area Committee piloted the production of a Community Charter. This helped present the ADP in a more user friendly and understandable format and provided clearer progress reports to Area Committee during the year.
10. Following positive feedback from the pilot the Area Committee asked that the charter be continued in future years.
11. The 2010/11 charter provides 35 promises for actions to be developed and delivered in the committee area during the year.

## **Charter Promises for 2010/2011**

12. The charter has been championed at the area partnerships such as Children Leeds North East Leadership Team and partners have seen it as a useful document to strengthen the golden thread from the Vision for Leeds and Leeds Strategic Plan through to the various localised action plans. The charter provides the opportunity for partnerships to be accountable for shared priorities and assists in the reporting mechanisms back to the local community.
13. In revising the promises consultation has been undertaken with the various thematic partnerships and negotiations have taken place to ensure that their priorities are reflected within the charter. As a result the charter for 2010/11 will have clearer responsibility for actions and promises.
14. Some of the promises included in the 2009/10 charter remain priorities and as such have been carried forward in to 2010/11. Projects are ongoing to deliver action against these, including burglary initiatives, the delivery of community clean ups throughout the year and improvements to parks and open spaces.
15. New promises suggested for the coming year include delivery of three clean ups per year around shopping parades in the area as part of the Litter Free Leeds initiative, in addition to the normal cleansing schedules. The inclusion of Meanwood and Street Lane in improving the public realm in partnership with local businesses (promise 16) and under Healthy Living to encourage people to grow their own food through the BCTV Garden to Eat scheme and others as appropriate.
16. Residents views on the draft promises were sought through engagement events in February and comments made relating to the promises. This information will further assist in developing actions to deliver the promises through the various partnerships and community organisations.
17. Amendments to the promises have been made based on the feedback that was gathered, some key comments related to learning opportunities for older people and activities to support them.
18. A complete list of progress to date on each of the 35 promises is attached at appendix 1.

### **Key points to highlight**

19. Work has been ongoing with various groups and organisations across the area. A coordinated programme of activities for young people was developed for the summer holiday period and commissioned with well being funding as well as other match funding. In addition vocational training programmes have been developed and commissioned to be delivered by Networks CLG and Youth Services targeted at those at risk of becoming not in education, employment or training (NEETS). The courses aim to assist young people to gain alternative qualifications in subjects such as first aid, CV writing, time management and sports leader award.
20. As part of the government's focus on developing the Big Society, Chapeltown played host to visitors taking part in the civil service's 'Top 200' leadership programme in July 2010. The session involved a visit to the Feel Good Factor to look at the partnership work to help improve the health of people in Chapeltown and address some of the health inequalities. It also included a discussion on the work of the Gang

Prevention Strategy with the police and CYFDC members and work with young people to divert them away from negative activities.

## **Priority Neighbourhoods Update**

21. In the Meanwood priority neighbourhood work is continuing to tackle environmental issues on the Beckhill estate. In the last quarter, three multi agency operations have taken place to deal with the environmental issues on a street by street basis. This means half the estate has been covered in the last 6 months and it is hoped that the remainder of the estate will be completed by the end of September 2010. There has been a very positive response from residents living on the estate and a number have passed on their compliments about the work being undertaken to council and ENE Homes staff.
22. The action days have been well received by residents and they have succeeded in encouraging more people to maintain their own gardens which has been an issue. Agreement in principle has also been reached for ENEHL to maintain the improvements by carrying out regular cleaning and litter picking of the alley ways in this area.
23. At the last Area Committee in June it was identified that the Stonegates estate in Moortown would benefit from being included in the Meanwood priority area. It has been agreed to expand the remit of the local partnership group to include the Stonegates and an environmental visit has already taken place with Leeds Federated Housing, Unity Housing, the Neighbourhood Policing Team and Probation Services. Following the visit the Community Payback Team have started work cutting back vegetation, litter picking and generally tidying the area. There has also been a full environmental survey of the area undertaken and this has been passed on to Streetscene services for action.
24. Anti-social behaviour has also been identified as a problem in the area. To try and stop this from increasing during the school holidays, Cage Football sessions (paid for by the Area Committee) were located there for two hours every Friday and other youth provision in the area has been heavily advertised.
25. In Chapeltown POCA funding has allowed the Junior Youth Inclusion Project to take a number of young people on a healthy eating and cooking course including cooking tea for residents of the nearby Frederick Hurdle Day Care Centre. This was well received by both groups and the intention is to continue this after the project finishes.
26. There have been significant improvements to the Mobil and Jyoti sites on Chapeltown Road after the owners were served with section 59 notices that required them to clean up and secure the areas. Further action may be required and the monitoring will continue.
27. Works are also continuing for green space/land on Leopold Street to be brought back into use and there have already been a number of successful events taken place on the site arranged through the CHESS cluster of schools.
28. The Moor Allerton partnership continues to develop joint approaches to tackling issues in the area. Work is currently ongoing to move from the current action plan to a full Neighbourhood Improvement Plan to provide a consistent approach across the priority neighbourhoods. Activities and work delivered in the MAP area over the recent months include:

- Culture – permanent use of the Moor Allerton Library with varied activities taking place including reminiscence sessions with Maecare; 10 people have now participated and new sessions are being planned. Family Club meets there monthly on a Saturday. Arts Champion (this role is taken on by Space2 and funded from Activities Fund) resulted in performance poetry sessions, urban arts project, dance, sculpture and drama.
- Employment and Enterprise - Outreach workers in Moor Allerton are linking to Alwoodley Children's Centre and working with families with children under 5. Jobseekers sessions in Moor Allerton library started in May and take place once a week.
- Learning – Mums and toddlers swim group and confident women's sessions are on offer through the children's centre, as are ESOL courses. IT learning sessions are available at the library.
- Transport –potential project identified to develop walking and cycling routes in Tinwald Wood.
- Environment – A review of estate standards is taking place with local tenants involvement. This will help to establish the frequency of environmental audits to meet the needs of the area.
- Health & Wellbeing – Maecare Healthy Living Day planned for the end of August in Shadwell Methodist Church.
- Harmonious Communities – Community Queenshill Gala took place 9<sup>th</sup> – 11<sup>th</sup> July led by Tenants and Residents association from Cranmers and Lingfields and with the support from ENEHL and Area Management. To improve the communication between the MAP partnership and the local community a leaflet was produced and distributed.

## **Community Payback Scheme Update**

29. The Inner North East Area Committee commissioned a project with the probation service to deliver addition work across the area through the community payback scheme.
30. This year is the second year of the project and feedback received through both elected members and local community groups is showing that the initiative is delivering visible results across the area now.
31. Projects that can be delivered on a cyclical basis to help local residents have been identified to provide additional services including leaf clearance in areas known to have a significant issue, gritting of pathways, and ginnel clearances.
32. Feedback from local groups suggests that as they are increasingly aware of the work that can be delivered they are taking up the opportunity to make referrals and see the positive outcomes, this has been particularly noticed by the Friends of Gledhow Valley Wood, and the work that has been undertaken by the service in the woods to compliment their work has been very positive and to the benefit of all 3 wards in the area.
33. Work that has been delivered over the last quarter includes: ginnel clearing, including hedges being cut back, litter picking, grass verges cleared back and reinstated, painting of bollards and railings, leaflet distribution, painting of community facilities and clearing of overgrown and unkempt pieces of land.

34. Appendix 2 provides a breakdown of the number of hours work delivered in the area from April to July 2010 and projects delivered as well as a value of the work.

## **Community Engagement Update**

35. The revised community engagement strategy was approved by the Area Committee at the meeting of 21 June 2010. The revision of the strategy sought to improve the engagement methods used to increase residents' influence on the ADP/community charter and Neighbourhood Improvement Plans.
36. It was agreed that during the summer months the Area Management team would attend various events across the area to publicise the work of the Area Committee and to advise the local community of funding opportunities and where funding had been spent. Events attended included:
- Gledhow Valley Woods Fun Day
  - Scott Hall Breeze
  - Beckhills Fun Day
  - Chapeltown Global Village Market
  - Oakwood Farmers Market
  - Chapel Allerton Cumulative Impact Policy & Street Lighting meeting
37. The events were all well attended and provided an excellent opportunity to showcase the work of the Area Committee. They provided opportunity to engage with people of all ages to seek views and raise specific awareness of the Area Delivery Plan, Area Committee Small Grants Scheme, POCA Awards and the role of local ward members on the committee.
38. A more in depth report will be provided to the October Area Committee meeting including planned activity for the autumn period and an update on the setting up of the Community Leadership Teams (CLT's).

## **Recommendations**

39. The Area Committee is asked to note the contents of this report and:
- a. Note the intention to provide an update report on Community Engagement to the October Area Committee.
  - b. Note the intention of the Neighbourhood Manager to lead partnership work in the Stonegates Estate to address concerns and issues raised by members.
  - c. Note the progress made against the charter promises and remedial action against the promises highlighted.

## **Background Papers**

Area Committee Roles and Functions 2009/10

Inner North East Promises 2010/11 update
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Promise	Responsible partnership/ agency	Red, Amber or Green Status	Progress to date	Concerns to highlight
<b>Theme: Things to do</b>				
1. Modernise facilities at Mandela and Palace Community Centres so that they are better used by the community.	Area Management	A	Action plans being developed for both centres to look at longer term plans. Funding through WBI earmarked to improve facilities at both centres including new flooring, CCTV and door entry at Mandela & Improved heating at Palace. Feasibility study completed on Mandela, Palace and Prince Phillip with options for future development and improvement, consideration to funding opportunities and schemes to progress now need to be given and consultation with services & users of centres.	Safeguarding concerns with Mandela whilst CCTV and Door Entry systems are not in place.
2. Develop plans to improve pitches and facilities at King Alfred's fields so that they are better used by the community for sports and leisure activity.	Parks & Countryside	G	Discussions ongoing at ward member meetings regarding the future plans for King Alfred's Fields and potential funding. Approval given to ground improvements at Prince Phillip Centre to provide ball stop netting and new portable goal posts through well being funding. Work ongoing on land at Leopold Street for use by local schools and community.	
3. Renovate children's play areas and make better use of public	Parks & Countryside	G	Work ongoing at Meanwood Park to be completed by Sept 2010. The Bumps is now completed and official opening	

open spaces including the completion of improvements to Meanwood Park, Roundhay Park and a new community park in Chapeltown			took place in June 2010. Consultation completed on Reginald Terrace open space to the rear of the Chapeltown JSC (The Reginald Centre). Plans for site to be on display in centre, bids for funding to match fund scheme submitted in Aug, with scheme being phased to allow for work to be completed on phase 1 and phase 2 providing additional equipment. Funding also given towards creation of a Playspace on Stonegate estate. The Leopold Street Green Space has received SSCF funding and promises to create more green space for supervised play in the future. Land to the rear of the new JSC in Chapeltown will create a significant improvement to the existing play facilities in the Chapeltown area.	
4. Increase community access to school facilities out of school times.	Cluster Leadership Groups	A	Cluster leadership groups developing, Carr Manor High has a wide programme of activities out of school hours for the wider community with activities ranging from Brownies groups to Dhol drumming club. The clubs run every evening and Saturday and Sunday morning. Additional activities are also provided from Chapel Allerton and St Matthew Primary Schools.	
5. Deliver an improved menu of activities for young people making	Area Management/Cluster Leadership	G	The 'Things to do ' booklet has been expanded for the summer to incorporate all activities across the area	Some organisations appear to be reliant on funding to run any provision, support



better use of facilities in the area.	groups/Youth Services		committee area and increases the advertising that young people will have received via the activities fund providing Breeze cards for every young person. Programme of activities for all school holidays developed and marketed to young people across the area through the Networks, Chess and Next clusters. Funding provided through Well Being & Activities funding as well as match funding through external sources. Evaluation & impacts to be measured and reported back.	mechanisms have been put in place where this appears to be an issue to help groups become more sustainable.
<b>Theme: Clean &amp; Green</b>				
6. Make improvements to existing allotments including supporting the extension of Roundhay Allotments site and developing new sites on unused pieces of land,	Parks & Countryside	G	Funding agreed for extension of Roundhay allotment site and Stonegate Road allotment fencing now installed. New temporary allotment being developed by ENEHL with SSCF Funding in Newton Lodge Grove in Chapeltown.	
7. Tackle green areas of neglect and get them tidied up for the community to enjoy.	Area Management/Environmental Action Team	G	Proposals being developed to allow probation to take over some allotment plots on the overgrown and under used Bandstand Allotment on Meanwood Road.	
8. Take enforcement action against those known to be fly tipping and people who always leave	Environmental Action Team	G	Progress being made on key sites on Chapeltown Road to the Jyoti site and former Mobil site to encourage owners to progress work and clean the areas. A meeting has taken place between the	

their gardens untidy and take action in relation to empty properties.			Environmental Action Team and East North east Homes to alter the process so that EAT officers would be able to issue fixed penalty notices to tenants. The new concentrated locality working arrangements have made a big difference in area and over the last year the number of jobs has nearly doubled.	
9. Deliver community clean-ups through the year with the involvement of local resident groups and deliver 3 Litter Free Leeds activities days around local shopping parades.	Environmental Action Team/Tasking Team	G	There have been three of the proposed five Environmental days in the Beckhill estate including partnership working, utilisation of probation and ongoing enforcement activity on the estate. In addition there has been a full environmental assessment completed in the Stonegate estate and works started to improve the area through utilisation of community payback and linking activities to neighbourhood management.	
10. Provide support and funding to help those residents wishing to improve their local environment through "in bloom" and "friends of" groups, including help for new groups to become established.	Area Management	A	Funding provided to groups through small grants to assist in delivering projects. Attendance at summer events have enable the team to advertise the scheme and provide advice and assistance to groups on how to apply.	Oakwood in Bloom group no longer being pursued due to lack of interest.
11. Promote recycling and anti-litter campaigns through	Environmental Action Team		Environmental Action Team applied to be part of national 'Keep Britain Tidy' campaign but unfortunately were	

community events and in schools.			unsuccessful. However a specific campaign is still to be run city wide targeting people who drop litter and increasing the number of fines given out. Staff have also attended community events to raise awareness of the importance of not dropping litter and recycling.	
<b>Theme: The Local Economy</b>				
12. Make further improvements to the centre of Chapeltown by restoring historical features of buildings, improving accessibility and encouraging business investment.	City Projects Team		First property improvement schemes anticipated to start on site this year. Highways scheme progressing, due to be complete September 2010 and bollards have been painted. Chapeltown way marker in place with lighting and opening being planned for September 2010.	
13. Make local shopping centres more attractive by putting up festive and Christmas lights and keeping streets clean and safe.	Area Management	A	Areas to have festive lights in 2010/11 identified and orders raised.	
14. Create local business, apprentice and job opportunities through local organisations.	Area Management/ Jet Partnership	R		Due to the current recession and funding there may be an issue in achieving this promise. However, work is ongoing and discussion with Unity and Jobs and skills to look at options to deliver

				projects.
15. Make further improvements to the public realm in Chapel Allerton, Street Lane, Meanwood and Oakwood centres in partnership with local businesses to attract shoppers and improve the local economy.	Area Management	G	Works have started on the empty shop fund project on Chapeltown road which utilises funding from central government to improve shopping areas. Groundworks have had initial contact with shop owners and urban biz and the development trust with the intention of developing a business link type initiative.	
<b>Theme: Learning For All</b>				
16. Create links between businesses and schools to help our young people get the jobs they want.	Area Management/Extended Services	G	Leeds Ahead commissioned to deliver world of work days in 3 schools across inner north east following success and positive feedback received from last programme.	
17. Provide out of school activity that supports homework and extra curricular learning.	Extended Services	G	Programme of additional vocational training courses commissioned through youth services & networks cluster.	
18. Provide learning opportunities for all residents from local community buildings.	Extended Services/Area Management	G	Carr Manor offer a range of activities for the community to engage in out of school times.	
<b>Theme: Safe Neighbourhoods</b>				
19. Provide support for local Neighbourhood Watch schemes and help for anyone	DCSP		Neighbourhood Watch schemes are promoted through the local PACT meetings and where appropriate to residents.	

wishing to set up a new one.				
20. Take action to tackle under age drinking by working with licensed premises to reduce sales to young people.	DCSP		Funding has again been agreed by the Area Committee to continue the Operation Buzzer test purchase scheme in Roundhay and Moortown. The scheme is ongoing and will focus on the school holiday periods.	
21. Invest in physical measures to help reduce crime such as improved lighting and alley gating schemes.	DCSP/Community Safety		Funding bid successful to ENEHL community panel for Miles Hill ginnel for fencing. Planning permission submitted and approved and contractors to be on site last week of August. Anticipated to take four weeks then to completion. Currently working with Safer Leeds, Highways and Barrett Homes to try and close off the entrance to new housing estate at Chandos Terrace. Highways have been consulted and have no objections and support has been established from local residents. Discussions currently underway with Barratts to submit change to planning application.	
22. Deliver burglary reduction schemes through the Neighbourhood Policing Teams such as providing property marking kits and trembler alarms for residents.	DCSP	G	Funding to implement cold calling zones in the area where need has been identified agreed. A meeting has been held with Trading Standards and the 4 target areas defined for RAM will begin consultation with local residents during first week in September. Areas still to be defined for Chapel Allerton ward.	

			<p>Target hardening project completed in Riviera Gardens via CASAC and funded by Safer Leeds.</p> <p>Number of small door knocking exercises have taken place, notably in Chapel Allerton involving informing residents of issues and appealing for information. At least one key arrest has been made because of information obtained in this way.</p>	
23. Tackle local crime and ASB priorities identified in public Police and Communities Together (PACT) meetings.	DCSP	G	<p>PACT issues are fed into ward tasking and concerns are addressed through this way. Examples include concern over pedestrian crossings in Chapeltown and roaming dogs in Potternewton park.</p>	
24. Work together to safeguard local children and vulnerable adults.	Health & Well Being Partnership		<p>Stroke awareness activities being planned and Telecare presentation given to Chapeltown H &amp; WB group in August. Follow up actions are to be planned.</p>	
<b>Theme: Community Life</b>				
25. Provide support to community-led events across the area such as school fairs, church galas and fun-days by awarding small grants, helping with publicity and making sure local services attend where appropriate.	Area Management	G	<p>Funding given to a number of groups to run events, including the Friends of the Bumps, Prince Philip Centre Open Day and Global Village Market. Stalls run by Area Management at Gledhow Valley Fun Day, Beckhills Fun Day, Scott Hall Breeze and Oakwood Farmers' Market.</p>	

26. Deliver events in each ward over the year so that people can be more involved in making decisions about the area they live in, get to meet local services and influence what is in next year's charter and work with local groups and organisations in the area to influence actions.	Area Management	G	Events being planned for Autumn as outlined in the community engagement strategy.	
27. Work with residents on improvement plans for the Beckhills, Chapelton and Moor Allerton neighbourhoods.	Area Management	G	The Community Leadership teams will be working on this once the role is defined and recruitment starts later in the summer.	
28. Provide support to local community and voluntary groups delivering services and activities for residents in the area through our local budget and use of Proceeds of Crime Act monies.	Area Management/DCSP	G	Work undertaken through community engagement events during the summer to promote the small grants and POCA schemes, Currently there is £9,500 in the pot for small grants, which will continue to be promoted.	
<b>Theme: Healthy Living</b>				
29. Organise events in community venues to	Health & Well Being Partnership/Area		Zest funded to run three events in the area at Beckhill estate, Meanwood	

provide residents with information and activities that encourage healthier lifestyles and support emotional well being.	Management		Park and Queenshills on the healthy living theme. Health and Wellbeing Improvement Officer now in post. Care and repair presentation to Maecare to increase uptake of affordable warmth packages. Action to increase uptake of Leeds Card by disabled individuals and carers developing. Will enable lower cost physical activity and cultural opportunities	
30. Improve sports and leisure facilities at Scott Hall Leisure Centre, local playing fields and parks to increase opportunities for physical activities.	Leisure & Culture/Parks & Countryside	A	Improvements to the dry changing area have been identified and support being given to assist in identifying funding sources to apply to.	Due to reduced funding for capital projects being available there may be an issue in delivering against this priority through the improvements to centres. However work is ongoing to identify methods of improving opportunities to access physical activities through other means such as promotion of walking schemes etc.
31. Organise activities and projects that bring people of all ages together, happy and active.	Health & Well Being Partnership	G	Projects being delivered by Feel Good Factor and Zest to help older people to be fit and active. Health and Wellbeing Improvement Officer now actively promoting, widening reach and supporting Walking for Health initiatives	



32. Deliver schemes to encourage more people to grow their own food.	Area Management/Health & Well Being Partnership	G	BTCV project funded to develop Garden to Eat across inner north east and inner east, to begin once all match funding obtained. Part of the Reginald Terrace open space improvements will include the planting of fruit trees for the local community to benefit from.	
<b>Theme: Getting Around</b>				
33. Help local schemes that encourage greater use of bicycles and walking; for example the Walking Bus initiative in schools.	Area Management	A	Raised through Cluster Leadership groups to look to support school walking bus schemes where not currently in place.	
34. Prioritise dangerous roads for action such as traffic calming measures or maintenance / repair.	Highways	G	Funding approved for Gledhows traffic calming scheme and highways implementing summer 2010.	
35. Increase the number of grit bins available in our streets for residents.	Area Management/Highways	G	List of new grit bins required obtained from ward members and residents, to be ordered Sept 2010 when back in stock.	

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Project	Ward	Total Offender Hours	Total Supervisor Hours	Total Offender Cost	Total Supervisor Cost	Total Cost of work
Gledhow Valley general maintenance	All	1862	262.5	£9,251	£4,400	£13,651
Chapeltown Development Trust leaflet delivery	CA	332	49	£3,264	£992	£4,256
Lidgett Lane Allotments	R	109	21	£625	£372	£997
42 Reginald St – cutting back bushes	CA	131	21	£752	£372	£1,124
Beckhills Clean Up – Environmental days and Operation Champion	CA	281	56	£2,970	£992	£3,962
Chapel Allerton Methodist Church	CA	197	35	£1,129	£620	£1,749
Prince Philip Centre	CA	38	7	£215	£124	£339
Moortown Gala	M	48.5	7	£278	£124	£402
CA litter pick at Cenotaph	CA	24	3.5	£135	£62	£197
Stonegates Clean Up	M	411	63	£2,355	£1,116	£3,471
Chapeltown Bollards Painting	CA	347	63	£1,985	£1,116	£3,101
Roscoe Church Painting	CA	107	21	£615	£372	£987
Riviera Gardens ginnel clearance	CA	80	14	£706	£248	£954
	<b>TOTAL</b>	<b>3968</b>	<b>623</b>	<b>24280</b>	<b>10910</b>	<b>35190</b>

Month	Hours Worked Above Contract
April	731
May	823
June	283
July	592
<b>TOTAL</b>	<b>2,429</b>

The above table shows the amount of hours the probation teams have worked above the agreed contract between themselves and the Inner North East Area Committee. This is where additional teams have been used in the area when there has been identified need.

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**Leeds**  
CITY COUNCIL

Originator: Sharon Hughes & Trudie Canavan

Tel: 214 5898

**Not for Publication:**

Please note that it is only appendix 3 to this report which contains exempt information – the report itself is an open report.

Appendix 3 to the report is exempt under Access to Information Procedure Rule 10.4 (3) information relating to the financial or business affairs of any particular person (including the authority holding that information).

**Report of The Director of Environment and Neighbourhoods Directorate**

**Meeting: Inner North East Area Committee**

**Date: 6<sup>th</sup> September 2010**

**Subject: Community Centres Report (all area committees)**

**Electoral Wards Affected:**

ALL

Ward Members consulted (referred to in report)

**Specific Implications For:**

Equality and Diversity

Community Cohesion

Narrowing the Gap

Council Function

Delegated Executive Function available for Call In

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

**Executive Summary**

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

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

services. Central to the review will be the aim of putting Area Committees at the very heart of local decision making and service accountability.

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

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

### **Purpose Of This Report**

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

### **Background Information**

2. The Community Centres delegated function forms part of Leeds City Council's constitution, which provides the framework within which the council conducts its business and makes decisions. The constitution describes who is responsible for making decisions and how decisions are taken.
3. A detailed report outlining the delegation description was presented to all 10 Area Committees in October/November 2009. The delegation includes:
  - The management of controllable revenue budgets
  - Making investment decisions from their own Well Being budgets and applications for capital from the Councils Major Maintenance Fund
  - Responsibility for setting charges and discounts for centres in their area within a common framework, and agree a schedule of charges for implementation.
  - Allocating capital receipts arising from the disposal of a community centre to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.
4. In addition, Area Management Teams on behalf of the Area Committees were given responsibility for the following functions:

- Liaising with users, user groups, Members and Area Committees on issues relating to centres in their area
- Developing proposals for re-shaping the portfolio
- Developing capital schemes and funding packages
- Monitoring the service level agreement for centres in their area and capital and revenue budgets
- Ensuring that leases and licenses are in place and reviewed periodically
- Developing, implementing and overseeing the administration of a new schedule of pricing and discounts for centre usage

## 2009/10 Budget Position

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

### 6. Table 1 – City Wide Year End Out-turn 2009-10

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

### 7. Table 2 – Inner North East Year End Out-turn 2009-10

<b>INNER NORTH EAST</b>	<u>Budget 09/10</u>	<u>Outturn 09/10</u>	<u>Variance</u>	

		£	£	£	
<b>Controllable</b>					
	Caretaking Costs	42,280	41,455	-825	
	Premises Costs	53,720	38,313	-15,407	
	Supplies & Services	390	607	217	
		96,390	80,375	-16,015	
<b>Income</b>					
	Internal	-23,320	0	23,320	
	External	-10,330	-2,965	7,365	
		-33,650	-2,965	30,685	
<b>Net Controllable</b>		62,740	77,410	14,670	
<b>Non-Controllable</b>					
	CPM Management Fee	13,280	13,190	-90	
	NNDR (Business Rates)	23,280	23,281	1	
	Insurance	860	880	20	
	CPM Maintenance Charge	17,420	17,420	0	
	Capital Charges	68,560	65,707	-2,853	
		123,400	120,478	-2,922	
<b>Net Budget</b>		186,140	197,888	11,748	

### Savings to be retained

8. It has been agreed that Area Committees can retain net revenue savings from across their portfolios, to support investment priorities within local centres. Table 2 identifies that the net revenue balance for the Inner North East area committee at the end of 2009/10 was in deficit to £11,748. This means that there are no net revenue savings to be retained.

### 9. City wide budget information for 2010/11

Budget Heading	Controllable £,000	Non-Controllable £,000	Total £,000	Notes
Caretakers	£1,034,560			
Premises	£562,420			
Supplies & Services	£84,650			Licenses & telephones
Income (internal)	- £193,340			LCC depts.
Income (external)	- £332,130			
Management Fee		£242,320		CPM
NNDR (business rates)		£192,760		
Insurance		£39,950		
Capital charges		£1,214,580		
CPM Maintenance		£387,570		Budgets now devolved to



budget				CPM
CPM City Buildings Charge		£257,880		Morley Town Hall
Central Recharges		£151,690		Legal, professional fees etc
<b>Grand Total</b>	<b>£1,156,160</b>	<b>£2,486,750</b>	<b>£3,642,910</b>	

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

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

#### **Area Committee 2010/11 budget information**

13. For 2010/11 the Inner North East Area Committee has been delegated (controllable budget) £87,870. A summary of the budget for each centre is outlined in the table below.

<b>Centre Name</b>	<b>Delegated Budget 2010/11</b>	<b>Notes</b>
	<b>£</b>	
Mandela	74,680	
Palace	13,590	
53 Louis Street (leased)	-400	

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

#### **Income**

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

16. In order to support Area Committees to generate income to invest in improvements to their local portfolio, it was agreed that a new procedure is put in place from 1<sup>st</sup> April 2010, which enables Area Committees to retain new income over and above the agreed income targets (based on previous years income).
17. For 2010/11 the Inner North East Area Committee has an income target across the whole portfolio of £11,830. Subject to the overall revenue budget balancing, any income achieved over and above this amount, will be retained by the committee in 2011/12.

### **Capital Budgets**

18. A ring-fencing arrangement for capital receipts arising from the disposal of community centre assets was agreed by Executive Board in 2006 and was incorporated into the Capital Strategy and Asset Management Plan 2007-08. This allows for up to 100% of the receipt to be retained by Area Committees to address category 1 (immediate) and 2 (essential) backlog maintenance on other Community Centres within the same area.
19. There has been no disposals in 2009/10 in Inner North East..
20. Area Committee proposals need to be supported by an individual business case which should be compiled prior to finalising the sale of the asset, for consideration by the Asset Management Board (AMB). Proposals with a total value of less than £100K require AMB support and final approval by the Director of Resources. Proposals for more that £100k require Executive Board approval. Further advice will be provided to Area Committees to develop their proposals on a case by case basis.

### **Rental Support**

#### **Rental Support for Leased Out Centres**

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

<b>Organisation</b>	<b>Centre</b>	<b>Market rent assessment</b>	<b>Rental Support Approved by RMT (30 April 2010)</b>	<b>Rent payable 2010/11</b>	<b>% of rent payable</b>
<b>Feel Good Factor</b>	<b>53 Louis Street</b>	£10,800	95%	<b>£540</b>	5%

#### **Rental Support for Permanent Users of Office Accommodation and Activity Space**

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

23. Market rental assessments have now been carried out for all permanent occupiers of accommodation, including offices and activity space, in community centres. The confidential table at appendix 3 provides details of the organisations, activities and the value of the market rental assessment (MRA). It also outlines whether the organisation currently pays a fee, not necessarily the MRA rate, for the space they occupy. Appendix 3 to the report is exempt under Access to Information Procedure Rule 10.4 (3) 'information relating to the financial or business affairs of any particular person (including the authority holding that information)'. The public interest in maintaining the exemption outweighs the public interest in disclosing the information as the market valuation of office space within its community centres is confidential between Leeds City Council and the client user.
24. As is evident from the table, most organisations do not pay for space occupied. Work is ongoing to develop a fair charging policy for organisations with permanent use of accommodation. This will be presented to a future area committee meeting for discussion.

### Maintenance Update

25. The CPM Service, Resources Directorate is responsible for building maintenance of all Council buildings and miscellaneous land (except schools and ALMO housing property) and provides facilities management for community centres. All revenue maintenance budgets have been consolidated to form a corporate building maintenance budget which has been managed by CPM since 1 April 2009. As a result, the repair maintenance of community centres is no longer part of the delegated function for Area Committees.
26. The table below provides information on the CPM budget and expenditure:

### Environment and Neighbourhoods - Regeneration & Area Management

Community Centres as at 10 August 2010		(Actual Costs)			2009/10		1st Quarter 2010/11
					1 April 2009 to 25 March 2010	26 March 2010 to 30 June 2010	
					Actual	Actual	
Chapelton, Louis Street No 53	03509/LOU/000	AA3050	ASSET/4926/BLDG	Community Centre	0	0	
Mandela Centre	03509/MAN/000	AA2015	ASSET/0154/BLDG	Community Centre	1994	265	
Palace Project	03509/PAL/000	AA2022	ASSET/0159/BLDG	Community Centre	6110	52	

27. Below is a list of works undertaken by Corporate Property Management within the Inner North East community centres portfolio in 2009/10.

Site Name	Asset Management Condition Survey Date	Completed/ Grade				To Do	Not Req'd	Comment	General Maintenance Work Completed	Date Electrical Testing Completed	Electrical Testing Cost	Heating Service Cost	Fire Alarms/ Em Ltg Cost	Other Works Completed
		A	B	C	D									
<b>Chapelton, Louis Street No 53</b>						1		LEO FRI - no CPM responsibility	17th Edition Electrical testing completed 2009	2009	£640			
<b>Mandela Centre</b>	May-02		1									£620	£1,024	
<b>Palace Project</b>	Feb-01		1									£225	£768	

### Outline planned works for 2010/11

28. Work has been identified to be carried out in both Palace and Mandela Community centres during 2010/11, this includes the installation of new flooring to the main entrance area on the ground floor of Mandela Centre, an upgrade of the CCTV system and installation of a new door entry system to address safeguarding issues at the centre.
29. Palace is to benefit from the heating system being extended to the second floor to make the rooms more lettable in the future and new signage and uplighter will be installed to the external wall. All of the planned works are being funded through the Chapel Allerton members Ward Based Initiatives funding.

### Update on Inner North East Area Committee Portfolio

29. Action plans are currently being developed for both community centres in the control of the area management team, with the input of the Mandela steering group for the Mandela Centre.
30. The Mandela centre held a successful open day in April 2010 attracting over 100 people to the centre. The event held over 3 days during the school holidays provided an opportunity for people to access activities run from the centre and showcase some of the positive work. The event was part funded through the Area Committees well being funding.
31. Following a period of unrest around the Palace community centre activities are now being delivered by Youth Services, Junior YIP, Invisible Circle and various other users. Once the centre is further improved on the second floor groups (already identified) will be able to use additional office space and usage of the centre will increase, at which point a user group will be set up and regular meetings held to further enhance provision.
32. The layout and gradient of the staircases at the Palace limit the range and number of activities that can be delivered from the centre and thus negatively impacting on the rental income that can be generated. There is potential to significantly improve and resolve both of these issues by investing in redesigning of the building. Should support be given to this being progressed when and if capital funding becomes available with a view to delivering a regeneration project at the centre.

## **Performance Management and Reporting**

### **Baseline Position and key targets for the Service**

30. Area Committees will receive mid year and year end budget update reports. Reports on key issues affecting centres in the committee's area will be provided alongside these.
31. From April 2011 reports will be available on the level of bookings in each centre, potential income and level of waived fees. This will enable area committees to identify centres that are well / under used etc which can help inform future management and development plans.

### **Reporting Arrangements**

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

### **Equality Considerations**

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

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

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

### **Consultation**

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

### **Legal and Resource Implications**

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

## **Conclusions**

37. Both of the centres managed by the Inner North East Area Committee are currently running at a deficit and consideration needs to be given to how that deficit may be reduced in future years.

## **Recommendations**

38. The Inner North East Committee is asked to agree the content of this report and to comment on any issue raised.

Appendix 1:

	<b>Expenditure</b>			<b>Income</b>			<b>Net</b>
	<u>Budget</u> 09/10	<u>Outturn</u> 09/10	<u>Variance</u>	<u>Budget</u> 09/10	<u>Outturn</u> 09/10	<u>Variance</u>	<u>Variance</u>
	£	£	£	£	£	£	£
Palace Youth Centre	7,850	10,028	2,178	-1,000	-2,318	-1,318	860
Mandela Centre	88,440	70,359	-18,081	-32,650	-3,347	29,303	11,222
53 Louis Street	100	-12	-112	0	2,700	2,700	2,588
	96,390	80,375	-16,015	-33,650	-2,965	30,685	14,670

Appendix 2:

<b>INNER NORTH EAST</b>	<u>Caretakers</u>	<u>Premises</u>	<u>Supplies</u>	<u>Total Expend</u>	<u>Intl Income</u>	<u>Extl Income</u>	<u>Total Income</u>	<u>Net Cost</u>
PALACE - SHEPHERDS LANE	5,990	9,600	0	15,590	0	-2,000	-2,000	13,590
MANDELA C.C.	47,190	36,620	200	84,010	0	-9,330	-9,330	74,680
53 LOUIS STREET	0	100	0	100	0	-500	-500	-400
<b>TOTAL INNER NORTH EAST</b>	53,180	46,320	200	99,700	0	11,830	11,830	87,870

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Originator: Nicola Denson  
Tel: 214 5876

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## Report of the East North East Area Manager

### North East (Inner) Area Committee

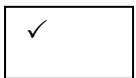
Date: 6<sup>th</sup> September 2010

### Subject: Well-Being (Revenue and Capital) Budget Update and New Applications

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#### Electoral Wards Affected:

Chapel Allerton  
Moortown  
Roundhay



Ward members consulted  
(referred to in this report)

#### Specific Implications For:

Equality and Diversity



Community Cohesion



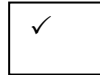
Narrowing the Gap



Council  
Function



Delegated Executive  
Function available  
for Call In



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



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## Executive Summary

This report contains details of proposed projects/activities to deliver local actions relating to agreed themes and promises of the Area Delivery Plan for which Wellbeing funding is being requested. The proposals have been discussed at a meeting of Area Committee's Member Well-Being Group and their recommendations are included for noting and/or approving.

The latest financial position of this year's Wellbeing (revenue and capital) budget is also provided.

## **Purpose of this report**

1. The purpose of this report is to provide the Area Committee with a summary of project applications/proposals for the use of Wellbeing funds that have been discussed in detail with the Member Working Group and to seek approval of their recommendations where relevant.
2. The report also provides the up to date financial position statement for 2010/11 to assist decision making.

## **Background**

3. At the March 2010 meeting the Area Committee again agreed to split the Well-being revenue budget between the strategic themes identified in the Area Delivery Plan/Community Charter. The committee also agreed to top slice funding for ward based projects and the continuation of the Small Grants scheme.
4. The 2010/11 spending decisions made to date against each heading (inc small grants and ward pots) are summarised in appendix B. This summary includes those projects carried forward from 2009/10 because they had not been completed and therefore fully paid. It also includes the revised budgets for each theme taking into account the c/f balances from 2009/10.
5. A breakdown of the Wellbeing capital budget and spend is attached as appendix A.

## **Applications**

6. The Area Management team undertake checks and take relevant professional advice relating to applicants financial accounts, CRB checks, constitutional documents and other related documentation to ensure safeguarding requirements and financial regulations are being met.

## **Project/Activity Proposals:**

### **Moortown Baptist Church**

#### **Kitchen Refurbishment - £10,000 capital (ADP Theme – Community Life)**

7. Moortown Baptist Church have a well established community focus and their building is used to provide activities for the local community for young people, older people, children and families. It is also used for regular community and health events and is accessible by all members of the community, not just to faith groups.
8. Key to this programme of activities is the provision of meals and refreshments. The centre run a lunch club for elderly and disabled people, a full youth programme including youth club, football events, Sunday breakfast club and music workshops, three toddler groups a week and a weekly children's club. In total over 300 people access provision every week.
9. The kitchen facilities were last updated in 1995 and restrict what the church can offer in both cooking capacity and activities that could be offered around food preparation and cooking.

10. The total cost of the funding required is £14,097 and the remainder of the funding would be provided in kind by church volunteers undertaking the refurbishment work.
11. The funding would be used to purchase a dishwasher (£1,822), sink and basin (£630), cooker (£435), 2 fridges and freezer (£1,079), cupboards and worktop (£2,537), new floor (£1,094), retile and repaint (£500) and suspended ceiling (£900).
12. **Community Charter Promise:** *This project will assist in achieving the Area Committee promise to organise events in community venues to provide residents with information and activities that encourage healthier lifestyles and to provide local activities for young people.*
13. *The Well-being Members Working Group was supportive of the project and recommended that £5,000 be approved to Moortown Baptist Church to administer.*

### **Maplecroft Residents Association**

#### **Landscaping Maplecroft Entrance - £6,000 capital (ADP Theme – Clean & Green)**

14. Maplecroft Residents Association are a tenants and residents association that has a recognised committee and seeks to improve the conditions of the area where they live in on their sheltered accommodation site.
15. They would like to enhance the entrance frontage of the site with site clearance for the existing overgrown shrubbery, landscaping with easily maintained plants and a stone marker with “MAPLECROFT” engraved on it.
16. The land is owned by Accent Property and is currently maintained by them to a basic standard. They have agreed for the works to take place and the plants chosen would be low maintenance to avoid future issues.
17. The wellbeing working group suggested that the amounts quoted were quite high and that a better way forward was to get the Area Committee funded community payback team to clear the land and then the residents could purchase some plants from Redhall and put them in themselves.
18. The group could also apply to the Groundwork bulb scheme for additional bulbs to enhance the area.
19. **Community Charter Promise:** *This project will assist in achieving the Area Committee promise to tackle green areas of neglect and get them tidied up for the community to enjoy.*
20. *The Well-being Members Working Group was not supportive of the project and recommended that instead the above solutions be put into effect and the group be awarded a small grant to cover the cost of the entrance stone and some planting.*

### **Greek Orthodox Church**

#### **Disabled Toilets and Baby Changing - £10,000 Capital (ADP theme – Things to Do)**

21. The Greek Orthodox Church is located on Harehills Avenue and has a very large community hall that is available for hire by both the Greek community and other local groups. At present however it is predominately used by the Greek and Greek Cypriot community from across Leeds.
22. The hall is currently unable to be used by all sections of the community as it has no baby changing facilities or disabled toilets.
23. This bid is the first stage in an extensive planned renovation of the church hall, which at present also needs a new kitchen, flooring, tables and chairs etc.
24. The Area Committee funding would be used as a contribution to stage one renovations and will be used to install a disabled toilet and baby changing unit.
25. The additional funding needed will be sought from small donations from the Greek community and social/fundraising events.
26. **Community Charter Promise:** *This project will assist in achieving the Area Committee promise to modernise community facilities.*
27. *The Well-being Member Working Group was supportive of the project and recommended that £5,000 be approved the Greek Orthodox Church to administer.*

**Chapel Allerton Allotments and Gardens Association**  
**Security fencing – £7,500 capital (ADP Theme – Clean & Green)**

28. The Chapel Allerton Allotments are incredibly well used by local people and have a very long waiting list for people who would also like a plot.
29. Whilst the plots are all full and well maintained the security fencing between Chapel Allerton park and the allotment is very old and worn, and broken in places. This is allowing vandals to enter the site and cause damage to the allotments, for example smashing up greenhouses and vandalising crops, and also intimidating plot holders.
30. The allotment holders have repaired the fence a number of times but unfortunately it is no longer a reasonable option due to its current state.
31. It requires 1.8m security fencing along the perimeter to make the boundary secure and the group have obtained four quotes for the work. They are satisfied the lowest quote of £6,425 meets their criteria.
32. They have also now secured funding of £1,000 towards the work from LCC Parks & Countryside and so are requesting £5,425 from the Area Committee.
33. **Community Charter Promise:** *These projects will assist in achieving the Area Committee promise to make improvements to existing allotments..*
34. *The Well-being Members Working Group was supportive the project and recommended that £5,425 be approved to Chapel Allerton Allotments to administer as similar projects have been funded in the past.*

**Sawanvihar**

## **Older People's Project - £4,770.23 revenue (ADP theme – Community Life)**

35. Sawanvihar is a social group of elderly Sikh and Hindu women, although it is open to other women, who meet once a week for two hours in Stainbeck Church.
36. There are 16 women who attend the group at present from across the area and the group would like the funding to purchase a number of items for the group, including instruments, yoga mats, harmoniums and drums and also to employ a music and exercise tutor for their sessions and for two coach trips to Leicester at Diwali.
37. The project is scheduled to run initially for 48 weeks and the group would seek to apply for additional funding from other sources to enable the project to continue.
38. The group have had a bid to Grassroots grants approved to cover ongoing running costs, telephone charges, room hire, transport etc, to March 2011. The funding however is dependant on the Area Committee also agreeing funding.
39. Based on this it has been suggested that the Area Committee also look to approve funding for the project to March 2011, but on a reduced scale so that only one tutor is employed per session. Cost would therefore include one tutor per session (£649.98), stationery and photocopying (£260) and equipment (stereo, yoga mats, first aid kit, drum and sticks and one harmonium not two) = £736.32. Giving a total of £1,646.30.
40. This would allow the group to run for six months and in the meantime bid for further funding to continue and put in place links to other groups in the area, such as Touchstone.
41. ***Community Charter Promise:*** *This project will assist in achieving the Area Committee promise to organise activities that bring older people together.*
42. *The Well being Fund Working Group were supportive of the project and recommended that funding should be approved to sustain the group for six months with a reduced programme of activities. The trip to Leicester however was not felt to fit with wellbeing spending and so is suggested that element is not approved. It was recommended that £1,646.30 be approved to Sawanvihar to administer.*

## **Chapel Allerton Festival Committee**

### **Chapel Allerton Festival - £3,500 revenue (ADP theme – Community Life)**

43. This application was received with very tight deadlines for the funding to be approved before the festival takes place. It was therefore dealt with outside the Area Committee cycle.
44. The festival takes place the week commencing 30<sup>th</sup> August and includes a short film night, poetry, music and culminates with a street festival. The event has been running for eleven years, this is its twelfth and over the period attracts 10,000 people to the various events.
45. The aim of the project is to promote community harmony and encourage participation and education of the local community in cultural activities. A secondary aim is to provide opportunities for event management training and experience for anyone who is willing to offer some time voluntarily to make the event happen.

46. **Community Charter Promise:** This project will assist in achieving the Area Committee promise to provide support to community led events .
47. The Well-being Member Working Group was supportive of the project and recommended that £2,500 be approved to the Chapel Allerton Festival Committee to administer. Due to the time constraints the decision to approve the funding based on the working group's recommendation was taken by the Area Committee/Manager and the Area Committee is asked to ratify this decision.

## Budget Implications of Wellbeing Decisions Pending

48. The following table shows the budget position of the eight ADP themes that the Area Committee has allocated wellbeing funding against including the updated position if the above revenue bids are approved.

ADP Theme	Current Budget remaining	Total funding requested	As recommended by working group
Things to do	£0		
Clean & Green	£9,968.50		
Local Economy	£0		
Learning for all	£0		
Safe Neighbourhoods	£10,912		
Community Life	£10,547.50	£8,270.23	£4,146.30
Healthy Living	£0		
Getting Around	£2,695.30		
<b>Total</b>	<b>£34,123.30</b>	<b>£8,270.23</b>	<b>£4,146.30</b>

## Wellbeing (Capital) Budget

49. When the working group met, the Inner North East Area Committee had £16,900 left in its capital budget. This is not enough to cover all the bids received by the Area Committee at this meeting but would have been adequate to approve the funding as recommended by the working group.
50. That is to approve £5,000 each to both Moortown Baptists Church and the Greek Orthodox Church making an equitable contribution to two similar schemes and approval of the £5,425 requested for the Chapel Allerton Allotments security fencing.
51. This would have left a balance of £1,475.
52. However, since that meeting due to the loss of the LPSA reward grant this additional funding is no longer available.
53. The effect of this on Inner NE is that there is now actually a slight overcommitment.
54. As this was late information there was not time to look properly at the options that may be available to the Committee and include them in this report. It is anticipated that those options will be either sent as a late/supplementary report or reported at the meeting.



## **Small Grant Process**

55. It was reported at the last Area Committee's Member Wellbeing Group that a number of small grants were being delayed due to the current process, whereby the grants are sent first to the Wellbeing Group for approval and then circulated to the other Area Committee members for approval.
56. When applications are received for events and projects that are going to start in the near future there is often not enough time to turn the applications around.
57. It was agreed therefore at the Member Wellbeing Group that a proposal should be put forward to the Area Committee to streamline the process. It is proposed in future small grants would be sent to all members of the Area Committee at the same time and they would be given 10 working days for a response.
58. The rest of the process and criteria for approval would remain the same.

## **Recommendations**

59. The Area Committee is requested to:
  - a) Approve the following amounts of Wellbeing (revenue) budget to be released to the organisations and projects listed from the 2010/11 budget :
    - i) Sawanvihar – Older People's Project – £1,646.30 (Community Life)
    - ii) Chapel Allerton Festival Committee – Chapel Allerton Festival - £2,500 (Community Life) ratify decision to approve funding
    - iii) Maplecroft Residents Association – Landscaping Maplecroft Entrance - £500 small grant
  - b) Note the recommendation of the Wellbeing Working Group to approve the following projects from the Capital budget allocations and consider options as to how existing capital commitments/schemes could be reduced and/or revenue budget used:
    - i) Moortown Baptist Church – Kitchen Refurbishment - £5,000
    - ii) Greek Orthodox Church – Disabled Toilet and Baby Changing - £5,000
    - iii) Chapel Allerton Allotment and Gardens Association – Security Fencing - £5,425
  - c) Approve the suggested amendment to the Small Grants process whereby applications are sent to all Area Committee members straight away, removing the additional step of sending them to the working group first.

## **Background Papers**

Area Committee Roles and Functions 2009/10.

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### Inner North East Capital Budget Current Position 2010/11

Total budget = £610.4

	Committed	Actual
2004/5 Miles Hill Sure Start Centre	20.0	20.0
2004/5 Seven Arts Community Centre	25.0	25.0
2004/5 Gate-It On The Granges Contribution	7.0	7.0
2004/5 North Leeds Bowling Club Fencing	8.6	8.6
2005/6 Open Door' Project - 225 Lidgett Lane	3.5	3.5
2005/6 New Roof - Roscoe Methodist Church	20.0	20.0
2005/6 Scott Hall Sports Centre	15.0	15.0
2005/6 North Park Avenue Allotments Project	3.0	3.0
2005/6 Extension of Community Hall	20.0	20.0
2005/6 North Leeds Cricket Nets Ground Development	15.0	15.0
2005/6 Meanwood Methodist Church Disabled Toilets	7.7	7.7
2005/6 53 Louis Street Disabled Access	6.0	6.0
2006/7 Cowper Street Community Gardens	7.0	7.0
2006/7 <b>Alleys &amp; Ginnels Safety Improvements</b>	69.5	37.5
2006/7 Meanwood Park Improvements	39.5	39.5
2006/7 St Andrews Church Comm Project	12.5	12.5
2006/7 Potternewton Park	5.0	5.0
2006/7 Chapel Allerton Methodist Church - Disabled Lift	14.4	14.4
2006/7 Stainbeck Church Outreach & Development Project*	3.3	3.3
2006/7 Fieldhouse Drive Improvements	2.4	2.4
2007/8 Gledhow Valley Lake Disabled Access Path	10.1	10.1
2007/8 Fencing At North Leeds Cricket Club	15.0	15.0
2007/8 Seven Community Arts Centre	20.0	20.0
2007/8 Deen Enterprises Community Forum Minibus	8.0	8.0
2007/8 Roundhegians Sports - Kitchen Upgrade	2.5	2.5
2007/8 Lidgett Pk Methodist Church-Room For All	7.0	7.0
2007/8 Moor Allerton Sports Ctre - Carpark Imps	12.0	12.0
2007/8 Woodhouse Cricket Club	6.0	6.0
2007/8 Sugarwell Hill Entrance	5.0	5.0
2007/8 Friends of Wykebeck Valley Woods - Bridge	7.0	7.0
2008/09 <b>Gledhow Rise Traffic Mgt Measures</b>	5.0	0.0
2008/09 Toilet Replacement St Andrews Church	10.0	10.0
2008/09 Electrical work at Meanwood Parkside Road	1.1	1.1
2008/09 Meanwood Valley Footpaths and Gardens	5.9	5.9
2008/09 Gledhow Towers CCTV	4.4	4.4
2008/09 Roundhay Park Cricket Wickets (NE Contribution)	7.1	7.1
2008/09 Disabled Access - North Leeds Bowling Club	7.0	7.0
2008/09 ICT & Comm Equip - 208 Squadron	3.0	3.0
2008/09 Allerton Croft Security	2.9	2.9
2009/10 Improvements to Community Hall - Roundhay	9.9	9.9
2009/10 Carrib Care Meals on Wheels	5.1	5.0
2009/10 Woodland Trail Acitivity Project	3.5	3.5
2009/10 Radio Jcom	8.0	8.0
2009/10 Youth Service Games Hardware	1.7	1.7
2009/10 The Bumps Playspace	15.0	15.0
2009/10 <b>Heritage Lighting</b>	45.0	0.0
2009/10 Gate at Potternewton Park	4.0	4.0
2009/10 <b>Festive Lights</b>	20.0	0.0
2009/10 Stainbeck Church Improvements	15.0	15.0
2009/10 Meanwood Cricket Club Fencing	6.5	6.5
2009/10 <b>Prince Philip Ground Improvements</b>	10.0	0.0
2010/11 <b>CYDC – New Portable Goalposts</b>	2.9	0.0
2010/11 <b>St Edmund's Community Hall Improvements</b>	3.5	0.0
	593.5	475
<b>Unallocated Budget remaining</b>	<b>16.9</b>	

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INNER NORTH EAST AREA COMMITTEE – WELLBEING REVENUE BUDGET 2010/11

Neighbourhood Manager post = £35,000 topslice

Wellbeing by ADP Priority Theme

<b>Things to Do</b>			
<b>Project</b>	<b>Reference</b>	<b>Amount Applied for</b>	<b>Amount Approved/ Carried forward 09/10</b>
Chapel Allerton Methodist Church improvements	INE.09.64.LGR	£17,750	£3,750
LCC Youth Services 2010 Summer Holiday Programme	INE.09.49.LGR		£17,800
Leeds Reach Summer 2010 Programme	INE.09.52.LGR		£4,237
<i>Budget transfer from Getting Around</i>			<i>£1,784</i>
		<b>Total Committed inc c/f</b>	<b>£25,787</b>
		<b>New budget</b>	<b>£20,253</b>
		<b>Budget inc c/f</b>	<b>£25,787</b>
		<b>Remaining</b>	<b>£0</b>

Page 53

<b>Clean &amp; Green</b>			
<b>Project</b>	<b>Reference</b>	<b>Amount Applied For</b>	<b>Amount Approved/ Carried forward 09/10</b>
Moortown in Bloom and Neighbourhood Design	INE.09.13.LGR	£13,365.43	£8,365.43
Community Payback Team	INE.09.56.LGR	£15,000	£15,000
Meanwood Valley Urban Farm Environmental Summer Play	INE.09.61.LGR	£5,750	£5,750
Groundwork Leeds – Stonegate Playspace		£9,639	£7,163
Materials for Probation and Leeds Ahead (£136.71 spent so far)		£1,000	£1,000
Community Skips Budget (£1,620 spent so far)		£5,000	£5,000
		<b>Total Committed inc c/f</b>	<b>£42,278.43</b>
		<b>New budget</b>	<b>£43,881.50</b>
		<b>Budget inc c/f</b>	<b>£52,246.93</b>
		<b>Remaining</b>	<b>£9,968.50</b>

The Local Economy			
Project	Reference	Amount Applied For	Amount Approved/ Carried forward 09/10
Chapeltown Townscape Initiative - Training Project	INE.08.27.LGR	£10,000	£10,000
Leeds Ahead world of work and professional services	INE.09.06.LGR	£5,000	£2,500
CARA loyalty card	INE.09.62.LGR	£1,513	£1,500
Leeds City Credit Union – Chapeltown JSC		£5,000	£5,000
Leeds Festive Lights		£10,126.50	£10,126.50
<i>Budget transfer from Getting Around</i>			<i>£5,000</i>
		<b>Total Committed inc c/f</b>	<b>£29,126.50</b>
		<b>New budget</b>	<b>£10,126.50</b>
		<b>Budget inc c/f</b>	<b>£29,126.50</b>
		<b>Remaining</b>	<b>£0</b>

Learning for All			
Project	Reference	Amount Applied For	Amount Approved
Young People;s Accredited Out of School Activities		£11,605	£8,500
Leeds Ahead Business and Community Projects		£4,500	£4,500
DOJO – Club Panda		£10,000	£8,500
<i>Budget transfer from Getting Around</i>			<i>£1,247</i>
		<b>Total Committed</b>	<b>£21,500</b>
		<b>New Budget</b>	<b>£21,500</b>
		<b>Remaining</b>	<b>£0</b>

Safe Neighbourhoods			
Project	Reference	Amount Applied For	Amount Approved/ Carried forward 09/10
Alwoodley Activities Fund	INE.09.09.LGR	£4,000	£2,000
INE Summer Sports Project	INE.09.11.LGR	£26,275	£10,606
Junior YIP Holiday Programme			£5,853
Cold Calling Reduction Project		£1,800	£1,800
		<b>Total Committed inc c/f</b>	<b>£20,259</b>
		<b>New budget</b>	<b>£18,565</b>
		<b>Budget inc c/f</b>	<b>£31,171</b>
		<b>Remaining</b>	<b>£10,912</b>

<b>Community Life</b>			
<b>Project</b>	<b>Reference</b>	<b>Amount Applied For</b>	<b>Amount Approved/ Carried forward 09/10</b>
Roundhay Allotments site extension	INE.09.31.LGC	£3,000	£3,000
BCTV Garden to Eat	INE.09.44.LGR	£12,500	£5,000
Beckhills Recycling	INE.09.63.LGR	£4,888	£4,888
Community Voices – Radio Fever	INE.09.26.LGR	£21,000	£8,950
CANPLAN Open Day and Printing of Plan		£1,325	£1,325
Chapel Allerton Food festival		£1,500	£1,500
2010 Volunteer Thank You Event		£2,000	£2,000
Consultation and Community Engagement £1,685.70 spent so far		£3,000	£3,000
Leeds Lights Festive Lights		£3,568.50	£3,568.50
		<b>Total Committed inc c/f</b>	<b>£33,231.50</b>
		<b>New budget</b>	<b>£21,941</b>
		<b>Budget inc c/f</b>	<b>£43,779</b>
		<b>Remaining</b>	<b>£10,547.50</b>

<b>Healthy Living</b>			
<b>Project</b>	<b>Reference</b>	<b>Amount Applied For</b>	<b>Amount Approved/ Carried forward 09/10</b>
Fuel Poverty	INE.09.28.LGR		£3,000
Chapel Allerton Good Neighbours	INE.09.40.LGR		£3,000
MENA Lunch Club	INE.09.45.LGR		£704
ZEST	INE.09.59.LGR		£753.70
LCC Community Sports			£7,625
ZEST Summer Health and Wellbeing Project			£2,200
KICK Summer Programme 2010			£7,750
Exhale Training		£6,000	£4,000
Zest Meanwood		£5,160	£1,500
<i>Budget transfer from Getting Around</i>			<i>£4,463.70</i>
		<b>Total Committed inc c/f</b>	<b>£30,532.70</b>
		<b>New budget</b>	<b>£18,565</b>
		<b>Budget inc c/f</b>	<b>£30,532.70</b>
		<b>Remaining</b>	<b>£0</b>

<b>Getting Around</b>			
<b>Project</b>	<b>Reference</b>	<b>Amount Applied For</b>	<b>Amount Approved</b>
<i>Transfer of funds to Things to do (£1,784), Local Economy (£5,000), Learning for All (£1,247) and Healthy Living (£4,463.70).</i>			<i>£12,494.70</i>
		<b>Total Committed</b>	<b>£0</b>
		<b>New Budget</b>	<b>£2,695.30</b>
		<b>Remaining</b>	<b>£2,695.30</b>
		<b>Total Committed inc c/f</b>	<b>£202,715.13</b>
		<b>Total Budget inc c/f</b>	<b>£236,838.43</b>
		<b>Total Remaining</b>	<b>£34,123.30</b>

**Small Grants**

<b>Project</b>	<b>Reference</b>	<b>Amount Applied for</b>	<b>Amount Approved</b>
Mandela Centre Celebration	INE.10.01.SG	£500	£500
Child Seasons Playscheme	INE.09.34.SG	£12,500	£500
Football in the Community	INE.10.02.SG	£500	£500
Annual Flower and vegetable show	INE.10.05.SG	£400	£400
Beckhill Implementation Info Folder	INE.10.09.SG	£500	£500
Training courses for PHAB volunteers	INE.10.10.SG	£500	£500
Prince Philip Youth Centre	INE.10.11.SG	£500	£500
Thursday Luncheon Club	INE.10.12.SG	£500	£500
Global Village Market	INE.10.13.SG	£500	£500
The Bumps Community Day	INE.10.14.SG	£415.00	£362.26
		<b>Total Allocation</b>	<b>£10,000</b>
		<b>Total Committed</b>	<b>£4,762.26</b>
		<b>Total Remaining</b>	<b>£5,237.74</b>



<b>Ward Pot Funding</b>			
<b>Chapel Allerton</b>	<b>Reference</b>	<b>Info</b>	<b>Amount Approved</b>
7 Litter bins for Chapel Allerton ward	INE.09.41.LGR		£2800
Plaques x 10	"		£183.25
Millfield Primary school	INE.09.42.LGR		£2000
Gledhows traffic calming	INE.09.47.LGR	Highways to match fund	£2,500
CA 10 A frames			£2186.40
RJC dance trophy			£225.37
Mustard Pot car park sign			£150 approx
2 bins, benches and plaques at Saville Park			£3460
Bonfire Period 2010			£1000
Waymarker Lighting			£3,400
CANPLAN additional funding	INE.10.01.LGR		£1,175
Youth service caving trip			£500
1 extra bin (SHR and Sholebroke Mount)			£800
Beckhills Noticeboard fitting	INE.10.04.SG		£217
Football Tournament	INE.10.08.SG		£130
New festive light motif x 2			£900
Sikh temple lighting and gate			£450
Streetlighting shortfall plus Regent St additional			£1,227
Dog fouling signs			£1000
St Matthews funding			Approx £200
		<b>Total Allocation</b>	<b>£30,860.74</b>
		<b>Total Committed</b>	<b>Approx £24,504.02</b>
		<b>Total Remaining</b>	<b>£6,356.72</b>

<b>Moortown</b>	<b>Reference</b>	<b>Info</b>	<b>Amount Approved</b>
9 additional grit bins			£1677.87
10 litter bins			£4,000
Highwoods Fencing			£15,288
		<b>Total Budget inc c/f</b>	<b>£22,539.11</b>
		<b>Total Committed</b>	<b>£20,965.87</b>
		<b>Total Remaining</b>	<b>£1,573.24</b>

Roundhay	Reference	Info	Amount Approved
Gledhow Rise Traffic Management Scheme	INE.07.36.LG		£5,000
Grit bin x 2			£372.86
Noticeboards			£1,570 + fitting
Benches x 2			£1,800
		<b>Total Budget inc c/f</b>	<b>£20,820</b>
		<b>Total Committed</b>	<b>£8,742.86</b>
		<b>Total Remaining</b>	<b>£12,077.14</b>

<b>GRAND TOTAL</b>	<b>Total Allocation</b>	<b>£176,980</b>
	<b>Total Budget inc c/f</b>	<b>£356,058.28</b>
	<b>Total Committed inc c/f</b>	<b>£296,690.14</b>
	<b>Total Remaining</b>	<b>£59,368.14</b>

## Report of the Interim Director of Children's Services

### Inner North East Area Committee

Date: 6<sup>th</sup> September 2010

### Subject : Children's Services Performance Report

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

## Executive Summary

To provide the Inner North East Area Committee with various Children's Services performance data disaggregated at Area Committee or Ward level.

### 1.0 Purpose Of This Report

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

### 2.0 Background Information

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

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

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

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

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

### 3.0 Activity To Improve Safeguarding

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

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

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

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

#### 4.0 Numbers Of Looked After Children

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



## 7.0 Core Assessments By Children And Young People's Social Care

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

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

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

## 8.0 NEET and Not Knowns

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

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

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

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

8.2 To build on this improvement, ongoing activities include:

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

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

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

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

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

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

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

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

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

## **10.0 Legal and Resource Implications**

10.1 There are no legal and resource implications.

## **11.0 Conclusions**

11.1 Not applicable as the report is information based.

## **12.0 Recommendations**

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

## **Background Papers**

Developing local arrangements for Children's Services performance management reporting - December 2009

Children's Services – Area Committee Performance Report - February 2010.

## **Index of Appendices**

- Appendix 1 – Number of children in care
- Appendix 2 – Percentage of referrals
- Appendix 3 – Percentage of initial assessments
- Appendix 4 – Core assessments
- Appendix 5 – Common Assessment Framework (CAF)
- Appendix 6 – NEET and Not Known data

## Appendix 1

### Number Of Children In Care At 31<sup>st</sup> March 2010 By Originating Ward Address

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

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

Appendix 2

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

Appendix 3

Q4 – 2009-10

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

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

Appendix 3

Q1 – 2010-11

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

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

Appendix 4

Q4 – 2009-10

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

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



## Appendix 4

Q1 – 2010-11

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

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

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

## Appendix 5

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

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

Area Committee	Assessors/Agency/Group	Number of Assessments Initiated
Inner East	CONNECT HOUSING	1
	EARLY YEARS	7
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	5
	HIGH SCHOOL	8
	PRIMARY SCHOOLS	13
	SCHOOLS (SILC)	1
	THIRD SECTOR	1
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
<b>Inner East Total</b>		<b>40</b>
Outer East	CONNEXIONS	1
	EARLY YEARS	5
	EDUCATION LEEDS	1
	EXTENDED SERVICES	1
	HEALTH	2
	HIGH SCHOOL	8
	IGEN	2
	PRIMARY SCHOOLS	11
	YOUTH OFFENDING SERVICE	1
	YOUTH SERVICE	1
<b>Outer East Total</b>		<b>33</b>
Inner North East	EARLY YEARS	14
	EDUCATION LEEDS	1
	EXTENDED SERVICES	3
	HEALTH	3
	HIGH SCHOOL	5
	PRIMARY SCHOOLS	4
<b>Inner North East Total</b>		<b>30</b>
Outer North East	EARLY YEARS	5
	HEALTH	2
	HIGH SCHOOL	2
	PRIMARY SCHOOLS	5
<b>Outer North East Total</b>		<b>14</b>
Inner North West	EARLY YEARS	5
	EDUCATION LEEDS	2
	HIGH SCHOOL	2
	PRIMARY SCHOOL	8
	SCHOOLS (SILC)	1
	THIRD SECTOR	2
<b>Inner North West Total</b>		<b>20</b>

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

Appendix 5

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

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

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

## Appendix 6

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

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

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

## Comparison With Other Local Authorities For June 2010

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

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

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**St. Edmunds Church Hall, Lidgett Park Road, Roundhay, Leeds LS8 1JN**



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