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SOUTH (OUTER) AREA COMMITTEE

Meeting to be held in The Council Chamber, Rothwell One Stop Centre
On Monday, 5th September, 2011 at 4.00 pm

MEMBERSHIP

Councillors

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

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South East Area Leader:
Shaid Mahmood
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>MINUTES - 4 JULY 2011</p> <p>To confirm as a correct record the minutes of the meeting held on 4 July 2011</p>	1 - 8
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	

Item No	Ward	Item Not Open		Page No
8			<p>CONSULTATION ON EXPANSION OF PRIMARY SCHOOL PROVISION</p> <p>To receive and consider the attached report of the Director of Children's Services.</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p> <p>Council Function</p>	9 - 12
9			<p>CHILDREN SERVICES PERFORMANCE REPORT</p> <p>To receive and consider the attached report of the Director of Children's Services</p> <p>Presentation 5 Minutes / Discussion 5 Minutes</p> <p>Council Function</p>	13 - 38
10			<p>COMMUNITY SAFETY ACTIVITY IN 2010/2011 IN OUTER SOUTH</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p>Presentation 5 Minutes / Discussion 5 Minutes</p> <p>Council Function</p>	39 - 56
11			<p>ENVIRONMENTAL DELEGATION - SERVICE LEVEL AGREEMENT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p> <p>Executive Function</p>	57 - 76

Item No	Ward	Item Not Open		Page No
12			<p>AIRE VALLEY HOMES LEEDS CONTRIBUTION TO LOCALITY WORKING AND INVOLVEMENT IN AREA COMMITTEES</p> <p>To receive and consider the attached report of the South East Area Leader and Chief Executive of Aire Valley Homes.</p> <p>Presentation 5 Minutes / Discussion 5 Minutes</p> <p>Council Function</p>	77 - 86
13			<p>ADDED VALUE CAPITAL WELL BEING</p> <p>To receive and consider the attached report of the South East Area Leader.</p> <p>Presentation 5 Minutes / Discussion 5 Minutes</p> <p>Executive Function</p>	87 - 94
14			<p>BUSINESS PLAN REPORT</p> <p>To receive and consider the attached report of the South East Area Leader</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p> <p>Council Function</p>	95 - 120
15			<p>PRIORITY NEIGHBOURHOOD WORKER</p> <p>To receive and consider the attached report of the South East Area Leader.</p> <p>Presentation – 5 Minutes / Discussion 5 Minutes</p> <p>Council Function</p>	121 - 134

Item No	Ward	Item Not Open		Page No
16			<p>WELL BEING BUDGET REPORT</p> <p>To receive and consider the attached report of the South East Area Leader</p> <p>Presentation – 5 Minutes / Discussion 5 Minutes</p> <p>Executive Function</p>	135 - 170
17			<p>A SUMMARY OF KEY WORK</p> <p>To receive and consider the attached report of the South East Area Leader.</p> <p>Presentation – 5 Minutes / Discussion – 5 Minutes</p> <p>Executive Function</p>	171 - 214
18			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday, 17 October at 4.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>Rothwell One Stop Centre</p>	

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Agenda Item 6

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 4TH JULY, 2011

PRESENT: Councillor R Finnigan in the Chair

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

1 Declaration of Interests

Councillor Leadley declared a personal interest in Agenda Item 12 Children and Young People Out of School Activities Evaluation 2010/11 due to his position as a Governor of Westerton Primary School. (Minute No 6 refers).

Councillors Elliott, Leadley and Varley declared a personal interest in Agenda Item 13 Outer South Well Being Budget Report as Members of Morley Town Council particularly in respect of Morley Town Centre Management Board, Morley Town Hall Alexandra Hall refurbishment, Morley Literature Festival and Morley Christmas Lights (Minute no 10 refers)

Councillor Leadley declared a personal interest in Agenda Item 13 Outer South Well Being Budget Report as Chairman of Asquith and Ingles NIP.(Minute 10 refers)

Councillor Leadley declared a personal interest in Agenda Item 14 Summary of Key Work as Chairman of Asquith and Ingles NIP , Chairman of Morley Town Council Planning Committee and Member of Morley Town Council.(Minute 11 refers)

Councillors Elliott Leadley and Varley declared a personal and prejudicial interest in Agenda Item 14, Summary of Key Work , due to a proposal for Morley Elderly Action(MEA) to retain an underspend from the Outer South Garden Maintenance Service 2010/11 to support an enhanced service delivery in 2011/12 as they are all Members of MEA. They left the room during the discussion and consideration of this application. (Minute No 11 refers).

Councillors Elliott Leadley and Varley declared a personal interest in Agenda Item 14, Summary of Key Work , as Members of Morley Town Council particularly in respect of Morley Literature Festival and Morley Town Centre Management Board (Minute No 11 refers).

2 Apologies for Absence

Apologies were submitted on behalf of Councillor Bruce.

3 Minutes - 14 March 2011

RESOLVED – That the minutes of the meeting held on 14th March 2011, be confirmed as a correct record.

4 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, a member of the public raised the issue of Christmas Lights which would be addressed elsewhere on the agenda.

5 Notification of Appointment of Chair 2011/12 and Revisions to Area Committee Procedure Rules

The Chief Officer, Democratic and Central Services submitted a report formally notifying Members of the appointment made by Council, at its Annual Meeting to the position of South (Outer) Area Committee Chair for the 2011/12 municipal year. In addition, the report also advised of the revisions agreed at the same meeting in respect of Area Committee Procedure Rules, specifically regarding the future appointment of Area Committee Chairs and the consideration of the minutes from Area Chairs' Forum meetings.

RESOLVED –

- (a) That the appointment by Council, at its Annual Meeting on 26th May 2011, of Councillor Finnigan to the position of South (Outer) Area Committee Chair for the duration of the 2011/2012 municipal year, be noted.
- (b) That the revised arrangements for the annual election of Area Committee Chairs, as approved by Council on the 26th May 2011 and as reflected within the amended Area Committee Procedure Rules, be noted.
- (c) That the revision to Area Committee Procedure Rule 6.7, as approved by Council on the 26th May 2011, which now requires the minutes from the Area Chairs' meetings to be formally considered by Area Committees, be noted.

6 Children and Young People Out of School Activities Evaluation 2010/11

Further to minute 45 of the meeting held on 29th November 2010 the Outer South Cluster of Schools submitted a report which provided an interim evaluation of the Children and Young People Programme of Activities 2010-11.

The Chair welcomed Brenda Temple, Extended Services Adviser to the meeting.

RESOLVED - That the contents of the report be noted.

7 Area Committee Roles for 2011/12

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report presenting the meeting with a summary of Area Functions and Priority Advisory Functions for 2011/12.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- A summary of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 1 refers)
- Details of the delegated functions and priority advisory functions for Area Committees for 2011/12 (Appendix 2 and 3 refers)

Tom O'Donovan , Area Management Officer presented the report and responded to Members' queries and comments.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the summary of approved Area Functions and designated priority functions for 2011/12 be noted.

8 Outer South Area Committee Business Plan

The South East Area Leader submitted a report proposing to replace the Area Committee's Area Delivery Plan with a new Annual Business Plan, the report presented a structure for the new business plan for Members to comment on and seeking Committee approval to its development.

Tom O'Donovan, Area Management Officer presented the report and responded to Members' queries and comments.

Councillor Neil Dawson requested a copy of the Area Delivery Plan 2008-11.

RESOLVED –

- (a) That the report be noted
- (b) That it be agreed that an annual Business Plan replaces the Area Delivery Plan and incorporates the Community Engagement Plan.
- (c) That the structure and content outlined in Appendix 1 be agreed.
- (d) That Ward Members be consulted.
- (d) That the Area Management Team continue to develop a Business Plan for the South (Outer) Area Committee and provide an update at the next meeting.

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

9 Delegation of Environmental Services Update

The Director of Environment and Neighbourhoods submitted a report on an update on progress towards the establishment of a new locality based Environmental Service and its delegation to Area Committees, including relevant information relating to the current review of street cleansing services.

Andy Beattie, Environmental Locality Manager for South East and Tom Smith (from October 2011) presented the report and responded to Members' queries and comments.

In summary, specific reference was made to the following issues:-

- The need to achieve the overall principles in order to work more effectively
- The need to recognise that quality was also important, together with addressing the level of supervision and monitoring
- The need to resolve such issues as frequency, litter bin provision, new developments, dialogue with police, education, enforcement, weeds , prioritisation (competing with other Areas for resources), non delegated issues such as grass cutting and refuse collection
- Including education and enforcement in the services included in the delegation.

RESOLVED-

- a) That the contents of the report and appendices be noted.
- b) That the report, and the intention to submit, for approval, a full Service Level Agreement to the September meeting be noted.

10 Well Being Report

The South East Area Leader submitted a report providing the following;

- Confirmation of the actual revenue spend in 2010/11
- Confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
- An update on both the revenue and capital elements of the Area Committee's budget.
- a summary of revenue spend already approved for 2011/12.
- Details of projects that require approval.
- A summary of all revenue and capital projects agreed to date.
- An update on the Small Grants budget.

Tom O'Donovan , Area Management Officer presented the report and responded to Members queries and comments.

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

RESOLVED –

- (a) That the report be noted.
- (b) That the position of the Well being budgets as set out in paragraph 3.0 be noted.
- (c) That the revenue amounts for 2011/12 as outlined in Appendix 1 be noted.
- (d) That the Well being capital projects already agreed as listed in Appendix 2 be noted.
- (e) That the Well being capital projects approved outside the Area Committee outlined in paragraph 3.3.3 be noted.
- (f) That the following project proposals be approved –
 - Christmas Trees and Lights 2011 - £10,890 revenue
 - John O Gaunt's Gardening Group - £1,139.93 capital
 - Alexandra Hall Improvements - £25,000 capital
 - Posts for Dog Fouling Signs - £284.80 capital
 - Rothwell Litterbins - £400 capital
 - Springbank Playing Fields - £2,000 capital
 - Victims Fund - £1,000 revenue
 - Rothwell Community Safety Projects - £3,995.78 revenue
- (g) That the unallocated balance of the revenue budget (£1,824) be reserved for Ardsley and Robin Hood Ward subject to an acceptable proposal from the Ardsley and Robin Hood Ward Members.
- (h) That the small grants situation in paragraph 5.1 be noted.

11 A Summary of Key Work

The South East Area Leader submitted a report bring to Members' attention a summary of key work which the Area Management Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provided opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

Tom O'Donovan, Area Management Officer presented the report and responded to Members' queries and comments.

RESOLVED –

- (a) That the report be noted.
- (b) That the following Members be nominated to the Community Centres Sub Committee:
 - Councillor Mulherin
 - Councillor Wilson
 - Councillor Gettings

- Councillor Elliott
- (c) That Councillor Gettings be nominated as Chair of the Community Centres Sub Committee.
- (d) That the Terms of Reference for the Community Centres Sub Committee be agreed.
- (e) That the following Members be nominated to the Morley Town Centre Management Board:
 - Councillor Elliott
 - Councillor Finnigan
- (f) That Councillor Golton be nominated to the Corporate Carer's Group
- (g) That the following Members be nominated to the Cleaner Neighbourhoods Sub Group:
 - Councillor Dunn
 - Councillor Golton
 - Councillor Finnigan
 - Councillor Varley
- (h) That Councillor Finnigan be nominated as Chair of the Cleaner Neighbourhoods Sub Group
- (i) That Councillor Finnigan, as Chair of the Cleaner Neighbourhoods Sub Group be confirmed as the Environmental Champion
- (j) That the terms of reference for the Cleaner Neighbourhoods Sub Group be agreed.
- (k) That the recommendation from the Cleaner Neighbourhoods Sub Group in paragraph 6.6.5 of the report be noted.
- (l) That Morley Elderly Action retain the underspend figure from the Outer South Garden Maintenance Service 2010/11 to support an enhanced service delivery in 2011/12.

12 Local Authority Appointments to Outside Bodies

The Chief Officer (Democratic and Central Services) 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.

Appended to the report were copies of the following documents for the information/comment of the meeting:-

- Appointment to Outside Bodies Procedure Rules (Appendix 1 refers)
- Appointments Schedule (Appendix 2 refers)

RESOLVED –

- (a) That the report and information appended to the report be noted;

Draft minutes to be approved at the meeting
to be held on Monday, 5th September, 2011

(b) That approval be given to the following Outside Body appointments being made for the 2011/2012 municipal year:

Morley Town Centre Management Board – Cllrs Finnigan and Elliott
Morley Literature Festival Committee - Cllrs Elliott, Gettings and Varley
Outer South ALMO Panel - Cllrs Dunn and Varley
Divisional Community Safety Partnership - Cllr Dawson
Area Children’s Partnership - Cllr Gettings
Area Health & Social Care Partnership - Cllr Varley
Area Employment, Enterprise & Training Partnership – Cllr Renshaw

13 Dates, Times and Venues of Future Meetings

RESOLVED – That the Schedule of meetings for 2011/12 as set out on the agenda be agreed as follows;

- Monday 5 September 2011 Rothwell One Stop Centre
- Monday 17 October 2011 Thorpe Primary School
- Monday 5 December 2011 Drighlington Meeting Hall
- Monday 13 February 2012 Morley Town Hall
- Monday 26 March 2012 Rothwell One Stop Centre
- Monday 21 May 2012 Morley Town Hall

Members noted that a possible conflict with the meeting planned for 26 March 2012 and asked that it be arranged if required.

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Report author: Lesley Savage

Tel: 0113 224 3867

Report of the Director of Children's Services

Report to the South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Consultation on expansion of primary school provision for September 2013

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes Morley South Morley North	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report presents the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. In particular, it draws members' attention to the proposal directly affecting the outer south area. Leeds City Council's Executive Board have approved a consultation on a proposal to expand Morley Newlands Primary School from September 2013.

Recommendations

2. Members of the Area Committee are asked to consider the consultation information and comment on the proposal.

1 Purpose of this report

- 1.1 This report is intended to ensure members are fully briefed on the proposals being brought forward in response to rising demand for reception places city wide and are able to comment on them, in particular those affecting the outer south area.

2 Background information

- 2.1 The local authority has a legal duty to ensure there are enough school places to meet the needs of its children and families. We are now planning to create the extra places we believe will be needed from September 2013 onwards. At its meeting on 27 July 2011 Executive Board approved consultation on the following proposals:

- Expansion of Bramley St Peter's Primary School from 315 to 420 pupils from September 2013
- Expansion of Rawdon St Peter's Church of England Voluntary Controlled Primary School from 315 to 420 pupils from September 2013
- Expansion of Morley Newlands Primary School from 420 to 630 pupils from September 2013
- Creation of a new 420 place school through competition on land at Florence Street in Harehills from September 2013
- Creation of a new 420 place school through competition on the site of the former South Leeds Sports Centre on Beeston Road from September 2014

- 2.2 Under the Education and Inspections Act 2006 the last four of these require a statutory process, and this consultation forms the first part of that process. The expansion of Bramley St Peter's does not require significant new building, and therefore will be consulted on as an admission limit change during the annual consultation on admissions arrangements later in the year.

- 2.3 The consultation document should be read in conjunction with this report and describes the proposed expansion of Morley Newlands. The Executive Board report 'Primary Basic Need Programme - Permission to consult on proposals for expansion of primary provision in 2013 and 2014' presented to the 27 July 2011 meeting provides further contextual information on the need for places, and the ongoing work to develop further proposals in each area.

- 2.4 The consultation period runs from Monday 12 September 2011 to Friday 21 October 2011. Children's Services are holding meetings to gather the views of the community and enable them to debate the proposal and ask questions. The findings from the consultation will be presented to the Executive Board.

3 Main issues

- 3.1 The details of the proposal are described in full within the consultation document. In addition, the following points should be noted:
- 3.2 Any new school buildings will still be subject to the normal planning permission process, allowing any interested parties to comment, and meaning any traffic and access issues will receive due consideration. The two processes are independent and the outcome of one does not presuppose the outcome of the other.

3.3 Long-term planning for the city is continuing with the help of other stakeholders which includes:

- working with council officers to consider the impact of new housing.
- identifying sites / other buildings and interested parties to run new schools or split site / federated schools.
- collaboration with all primary, Early Years and secondary providers to optimise overall use of space.
- secondary planning for when the increased numbers work through to high school this needs to be linked for changes to the 14-19 provision, and BSF plans.
- Consultation with members to develop proposals, and throughout the process, using area committee meeting and specific ward member briefings.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Any proposal to create additional school places requires engagement with a wide variety of stakeholders, and is managed in accordance with the relevant legislation. This occurs before a proposal has been developed as well as during the consultation period. All members have had copies of all 4 consultation documents supplied via hard copy and electronic copy. Further copies are available on www.educationleeds.co.uk/schoolorganisation .

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 This report does not have a particular impact on any of the following groups: Race, Disability, Gender, Age, Sexual Orientation, Pregnancy and maternity, Religion or belief.
- 4.2.2 For the proposal an Equality, Diversity, Cohesion and Integration Screening form has been completed, which determined that it is not necessary to carry out a formal impact assessment. We will however continue to consider this proposals impact on equality, diversity, cohesion and integration.

4.3 Council Policies and City Priorities

4.3.1 The proposal is brought forward to meet the Council's statutory duty to secure sufficient school places.

4.4 Resources and Value for Money

4.4.1 The estimated cost of the Morley Newlands project is £7,552,255 and will be funded through the education capital programme. This high level estimate uses the modular accommodation cost basis and will be subject to significant development through detailed design. It does not include site acquisition costs or provision for any site specific conditions, risk or abnormalities.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The authority has a legal duty to ensure sufficiency of provision. Under the Education and Inspections Act 2006 the proposed expansions and new schools are prescribed changes, requiring a public consultation in the first instance.

4.6 Risk Management

4.6.1 Should the proposal be approved, the delivery risks will be managed through a risk register by the project officer.

4.6.2 Should the proposal not be approved, alternative measures will need to be identified to ensure the council meets its statutory duties. This work is being developed in parallel with the proposal.

5 Conclusions

5.1 We are proposing the expansion because the birth rate in this area has increased significantly over the past few years and there is a need for more school places. We have looked at the existing schools across the area, and have expanded several of them already. We do not think we can create enough places in this way, and so have looked at Council owned land and assets to see if any could be used for a new school. This site has been identified as deliverable and well located demographically.

6 Recommendations

6.1 The Area Committee is requested to:

- Note and consider the report and consultation document
- Consider any response they wish to make as a part of the consultation

7 Background documents

7.1 Executive Board report of July 2011: Primary Basic Need Programme – Permission to consult on proposals for expansion of primary provision in 2013 and 2014.

7.2 Consultation document: Proposal to expand Morley Newlands Primary School from September 2013



Report author: Joedy
Greenhough
Tel: 2478373

Report of Director of Children’s Services

Report to South Leeds (Outer)Area Committee

Date: Monday 5th September 2011

Subject: Children’s Services Performance Reporting

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of Main Issues

This report aims to support elected member involvement with Children’s Services locally by helping to strengthen understanding of some key performance information at a local area level. It builds on previous Children’s Services performance reports presented to Area Committees in 2010 and earlier this year.

The contents of the report for this cycle of reporting have been refreshed to be in line with the new Children and Young People’s Plan (CYPP) (2011-15). A list of the new CYPP priorities and key indicators was provided in the last report and is provided again in this report. From the CYPP the report includes data on the following:

- Number of Looked after Children (LAC);
- Number of C&YP with a Child Protection Plan (CPP);
- School attendance at primary, secondary and sixth form level;
- NEET and Not Known data;
- Level 3 qualifications
- 16-18 year olds who start an apprenticeship;
- Teenage pregnancy data; and young offending data.

In addition, it is considered appropriate to provide a local update on Children's Services inspection information on primary schools, secondary schools, school sixth forms and children's centres; and data on the Common Assessment Framework (CAF) and new referrals to the Children and Young People's Social Care (CYPSC) service as indicators of local need.

To begin with however the report provides an update on the key developments taking place in Children's Services to keep members informed of the changes happening at this transitional time.

Recommendations

1. To note the content of this report.

1.0 Purpose of this Report

- 1.1 This report aims to support elected member involvement with Children's Services locally by helping to strengthen understanding of some key performance information at a local level. It builds on previous Children's Services performance reports presented to Area Committees in 2010 and earlier this year.
- 1.2 As we work to transform and improve Children's Services across Leeds we are keen to identify opportunities to involve members in taking this agenda forward. An important component of this is giving members the data about local issues to enable more targeted and informed responses to challenges and need. Within this context it is important that members get the opportunity to engage in the performance management process and in particular receive the latest information available for the issues outlined above at an area and/or ward level.
- 1.3 The report includes a brief update on some key developments taking place in Children's Services and performance updates from the CYPP on the following:
 - Number of Looked after Children;
 - Number of C&YP with a Child Protection Plan (CPP);
 - School attendance data at primary, secondary and sixth form level;
 - NEET and Not Known data;
 - Level 3 qualifications at 19;
 - 16-18 year olds who start an apprenticeship;
 - Teenage pregnancy data; and
 - Young offending data.
- 1.4 It also includes inspection information on primary schools, secondary schools, school sixth forms and children's centres; and data on Common Assessment Framework (CAF) and new referrals to the CYPSC service.

2. Background Information

- 2.1 For the last couple of years Area Committees have received two performance reports per year from Children's Services. The content of these reports has been largely based on the priorities of the former CYPP and have evolved over time. The availability of confirmed data informed the content of the report for each cycle. Last year the February/March cycle focused on educational attainment, attendance, exclusions, Ofsted judgments and NEET whilst the September/October cycle report focused on Looked After Children (LAC) data, CYPSC assessment data and CAF data.
- 2.2 As there is now a new CYPP (2011-15) it is appropriate to review the performance information reported to Area Committees to ensure elected members receive performance information that relates to the new city wide priorities for Children's Services. The information provided will enable Area Committees to take these priorities forward at a local level and gain an understanding of how these issues relate to the needs of the communities in their areas. It should be noted that many of the priorities in the previous CYPP have been carried over into the new CYPP 2011-15 so there will be some continuity from previous reports.

2.3 The timing of when data is available will continue to have an impact on the content of the twice yearly reports although the amount of indicators that fall into this category is reduced. For some performance data there is no timing limitation and in these cases some data will be provided in both reports to give members a more up to date picture of performance on these issues. A table proposing what information will be provided in which cycle of reporting is provided at appendix 1.

3.0 Update on Key Developments in Children's Services

3.1 Children's Services in Leeds are currently undergoing an important period of change and improvement. An update is provided below on CYPP (2011-15) and Child Friendly City developments, the ongoing development of the cluster model of locality working, improvement and inspection activity and the key developments currently taking place in response to the changing national and local context around education.

3.2 CYPP Developments

3.2.1 The Children's Trust is driving forward the CYPP and plans to make Leeds a Child Friendly City and to minimise the effects of poverty on children and young people. Since the last report the CYPP has been approved by the Children's Trust Board (CTB) and full council (see appendix 1 - the proposed schedule of reporting includes the CYPP outcomes, priorities and key indicators). Three of the 11 priorities of the CYPP have been identified as the 'Obsessions' for Children's Services as the issues that will have most impact on children and young people's lives and likely lead to improvements on the other 8 priorities of the CYPP. The three 'Obsessions' are as follows:

- Number of Looked After Children
- School Attendance
- NEET

3.2.2 The Children and Young People's City Priority Plan is the plan that is delivering these 3 'Obsessions' at a city wide level for the next four years. To address these priorities action plans have been developed which will be regularly reported to the Leeds Initiative as part of the City Partnership accountability process.

3.2.3 The Children's Trust Board will also monitor the three Obsessions and wider set of priorities and key indicators of the CYPP for Children's Services and its partners. A schedule of reporting is being developed to ensure the CTB receives a progress update on all the priorities and key indicators at least twice per year.

3.2.4 The Children's Trust Board and the Council's Executive Board have endorsed the commitment of Children's Services to using an Outcomes Based Accountability (OBA) methodology to develop practical action plans for monitoring the CYPP priorities and improving key performance trends. The roll-out of this approach, following the successful early adopter pilot work in Bramley and Inner and Outer Pudsey, is continuing at a locality level. A rolling programme of workshops on the 3 'Obsessions' has been developed for 2011-12.

3.3 Child Friendly City

3.3.1 In relation to Leeds becoming Child friendly City, 5 themes have been identified as areas of focus to help Leeds achieve this status. These are:

- Play and culture
- Safety
- Voice and influence
- Rights and responsibility
- The urban environment and sustainability

3.3.2 To take these themes forward five working groups have been created, one for each theme. Work is currently taking place with the Youth Council and with wider groups of young people through summer Breeze events to identify some priorities for these themes. This consultation will continue into September.

3.3.3 The next phase will be to finalise the priorities under these themes and work with City partners and businesses to encourage them to pledge to the delivery of these priorities. In addition, a benchmarking exercise will be conducted to find out how children and young people feel about the priorities now. The same exercise is planned to be carried out in a year's time to determine the progress that has been made on them.

3.3.4 In the near future, the Child Friendly City Steering Group is looking to develop a communications strategy to continue to engage people on this agenda.

3.4 Other Locality Developments – Clusters

3.4.1 Developing the work of the local 'clusters' of schools and services that work closely together to meet the needs of children and young people through an integrated approach is regarded as critical to the future development and effectiveness of the service. All the service redesign work done in 2010 (following the Children's Services Review published in March 2010) has suggested we should use clusters as the basis for locality developments to help ensure we have strong universal and early preventative services, as well providing a means through which better targeted and specialist services can be delivered. In April the Children's Trust Board agreed to a set of minimum standards for clusters, covering, for example, the key partners to be involved in meetings, the frequency of meetings and key roles.

3.4.2 Our current focus is on developing more maturity and consistency in how different clusters across the city operate. To support this learning three 'early adopter' clusters are being used for some focused learning and development work - JESS (Joint Extended Schools and Services cluster- Beeston Hill, Holbeck, Bell Isle and Hunslet), Bramley and Inner East as a result of being identified as having disproportionately high levels of need on key indicators such as numbers of looked after children, NEET, and Free School Meals. Through these clusters an approach is being used to develop locality working, local leadership and case management. Additionally two localities Open XS (Open Extended Services - Hyde Park, Woodhouse and part of Headingley) and Seacroft Manston are focusing on the development of an Early Start Service for pre-birth to five year olds.

- 3.4.3 More broadly, across all clusters, cluster plans have been submitted and are being evaluated, particularly against the backdrop of the funding being held at a cluster level, as agreed through the schools forum.
- 3.4.4 There will also be a growing and more consistent role for elected members – over the summer proposals are being drawn up for elected member representation on the cluster partnerships, these will be considered by Member Management Committee at their next available meeting.
- 3.4.5 Also crucial to the next stage of the agenda is the more effective use of data and performance information. The Cluster Data Profile has been developed to provide context for a cluster in terms of identifying the needs in that area. It can be used to inform cluster development and planning of activities to address particular issues. Version 4 of the Cluster Data Profile was released in April 2011.

3.5 Improvement and Inspection Activity

- 3.5.1 Children's Services is currently subject to a Department for Education (DfE) Improvement Notice. The latest position following a regular progress meeting between Leeds and the DfE on 20 May is included in the note attached at appendix 3. In summary the DfE recognises that significant improvements have been made, there is increased confidence and clarity in leadership and an openness to external challenge and support. The note also states that the DfE recognises the ongoing challenges of consistency and sustainability. It suggests the Improvement Notice could be lifted as it comes to an end in October 2011 provided that the results of the next announced inspection demonstrate sufficient evidence of improvement on the ground.
- 3.5.2 We anticipate that Leeds will be subject to an announced inspection of Looked after Children and Safeguarding before October 2011. The necessary work is underway, with full corporate support, to make the appropriate arrangements for such an inspection. The results of this inspection will then inform the overall annual assessment of Children's Services in Leeds which will be published in November 2011.

3.6 Developing an Integrated Children's Services

- 3.6.1 Significant work is taking place to develop the new structure for Children's Services that will deliver a more integrated approach to delivering services to children, young people and families. Three out of the four tier 2 (Deputy Director and Chief Officer) posts have been appointed, with recruitment to the final post scheduled for the autumn. The tier 3 and 4 (leadership and senior management) structure and job descriptions have been consulted and agreed. The recruitment to these posts will take place during August and September.
- 3.6.2 Progress is being made on the proposal to develop cluster based child protection teams working with high level children in need and children subject to child protection plans, in addition to specialist teams for looked after children. Finally, a new Head of the Integrated Safeguarding Unit has been appointed.

3.7 The Changing Education Context – The Leeds Education Challenge

- 3.7.1 Education has been an important issue for Leeds over a number of years and in recent years significant improvements have been achieved. However, there is still much more to do in terms of educational outcomes, both in overall improvements and particularly in respect of vulnerable groups. To support an understanding of the change happening locally it is important for all members to have an overview of the current context that is shaping the education landscape in Leeds.
- 3.7.2 In March, Michael Gove, Secretary of State for Education, wrote to all local authorities, advising of rises in floor standards for primary and secondary schools and requesting that each local authority develops plans for improving performance in all schools below the floor standards.
- 3.7.3 In response to this letter, Leeds developed and submitted a copy of the Leeds Education Challenge. This provided the necessary details to reply to the Secretary of State's letter and set that response within a broader approach to school improvement and the ambitions of the Children and Young People's Plan. The Leeds Education Challenge document can be provided to members on request. It sets out some very clear pledges and ambitions for change in the city.
- 3.7.4 This submission to the DfE is an important development for Leeds, particularly in the context of the current national policy change for schools. The Leeds Education Challenge very clearly puts schools themselves at the heart of driving improvement, whilst reflecting the supporting role and expertise that the local authority can offer, and placing schools at the heart of wider children's services locally – linking in to the discussion above about clusters. The plan represents work in progress, and is currently the subject of significant discussions with headteachers, governors, members and partners. During the summer term, these discussions culminated in a major conferences for Leeds head teachers on 12 July. Over 200 heads attended this conference and Area Committees can be provided with more feedback as required.
- 3.7.5 Part of developing the Leeds Education Challenge was an independent review of education in Leeds, which has been undertaken by Sir Tim Brighouse and another nationally recognised colleague, David Woods. This took place in March and included conversations with a wide range of colleagues including headteachers, education staff, senior officers and politicians. The findings of the review were a key part of the conference on 12 July and again can be shared with members on request.
- 3.7.6 A Member's Seminar on current education issues was organised during August, as an opportunity to bring members up to speed with the latest developments and engage them in those developments. Discussions with Area Committees and political groups will further support ongoing engagement with this important area of change.

4.0 Performance Update

4.1 The performance information below has been presented under the CYPP outcomes. Additional performance information is provided alongside some CYPP key indicators to provide a fuller picture of progress in these areas. Please note performance updates against the key indicators are provided where there is performance data available for this cycle of reporting.

4.2 Children and Young People are Safe from Harm

4.2.1 Number of looked after Children (LAC) is one of the three 'Obsessions' of the new CYPP. Data on the number of LAC is included in Appendix 3 alongside data on Child Protection Plans (CPP) as at 30.06.11. To put this information in context, data on the number of New Referrals to Children & Young People Social Care (C&YPSC) is provided in this appendix along with Common Assessment Frameworks (CAF) data that demonstrates some of the preventative strategies the council is trying to embed in the Children's Partnership.

4.3 Children and Young People Do Well at Levels of Learning and Have the Skills for Life

4.3.1 School Attendance at Primary and Secondary Schools is another of the three 'Obsessions' of the new CYPP. In Appendix 4 half terms 1-5 data is provided for the academic year 2010/11 by area and ward. This data has been provided by schools and covers 97% of schools in Leeds. This data will be confirmed by the Department for Education in spring 2012.

4.3.2 The number of young people who are NEET is another of the three 'Obsessions' of the new CYPP. The definition of NEET changed recently nationally to enable in-year comparison between periods. Previously the cohort of young people changed on a regular basis due to people dropping out of education on their 19th birthday. In the new definition the cohort of young people now only changes once a year in September. In addition the measure of young people in education was previously based on the location of the educational institution now it based on the residency of the young person. The impact of these changes has been that local areas are more accountable for the outcomes for their young people. Due to the definition changes it is not possible to accurately compare performance under the new definition with that of previous years.

4.3.3 Young people are classed as Not Known if they have not had contact with the Connexions service within a certain period. How regular the contact needs to be depends on whether the young person is NEET or EET. Figures for NEET and Not Known as at 30th June 2011 are provided by area and ward in Appendix 5.

4.3.4 Two further indicators to report under this CYPP outcome are: Level 3 qualifications at 19 and the number of Children and Young People between the ages of 16 and 18 who start an apprenticeship. These figures can only be reported at a city wide level.

4.3.5 In relation to the former, Level 3 qualifications relate to 2 A levels or the equivalent. For the academic year 2009/10, 46.7% or 4,392 young people achieved level 3 at 19. Over the last 5 years Leeds performance has improved by 6.3 percentage points (%pts) compared to a national improvement of 7.6%pts and of 8.1%pts across statistical neighbours. Future improvement looks more encouraging with the 2011 cohort at age 18 being 4.4%pts above the 2010 cohort at the same point, which is a faster rate of improvement than nationally.

4.3.6 The number of young people who start an apprenticeship is a new indicator in the CYPP. At the end of 2009/10 1,306 young people started an apprenticeship. At the 30th June 2011 this figure increased to 1,805. This significant increase in apprenticeships is a result of some focused work in this area which includes:

- Leeds Apprenticeship Challenge – a campaign to achieve 100 pledges from 100 new employers in 100 days. 162 Leeds employers who had never been involved in apprenticeships before signed up to offer 375 apprenticeship vacancies to young people.
- First ever major event to promote Apprenticeships to Year 11 pupils held on 18 May 2011 - attracted over 1,000 young people and their parents/carers.

4.3.7 As a result of this work Leeds is now one of the largest employers of apprentices in the country with over 400 new starts in the past year.

4.4 Children and Young People Choose Healthy Lifestyles

4.4.1 The rate of teenage pregnancy per 1,000 15 to 17 years olds is the indicator that will be used to demonstrate progress against the CYPP priority: Promote sexual health. There is a 14 month delay in the data as there can be a gestation period of up to 42 weeks after conception and parents have up to 6 weeks to register a birth.

4.4.2 At March 2010, the rolling quarterly average for the teenage pregnancy rate per 1,000 15-17 year olds was 46.6%. This is an improvement on the June 2009 result of 47.4%. A local level action plan to address teenage pregnancy is in the process of being produced by the Teenage Pregnancy and Parenthood Partnership. This action plan will include actions to address the issues that lead to teenage pregnancy as well as support teenage parents.

4.5 Children and Young People are active citizens who feel they have a voice and influence

4.5.1 The proportion of 10-17 year olds offending – is the indicator that will be used to demonstrate progress against the CYPP priority: ‘Reduce crime and anti-social behaviour’ in the new CYPP. The baseline of offenders aged 10-17 as a percentage of the general population was 2.7% based on the 2009-10 data. The percentage for 2010/11 fell to 1.9% based on the proxy GP registration data.

Final year end (2010-11) position for the CYPP Offender indicator

	Number of Offenders	10-17 Population (GP Registrations)	10-17 Offender Percentage
City Total	1305	68,163	1.91%

5.0 Update on Inspections in Services

- 5.1 As provided in previous reports, inspection information for service settings is provided in Appendix 7. Performance information is provided for primary and secondary schools and sixth forms at an area level and SILC (Specialist Inclusive and Learning Centre) and PRU (Pupil Referral Unit) at a citywide level as at 14.07.11.
- 5.2 A new inspection regime for Children's Centres commenced in September 2010. Since September 15 Children's Centres have been inspected 73% of which have been judged as being good or better.

6.0 Corporate Considerations

6.1 Consultation and Engagement

- 6.1.1 There are no consultation and engagement considerations in this report.

6.2 Equality and Diversity / Cohesion and Integration

- 6.2.1 There are no Equality and Diversity or Cohesion and Integration implications of this report.

6.3 Council Policies and City Priorities

- 6.3.1 A significant proportion of the information included in this report relates to the Children and Young People Plan 2011-15

6.4 Resources and Value for Money

- 6.4.1 There are no resource implications in this report.

6.5 Legal Implications, Access to Information and Call In

- 6.5.1 There are no legal implications in this report.

6.6 Risk Management

- 6.6.1 There are no risk management implications in this report

7 Conclusions

- 7.1 Not applicable as this report is information based.

8 Recommendations

- 8.1 Area Committees are requested to note the content of this report

9. Background Papers

- 9.1 Outer South Area Committee Children's Services Performance Report, 14th March 2011.
- 9.2 Children's Services Improvement Update report that went to the Executive Board on 22nd June.

Appendices

Appendix 1 - Proposed Schedule of Information for Area Committee Reporting for 2011/12

Appendix 2 - Note of the Leeds Children's Services Meeting with the DfE: 20.05.11

Appendix 3 - LAC, CPP, New Referrals, and CAF Data by Area

Appendix 4 - Primary & Secondary School Attendance data by Area and Ward

Appendix 5 - NEET and Not Known data by Area and Ward.

Appendix 6 - School Inspection Data by Area

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Proposed Schedule of Information for Area Committee Reporting for 2011/12

Children and Young People's Plan 2011-15				
5 outcomes	11 priorities	15 Key indicators & baselines (3"obsessions")	Reporting level	AC Cycle
CYP Are safe from harm	1. Help children to live in safe and supportive families 2. Ensure that the most vulnerable are protected	1. Number of looked after children- 1,434 January 2011	Area and ward	Both
		2. Number of children and young people with child protection plans- 778 at January 2011	Area and ward	Both
CYP Do well at all levels of learning and have the skills for life	3. Improve behaviour, attendance and achievement) 4. Increase numbers in employment, education or training 5. Support children to be ready for learning 6. Improve support where there are additional health needs	3. School attendance Primary 94.4% (half terms 1-5, 09/10 academic year) Secondary 91.6% (half terms 1-5, 09/10 academic year)	Area and ward based on schools in area	Both- Sep/Oct half terms 1-5 Feb/Mar half terms 1-2
		4 16-18 NEET is 8.3% (1,816) (average monthly figure for November-January 2010/11)	Area and ward	Both
		5. Foundation stage threshold- 53% (4,415) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar
		6. KS2 L4+ E&M- 74% (3,309) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar
		7. 5+ A*-C GCSE inc E&M- 50.6% (4,067) in 09/10 academic year	Area & ward based on schools in area	Feb/Mar
		8. Level 3 qualifications at 19. 46.7% (4,392) in 09/10 academic year	City level data only	Sep/Oct
		9. The number of CYP 16-18 who start an apprenticeship, (1,306 in 09/10)	City level data only	Both
		10. The number of children & families accessing short breaks & levels of satisfaction- baselines to be identified	TBD	TBD
		CYP Choose healthy lifestyles	7. Encourage activity and healthy eating 8. Promote sexual health	11. Obesity levels at year 6 (age 11) 21%, 09/10 (sample size 5,260)
12. Teenage pregnancy- 47.4 per 1,000 (618) 15-17 year olds	City level data only			Both

Appendix 1: Proposed schedule of Information for Area Committee Reporting for 2011/12

5 outcomes	11 priorities	15 Key indicators & baselines (3"obsessions")	Reporting level	AC Cycle
CYP Have fun growing up	9. Provide play, leisure, culture and sporting opportunities	13. Number of CYP engaged in high quality school PE & Sport- 81%, 09/10 academic year. (based on limited survey samples) Work on wider indicators for this priority is ongoing.	TBD	TBD
CYP Are active citizens who feel they have voice & influence	10. Reduce crime and anti-social behaviour	14. Proportion of 10-17 year olds offending- 2023 young people with 1 or more offence in 09/10 which is 2.7%	Area	Both
	11. Increase participation, voice and influence	15. C&YP influence in a) school b) the community - 70% and 56% reporting at least a fair amount of influence. (based on limited survey samples) Work on additional measures of engagement is ongoing.	Area based on schools in area - subject to sufficient people completing survey	Feb/Mar
Other performance information to be reported to Area Committees				
New referrals to C&YPSC (where a child has no existing open referral or open case)			Area and ward	Both
Common Assessment Framework(CAF) data – initiated and completed CAFs			Area	Both
School inspection data			Area	Both
School level information including update against floor standards and some key stage results			Area based on schools in area	Feb/Mar

DfE Review Meeting with Leeds City Council – 20 May 2011

Attending: Nigel Richardson (Leeds CC), Mariana Pexton (Leeds CC), Jackie Wilson (Leeds CC), Simon Flowers (Leeds CC), Sarah Sinclair (Leeds CC), Councillor Blake (Leeds CC), Bill McCarthy (Independent IB Chair), Penny Thompson (external challenge and support), Graham Archer (DfE), John Hudson (DfE), Nicola Whomersley (DfE).

Dear Nigel,

It was good to meet you and colleagues at the Review meeting on the 20 May and I would like to thank everyone for attending and for their contribution. Progress since my visit last July was palpable. The presentations made that clear and the atmosphere was very different, with a clear sense of strong leadership from officers and from Councillor Blake, realism about what was still needed and plans for achieving it. I was left much more confident about the extent and sustainability of progress. Here's my sense of the detail of the discussion – very happy to discuss any of it with you.

- The substantive part of the meeting was spent reviewing and probing your assessment of progress. Positive changes in service delivery and effectiveness has been reflected in recent positive inspections of service practice (fostering, adoption and youth service) and particularly the good unannounced Ofsted inspection of contact, referral and assessment, published in February.
- There is strong leadership and commitment from the Children's Trust Board which will continue in Leeds as the key strategic driver for ensuring continued improvement and sustainability in the long term.
- Through the governance of the Children's Trust Board, a new children and young people's plan (CYPP) has been developed with city wide partnership buy in. This sets out five clear outcomes, underpinned by 11 priorities of which three are obsessions', (changing referral patterns by reducing the number of looked after children; improving school attendance; and economic re-generation by reducing the number of young people who are NEET).
- There is a change in culture, in particular partners and practitioners across the city are starting to converse in a common language and there is recognition this is a "city wide" agenda and not just Council led. Approach and understanding is more collaborative from partners, with a keen appetite for shared learning and a willingness to join up strategies and to limit costs.
- On early invention, recognition across partnerships of shared ownership and the need to invest early to reduce costs later. There are still challenges around turning this into fully integrated practise at local level.
- You outlined the additional investment secured across the Council despite the funding pressures the Council faces. Although the current financial investment is unlikely to be sustainable in the long term, you felt confident that the investment to improve would be there until the service was operating at an adequate level or better. This is encouraging and demonstrates to me the level of political commitment and the importance the Council places on the need to continue to improve.

- On numerical targets in the Improvement Notice there has been clear progress in timeliness of both initial and core assessments - with most targets exceeded. The communications and training work you have undertaken on thresholds is showing rewards, which are more appropriately targeted and better understood by partners and agencies. These achievements have been made in the context of a rise in volume of referrals. Also recognition of a 100% rise in child protection plans, compared to last year and a decrease in the numbers of children with second and subsequent plans. Embedding and maintaining this level of delivery and at consistently good quality remains the ongoing challenge.
- Considerable progress has been made on building the capacity and capability of the workforce with a view to embedding new structures by September 2011. We noted your intention to recruit 56 advanced practitioners but thought this ambitious within the timescale forecast.
- Challenges ahead were identified as future governance on health and you identified three overarching priorities: looked after children, school attendance and destinations, which the Council and partners will focus on to underpin the wider city vision and future ambition for Leeds to be a child friendly city.
- Summing up on the progress made to date, Councillor Blake reflected on the improvement journey from a difficult time when the council was particularly inward facing and defensive, to one which is beginning to grow in confidence. Morale is higher and there are now more open and honest conversations with staff and with partners and a determination to improve services to children, young people and families in Leeds to a level they deserve.
- We had a discussion on schools and education, particularly now that the responsibility for education in Leeds is being integrated back into Council control. There seems to be a positive story emerging but clearly still lots of work to do to build the new relationship with schools and to improve outcomes, particularly with your underperforming schools. I recognise that conversations are already taking place with your schools and academies on your core offer and to ensure there is a coherent understanding and commitment by all schools to the change programme. My slight concern is on the pace of this and whether there will be a period of turbulence until new structures are embedded.

In summary, we recognise that progress has been made. However against a backdrop of very strong safeguarding progress, the challenge, inevitably perhaps for somewhere the size of Leeds is ensuring consistently strong practice everywhere. On the education side, we agreed there was more to be done, as you integrate services back into the Council, but a clear sense of the task.

We agreed to consider exit from intervention in the light of the Ofsted inspection you have requested. If that inspection reflects, on the ground, the progress we have seen at the leadership level, there would be a good case for us to put to Ministers.

Yours sincerely

GRAHAM ARCHER

Deputy Director: Local Improvement and Intervention Division

Table 1: Number of Looked After Children by Area and Ward

Area	Ward Name	Count Of LAC at 30/06/2011
Out of Leeds / Could not map		66
East North East		
Outer North East	Alwoodley	12
Outer North East	Harewood	Less than 5
Outer North East	Wetherby	Less than 5
Inner North East	Chapel Allerton	54
Inner North East	Moortown	10
Inner North East	Roundhay	14
Inner East	Burmantofts and Richmond Hill	145
Inner East	Gipton and Harehills	152
Inner East	Killingbeck and Seacroft	61
West North West		
Outer North West	Adel and Wharfedale	Less than 5
Outer North West	Guiseley and Rawdon	12
Outer North West	Horsforth	29
Outer North West	Otley and Yeadon	20
Inner North West	Headingley	13
Inner North West	Hyde Park and Woodhouse	48
Inner North West	Kirkstall	47
Inner North West	Weetwood	11
Inner West	Armley	86
Inner West	Bramley and Stanningley	88
Outer West	Calverley and Farsley	9
Outer West	Farnley and Wortley	43
Outer West	Pudsey	22
South East		
Outer East	Cross Gates and Whinmoor	36
Outer East	Garforth and Swillington	Less than 5
Outer East	Kippax and Methley	24
Outer East	Temple Newsam	39
Outer South	Ardley and Robin Hood	7
Outer South	Morley North	19
Outer South	Morley South	20
Outer South	Rothwell	19
Inner South	Beeston and Holbeck	93
Inner South	City and Hunslet	133
Inner South	Middleton Park	98
	Total	1364

All Children Looked after as at 30/06/2011, excluding those on Short Term Breaks (V4).

Note: Where there are less than 5 children or young people in a ward who are looked after children the number has not been provided for data protection reasons.

Table 2: Number of Children/Young People on a Child Protection Plan By Area and Ward

Area	Ward Name	Count Of CPP at 30/06/2011
Out of Leeds / Could not map		39
East North East		
Outer North East	Alwoodley	16
Outer North East	Harewood	0
Outer North East	Wetherby	0
Inner North East	Chapel Allerton	30
Inner North East	Moortown	10
Inner North East	Roundhay	20
Inner East	Burmantofts and Richmond Hill	66
Inner East	Gipton and Harehills	109
Inner East	Killingbeck and Seacroft	41
West North West		
Outer North West	Adel and Wharfedale	6
Outer North West	Guiseley and Rawdon	25
Outer North West	Horsforth	7
Outer North West	Otley and Yeadon	12
Inner North West	Headingley	13
Inner North West	Hyde Park and Woodhouse	31
Inner North West	Kirkstall	42
Inner North West	Weetwood	17
Inner West	Armley	44
Inner West	Bramley and Stanningley	105
Outer West	Calverley and Farsley	Less than 5
Outer West	Farnley and Wortley	55
Outer West	Pudsey	28
South East		
Outer East	Cross Gates and Whinmoor	23
Outer East	Garforth and Swillington	8
Outer East	Kippax and Methley	16
Outer East	Temple Newsam	40
Outer South	Ardsley and Robin Hood	21
Outer South	Morley North	9
Outer South	Morley South	19
Outer South	Rothwell	14
Inner South	Beeston and Holbeck	50
Inner South	City and Hunslet	48
Inner South	Middleton Park	72
	Total	1041

All Children on a Child Protection Plan as at 30/06/2011. Based on current address of child as at 30/06/2011

Note: Where there are less than 5 children or young people in a ward who have a Child Protection Plan the number has not been provided for data protection reasons.

Table 3: Type *New Child Referrals from 01/04/2010- 30/06/2011 Area and Ward

Area	Ward Name	Q1 10/11	Q2 10/11	Q3 10/11	Q4 10/11	Q1 11/12
Out of Leeds / Could not map		206	220	211	224	203
East North East						
Outer North East	Alwoodley	48	53	54	36	55
Outer North East	Harewood	7	15	17	9	18
Outer North East	Wetherby	26	35	33	28	45
Outer North East Total		81	103	104	73	118
Inner North East	Chapel Allerton	93	146	125	130	110
Inner North East	Moortown	22	34	39	43	47
Inner North East	Roundhay	38	47	34	39	45
Inner North East Total		153	227	198	212	202
Inner East	Burmantofts & Richmond Hill	227	272	257	285	230
Inner East	Gipton and Harehills	210	260	265	294	271
Inner East	Killingbeck and Seacroft	142	175	224	214	225
Inner East Total		579	707	746	793	726
East North East Total		813	1037	1048	1078	1046
West North West						
Outer North West	Adel and Wharfedale	26	16	29	22	23
Outer North West	Guiseley and Rawdon	38	41	33	33	46
Outer North West	Horsforth	27	33	37	36	55
Outer North West	Otley and Yeadon	45	83	39	52	51
Outer North West Total		136	173	138	143	175
Inner North West	Headingley	11	13	15	18	24
Inner North West	Hyde Park and Woodhouse	82	77	76	77	92
Inner North West	Kirkstall	93	88	103	104	128
Inner North West	Weetwood	34	64	51	54	64
Inner North West Total		220	242	245	253	308
Inner West	Armley	171	163	135	152	230
Inner West	Bramley and Stanningley	171	168	141	152	159
Inner West Total		342	331	276	304	389
Outer West	Calverley and Farsley	36	65	44	67	39
Outer West	Farnley and Wortley	89	73	106	127	107
Outer West	Pudsey	48	53	74	62	56
Outer West Total		173	191	224	256	202
West North West Total		871	937	883	956	1074
South East						
Outer East	Crossgates and Whinmoor	61	104	91	86	89
Outer East	Garforth and Swillington	40	44	62	55	50
Outer East	Kippax and Methley	47	42	67	78	81
Outer East	Temple Newsam	78	100	126	143	106
Outer East Total		226	290	346	362	326
Outer South	Ardsley and Robin Hood	56	59	73	77	59
Outer South	Morley North	42	38	69	70	56
Outer South	Morley South	62	72	86	88	62
Outer South	Rothwell	50	63	74	45	79
Outer South Total		210	232	302	280	256
Inner South	Beeston and Holbeck	154	214	192	184	256
Inner South	City and Hunslet	131	191	215	236	186
Inner South	Middleton Park	197	261	227	335	328
Inner South Total		482	666	634	755	770
South East Total		918	1188	1282	1397	1352

* New child referrals are where a child has no existing open referral or open case.

Note: Data excludes any referrals which had an outcome of "Info and Advice given" between 01.04.2010 and 30.04.2010

Table 4: Number of Common Assessment Framework (CAFs) Initiated by Area as at July 2011

Area	2010/11 Q4	2011/12 Q1	Q4+Q1
East North East			
Outer North East	12	8	20
Inner North East	29	18	47
Inner East	57	30	87
West North West			
Outer North West	24	17	41
Inner North West	23	16	39
Inner West	22	12	34
Outer West	21	13	34
South East			
Outer East	38	12	50
Inner South	46	29	75
Outer South	27	12	39
Total	303	182	485

Please note: The total figures provided in the table above are higher than sum of CAF in the areas listed because the totals represent all the CAF that have been initiated as at July 2011. Some CAF's do not have postcodes, or do not match the area boundaries or are outside of these areas boundaries.

Table 5: Number of Common Assessment Framework (CAFs) Completed by Area as at July 2011

Area	2010/11 Q4	2011/12 Q1	Q4+Q1
East North East			
Outer North East	14	6	20
Inner North East	23	11	34
Inner East	38	30	68
West North West			
Outer North West	23	19	42
Inner North West	17	15	32
Inner West	21	7	28
Outer West	19	11	30
South East			
Outer East	40	13	53
Outer South	16	11	27
Inner South	39	26	65
Total	252	161	413

Please note: The total figures provided in the table above are higher than sum of CAF in the areas listed because the totals represent all the CAF that have been initiated as at July 2011. Some CAF's do not have postcodes, or do not match the area boundaries or are outside of these areas boundaries.

Primary & Secondary School Attendance by Area & Ward for Academic Year 2010-11

Provisional Data			
Area	Ward Name	Primary Attendance Rate Half terms 1-5	Secondary Attendance Rate Half terms 1-5
East North East			
Outer North East	Alwoodley	95.1%	93.5%
Outer North East	Harewood	95.6%	No secondary schools in this ward
Outer North East	Wetherby	96.0%	92.5%
Inner North East	Moortown	95.8%	92.7%
Inner North East	Roundhay	95.8%	93.5%
Inner North East	Chapel Allerton	93.9%	No secondary schools in this ward
Inner East	Gipton & Harehills	93.0%	No secondary schools in this ward
Inner East	Killingbeck & Seacroft	93.8%	86.4%
Inner East	Burmantofts & Richmond Hill	93.8%	89.2%
West North West			
Outer North West	Adel & Wharfedale	96.1%	91.9%
Outer North West	Guiseley & Rawdon	96.1%	93.9%
Outer North West	Horsforth	96.1%	94.3%
Outer North West	Otley & Yeadon	95.6%	94.8%
Inner North West	Kirkstall	94.6%	94.1%
Inner North West	Weetwood	95.0%	90.2%
Inner West	Armley	93.9%	88.3%
Inner West	Bramley & Stanningley	94.8%	No secondary schools in this ward
Outer West	Calverley & Farsley	95.2%	92.3%
Outer West	Farnley & Wortley	94.8%	91.3%
Outer West	Pudsey	95.0%	92.7%
South East			
Outer East	Cross Gates & Whinmoor	94.4%	91.6%
Outer East	Garforth & Swillington	95.0%	94.7%
Outer East	Kippax & Methley	95.0%	92.1%
Outer East	Temple Newsam	95.0%	93.3%
Outer South	Ardley & Robin Hood	94.7%	91.6%
Outer South	Morley North	95.5%	No secondary schools in this ward
Outer South	Morley South	95.4%	93.5%
Outer South	Rothwell	95.0%	91.7%
Inner South	Beeston & Holbeck	94.2%	92.5%
Inner South	City & Hunslet	93.8%	No secondary schools in this ward
Inner South	Middleton Park	93.6%	No data from South Leeds Academy

The figures above are based on the possible sessions a child could attend school.

Note: Attendance data is statutory school age only, not sixth form. This means for primary schools it is years 1 to 6 and for secondary schools, years 7 to 11.

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Table 7: NEET and Not Known Data by Area and Ward as at 30th June 2011

Area	Ward	NEET Count	NEET %	Not Known Count	Not Known %
No Postcode Ward	No Wedge	5	18.52%	2	7.41%
East North East					
Outer North East	Alwoodley	21	3.21%	33	5.05%
Outer North East	Harewood	13	3.22%	12	2.97%
Outer North East	Wetherby	13	3.08%	15	3.55%
Inner North East	Chapel Allerton	78	8.69%	74	8.24%
Inner North East	Moortown	21	2.96%	32	4.51%
Inner North East	Roundhay	37	4.67%	48	6.05%
Inner East	Burmantofts and Richmond	109	12.30%	116	13.09%
Inner East	Gipton and Harehills	125	10.65%	118	10.05%
Inner East	Killingbeck and Seacroft	128	12.12%	113	10.70%
West North West					
Outer North West	Adel and Wharfedale	18	3.10%	31	5.34%
Outer North West	Guiseley and Rawdon	14	1.95%	31	4.32%
Outer North West	Horsforth	24	3.51%	36	5.26%
Outer North West	Otley and Yeadon	32	4.12%	60	7.72%
Inner North West	Headingley	10	7.69%	13	10.00%
Inner North West	Hyde Park & Woodhouse	47	10.71%	30	6.83%
Inner North West	Kirkstall	52	8.55%	71	11.68%
Inner North West	Weetwood	42	6.69%	45	7.17%
Inner West	Armley	107	11.76%	103	11.32%
Inner West	Bramley and Stanningley	79	9.34%	74	8.75%
Outer West	Calverley and Farsley	23	3.48%	41	6.21%
Outer West	Farnley and Wortley	75	7.85%	98	10.26%
Outer West	Pudsey	27	3.82%	62	8.77%
South East					
Outer East	Crossgates and Whinmoor	44	5.36%	45	5.48%
Outer East	Garforth and Swillington	22	2.84%	27	3.48%
Outer East	Kippax and Methley	28	4.08%	34	4.95%
Outer East	Temple Newsam	61	6.79%	67	7.46%
Outer South	Ardley and Robin Hood	30	4.01%	46	6.15%
Outer South	Morley North	29	4.32%	56	8.33%
Outer South	Morley South	32	4.78%	61	9.12%
Outer South	Rothwell	31	4.49%	35	5.07%
Inner South	Beeston and Holbeck	83	9.70%	96	11.21%
Inner South	City and Hunslet	90	8.38%	349	32.50%
Inner South	Middleton Park	114	10.69%	110	10.32%
Total		1664	6.76%	2184	8.87%

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Table 8: Primary, Secondary and Sixth Form Overall Effectiveness Inspection Judgement Grades

Area	School	Overall Effectiveness Inspection Judgement Grades				Number of Settings	No Inspection Yet
		Outstanding	Good	Satisfactory	Inadequate		
East North East							
Outer North East	Primary	8	11	4	0	23	NA
	Secondary	0	2	1	0	3	NA
	6th Form	0	2	2	0	4	NA
Inner North East	Primary	4	6	6	0	16	NA
	Secondary	1	2	1	0	4	NA
	6th Form	2	2	1	0	5	NA
Inner East	Primary	3	12	7	0	22	NA
	Secondary	0	2	2	0	4	NA
	6th Form	0	1	2	0	3	NA
West North West							
Outer North West	Primary	7	18	3	0	28	NA
	Secondary	0	4	2	0	6	NA
	6th Form	1	3	2	0	6	NA
Inner North West	Primary	2	12	5	0	19	NA
	Secondary	0	1	2	0	3	NA
	6th Form	0	2	1	0	3	NA
Inner West	Primary	1	5	9	0	15	0
	Secondary	0	0	0	1	2	1
	6th Form	0	0	2	0	3	1
Outer West	Primary	2	12	6	1	21	NA
	Secondary	0	1	3	0	4	NA
	6th Form	0	1	3	0	4	NA
South East							
Outer East	Primary	3	14	11	0	28	NA
	Secondary	1	3	1	0	5	NA
	6th Form	0	2	2	0	4	NA
Inner South	Primary	3	9	8	2	22	0
	Secondary	0	1	0	0	2	1
	6th Form	0	1	0	0	2	1
Outer South	Primary	5	11	7	1	24	NA
	Secondary	1	1	3	0	5	NA
	6th Form	0	1	4	0	5	NA

Note: Data as at 14.07.11

Leeds City Wide	Overall Effectiveness Inspection Judgement Grades				Number of Settings
Setting	Outstanding	Good	Satisfactory	Inadequate	
Specialist Inclusive Learning Centre (SILC)	1	4	0	1	6
Pupil Referral Unit (PRU)	1	2	1	0	4

Note: Data as at 14.07.11

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Report of Director of Environment and Neighbourhoods Directorate

Report to Outer South Area Committee

Date: Monday 5th September 2011

Subject: Community Safety Activity in 2010/2011 in Outer South

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Ardsley and Robin Hood, Morley North, Morley South and Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. This report details on crime trends and a range of community safety activity that has taken place during 2010/11.
2. It updates Members on the key priorities for 2011/12 and summarises wellbeing spend on community safety issues.

Recommendations

3. The Committee is asked to note the contents of this report and make comment as appropriate.

1.0 Purpose of Report

1.1 This report provides an update from the Area Community Safety Co-ordinator on crime levels in Outer South Leeds and actions taken or ongoing to tackle those issues. It summarises a range of activities that have taken place over the year. The report describes how the community safety structures in outer south are being developed to respond to changing needs. Finally, it presents a review of Well-being funded activity from 10/11 and planned activity using Well-being funding in 11/12.

2.0 Background information

2.1 Members will recall a report presented to them in September 2010 updating on community safety activity. This report adopts the same template and provides information relevant to 2010/11.

3.0 Crime overview and ward analysis

3.1 Crime overview – the tables below provides an overview of offences committed across South Inner and South Outer during 09/10 and 10/11 and a table showing the same information for each ward. This is followed by an analysis in crime trends in the area.

Inner and Outer South

Offence	2009/10		2010/11		%Change	
	South Inner	South Outer	South Inner	South Outer	South Inner	South Outer
Burglary Dwelling	872	658	584	497	-33%	-24%
Burglary Elsewhere	1116	624	1038	442	-7%	-29%
Criminal Damage	2784	948	2291	748	-18%	-21%
Drugs Offences	471	41	593	154	26%	276%
Other Crime	541	155	631	116	17%	-25%
Other Thefts (inc Fraud & Handling)	6358	1364	7469	1572	17%	15%
Robbery	323	34	236	38	-27%	12%
Theft From Motor Vehicle	1320	633	1237	687	-6%	9%
Theft Of Motor Vehicle	400	235	269	171	-33%	-27%
Violence	3956	879	3804	930	-4%	6%
Total Crime	18141	5571	18152	5355	0%	-4%

Ardsley Robin Hood ward

Ardsley & Robin Hood	2009/10	2010/11	Change
Burglary Dwelling	141	88	-38%
Burglary Elsewhere	149	96	-36%
Criminal Damage	204	159	-22%
Drugs Offences	8	19	138%
Other Crime	26	28	8%
Other Thefts (inc Fraud & Handling)	204	190	-7%
Robbery	3	6	100%
Theft From Motor Vehicle	120	176	47%
Theft Of Motor Vehicle	49	38	-22%
Violence	183	200	9%
Total Crime	1087	1000	-8%

Morley North ward

Morley North	2009/10	2010/11	Change
Burglary Dwelling	204	152	-25%
Burglary Elsewhere	151	120	-21%
Criminal Damage	219	172	-21%
Drugs Offences	11	46	318%
Other Crime	50	27	-46%
Other Thefts (inc Fraud & Handling)	432	554	28%
Robbery	9	13	44%
Theft From Motor Vehicle	145	200	38%
Theft Of Motor Vehicle	54	46	-15%
Violence	186	179	-4%
Total Crime	1461	1509	3%

Morley South ward

Morley South	2009/10	2010/11	Change
Burglary Dwelling	162	124	-23%
Burglary Elsewhere	192	129	-33%
Criminal Damage	304	215	-29%
Drugs Offences	16	61	281%
Other Crime	36	44	22%
Other Thefts (inc Fraud & Handling)	495	504	2%
Robbery	12	14	17%
Theft From Motor Vehicle	155	186	20%
Theft Of Motor Vehicle	73	48	-34%
Violence	308	356	16%
Total Crime	1753	1681	-4%

Rothwell ward

Rothwell	2009/10	2010/11	Change
Burglary Dwelling	151	133	-12%
Burglary Elsewhere	132	97	-27%
Criminal Damage	221	202	-9%
Drugs Offences	6	28	367%
Other Crime	43	17	-60%
Other Thefts (inc Fraud & Handling)	233	324	39%
Robbery	10	5	-50%
Theft From Motor Vehicle	213	125	-41%
Theft Of Motor Vehicle	59	39	-34%
Violence	202	195	-3%
Total Crime	1270	1165	-8%

3.2 Burglary

3.2.1 All four wards have seen reductions in burglary. Currently, they are amongst the lowest in the city with the following rankings: Morley North 24th, Morley South 28th, Rothwell 29th and Ardsley Robin Hood 32nd. This is due to WYP ongoing commitment to burglary prevention and detection.

3.2.2 The local NPTs work with Partners to target vulnerable groups within the community with a view to target hardening their houses and giving the appropriate advice. Neighbourhood Watch groups and the police co-ordinator are key to this process. Extensive work with the media has also been done to raise awareness. Neighbourhood Crime Teams work together with NPTs and Roads Policing Units to have an effective strategy to target, deter and arrest travelling burglars and this division has seen many detections, arrests and convictions over the past 12 months.

3.2.3 Operation Delicacy has officers in uniform and plain clothes working extended tours in the vulnerable areas to target offenders and provide reassurance.

3.3 **Criminal Damage**

3.3.1 All four wards have seen reductions in criminal damage offences. Criminal Damage is often a result of ASB and there have been various operations such as Operation Decree which have targeted areas where damage has previously been caused. The partnership approach to ASB through the Tasking meetings has also allowed for improvements in addressing the issue. A summary of work done through Tasking can be found in Section 5 of this report.

3.4 **Drugs offences**

3.4.1 All four wards have seen increases in numbers of drugs offences and this is due to a number of factors.

3.4.2 The public are encouraged to report drugs activity within the community via Crimestoppers, their local officers and PACT meetings. This has led to more intelligence from within the community in relation to drug production and supply. Increased knowledge and police action has led to an increase in recorded offences.

3.4.3 Ongoing work with communities by NPTs is supported by enforcement action where Warrants are being executed by the NPTs and operation Quartz as well as Economic Crime Unit.

3.5 **Other Theft**

3.5.1 The increases in Other Thefts in Morley North, Morley South and Rothwell ward are due effective engagement with communities. Residents have been encouraged to report lower level issues such as theft of plants or garden furniture and are given a range of means to do so including via the website or by email. People may not previously have made a report to police but due to increased accessibility and encouragement they now do allowing action to be taken in respect of lower level offences.

3.6 **Robbery**

3.6.1 The increase in robbery in Ardsley Robin Hood, Morley North and Morley South is not a series of incidents involving the same offender. There is no pattern to these offences and given the relative low number of offences the increase should not be perceived as significant.

3.7 Theft From Motor Vehicle

3.7.1 The reductions in Theft from Motor Vehicle in Rothwell ward is due to the work of the NPT in engaging with communities. Across the Division, the individuals responsible for vehicle crime are identified and subject to Integrated Offender Management. This allows for their offending behaviour to be disrupted and mechanisms put in place to manage and co-ordinate multi agency responses to these offenders. There have been a number of arrests resulting in custodial sentences.

3.8 Theft Of Motor Vehicle

3.8.1 Theft Of Motor Vehicle continues to decrease due to improvements in technology in relation to vehicle immobilisation when unattended. This is enhanced by extensive work around prevention and detection.

3.9 Violence

3.9.1 The increase in violence in all 4 wards can be attributed to enhanced publicity around encouraging victims of crime to report all incidents to the police.

4.0 Anti- Social Behaviour

4.1 This section of the report provides further details on the newly formed Leeds Anti Social Behaviour Team, including numbers of ASB enquiries, caseload and satisfaction levels. It also provides numbers of calls to West Yorkshire Police in relation to ASB and numbers of ASBOs in the Outer South area.

4.2 Leeds Anti Social Behaviour Team

4.2.1 Following a 14 month city wide review into how partner agencies across Leeds work together to tackle Anti-social behaviour, the newly re-structured, multi-agency, Leeds Anti-Social Behaviour Team (LASBT) became fully operational on Monday 4th April 2011. There are three area based teams, covering the East, West and South of the City.

4.2.2 In addition to this, a central performance team (The Core) has been established to monitor performance of the teams, undertake quality assurance checks of cases, and drive forward service improvements. They also collate, and analyse data from a range of agencies including West Yorkshire Police, to identify 'hot spot' areas so resources can be effectively utilised and deployed where need is most.

4.2.3 The South Team comprises of a range of agencies including ALMO, BITMO, ASBU/Offender Management, West Yorkshire Police, Fire and Rescue Service and Victim Support. The team is based in a central location at Landmark Court, in the Beeston area of Leeds, current resource within the team is:

- 9 ASB Case Officers – made up of ALMO/former ASBU staff
- 2 full time and 2 part time police link officers
- 1 officer from the arson task force
- 1 victim support officer
- 1 part time admin officer

4.2.4 All anti-social behaviour (ASB) cases are now managed within the team from 'cradle to grave', and ASB caseworkers cover areas by Leeds City Council Wards. The team works closely with area housing management teams and partners to tackle ASB, improve estates and community safety across all tenure types

4.3 ASB Enquiries

4.3.1 This report is not a full performance report and is based on data extracted from the Siebel IT system, and results drawn from cases 'dip sampled' by The Core. The statistics contained within this report are cross tenure. Since 04/04/11, all ASB related enquiries reported to Leeds City Council have been logged as a LASBT Enquiry type within the Housing/ALMO service area. Data collated between the go live date of 04/04/11 to 15/7/11 shows that Leeds City Council has received 1687 ASB related reports/enquiries. Of these reports, 607 (36.0%) have been work allocated for the attention of the LASBT South.

ENQUIRIES		APR	MAY	JUN	JUL	TOTAL
LASBT4	Total Number of LASBT Enquiries	420	594	452	221	1687
SOUTH1	Number of ASB enquiries received (ALMO)	122	182	125	60	489
SOUTH2	Number of ASB enquiries received (Private)	28	33	42	15	118
SOUTH3	Total number of ASB enquiries received	150	215	167	75	607
SOUTH4	% of Enquiries attributed to ALMO	81.3%	84.7%	74.9%	80.0%	80.6%
SOUTH5	% of LASBT Enquiries attributed to South Team	35.7%	36.2%	36.9%	33.9%	36.0%

4.4 ASB Caseload

4.4.1 Of the 607 initial reports of ASB, the team has opened an average of 8.0 new ASB cases per week. The current caseload for the team is 113 cases, with an average caseload of 13 per officer.

4.5 Customer Satisfaction

4.5.1 The Core undertake a Customer Satisfaction Survey when a case has been opened for a period of four weeks. An overall score from 1(Very Dissatisfied) – 5 (Very Satisfied) is extracted from the survey. 32 surveys have been undertaken for the South Team since April 2011. The overall cumulative performance in customer satisfaction is 4.

4.5.2 Feedback from our customers is one of the most important measures of what we're doing well, how well we are performing, and what we need to do to improve the service for the future. All outcomes from Customer Surveys are shared with the team to enable learning, and the sharing of good practice.

4.5.3 In addition to the four week customer satisfaction survey, a survey is also undertaken within 28 days of the case closure. This contact ensures that there are no further ASB issues, and gauges satisfaction levels once the case has closed. Although only based on 8 survey returns, it is noted that satisfaction levels against current returns are 4.25. The table below gives details of Case Closed Surveys undertaken during April to July 2011.

SEVICE KPI's (CLOSED CASE SURVEY)		APR	MAY	JUN	JUL	CUMULATIVE
SOUTH20	No. of cases closed during Month	0	0	0	0	0
SOUTH21	No. of surveys returned/completed that were closed during Month (<i>Note Survey Issue and retrieval may occur in different months</i>)	1	5	1		8
SOUTH22	No. of surveys returned/completed as a result of chase up contact					
SOUTH23	% of surveys returned/completed relating to cases closed during month					
KPI1	% rating of customers/victims re: satisfaction with promptness of initial response	100%	72.0%	100%		82.5%
KPI2	% rating of customers/victims re: satisfaction with case officer investigation undertaken	80.0%	68.0%	100%		77.5%
KPI3	% rating of customers/victims re: satisfaction that they were consulted and able to influence key decisions taken during the investigation.	80.0%	64.0%	100%		75.0%
KPI4	% rating of Customers re: satisfaction with frequency of Case officer updates regarding progress of case.	100%	64.0%	100%		77.5%
KPI5	% rating of customers/victims re: satisfaction with the case outcome.	100%	68.0%	100%		80.0%
KPI6	% of customers/victims contacted prior to closing the case?	100%	80.0%	100%		87.5%
KPI7	% rating of customers/victims re: satisfaction that their needs were considered and appropriate support provided.	100%	68.0%	100%		77.5%
KPI8	Overall Satisfaction Rating (Scale 1-5)	5.00	3.80	5.00		4.25

4.6 ASB calls to West Yorkshire Police

4.6.1 The table below shows numbers of ASB calls to West Yorkshire Police for 09/10 and 10/11.

ASB	2010/11	2009/10
ARDSLEY & ROBIN HOOD	849	998
MORLEY NORTH	807	871
MORLEY SOUTH	1136	1111
ROTHWELL	913	940

4.7 Numbers of ASBOs

4.7.1 The table below shows the number of ASBOs issued since 2001 – the majority of which have now expired.

Outer	Number of ASBOs issued since 2001		Number of current ASBOs	
	FULL	Bolt-On	FULL	Bolt-On
Ardsley Robin Hood	9	3	1	1
Morley North	4	2	2	0
Morley South	5	3	1	1
Rothwell	8	2	0	1

4.7.2 There has been some coverage in the Press suggesting that ASBOs are being abolished. Whilst there are discussions ongoing about changing the enforcement tools available to Local Authorities and the Police to address ASB, ASBOs are still being prepared and used to tackle ASB where appropriate.

5.0 Tasking summary by ward

5.1 This section provides a summary by ward of the issues that have been addressed by the Tasking meetings. It does not cover all ASB issues as Tasking will only seek to deal with the more complex, longer running issues that require a more focussed response.

5.2 Ardsley Robin Hood ward

5.2.1 Robin Hood: A group of young people causing ASB in the area including setting fires, throwing eggs at properties and riding off road bikes. The family were referred to Signpost and an ASBO was secured on one of the individuals. AVH issued a tenancy warning to the mother of one of the individuals. The above actions lead to a decrease in calls of ASB at that location and the case was closed.

5.2.2 Robin Hood: An address where drug use is suspected is being monitored by agencies. Intelligence gathering is taking place to identify those involved and the level of the activity that's taking place.

5.2.3 East Ardsley: Reports were received of an individual causing environmental nuisance to neighbours and behaving in an intimidating way to residents and council officers. He was arrested on two occasions for stealing gas bottles and a multi agency group including local agencies is meeting to continue to identify ways to tackle the issues.

5.2.4 Tingley: Numerous calls from different residents reporting vehicles racing up and down the road at speed, doing handbrake turns and playing music loudly from 6pm until midnight. Also ASB around the shops including intimidating residents, a van playing loud music. Individuals were identified, Youth Service provided 2 nights at the youth club and mobile provision, AVH served housing cautions on the parents of 2 individuals and held interviews with 20 tenants who's children were involved in the ASB. AVH also started possession action on 2 of the properties – one of the tenants then decided to move out of the area, the other moved to a supported tenancy also outside the area. This activity was underpinned by a Dispersal Order

which ran from November 2009 to April 2010 and then was extended to cover a wider area until December 2010. As a result of this multi agency approach, the number of complaints was significantly reduced and the case on Tasking was closed.

5.2.5 East Ardsley: A vulnerable individual with mental health problems was allowing groups of youths to congregate in property leading to suspected drug use. AVH and Community Psychiatric Nurse worked together to identify support for the tenant to no avail. Possession action was taken against her. Again, the number of complaints has reduced and the case has been closed.

5.2.6 Lofthouse: Increased tensions were reported between a number of neighbours due to ASB allegedly caused by one resident. The resident was given harassment warnings and subsequently arrested for harassment offences. As a result of local officers working with partners from AVH, a possession notice was served. The number of reports from residents decreased and the case was closed.

5.3 **Morley North ward**

5.3.1 Gildersome: Residents reported noise nuisance problems caused by a vulnerable individual in the Gildersome area. NPT arranged for a Community Psychiatric Nurse to assess her support needs and as a result she is now being supported by a mental health organisation. Following repeated visits by the police and AVH, the number of calls decreased and the case was closed.

5.4 **Morley South ward**

5.4.1 Newlands: Persistent ASB by two individuals has been addressed as a long term issue by the Tasking team. A range of interventions have seen a reduction in the number of calls made by residents. Due to the complex nature of the issues affecting the perpetrators, there has been a strong focus on setting up a Common Assessment Framework and ensuring that a range of agencies including the school are providing support for the family. Alongside that, an ASB warning has been issued and further work is being done to collate information from the community.

5.4.2 Harrops: Aggressive behaviour and intimidation of individuals has been tackled by a joint approach from AVH and the NPT. An individual has been issued with a housing caution after preventing work taking place that would have benefited the community. The NPT is supporting the AVH contractors in carrying out the work and patrols are ongoing to monitor community tensions.

5.4.3 Harrops: Long running issues between some families was closed in May this year as number of calls relating to them had dropped significantly. The issues involving ASB by a number of individuals and concerns were also raised about their attendance/behaviour at school. A range of measures were put in including access to the Prevent programme that was running during the summer months in the area. AVH tenancy action lead to an improvement in the situation, though the property is being monitored to ensure that any issues that emerge can be dealt with promptly.

5.4.4 XX Residential Unit: Over the last year, a multi agency approach successfully tackled issues of persistent ASB connected with XX. Morley NPT carried out regular patrols in the area and visited the premises in order to address the issues of behaviour by the young people living there. Leeds Mediation were involved and this

allowed for improved dialogue between the residents and the management of the unit. Concerns were also raised with the regulatory body responsible for ensuring good standards of care and supervision within the unit. This led to a series of action plans being set up to improve the way the unit was being run which would in turn address the ASB issues for the community. As a result of all this activity, the number of complaints reduced and the case was closed.

5.5 **Rothwell ward**

- 5.5.1 Manors estate: Residents reported issues of ASB by a number of individuals. Actions taken included referrals to Signpost, moving a vulnerable resident to prevent young people congregating in her property, possession of one property and an introductory tenancy introduced on another. An ABC was served and Youth Service have been involved with the group of young people to provide diversionary activities. Close working with the school has taken place in order to address the issues of some of the young people involved. AVH are supporting Signpost in engaging with the family.
- 5.5.2 Green Lea, Oulton: Action undertaken in conjunction with ASB officers, in respect of ASB problems with youths playing football and riding motorbikes in the area. Increased patrols and ASB warnings have led to a drastic reduction in ASB reported by local residents. The Tasking case has now been closed.
- 5.5.3 Cornwalls: Reports of ASB issues between several residents in the area. High visibility patrols and early intervention by local PCSOs have prevented this becoming a serious issue. Mediation and support to all parties has resulted in the issues being resolved to residents satisfaction. The Tasking case has now been closed.

6.0 **Community Safety Activity**

- 6.1 This section of the report describes a range of community safety initiatives/projects that have taken place across one or more wards in Outer South. It includes the following: CCTV, Dispersal Orders, Police and Communities Together (PACT) meetings, Preventing Violent Extremism and the Safer Schools Partnership.
- 6.2 **CCTV**
 - 6.2.1 A full report on CCTV will be presented to Members at a future meeting of the Area Committee. The Manor Road scheme and Churwell scheme that were commented on in the last report are now operational. No new CCTV schemes have been identified during the last year.
- 6.3 **Dispersal Orders**
 - 6.3.1 There have been no Dispersal Orders in Outer South during 2010/11. The Tingley Dispersal Order that was reported on in the last report came to an end in December 2010.
- 6.4 **PACT meetings**
 - 6.4.1 A timetable of Partners And Communities Together (PACT) meetings has been established across Outer South. The aims of the meetings are to agree local priorities, at least once a month, giving residents a chance to meet the Neighbourhood Policing Teams and partner agencies. These meetings have built

on existing residents groups to make best use of resources. There are 5 PACT meetings in Morley NPT in Churwell, Drighlington, East Ardsley & Thorpe, Gildersome, West Ardsley & Tingley. There are a further 5 in Rothwell at Robin Hood, Lofthouse, Rothwell & Carlton, Oulton & Woodlesford and John O'Gaunts.

6.5 **Preventing Violent Extremism**

6.5.1 Members have received final reports on work that has been delivered in the Outer South to address issues of extremism. At present, there are no specific projects in Outer South that are focussing on this issue. However, resources may be made available as the Leeds Action Plan is developed in line with the newly announced national strategy.

6.5.2 A new national strategy has been announced with the following objectives:

- To respond to the ideological challenge of terrorism and of those extremist views conducive to it. At one end of the spectrum that means taking action against people who have broken the law. It means excluding people who wish to come to this country to promote violence or extremist views. But it also means ensuring that people engaged in radicalisation do not take advantage of public spaces – libraries, education, prisons to name just three - and that their activities are restricted.
- To protect vulnerable people from being drawn into terrorism by developing and expanding programmes to identify who they are and then to provide them with support. This objective will build on Channel, the existing multi-agency programme.
- To do much more to support the wide range of sectors and institutions where the ideology, the ideologues and vulnerable people come together and where there are either risks of radicalisation or opportunities to prevent it – or both. That means education, health, faith, charities, prisons and probation, and of course the particular and vital issue of the internet. The strategy spells out what the Government is planning in each area.

6.5.3 Local delivery of the strategy will be focused on 25 priority local authority areas, of which Leeds is one. The role of the Prevent Co-ordinator will continue. This will be supported by funding for Prevent activity to be delivered through a range of partners. The Co-ordinator will commission partner organisations to provide services as required. Timescales for delivery of this work are to be agreed and further discussion is needed in relation to work in Outer South.

6.6 **Safer Schools Partnership**

6.6.1 The Safer Schools Partnership (SSP) exists to place a police officer within the school community to assist in achieving the five Every Child Matters outcomes. Dealing with incidents in a restorative manner and therefore not criminalising children unnecessarily. Officers build up positive relationships with pupils, parents and staff and educate pupils on safety through the curriculum. The schools contribute fifty percent of funding for the officers as per their allocation to school.

6.6.2 The current levels of Safer Schools Officers in Outer South is:

- Bruntcliffe and Woodkirk High – one officer
- Royds and Rodillian – will be working towards joint funding an officer in the new school year.

7.0 Key priorities for 2011/12

7.1 This section provides an overview of the key Community Safety priorities for Leeds. It briefly updates on the burglary strategy and Burglary Reduction Programme. It also updates Members on developments in integrated locality working that seek to put in place structures to improve service delivery on community safety and environmental issues.

7.2 Safer and Stronger Communities Board – Partnership Plan 2011-15

7.2.1 The Safer Leeds Executive have formally ratified its plan for 2011/12. The ambition is to be the best city in the UK with the best community safety partnership and services. The desired outcome is that people are safe and feel safe in Leeds. The “plan on a page” below identifies the Strategic Priorities, Actions and Indicators for the city and localities during 2011/12.

3 Strategic Priorities	10 Priority Actions (top 3 priorities highlighted)	20 Key Indicators (P – Partnership; S – Service)	Locality Priorities 2011/12
1. Reduce crime and its impact	1. burglary reduction 2. reduce violent crime 3. reduce the rate of offending and re-offending 4. effective use of CCTV and automatic number plate recognition (ANPR) technology to support crime reduction	1. burglary level per 1,000 P 2. levels of violent crime per 1,000 P 3. offending rate (10-17) (18+) P 4. re-offending rate (10-17) (18+) P 5. proportion of offenders leaving programmes with reduced drug use/substance free S 6. CCTV/ANPR – tbc S	Burglary reduction: (over 400 reported offences in previous year) <ul style="list-style-type: none"> • Armley • Kirkstall • Burmantofts and Richmond Hill • Hyde Park and Woodhouse • Killingbeck and Seacroft • Bramley and Stanningley • Chapel Allerton • Part of City and Holbeck (tbc) City Centre: <ul style="list-style-type: none"> • Alcohol related violent crime
2. Effectively tackle anti social behaviour	5. develop and deliver multi agency ASB service 6. deliver intensive family support for families with complex issues	7. reported ASB level per 1,000 P 8. public satisfaction regarding ASB P 9. ASB customers contacted within 2 working days S 10. proportion of ASB cases with positive outcomes S 11. customer satisfaction with ASB service S 12. reported ASB for families using Signpost S 13. school attendance in families using Signpost S	Tackling ASB: (over 40 enquiries in previous quarter): <ul style="list-style-type: none"> • Burmantofts and Richmond Hill • Killingbeck and Seacroft • Bramley and Stanningley • Gipton and Harehills • Middleton Park • City and Hunslet • Armley
3. Improve safeguarding and reduce vulnerability	7. tackle domestic violence 8. prevent groups and individuals from becoming involved in extremist behaviour 9. protect and support the most vulnerable young people 10. improve approaches to dealing with hate crime and safeguarding communities	14. reported offences for domestic abuse P 15. repeat victimisation rate for MARAC cases P 16. organisations attaining DV quality mark S 17. citywide risk assessment for preventing extremism – tbc P 18. vulnerable young people tbc P 19. reported hate crime level per 1,000 P 20. customer satisfaction with hate crime support services S	Localised priorities: DV localities of concern: <ul style="list-style-type: none"> • Beeston, Middleton • Seacroft, Gipton • Armley, Bramley, • City Centre North East – gangs of young people North West – student safety South – alcohol related health/crime issues City Centre – young people’s safety; chronic vulnerable city centre users

7.3 Leeds Burglary Reduction Programme

- 7.3.1 It will be noted that burglary remains the number one priority for the city. As noted in the section on burglary at 3.2 burglary levels have reduced in the last year and remain amongst the lowest in the city. All Members of the Council have been invited to the September meeting of the Safer and Stronger Communities Scrutiny Board where the Chief Officer Community Safety will be leading a presentation on the Leeds Burglary Reduction Strategy developed by the Safer Leeds Executive. In light of this, details of the burglary strategy are not included in this report but can be made available to Members on request.
- 7.3.2 A total of £1.326m funding has been allocated by the Executive Board from 1 June 2011 to 31 March 2013 to deliver a programme of targeted activity that will significantly reduce domestic burglary across the city, and in particular in areas where levels of domestic burglary have increased such as Armley (20%), Burmantofts & Richmond Hill (25%) and Chapel Allerton (28%). This reflects the Safer Leeds Partnership's vision to reduce burglary in Leeds to the lowest level it has experienced over the last decade and make people feel safer in their homes.
- 7.3.4 A commissioning specification was made available to potential deliverers on 21 April 2011 with a submission date of 16 May 2011. A total of 12 applications amounting to £3.175m were appraised by officers from the Environments and Neighbourhoods Commissioning and Finance teams against the stipulated criteria, which include fit with Leeds Burglary Strategy priorities and value for money.
- 7.3.5 After technical appraisal of the bids a shortlist of potential projects was drawn up. At this stage the bids totalled £1.7m, which is £374k more than funding available. At their meeting on the 25th May, the Safer Leeds Executive endorsed funding allocations against the various strands of the Burglary Reduction Strategy (value for money has been assessed against all applications), these are detailed in the table below.

Key theme	Year 1 £,000	Year 2 £,000	Total Allocation	Preferred Providers
Offender Management	£110k	£115k	£225k	Youth Offending Service, WY Probation Service
Burglary Task Force - Criminal Justice	£357k	£325k	£682k	Safer Leeds
Reducing and Disrupting the Stolen Goods Market	£ 37k	£34k	£71k	Safer Leeds
Coordinated and Targeted Work in Localities	£121k	£73.5k	£194.5k	Leeds University Union, Safer Leeds

Crime Prevention and Impact of Burglary on Vulnerable Communities	£65k	£78.5K	£143.5k	CASAC / Care & Repair, plus partners
Research	£10k		£10k	TBA
Grand Total	£ 700k	£626k	£1.326k	

7.3.6 Working with local delivery partners and residents, the Area Community Safety Co-ordinator will develop a burglary action plan to address concerns in City and Holbeck Division. Using intelligence from burglary statistics for 2010/11 and analysis of the current trends/hotspots the project will deliver practical actions at the very local level to address domestic burglary, embed good practice, develop closer working amongst key delivery partners and link across to other areas of work such as young people not attending school and not in education, employment or training (NEET). To support this work £2.5K has been allocated to this Division in 2011/12 and 2012/13. An Outcome Based Accountability stakeholder event is due to take place on 23rd September to scope out the action plan for south Leeds.

7.4 South Leeds Community Safety Structures

- 7.4.1 Members are aware that the Divisional Community Safety Partnership was put on hold pending further discussion about its function in light of developments in local working across the city and wedge. A proposal is under consultation with Community Safety, Environmental Champion and partner agencies to enhance the existing Tasking groups to take on the functions of the DCSP. It is proposed that the Crime and Grime Tasking groups will be responsible for decision making and service delivery relating to issues raised at Tasking in that area.
- 7.4.2 A model has now been developed that builds an environmental focus into the four existing crime Tasking groups. This will bring together partners who are responsible within that locality for service delivery at both operational and tactical level. It builds in efficiency, will challenge silo working, enhance what each service can do, promote a culture of connected leadership and embed joint service delivery. The boundaries will be roughly co-terminus with NPT/ward boundaries and as such should provide a manageable area that can be suitably resourced.
- 7.4.3 It is anticipated that the process will in place by November 2011. Area Committee Members will be updated on progress at future meetings.

8.0 AREA COMMITTEE FUNDED ACTIVITY

- 8.1 The Area Committee ringfenced amounts of money from the wellbeing fund to allow projects to be developed and delivered during the year. £10,000 was allocated for community safety activity in 2010/11. A series of projects were developed in partnership between the NPT Inspectors, Area Community Safety Co-ordinator and Area Management Officer. The following proposals were approved by Members:

2010/11	Rothwell ASB project	£2750 revenue
	Morley Tasking	£2500 revenue
	Rothwell Tackling Speeding	£5000 revenue
	Morley Smartwater	£2500 revenue
	Morley Speed Indication Device	£2517 capital

- 8.1.1 The Rothwell ASB project was funded by the Area Committee during 09/10. However, the NPT Inspector was successful in attracting funding during that year from within the police to provide additional ASB patrols. As a result it was agreed that the funding from the Area Committee allocated to this project would be rolled forward to be spent on additional patrols during 2010/11. This project was completed in 2010 and has been reported back to the Area Committee via the wellbeing report.
- 8.1.2 The Morley Tasking project was agreed during 2010/11. However, it was rolled over to 2011/12 as no specific projects had been identified by the end of the year. It remains an area for development by the Morley Tasking group.
- 8.1.3 Rothwell Tackling Speeding project, was completed in 2010 and has been reported back to the Area Committee via the wellbeing report.
- 8.1.4 Morley Smartwater project was completed in 2010 and has been reported back to the Area Committee via the wellbeing report.
- 8.1.5 Morley Speed Indication Device was purchased during 2010 and has been reported back to the Area Committee via the wellbeing report.

8.2 Wellbeing projects for 2011/12

- 8.2.1 The Outer South Area Committee repeated the process used during the previous year of ring fencing an allocation of wellbeing funding for community safety activity. The allocation for 11/12 is £8,000 revenue.
- 8.2.2 The following projects received approval at the July meeting:
- | | |
|---------------------------------------|---------------|
| Rothwell Pro-laser | £3500 capital |
| Rothwell speeding, ASB and Smartwater | £4000 revenue |
| Victims Fund | £1000 revenue |
| Off Road Bikes | £2964 revenue |
- 8.2.3 It should be noted that the Off Road Bikes project and Victims Fund project have had funding allocated from the main wellbeing pot not the ringfenced community safety allocation. There is £4000 remaining in the community safety pot and Morley NPT have been invited to present proposals for consideration by the Committee.
- 8.2.4 The Police have confirmed that the 2 Off Road Bikes officers will be operational from 29th August 2011. The project will therefore run from August 2011 to August 2012.

9.0 Corporate Governance Considerations

9.1 Consultation and Engagement

9.1.1 There are no immediate requirements for customer consultation with regards to the content of this particular report.

9.2 Equality and Diversity / Cohesion and Integration

9.2.1 There are no Equality, Diversity, Cohesion or Integration considerations as a result of this report.

9.3 Council Policies and City Priorities

9.3.1 The activity outlined in this report contribute to targets and priorities set out in the Safer and Stronger Communities Plan

9.4 Resources and Value for Money

9.4.1 There are no resources or value for money considerations in this report.

9.5 Legal Implications, Access to Information and Call In

9.5.1 There are no legal, access to information or call in implications in this report.

9.6 Risk Management

9.6.1 There are no risk management issues associated with this report.

10.0 Conclusions

10.1 Not applicable as this report is information based.

11.0 Recommendations

11.1 The Outer South Area Committee are asked to note the contents of this report and make comment where appropriate.

12.0 Background documents

12.1 Outer South Area Committee, South Leeds Divisional Community Safety Partnership, 6th September 2010

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Report of the Director of Environment & Neighbourhoods

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Delegation of Environmental Services – Service Level Agreement

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Ardsley and Robin Hood Morley North Morley South Rothwell	
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. A Service Level Agreement has been drawn up for the delivery of environmental services in Outer South.

2. This report provides final details of the agreement and seeks approval of the document which will steer the work of the South and Outer East Environmental Locality Team over the next 6 months.

Recommendations

The Area Committee is asked to approve the attached Service Level Agreement for the delivery of delegated environmental services.

1 Purpose of this report

- 1.1 The purpose of this report is to present to the Area Committee, for approval, a final version of the Service Level Agreement (SLA) through which the work of the Environmental Locality team will be steered over the next six months.

2 Background information

- 2.1 Work has been ongoing with Members and Area Committees since late 2010 on achieving the successful delegation of certain environmental services in 2011/12.
- 2.2 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 2.3 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
- the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 2.4 Services included in the delegation are:
- Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Dog warden services;
 - Littering & flytipping regulation;
 - Domestic & commercial waste (storage & transportation issues);
 - Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
 - Graffiti enforcement; and
 - Overgrown vegetation controls.
- 2.5 The delegation of the specified environmental services to Area Committee will mean that service resources, mainly staffing, which are currently managed centrally, will be devolved. These resources have been organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to the new Locality Teams. The Service Level Agreement sets out the detail of the resources which will be allocated to the Area Committees.

- 2.6 Area Committee workshops have been held, in January, March and July, to involve Members in the development of Service Level Agreements (SLA), through which the delegated services will be delivered at a local level. The workshops also provided an opportunity for Members to consider current service schedules and activity, in terms of meeting the need of local areas.
- 2.7 In addition to the Area Committee workshops consultation has also been undertaken with the Environmental Sub-groups of the Area Committees, including the sub group representing Outer South Area Committee.

3 Main issues

- 3.1 A great deal of work has been undertaken over the past six months to review the street cleansing service, implement a restructure to create the three new locality teams and build trust with Members.
- 3.2 The completed review of street cleansing services, in particular mechanical sweeping, has looked in depth at a range of issues affecting productivity and overall effectiveness of the service.

Annual Leave & Sickness Capacity

Work has been undertaken to ensure a sound understanding of the capacity needed within the service to accommodate annual leave and sickness, something not previously factored into the delivery schedule. This has resulted in additional capacity being created within a revised service schedule, leading to a significant reduction in the number of sweeping routes not completed due to staff availability.

Downtime

A primary concern highlighted by both officers and Members has been the extent to which 'downtime', i.e. the time machines are not actively sweeping, affects service delivery. A robust analysis has been carried out of travel time to/from depot to routes, the time involved in vehicles tipping their load during each route, the time spent at the start and finish of each day on vehicle preparation, i.e. washing down and refuelling, and identification of other issues affecting productive working time e.g. moving of bins off the carriageway so that the sweeping machines can gain access to the pavements/roads.

This work is still ongoing, but has already resulted in a number of additional tip sites being identified which will reduce unproductive work time. Discussions are underway to further minimise travel time by having more localised bases from which the vehicles will operate (currently all vehicles operate out of just two depots, Henshaw in the Outer North West and Cross Green in the Outer East).

Route Completion Rates

A further element of the service that has been investigated is the completion rates of the individual sweeping blocks. Although specific data is not currently available to give a completely accurate figure, anecdotal evidence from frontline staff, service supervisors and Members strongly indicates to a high rate of routes not being

completed within a working day. In most instances the part of a route that did not get swept would be left until the next scheduled cleanse, potentially up to six weeks later.

The inability to complete a route has been assessed as being largely down to the size of the current routes, which were designed to be approximately 10 linear kilometres each. However, when taken into consideration that both pavement and road sweepers have to go up and down each side of a street this coverage is doubled. The most effective speed of a pavement sweeper is 2km an hour, thus to complete 20km would take 10 hours of productive cleaning.

As has been highlighted earlier in section 3.2 there are a number of factors which mean that, out of a ten hour working day, the amount of productive cleaning time available falls short of this, meaning that historically the routes were not deliverable.

We have therefore sought to redesign the routes to make them deliverable within the current level of resources. Throughout the July workshops Elected Members have been consulted about a solution that effectively reduces the size of routes and makes them more achievable within the available productive time.

3.3 Comments made by Area Committee Members during the Environmental Services workshop held in July included:

- The profile of the service needs to be raised with the public by communicating the good the service does, especially around enforcement issues/action;
- Working hours of the enforcement team should be more flexible, 9am-5pm doesn't always make sense;
- Keeping the main roads into the city clean, as this often gives the first and sometimes only impression of Leeds to visitors;
- Officers from the locality team should regularly attend community group meetings; and
- Concerns over the idea of quality vs. quantity of service, don't want to lose resource from the area.

3.4 As a result of the workshops a number of key priorities have been identified by the Area Committee, these being:

- Routes to High Schools – litter clean up and enforcement
- Town centres – litter clean up and enforcement
- Local shopping parades/areas – litter clean up and enforcement
- Work with partners to broaden the range of people who can enforce
- Address issues associated with dog fouling and dog control
- Joint approaches to clearing open space/land in the public realm
- Develop a maintenance programme for ginnels

These priorities are written into the SLA as priority areas for the Locality Teams and available capacity within the schedule street cleansing and/or enforcement services will be directed, as appropriate, to tackling these priorities.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Various consultation and engagement exercises have been undertaken with Members on an individual basis, as well as at ward and Area Committee level.
- 4.1.2 Most significantly three rounds of Area Committee workshops have been held in January, March and July 2011, designed specifically to shape the delivery of environmental services within the Outer South wards. Attendance at the workshops was relatively high with an average of seven Members of the Outer South Area Committee being present at each session.
- 4.1.3 A series of update reports have been provided to each Area Committee meeting since October/November 2010 (see background documents for full details).
- 4.1.4 Progress reports have been submitted to each Area Chairs' meeting since October, including seeking comments and confirmation of a template for the Service Level Agreement.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality, up to an acceptable standard, whilst improving all areas of Leeds.
- 4.2.2 Moving forward through the first year of the Service Level Agreement it is intended to develop a community engagement strategy which will determine the extent and nature of involvement of local residents within the monitoring and delivery of environmental services. This strategy will be developed with due consideration given to all equality, diversity, cohesion and integration issues.

4.3 Council Policies and City Priorities

- 4.3.1 The proposed delegation of environmental services to Area Committees, via an approved Service Level Agreement, will significantly contribute towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to '*ensure that local neighbourhoods are clean*' will be much more achievable.
- 4.3.2 In order to formalise delegation of the listed environmental services, the Area Committee Function Schedule within the Council's Constitution has been amended, approved at Executive Board in March 2011 and ratified at the Annual Council meeting held on 26th May 2011.

4.3.3 Amendments have also been made to the Area Committee Procedure Rules to make allowance for the decision making powers being devolved to Committees, which will run concurrent to the same authority given to the Director of Environment & Neighbourhoods.

4.4 Resources and Value for Money

4.4.1 There is no change to resources at this point. The resources allocated to the South South East Environmental Locality Team are the same as those that would have been put into the area under the old Streetscene structure.

4.4.2 The Service Level Agreements detail a revised mechanical street cleansing service, which will deliver increased efficiencies in terms of achieving a greater quality of street cleansing and therefore providing better value for money.

4.5 Legal Implications, Access to Information and Call In

4.5.1 Following revision to the Council's Constitution, as detailed at 4.3.2, the Area Committee has the legal powers to approve the attached Service Level Agreement and therefore formally undertake the delegation of services set out within it.

4.5.2 There are no further legal implications.

4.5.3 The report contains no information that is deemed exempt or confidential.

4.5.4 The Area Committee's decision to approve, or not, the attached Service Level Agreement is eligible for call-in, within the standard five working day period from the date the decision is published.

4.6 Risk Management

4.6.1 The Area Committee is being asked to approve the attached Service Level Agreement, which will formalise the partnership arrangements between the South South East Environmental Locality Team and the Committee. Should the Service Level Agreement not be approved then the Locality Team will still be required to deliver environmental services within the area, however this will be without the significant input of the Area Committee.

5 Conclusions

5.1 A significant amount of collaborative work has been undertaken and real progress made in making ready for the services to operate under the terms of the SLA with effect from September 2011. This first SLA will apply for a period of 6 months, during which time performance monitoring will be reported to the Area Committee and Cleaner Neighbourhoods Sub group.

5.2 The SLA will be reviewed annually to inform the production and approval of subsequent agreements for future years, in line with corporate budget cycle and review process, with the first review beginning in October 2011.

6 Recommendations

6.1 The Area Committee is asked to:

- a) Note the contents of the report;
- b) Approve the attached Service Level Agreement.

7 Background documents

- Leeds City Council Constitution
- Area Committee report: Environmental Services Delegation – Update and Progress Report, 4th July 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – progress report, 15th April 2011
- Area Committee report: Delegation of Environmental Services, 14th March 2011
- Executive Board report: Delegation of Executive Functions in Relation to Streetscene Management to Area Committees, 30th March 2011
- Area Committee report: Delegation of Environmental Services, 31st January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees – Development of Service Level Agreements, 14th January 2011
- Area Chairs' Meeting report: Devolvement of Environmental Services to Area Committees, 3rd December 2011
- Area Committee report: Briefing note on proposed delegation of elements of Streetscene services, Oct/Nov 2010

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Services Level Agreement Delegation of Environmental Services

1 Parties

- 1.1 This Service Level Agreement is made between the **Outer South Area Committee** and the **South South-East Environmental Locality Team**.

2 Period of the agreement

- 2.1 This Service Level Agreement will take effect from 5th September 2011, until five working days after the first Area Committee meeting in the municipal year 2012, or an earlier date as agreed by both parties.

3 Purpose of the agreement

- 3.1 To set out the outcomes expected of the environmental Locality Team within the Area Committee's area and how success will be measured.
- 3.2 To set out the standards of delivery expected for those services that fall within the scope of the environmental delegation to Area Committees.
- 3.3 To promote greater accountability in the provision of environmental services. To enable elected Members to be more involved in decisions concerning the prioritisation and level of service delivered within the scope of the delegation.
- 3.4 To provide more flexibility in how the services are delivered so as to include specific service requirements to tackle local issues and plan/respond to local events and seasonal issues.

4 Scope of services covered by the agreement

- 4.1 In delegating a range of environmental services to the Area Committee, Leeds City Council's Executive Board has taken account of the ability of services to be effectively delivered, and directed at a local level. The following are those services that are covered by 'the delegation':

- **Street cleansing -**
 - Manual litter picking
 - Litter bin emptying
 - Mechanical path & road sweeping

- Leaf clearing
 - Flytipping removal
 - **Regulatory environmental services -**
 - Flytipping enforcement
 - Graffiti enforcement
 - Dog controls (e.g. strays, fouling)
 - Highways enforcement (e.g. illegal advertising/trading from the highway)
 - Domestic & commercial waste storage & transportation control
 - Overhanging vegetation control
 - Litter control (FPNs, flier controls etc)
- 4.2 The core services will continue to be delivered on an agreed citywide operational basis of:
- (a) Street Cleansing - deliver a 7 days a week service across the city. Staff work 10 hours shifts per day based on a 4 by 3 shift pattern over a fortnight. Operations commence between 6am and 8am.
 - (b) Regulatory Environmental Services - operate on a Monday to Friday, normal working hours basis. Weekend and evening working is possible by prior arrangement, but usually at additional expense.
 - (c) Meeting legal/statutory obligations and corporate policies; for example health and safety policies
- 4.3 The staffing structure of the South South-East Locality Team is provided in appendix A. The budget currently available to the Locality Manager to deliver service commitments made in the SLAs for the three Area Committees in SSE area is provided in appendix B.
- 4.4 Local variations to the above basis for the delivery of the service can be negotiated as part of the SLA as an agreed additional, bespoke service, paid for from Wellbeing budget for example.

5 Roles & responsibilities

- 5.1 The specific responsibilities of parties involved in the delivery, management and oversight of the SLA are set out in the following paragraphs.

Elected Members

(a) Area Committee: responsibility delegated from Executive Board to develop and agree the SLA each year and to monitor the delivery of the service against the agreed specifications and outcomes. To negotiate changes to the SLA to address unforeseen issues/events and address service failure/inefficiencies.

(b) Area Committee Chair (Councillor Finnigan): To liaise with the Locality Manager to ensure that decisions on service delivery are being made

in accordance with the SLA and that timely and accurate reports/information are provided for Area Committee and relevant sub/ward meetings in order for the Area Committee to meet its responsibilities. To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required (for example at the Area Chairs' meeting).

(c) Environment Champion (Councillor Finnigan): To work collectively with the other Environmental Champions and the Executive Board Member to help change attitudes and behaviours across the city that will improve the environment at a local level. To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality and promote the delivery of solutions through partnership working.

(d) Outer South Environmental Sub-group: To receive regular (minimum quarterly) reports on the delegated services and closely monitor the performance and outcomes of the SLA. To consider in-year variations to the SLA, where necessary making recommendations to the Area Committee for the Locality Manager to implement. To undertake an annual review of the SLA and the development of a new SLA for 2012/13. To monitor and make recommendations on equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

Environmental Locality Manager (Tom Smith)

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes;
- To report on progress embedding the service principles set out in the Agreement in how the service is being delivered;
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a new agreement for the following municipal year;
- To work in partnership with other organisations/agencies delivering environmental services, e.g. ALMOs, Parks & Countryside, to ensure a holistic approach to environmental cleansing and regulation regardless of land ownership; and
- To work with the Area Leader to ensure the SLA is contributing towards wider priorities set out in the Area Committee's Delivery/Business Plan and adding value to other activities/priorities where possible.

6 Service principles and priorities

- 6.1 Under the terms of the agreement the Locality Manager will ensure that the following principles be applied and priorities addressed in how the Locality Team plans and delivers its services across the South South-East area:

(a) Outcome focused:

The SSE Locality Team will focus on delivering the best outcome for residents across the Outer South area - so that the streets and neighbourhoods in which they live are of an acceptably clean standard. It is this equality of standard that every resident will be entitled to, not necessarily the same quantity of service. For example, not everyone will get their street swept the same number of times per year, but everyone will be entitled to get their street swept as and when needed if it is the best solution to make sure it is maintained to an acceptable standard of cleanliness.

The Code of Practice on Litter and Refuse was issued Under Section 89 of the Environmental Protection Act (EPA) 1990, setting out the legal standards which every local authority has to achieve. This Code of Practice places a duty on the council to keep publicly accessible land – which is open to the air and is under the direct control of the council – clear of litter / refuse as far as is practicable. The minimum standard of acceptability is therefore the adherence to this code of practice.

(b) Responsive to local needs:

The service will be more responsive to local needs. There will be greater capacity built in to react to current 'grot-spots', plan for known local events that may affect the cleanliness of neighbourhoods and go where the problem is at that time.

(c) Common sense approach:

The service will have a common sense approach which supports getting the job done. No cleaning of clean streets, more flexible routes/coverage, no driving/walking past problems.

(d) Working as a team in our priority neighbourhoods:

The service will work as part of a multi-agency approach and contribute towards tackling problems identified in the agreed priority neighbourhoods of John O'Gaunts, Harrops, Eastleighs/Fairleighs and Oakwells and Fairfax.

Whilst the above areas have initially been identified as priorities work will continue through the life of the SLA to develop future initiatives in other priority areas in conjunction with partners, the Outer South Environmental Sub-group and the Outer South Area Committee.

(e) Supporting community action:

We will work better with community based organisations that add value to what we do and contribute towards making our streets and neighbourhood cleaner.

(f) Education and Enforcement:

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems such as:

- develop better relationships with schools to work together to prevent litter on school routes

- develop clearer policies around the cleaning of shop frontages that work in partnership with local businesses to make local shopping centres/main streets clean and pleasant places to visit, to include full use of planning and Licensing conditions where applicable, and enforcement to ensure compliance by businesses under their “duty of care “.
- work with partners to broaden the range of people who can report or enforce against environmental problems, for example PCSOs, ALMO staff, Parks and Countryside staff and Registered Social Landlords.
- address issues associated with dog fouling and dog control.

(g) Working with Aire Valley Homes Leeds (AVHL), Registered Social Landlords (RSLs), Parks and Countryside and other partners to deliver more effectively:

We will work in partnership with AVHL, RSLs, Parks and Countryside Service and other partners to make more effective and efficient use of our combined resource; focusing initially on:

- joint approaches to cleaning open land/spaces; and
- developing a maintenance programme for ginnels.

We will work to overcome problems caused by lack of clarity of ownership or responsibility for land and take a lead on taking action to resolve these problems.

(h) Planning for seasonal and annual events:

We will ensure that there is sufficient capacity and flexibility in the service to programme in work to deal with leaf fall in autumn and help clean up after significant community events planned during the year.

7 Service activity

7.1 The Environmental Locality Team, via this SLA, undertakes to provide the following service provision to the Outer South wards of Ardsley and Robin Hood, Morley North, Morley South and Rothwell, determined by the Committee and statutory obligations placed upon the Council. Activity type is split between programmed and reactive service provision, with activity detailed separately below for each service.

7.2 Street Cleansing Functions

(a) Mechanical Path & Road Sweeping

Sweeping is largely undertaken by pre-determined routes (blocks) which are scheduled to be completed on a cycle set on a weekly, 3 weekly, 6 weekly or 12 weekly basis.

Following a capacity review undertaken as a result of feedback from Area Committee workshops, each route/block has been revised to take into account local issues/’grot-spots’, ward member comments, new streets etc.

Each block represents approximately 20km of road/paths (i.e. 10km x 2 sides of the road) and is now split into 2 halves – and sweeping alternates between

the two halves each time the block is scheduled to be cleaned. Those streets/roads that have been identified as requiring a sweep/clean at every visit are indicated on the route maps. The service will work with Elected Members to review the new routes/blocks and seek agreement for changes to street cleansing approaches or frequencies where appropriate.

An overview of the routes and frequencies of mechanical sweeping within the Outer South is provided in appendix D.

As part of the capacity review for mechanical sweeping, the new work cycles are based on an 8-day “week”. This has enabled an extra day of “spare” capacity to be programmed in, which will allow the service to recover days lost for planned and unplanned leave. Any remaining capacity will be used to respond to local problems, support community clean ups, tackle seasonal issues and take part in joint-operations agreed through tasking meetings.

(b) Manual Litter Picking

Manual litter picking is undertaken on pre-set routes which are scheduled to be completed over a 7 day period, with each route completed by a team of two streetscene attendants who alternate duty through the 4 by 3 shift pattern. Daily coverage per attendant is expected to be approximately 11km.

The routes and frequencies covered by the Outer South SLA are provided in appendix E.

Where possible, variations to the routes will be negotiated at ward member meetings. This will be limited to instances where the total daily distance covered is not increased.

(c) Litter Bins

A map of all the litter bins in the Outer South area is provided as appendix F.

The provision, suitability of location and condition of litterbins will be subject to a validation audit during the term of the SLA to inform future operations and budget planning for future investment needs.

Litter bins will be emptied and the immediate vicinity checked for cleanliness by one of the two crews on duty in the SSE Locality Team. The SLA is for all bins to be emptied without any overflowing and the frequencies of visits to bins will be adjusted to ensure this commitment is met.

However, where a litter bin is full, for example because of a local event/exceptional busy period, the service will empty the bin within 24 hours of it being reported.

(d) Flytipping

The service will operate one sideloader vehicle seven days per week utilising four operatives on a 4 x 3 shift pattern. This effectively gives us one driver and one crew member each day.

Flytipping removal is largely undertaken as a reactive service, responsive to customer complaints and 'in-house' requests (e.g. from Members, enforcement staff and partners), although the crews do have regular 'hot spots' to check on a pro-active basis.

We aim to remove all reported fly tips within 36 hours of receiving the request, unless it requires specialist equipment or treatment (e.g. asbestos/chemicals). The service will work with the Regulatory team to investigate, deter and prevent future instances of fly tipping, and to resolve long standing fly tipping 'hot spots'.

7.3 Environmental Regulation

The enforcement services to be delegated all operate on a Monday – Friday basis, although weekends and evening working is possible by prior arrangement, but usually at additional expense.

The majority of work undertaken by the Regulatory team involves responding to requests for service made by members of the public, via the Council's contact centre, or ward Members. Responding to these issues takes up approximately 80% of the time available within the team. On this basis the Area Committee is currently able to direct approximately 20% to be used best to fit with local priorities.

The requests for service made in 2010 in Outer South, together with a summary of the services provided by this part of the team, are detailed at appendix C:

The work of this element of the service forms part of the next phase of the review of Environmental Services. The Area Committee's Environmental Sub-group will need to consider the following, in order to help inform the review and how the existing capacity to respond to local priorities can be best used;

- The Area Committee's top enforcement issues
- The preferred balance of approaches locally, i.e. between enforcement, clean-up and educational/promotional activity; and
- Geographical hotspots

At a ward level, local tasking arrangements will be used by the service to lead discussion and ensure the securing of partner resources in problem solving and addressing the priority "grime" issues through joint enforcement.

7.4 Responding to urgent issues

Urgent, unforeseen issues within the Area Committee area, wedge or elsewhere in the City may arise which require a service response outside of the capacity of the locality team. In such an event, resources may have to be temporarily diverted from scheduled work. If this occurs the Environmental Locality Manager will inform the Committee Chair and Environment Champion as soon as possible. The scale and impact of the diversion of resources will

be fully detailed within subsequent performance reports to the Area Committee.

8 Service outcomes

8.1 Local Authority performance on local environmental cleanliness has in the past been measured at a city-wide level using the National Indicator 195 (NI195). Whilst this indicator is no longer in use nationally, it is proposed to continue its use locally, but to amend the methodology to measure cleanliness at an Area Committee level. The indicator measures the number of sites surveyed to be satisfactory in terms of the presence of:

- (i) litter
- (ii) detritus (eg leaf mould, dirt accumulations etc).
- (iii) graffiti
- (iv) flyposting.

8.2 Area Committee baseline

Baseline surveys have been carried (April/May 2011) for the Outer South Area Committee area. The results are as follows, showing the percent of sites surveyed deemed 'acceptable' in comparison to the citywide average:

Issue	Outer South	Citywide
Litter	86.8	86.7
Detritus	68.1	66.8
Graffiti	99.0	95.7
Flyposting	100.0	99.4

8.3 There are no baseline results that fall below the respective citywide average. On this basis the service improvement target will be to, wherever possible, increase the number of 'acceptable' sites across all the categories within the Outer South area.

8.4 We acknowledge that the service will be measured not only through surveys of cleanliness but also through the perception of the quality of environments. We will work to develop appropriate mechanisms to capture information from our customers and Elected Members to effectively gauge the satisfaction and perception of our services.

9 Community Engagement

9.1 The SSE Locality Team will engage with the community via existing mechanisms set out in the Area Business Plan and work with the Area Leadership Team to avoid duplication and make the best use of any time spent consulting.

9.2 We will work with the South South-East Area Leadership Team to develop a pragmatic and efficient approach to regular engagement with Town and Parish Councils about the Team's performance and priorities.

- 9.3 The Team will work with Elected Members to identify local opportunities for engagement specifically around local environmental priorities, particularly with residents involved in helping improve the condition of neighbourhoods through In Bloom, Friends of and other such groups.

10 Accountability

- 10.1 The Environmental Locality Manager will be accountable to the Area Committee for the delivery of services as laid out in the SLA.
- 10.2 The Area Committee will be accountable to Executive Board for the achievement of service outcomes and the local execution of Executive Board policies on environmental quality.
- 10.3 As concurrent delegated authority exists with the Director of Environment & Neighbourhoods and Chief Environmental Services Officer, these positions will remain accountable to the Executive Board for the effective and efficient delivery of environmental services and related decisions.
- 10.4 Ultimately, however as an Executive Function, the Executive Board of Leeds City Council will remain accountable for delivery of environmental services to the residents of Leeds.

11 Reporting & performance monitoring

- 11.1 Environmental Sub-group
Regular (minimum quarterly) service activity reports will be submitted by the Environmental Locality Manager to the Outer South Environmental Sub-Group, or equivalent, for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities, and therefore help guide service delivery over the following quarter(s).
- 11.2 Area Committee
Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration. The report will detail the performance against service outcomes and the execution of Executive Board policy locally.
- 11.3 Executive Board
An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

12 Review process

- 12.1 The Agreement will be reviewed on an annual basis, to inform the production and approval of subsequent Agreements. The review will be undertaken in line with the corporate budget cycle and review process, to ensure that consideration is given to changes in budget allocation and corporate priorities.

- 12.2 The review process will be undertaken jointly with officers of the service and all, or nominated Members from the Area Committee.
- 12.3 The review process will commence in the October to December 2011 quarter and be completed in the January to March 2012 quarter. Proposed updates to the service principles and priorities will be presented at the last Area Committee meeting of the municipal year (March/April) so that a full, revised SLA for 2012/13 can then be worked up to also incorporate any service activity changes required. Also provided will be the second service monitoring report outlining performance against the current year's agreement.
- 12.4 The new SLA for the 2012/13 municipal year will be formally approved by the Area Committee at its first meeting of that municipal year (June/July 2012).
- 12.5 Simple "in-year" changes to how an element of the service is organised and delivered in wards can be agreed outside of any formal review process of the Agreement between ward members and the Locality Manager. Providing the change can be met from within existing capacity in that ward. For example, the additional/amendments of litter bins locations, minor revisions to mechanical and manual sweeping routes/frequencies and agreeing localised enforcement priorities.
- 12.6 Where requested ward changes would have an impact on the service capacity across the Area Committee, the Environmental Sub-group would consider the matter and if necessary refer to the Area Committee for a decision.
- 12.7 Where requested changes to service delivery within an Area Committee would have an impact on capacity across the Locality, initial discussions would be held between Area Committee Chairs to agree the best way forward. If agreement can not be reached the current SLA arrangement would stand.
- 12.6 Both parties can request re-negotiation of the contents of the agreement in the event of changes to local need or preferences, service demand or citywide policy in respect of environmental cleanliness/services. Any requests will need to be formalised through either an Area Committee meeting or the Environment Sub-group, whichever is deemed most appropriate. Should urgent changes to service delivery be required, then under the Council's scheme of delegated authority, the Environmental Locality Manager will have the power to approve and implement such changes.

13 Resolving Disagreements

- 13.1 The Area Committee Procedure Rules in the Council's constitution set out the ultimate procedure to follow in the event of a fundamental disagreement between the Area Committee, and the service.
- 13.2 In general, it is expected that all parties will try to resolve a dispute locally in the first instance. If necessary this would involve the Area Leader, particularly

where it is felt the dispute/potential solution necessitated influence elsewhere in the Council.

- 13.3 Where a mutually acceptable resolution cannot be reached, the matter will be referred to the Director of Environment & Neighbourhoods and/or the Executive Member for Environmental Services. Both have the right to refer the matter to the Executive Board for consideration. In instances where the dispute has an impact on service delivery, the Director of Environment & Neighbourhoods shall have the right to implement a temporary solution, pending Executive Board consideration of the disputed issue.
- 13.4 Where disagreements arise over decisions made by the Area Committee or the Director of Environment & Neighbourhoods, then the Area Committee Procedure Rules of the Constitution will be followed.

14 Confidentiality & Legal Requirements

- 14.1 Where information is supplied by either party that is deemed of a confidential nature, all individuals acting on behalf of the parties will treat the information as confidential and not disclose it to any groups or individuals outside of the Agreement.
- 14.2 The legal requirements placed upon the Council through various pieces of legislation such as the Environmental Protection Act 1990 and the Control of Pollution (Amendment) Act 1989. It is the duty of the Environmental Locality Manager to ensure that the Area Committee fully understands any impact that their priorities or service direction may have on the ability to meet these legal requirements.

Signed:.....
Date:

Signed:.....
Date:

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Report author: Simon Costigan/Sarah Gill
Tel: 2141928/ 3951654

Report of Area Leader – South East and Chief Executive of Aire Valley Homes Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Aire Valley Homes Leeds Contribution to Locality Working and Involvement in Area Committees

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. To outline the current involvement Aire Valley Homes Leeds (AVHL) have with the Area Committee, explores ways of making that involvement as meaningful and productive as possible and meets the design principles for locality working.

Recommendations

2. Members of the Outer South Area Committee are requested to:
 - a) Note the contents of the report
 - b) Agree that Aire Valley Homes Leeds provides a six monthly update to the Area Committee on progress with areas of mutual interest.
 - c) Consider and comment on any specific areas of interest they may wish future reports to address.

1 Purpose of this report

- 1.1 This joint report from the South East Area Leader and Aire Valley Homes Leeds Chief Executive outlines the current involvement Aire Valley Homes Leeds (AVHL) have with the Area Committee, explores ways of making that involvement as meaningful and productive as possible and meets the design principles for locality working.

2 Background information

- 2.1 AVHL is one of three Leeds Arms Length Management Organisations (ALMO's) and provides a range of housing management services under the terms of a Management Agreement with Leeds City Council. Services provided by AVHL include the management of the Leeds Housing Register, repairs and property improvements to council homes, and tenancy management, including rent collection. AVHL also manage the Leeds Anti Social Behaviour Team (LASBT) following the recent QUEST Review, and have an extensive customer involvement network.
- 2.2 In 2010, AVHL was inspected by the Audit Commission and received a '2 star' rating, equating to the delivery of good housing management services, along with promising prospects for improvement.
- 2.3 The ALMO's are by definition arms length and have formal delegated powers to deliver front line housing services through a Management Agreement. Whilst AVHL is a company wholly owned by LCC it is governed by a Board of 12 Company Directors (4 elected Members, 4 Tenant reps and 4 Independents). Since the initial creation of ALMO's in 2003 the relationship with LCC, and its partners, has matured to become an integral part of joint service provision in local communities to deliver services that are responsive to local service priorities and also contribute to the strategic needs for service provision within a City Wide context. AVHL, along with other ALMO's have welcomed the invite to explore joint working arrangements with the Area Committees across Leeds.

3 Current Working

- 3.1 AVHL currently have a good relationship with the Area Committee and are keen to build on this and explore opportunities for increasing coordination and cooperation within localities as part of the integrated locality working agenda.

3.2 Community Safety

- 3.2.1 In order to address a number of concerns about the need to improve community safety from a customer perspective, there have been a number of new initiatives introduced to improve the way ASB is dealt with at a local level.

A comprehensive service review has been jointly facilitated by Leeds community Safety, the ALMO's and West Yorkshire Police which has resulted in the creation of three geographically based, multi disciplinary teams that are managed by the ALMO. The teams are staffed with officers seconded from the ALMO, West Yorkshire Police, Arson Task Force, Community Safety and Victims Support

Through a combined approach to local tasking arrangements, AVHL and the Area Committee work with other partners to tackle community safety issues within all areas of geographical responsibility. These meetings are attended by the Area Committee Community Safety Champion, and tenancy management officers from the respective AVHL housing office.

3.3 Community Engagement

3.3.1 A significant area of joint working already undertaken is engaging and empowering targeted communities in the Outer South. AVHL's Customer Involvement Officer and Tenancy Management Officers support the Area Committee funded Priority Neighbourhood Worker to deliver a programme of Neighbourhood Improvement Plans. This includes supporting consultation exercises, attending meetings, providing statistical data and tackling tenancy issues as part of a wider neighbourhood action plan.

3.3.2 AVHL has been a key partner in supporting the Area Committee community engagement priority of participatory budgeting (PB). Three of the four PB initiatives delivered in the Outer South received funding from AVHL, and for all four initiatives AVHL officers were members of the steering group, supported consultation work and the decision days.

3.4 Environment

3.4.1 As part of AVHL's core business a full range of Housing Management activity is undertaken to support the impact on the environment. These activities include;

- Annual tenant visits – 20% of all customers will be visited on an annual programme
- New Tenancy visits – all new tenants will receive a visit within 28 days
- Customer profiling data – current performance is 78%
- ASB – Creation of a new team managed by AVHL
- Quarterly Walkabouts – Approx 280 are planned throughout the year
- Monthly Walkabouts – Over 800 are planned throughout the year
- Garden Enforcement – In the 1st quarter 430 cases were identified and 161 formal actions were taken

3.4.2 Collaborative working between the Area Committee and AVHL is currently achieved through the joint funding of a number of capital projects to improve the infrastructure in communities in the Outer South. Projects include; Northfield Place fencing, Ramsgate Crescent improvements, access works at Denshaw Grove and development of Manor Road by the parade of shops. Local residents play a significant role in both the design and development of the sites and on completion the projects will have a positive impact on the appearance of the local environment.

3.4.3 An informal agreement between the Area Committee and AVHL has been to support community clean ups with the provision of skips on a 50:50 basis, this, coupled with Elected Members attending estate walkabouts, contributes to tackling environmental issues on priority estates.

3.4.4 AVHL have been key members of the Cleaner Neighbourhoods Sub Group which provides an opportunity AVHL to contribute to the wider Council objectives. Such a move would be consistent with our Place Making Strategy, which identifies how AVHL will influence how neighbourhoods are shaped to become places where people choose to live, learn and work.

4 Future Working

4.1 A more formal contribution to the Area Committee would allow AVHL to ensure that approaches are developed in ways which are consistent with the broader integrated locality working priorities and design principles (**Appendix 1**), and to seek support in meeting the objectives of AVHL service and customers. The following four design principles would be specifically championed through closer links between AVHL and the Area Committee.

- Strong local leadership (political, council officers and partners) that champions the needs of residents, leads across service boundaries and can be held accountable for the delivery of improved outcomes for local people.
- Engage communities in a way that supports residents in developing local priorities, holding services to account, enabling them to do more for themselves and developing a sense of pride and belonging in their local neighbourhood.
- Maximise the use of local intelligence to prioritise and shape services to local people.
- Integrate and organise front line service delivery to deliver responsive services and support at the right time and in the right place.

4.2 Within the current financial constraints it is vital that AVHL contribute to joined up working which assists in developing service provision and quality, while generating savings and efficiencies in the provision of council services.

4.3 A stronger link with the Area Committee will allow AVHL to become more aware of the broad range of issues being discussed at Area Committees. While some of these do not seem at first to be directly relevant to AVHL, it is envisaged that over time beneficial linkages may be found. AVHL are aware that the broad range of neighbourhood issues are of major relevance to our tenants and customers and that these issues strongly affect their experience and perception of the area they live in.

4.4 In order to develop a joint approach to deliver service improvements in local communities, AVHL is currently undergoing an internal review to ensure that adequate resources are deployed into the roles of Customer Involvement Officers and to create additional capacity to deliver effective partnership working across a full range of service partners.

4.5 In addition to continuing with the current methods of joint working outlined above, Area Management and Aire Valley Homes have identified the following areas for future working:

4.5.1 Integrated Locality Working

- The membership of the newly established South East Area Leadership Team includes the Chief Executive of Aire Valley Homes Leeds and the South East Area Leader. The group, chaired by a member of the corporate leadership team, will oversee the development and successful implementation of local integrated services that improve outcomes in south east neighbourhoods and meet the objectives of the Area Committee Business Plan. The first meeting is planned for 23rd September.
- A Ginnel Cleansing and Maintenance project has been established by the Locality Manager with a city wide remit to undertake a review, and make recommendations for future collaborative working to ensure the ginnels are cleansed and maintained and contribute to an enhanced environment. Area Management and Aire Valley Homes are both members of this group.
- The South East Area Leader has established a South East Environmental Integrated Locality Working group who meet monthly to oversee integrated locality working to tackle environmental issues in four key areas of the wedge. In addition to improving the visual appearance in these targeted neighbourhoods, lessons learnt on future collaborative working will be identified and implemented.

4.5.2 Supporting Area Committee Delegation of Environmental Services

- In September 2011, the Area Committee will be delegated responsibility for some environmental services. Conversations are underway on ways that the Street scene services can be overseen by Area Committee's and the caretaking services provided by AVHL can work in mutually supportive ways. There are many areas throughout the South East area where there is an interface between land which is maintained by Street scene and AVHL. In addition, AVHL have a role in identifying service delivery issues and also supporting resolution of these issues.
- A service level agreement (SLA) has been drafted between the Area Committee and the South East Locality Team to manage the delegation. At the August meeting of the Cleaner Neighbourhoods Sub Group, members agreed to amend their terms of reference and membership to create a group that will monitor the SLA on behalf of the Area Committee and ensure integrated locality working. AVHL will continue to be a key partner on the sub group to support this agenda.
- Stronger links to be developed between AVHL and the Environmental Action Team enforcement officers. The Locality Team to be approached with the proposal for enforcement officers to attend walkabouts in specific neighbourhoods.

4.5.3 Community Safety

- Continuation of work within tasking meetings, and to support proposed changes to these meetings with four new crime and grime tasking groups for the South East that will be coterminous with the Neighbourhood Policing Team boundaries.

4.5.4 Community Engagement

- AVHL has recently revised its Customer Engagement Strategy in order to reflect the way it delivers services that are responsive to local needs within specific local communities.
- AVHL has purchased a mobile office which is used to deliver services in rural communities. A review of this service is currently ongoing and AVHL is keen to involve service partners in this review so that any opportunities for collaborative working can be developed. Members may wish to comment on opportunities for collaborative working.
- Customer profiling data is collected against the six diversity strands and is used to shape service delivery across all strands of service activity.
- AVHL supports 32 formal RTG's (Registered Tenants Groups) which covers approx 49% of our management area as well as a number of informal groups and tenants voices, which are local advocates who support vulnerable residents within the community. These groups are financially supported through grant funding.
- Local residents have been elected to stand as Tenant Board Members and become Company Directors of AVHL.
- In addition to the above residents are appointed, through a recruitment process, to the three Area Panels and the Tenant Scrutiny Board. The Area Panels have a delegated budget of £80k each which is used to help support, through match funding, local environmental projects.
- Less formal consultation is delivered through three working groups which cover Repairs, Improvements and Housing Management (inc ASB) which meet on a quarterly basis.
- To celebrate our achievements AVHL holds a Tenants conference twice a year which includes our annual awards ceremony, to recognise community achievements by either individuals or residents groups.
- As part of our corporate social responsibility programme AVHL is working in partnership with Leeds Ahead to deliver a number of opportunities which includes mentoring local school children, providing resources for community clean up campaigns and providing life skills support for pupils leaving school at 16.

4.5.5 Children and Families

- AVHL is keen to engage much closer with Children's Services as there are some key benefits to joint service provision for both organisations.

- There are many examples of a developing relationship with Children's Services as AVHL staff are Board members for the local Children Centres, have assisted with OFSTED inspections and provide local surgeries in a number of Children Centres.
- To improve performance in other areas of activity that will help deliver LCC's corporate priorities, AVHL has entered into a partnership with Job Centre Plus and delivers advice around jobs, skills, training opportunities and benefit entitlement as well as providing advice sessions at a number of locations and providing third sector support agencies space to deliver drop in sessions on existing ALMO premises.
- Whilst Children Services are the lead organisation to deliver the 'Hello' campaign to raise awareness and give opportunity for families who have children with learning difficulties, AVHL has been nationally recognised as one of the first social housing providers in the country who have signed up to support this campaign.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 Any projects developed as a result of collaborative working between AVHL and the Area Committee will be developed in consultation with Elected Members and local communities.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 AVHL and the Area Committee are committed to equality and cohesion and all projects developed will consider these issues.

5.3 Council Policies and City Priorities

- 5.3.1 The work outlined in this report contributes to targets and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young People Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration Priority Plan.

5.4 Resources and Value for Money

- 5.4.1 No additional resources are needed to deliver the approach outlined in this report, which will be delivered within existing resources.

5.4.2 The proposal to have a formal link to the aims of the Area Committee will contribute to achieving value for money

5.4.3 It is envisaged that by delivering a joint approach to certain aspects of local service delivery the economies of scale achieved will deliver additional capacity that will be deployed back into local services.

5.5 Legal Implications, Access to Information and Call In

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

5.6 Risk Management

5.6.1 This report provides an update on current working arrangements and proposed working arrangements for the future between the Area Committee and AVHL. No risks are identifiable.

6 Conclusions

6.1 There are clear benefits and opportunities for AVHL working closely with Area Committees as outlined in this report. Developing this approach provides the opportunity to develop services and join up working to the benefit of residents. Following discussions with the Area Leader, it is recommended that Members agree to AVHL providing a six monthly update to Area Committee of progress with areas of mutual interest and Members consider areas of interest they wish future reports to address.

7 Recommendations

7.1 Members of the Outer South Area Committee are requested to

- a) Note the contents of the report
- b) Agree that Aire Valley Homes Leeds provides a six monthly update to the Area Committee on progress with areas of mutual interest.
- c) Consider and comment on any specific areas of interest they may wish future reports to address.

8 Background documents

8.1 None

Locality Working

Design Principles

1. Strong and effective **governance** arrangements that are responsive to the needs and aspirations of local communities.
2. Strong **local leadership** (political, council officers and partners) that champions the needs of residents, leads across service boundaries and can be held accountable for the delivery of improved outcomes for local people.
3. **Engage communities** in a way that supports residents in developing local priorities, holding services to account, enabling them to do more for themselves and developing a sense of pride and belonging in their local neighbourhood.
4. Maximise the **use of local intelligence** to prioritise and shape services to local people.
5. Integrate and organise **front line service delivery** to deliver responsive services and support at the right time and in the right place.
6. Maximise the use of **public sector assets** in local communities delivering more integrated and effective services and realising efficiencies wherever possible.
7. Provide a skilled, committed and effective **local workforce** that puts the needs of residents at the centre of service provision.
8. Clearly define the geography and typology of a **neighbourhood** to understand its characteristics so that services are tailored and targeted to meet need effectively and efficiently.
9. **Share good practice** to help improve outcomes for residents across the city.
10. The delivery of positive results for local residents, improving the resilience and **sustainability** of neighbourhoods and reducing the dependency on public services.

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Report author: Sarah Gill/Shaid
Mahmood
Tel: 43973

Report of Area Leader - South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: The Major Benefits and Added Value of Capital Well Being Funding in South East Leeds

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. This report presents to Members the major benefits and added value of capital Well being funding in South East Leeds.
2. It describes how the capital Well being budget in the South East has been spent, for what purpose and the benefits gained from its expenditure.
3. Comments will be fed back to Area Chairs Forum and the Executive Board.

Recommendations

4. Members are asked to note the contents of this report and make comment as appropriate.

1 Purpose of this report

- 1.1 To present to Members the major benefits and added value of capital Well being funding in South East Leeds.

2 Background information

- 2.1 This report was provided in response to a request by Cllr Gruen at a recent Area Leaders meeting to explore the added value of well being funding for capital projects. Cllr Gruen requested that this report be presented at the September round of Area Committees for Members to note and offer an opportunity to comment on. Comments will be feed back to Area Chairs Forum and the Executive Board.

3 Budget and expenditure

- 3.1 The capital budget for the 6 years between 2004 and end financial year 2010/11 is attached in **Appendix 1**. A budget of some £2.1m has been spent on 233 projects. 142 projects (60%) have been council led. 91(40%) projects have been led by partners. In monetary terms, £1.35m (64%) has been spent on Council led projects and £0.72m (36%) on partner led projects. In summary, one third of capital well being funding has been provided to external partners.

4. Benefits

- 4.1 A conservatively estimated £1.5m additional funding has been leveraged as match funding for capital works. This figure does not include in kind contributions from volunteers or officer time from Leeds City Council core services which would increase this value. Many of these projects simply would not have taken place without the Area Committee capital budget being available and targeted against local priorities and the budget provides for at least five major benefits –

1. Developing community capacity and pride
2. Sealing the deal
3. Leverage
4. Implementing planned local actions
5. Supporting council departments and partners

4.2 Developing community capacity and pride

- 4.2.1 Funding has been available to develop community capacity, pride and generating a sense of belonging often influenced by local residents. For example,
- Following the Area Committee contribution to support development works at Smithy Lane Recreational Ground, Tingley Tenants and Residents Association played a significant role in both the design and development of the site, working in partnership with Parks and Countryside to secure the £132,000 leverage from a number of funders.

- The capital budget matched funds secured by Groundwork Leeds to improve Primrose Valley, Halton. The project raised community spirit and engagement with local volunteers helping to deliver the improvements local people asked for; it also allowed volunteers to provide leadership by actively participating in the decision making, the delivery of the project and the final results of the improvements.
- Improved access to the Clarksfield Allotments allowed more community members to access the site and learn how to run an allotment. The increased number of local people involved in the site has helped the site flourish and train other community members to manage the site effectively.

4.3 Sealing the deal

4.3.1 In some cases capital well being has gap funded projects for the project to proceed. For example,

- Robin Hood Athletic Football Club had secured £35,000 funding for new changing facilities to enable them to run a ladies team and improve facilities for the junior teams. The £5,000 approved by the Area Committee completed the funding pot, allowing the project to be completed and providing an important facility for local community groups and provide opportunities for physical activities for all ages.
- Great and Little Preston Village Hall Committee secured £12,000 funding from Biffa Award, Great and Little Preston Parish Council and Coalfields Regeneration Trust for improvements to the flooring, heating and kitchen facilities at Great Preston Village Hall. £10,000 capital Well being funding completed the funding cocktail and allowed the works to be completed, benefiting a number of local groups who use the venue including a luncheon clubs and dance classes.
- As part of the building of the New Bewerley Community School, a Multi Use Games Area (MUGA) was built. £15,000 Area Committee capital funding for floodlighting supported the school in making the MUGA available for wider community use.

4.4 Leverage

4.4.1 Conversely, the Area Committee funding has acted as a catalyst to levering in funding from other sources. For example,

- Area Committee contribution to works at the sports pitches in Methley has led to both the FA and Rugby Football League agreeing to provide financial support to complete the scheme, the total amount is still to be finalised but is expected to exceed £100k.
- £112,000 Section 106 funding matched £30,707 Well being funding to complete significant improvements to Windmill Community Centre, Rothwell. This included internal and external painting, roofing repairs, refurbishment of ladies and gents toilets and installation of a disabled ramp, lift and toilet.

4.5 Implementing planned local actions

4.5.1 Well being funding has enabled the Area Committee to implement key local developmental actions – particularly, environmental projects and community safety activities. For example,

- Improvements to greenspace and enhanced public realm in Whitkirk at the Hollyshaw Lane junction near Temple Newsam Park. At this location capital funding was used to replace old benches, provide new flagging and replace the plants and hedges with a species that was more easily maintained. As a result the area looks a lot better and is maintained to a better standard than previously.
- Morley and Rothwell Neighbourhood Policing Teams have used capital funding to purchase a Speed Indicator Device and a Pro Laser Device. The police have deployed the devices in targeted areas to reduce speeding and increase safety for both pedestrians and motorists. The SID project in particular has provided the Police with more opportunities to work with local community groups.
- As in other parts of the city, binyards are a particular problem in Beeston Hill, causing numerous issues to council services and local residents. Funding was provided to clear and repair the sites, and lower the height of the front walls. This has had a positive impact by increasing visibility into the yards and improving the appearance of the area. Proper use of the yards helps streetscene services to be able to complete their work more effectively and reduce the need for costly intensive clean ups.

4.6 Supporting council departments and partners

4.6.1 The Area Committee has been able to support our own council departments and supplement the funding of partner agencies to improve their services to the local community. For example,

- CCTV linked to LeedsWatch has been installed in the main shopping areas of Outer East Leeds including Garforth, Kippax and Halton Village. Halton Village in particular has had serious problems with ASB and vandalism to shops. Reports from tasking team in the area confirm that these problems have greatly reduced with Halton Village no longer registering as a hotspot area for the Neighbourhood Policing Team. A survey was carried out following the installation and respondents all said they felt safer both shopping and visiting restaurants, especially on an evening.
- Improvements to 'bring sites' in Morley and Rothwell Town Centre were delivered by Environmental Services encouraging recycling and improving the visual appearance of the recycling sites. Capital well being contributed to hard standings, new banks and attractive screening. Recycling rates have increased and the visual appearance was greatly improved.
- Funding to improve football pitches at Beeston St Anthony's Football Club supported this community group to provide out of school activities for children and young people.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 Projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, how equality and cohesion issues have been considered.

5.3 Council Policies and City Priorities

- 5.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

Vision For Leeds

Children and Young Peoples Plan

Health and Well being City Priority Plan

Safer and Stronger Communities Plan

Regeneration City Priority Plan

5.4 Resources and Value for Money

- 5.4.1 There are no resource implications as a result of this report.
- 5.4.2 The report presents the added value of capital Well being funding in South East Leeds.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.
- 5.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 5.5.3 There are no legal implications as a result of this report.

5.6 Risk Management

- 5.6.1 This report provides an update for Members and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

6 Conclusion

- 6.1 The capital Well Being budget has provided a valuable opportunity for Elected Members to work with residents and local community groups in the development, maintenance and enhancement of the physical infrastructure in their communities. Often residents and community groups have supported the delivery and assured the sustainability of these projects themselves. This engagement has empowered local residents and confirmed their role as community leaders alongside local Councillors. The multifaceted benefits - articulated above - are a powerful reminder of added value and the judicious, timely and targeted use of locally delegated budgets to make a difference.

7 Recommendations

- 7.1 Members are asked to note the contents of the report and make comment as appropriate.

8 Background documents

- 8.1 The Major Benefits and Added Value of Capital Well Being Funding in South East Leeds, Area Leaders Meeting, 19th July 2011

South East Budget and Expenditure

1. Budget

Between 2004 and 2010 the three South East Area Committees received the following capital allocations:

Area Committee	Capital (£)	Commitment at July 2011
Outer East	£725K	Fully committed.
Outer South	£683K	£41.2K uncommitted.
Inner South	£700K	Fully committed.

2. Expenditure

Area Committee	Inner South	Outer South	Outer East
Number of projects supported	61	76	96
Largest single project	Hunslet Library £70.5K	Smithy Lane Recreation Ground £43K	Methley Sports pitches £83.K
Council led projects	22 projects £269.5K	50 projects £447K	70 projects £633.2K
Partner led projects	39 projects £430.5K	26 projects £194.8K	26 projects £91.8K

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Report author: Sarah Gill

Tel: 3951654

Report of Area Leader – South East

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Outer South Area Committee Business Plan

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
	Ardsley and Robin Hood Morley North Morley South Rothwell	
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The report presents an update on the work date to develop an Area Committee Business Plan. The draft includes a 2011/12 draft forward plan of Area Committee agendas, and a draft table of Outer South priorities and actions.
2. It is proposed that between September 2011- March 2012, Area Management continue to develop a business plan and a public facing version of the plan. The timescale will ensure that Members have been consulted on the production of plan that is fit for purpose and reflects the new city wide priority plans and performance monitoring principles.
3. It is proposed that engagement with Members will include a workshop that will provide an introduction to performance monitoring Outcome Based Accountability (OBA) principles and an opportunity for Members to contribute to populating the priorities and actions table.
4. The business plan to be adopted at the March 2012 Area Committee will be a three year plan that is refreshed annually.

5. Recommendations

The Area Committee are asked to:

- a) Note the contents of this report
- b) Consider and comment on the draft Business Plan
- c) Agree to the Area Management Team continuing to develop a Business Plan and a public facing version of the plan.
- d) Ask the Area Management Team to organise an Outcome Based Accountability workshop for Members to receive a briefing on the principles of OBA and an opportunity to contribute to populating the priorities and actions table.
- e) Agree to receive updates at future meetings and for the Area Committee to adopt a three year plan at the March 2012 meeting that will be subject to a refresh annually.

1 Purpose of this report

- 1.1 The report presents an update on the work date to develop an Area Committee Business Plan.
- 1.2 Presents a timetable of engagement with Members to develop a three year business plan and public facing version of the plan. This engagement will include a workshop providing Members with an introduction to performance monitoring OBA principles and an opportunity to contribute to populating the priorities and actions table.

2 Background information

- 2.1 In 2008, the Leeds Strategic Plan brought together the themes in the existing Vision for Leeds and Local Area Agreement, to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan (ADP) in June 2008. This was refreshed in June 2009 and June 2010
- 2.2 The Area Committee Delegated Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval was rolled forward to 2010/11 and 2011/12 with the only amendments made to environmental delegations.
- 2.3 At the July 2011 Area Committee, Members approved a proposal to replace the Area Committee's Area Delivery Plan (ADP) with a new Business Plan that would reflect changes to the city and council planning and partnership framework and incorporate local community engagement planning and actions. The Business Plan will continue to outline local priorities and actions for the Outer South and provide a framework for the spend of the Well being Budget.

3 Main issues

- 3.1 Following the July Area Committee, Area Management have developed a draft Business Plan for consideration and comment by Members (**Appendix 1**). The draft Business Plan includes a draft Forward Plan of reports to the Area Committee in the municipal year (**Appendix 2**) and a draft priorities and action table (**Appendix 3**).
- 3.2 It is proposed that between September 2011- March 2012, Area Management continue to develop a business plan and a public facing version of the plan. The timescale will ensure that Members have been consulted on the production of a three year plan that is fit for purpose and reflects the new city wide priority plans and performance monitoring principles. The new plan will enable the Area Committee to achieve the design principles of integrated locality working.
- 3.3 The timetable and documents are being developed in conjunction with Area Management colleagues to provide a framework for consistency across the South East and the city.

3.4 Performance Monitoring

The priorities and action table presented at appendix 3 has been created using Outcomes Based Accountability (OBA) principles. Following the recent introduction of this performance monitoring method, it is proposed that Area Management provide an introduction for Members to OBA principles through a workshop. This workshop would also serve as an opportunity for Members to contribute to populating the priorities and actions table.

3.5 Public Facing Document

3.5.1 The development of a 'Community Charter' as a resident-friendly version of the ADP was approved by Members at the June 2009 Area Committee. The main aim of the 'Community Charter' was to set out service standards and priorities for actions that could be easily understood and monitored. It was felt that through this, the work of the Area Committee and public service providers would be more accountable to local residents.

3.5.2 In June 2010 Members agreed to the production of an Outer South Charter. This was completed in October 2010 at a cost of £940, funded from a central budget and not the revenue Well being budget.

3.5.3 As a result of the restructure, new Area Management roles, developed by the Area Leader, have promoting the work of the Area Committee as a key objective. A public facing version of the business plan will be a method to achieve this.

3.5.4 By agreeing to the Area Management Team to develop a public facing version, the Area Committee is recognising the important role it plays in the business plan to promote the work of the Area Committee. Area Management will explore options that offer value for money to effectively communicate to the maximum number residents.

3.6 Engagement with Members

The timetable below outlines the process to produce a three year business plan and an annual public facing version. It includes regular engagement with Members and an annual refresh and review cycle.

July 2011	Members consulted and comment on Business Plan format at Area Committee.
September	Update on Business Plan development including a 2011/12 Forward Plan of Area Committee agendas at Area Committee.
	Area Management identify options for public facing version of the business plan.
	Develop format for OBA workshop
October	Members agree format for public facing version at Area Committee.
	Update on progress at Ward Based briefings
November	OBA workshop held
	Develop public facing version
December	Receive an update at Area Committee
January 2012	Update on progress at Ward Based briefings

February	Receive an update and a draft of the public facing version of the business plan at Area Committee
March	Area Committee adopt; 2012-2015 business plan, Forward Plan 2012/13, priorities and actions table 2012/13 and 2012/13 public facing version
August – October	Review business plan
November - February	Refresh business plan, forward plan, priorities and actions table and public facing version.
March 2013	Area Committee adopt; refreshed 2012-15 business plan, Forward Plan 2013/14, priorities and actions table 2013/14 and 2013/14 public facing version
August – October	Review business plan
November - February	Refresh business plan, forward plan, priorities and actions table and public facing version.
March 2014	Area Committee adopt; refreshed 2012/15 business plan, Forward Plan 2014/15, priorities and actions table 2014/15 and 2014/15 public facing version

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The draft business plan is presented for consultation with Members.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Under equality legislation the Council has a legal duty to pay due regard to the need to eliminate and promote equality in relation to race, disability, gender, age, sexual orientation, pregnancy and maternity, and religion or belief.

4.2.2 Project work included in the Business Plan that support this legal duty includes: gardening scheme –age and disability and activities for children and young people – age.

4.3 Council Policies and City Priorities

4.3.1 The themes in the proposed Business Plan will mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.

4.4 Resources and Value for Money

4.4.1 As outlined in the Function Schedule 2011/12, the Well being budget delegated by Executive Board is used to finance projects which meet the needs of the Area Delivery Plan or its successor. Members of the Area Committee are keen that wherever possible the use of well being brings in additional match funding to the area.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.
- 4.5.2 There are no key or major decisions being made that would be eligible for Call In.
- 4.5.3 There are no legal implications as a result of this report.

4.6 Risk Management

- 4.6.1 Capacity within the Area Management Team to develop this piece of work could be a potential risk to the delivery of this piece of work.

5 Conclusions

- 5.1 The Area Committee requires a document to set out the key priorities for the year that, links to city wide policies and provides a framework for the spend of the Well being Budget.
- 5.2 The new business plan would support and contribute to changes already being put in place to the planning framework at a city wide level and continue to illustrate how the Area Management Team will support partnerships and local services in this process and continue to champion the role of the Area Committee.
- 5.3 The new business plan would be another step forward in the increasing role and influence of the Area Committee but further work is needed to strengthen the performance monitoring information available at area level. A draft plan is outlined at Appendix 1.

6 Recommendations

- 6.1 The Area Committee are asked to:
 - a) Note the contents of this report
 - b) Consider and comment on the draft Business Plan
 - c) Agree to the Area Management Team continuing to develop a Business Plan and a public facing version of the plan.
 - d) Ask the Area Management Team to organise an Outcome Based Accountability workshop for Members to receive a briefing on the principles of OBA and an opportunity to contribute to populating the priorities and actions table.
 - e) Agree to receive updates at future meetings and for the Area Committee to adopt a three year plan at the March 2012 meeting that will be subject to a refresh annually.

7 Background Documents

- 7.1 Area Committee Report, Outer South Area Committee Business Plan 2011-12, 4th July 2011
- 7.2 Area Committee Report, Area Delivery Plan 2008-11 – Annual Refresh, 21st June 2010
- 7.3 Area Committee Report, Community Engagement, 15th March 2010
- 7.4 Executive Board Report, Proposed Changes to the Leeds Initiative Partnership and the City Planning Framework, 15th December 2010

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Outer South Area Committee Business Plan 2012/15

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- 5. Ward Profiles**
- 6. Priorities and Actions for 2011/12**
- 7. Priority Neighbourhoods**
- 8. Partnership and Integrated Working**
- 9. Community Engagement**
- 10. Commitment to Equalities and Cohesion**
- 11. Monitoring Arrangements and Promotion of Area Committee Achievements**

1. Executive Summary

- Summary of document for circulation and promotion of Area Committee's priorities.

DRAFT

2. Foreword by Outer South Area Committee Chair

Welcome to our Outer South Area Committee Business Plan which covers the period 2012/15. Decisions on this plan are made by the Ward Councillors of the Outer South Area Committee:

- Ardsley and Robin Hood Ward (3 Elected Members)
- Morley North Ward (3 Elected Members)
- Morley South Ward (3 Elected Members)
- Rothwell Ward (3 Elected Members)

Ward Councillors are local representatives and have a key role as community champions. Whilst this Area Committee had decided not to co-opt members, should this be reviewed at any point, the co-opted members would not have voting rights as legally only Elected Members or council officers (with delegated powers) can make decisions about how the Council's budget is spent.

Area Committee meetings are held at least six times a year and the public are encouraged to attend and participate through the 'Open Forum' section at the beginning of the meeting. 2011/12 Outer South Area Committee Dates:

4pm Monday 5 th September 2011	Rothwell One Stop Centre, Marsh Street Rothwell
4pm Monday 17 th October 2011	Thorpe Primary School Dolphin Lane, Thorpe,
4pm Monday 5 th December 2011	Drighlington Meeting Hall, Moorland Road, Drighlington
4pm Monday 13 th February 2012	Morley Town Hall, Queen Street, Morley
4pm Monday 26 th March 2012	Rothwell One Stop Centre, Marsh Street Rothwell
4pm Monday 21 st May 2012	Morley Town Hall, Queen Street, Morley

In July 2011, your Area Committee agreed to develop a Business Plan as a means to set out our priorities and outcomes for improving the Outer South area. The plan will be revised and refreshed every year to ensure the priorities and outcomes are still relevant.

The primary focus of the Area Committee continues to be improving local services in Outer South Leeds and works in partnerships with Council services and key agencies, including the Police, Health Services, Aire Valley Homes, Parish and Town Councils and the Voluntary and Community sector to achieve local aspirations. The Area Committee must also demonstrate our contribution to the success of Leeds and the plan reflects the themes and aims of Leeds Initiative and links local and city wide outcomes.

Cllr Robert Finnigan
Outer South Area Committee Chair

3. Functions of the Area Committee

The 2011/12 Function Schedule, included in the Council's Constitution (Part 3, section 3c), outline both Delegated Functions and Priority Advisory Roles of the Area Committee and was presented and agreed at the 4th July 2011 Area Committee. A copy is available on request.

Delegated Functions:

- Area Well Being Budgets
- Community Centres
- Neighbourhood Management Co-ordination
- CCTV
- Street Cleansing & Environmental Enforcement Services

Priority Advisory Functions: (influencing, developmental and consultative responsibilities)

- Community Engagement
- Community Greenspace
- PCSOs, Neighbourhood Policing Teams, Multi Agency Crime and Grime Operations
- Highways Maintenance (continuation of ward member responsibility)
- Local Children and Young People Plans
- Health and Wellbeing (Including Adult Social Care)
- Area Based Regeneration Schemes and Town and District Centre Projects
- Conservation Area Reviews

Well being Budget:

To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

- a) The Well being Budget is used to support the priorities identified by Elected Members in consultation with residents and partners. It is administered by the Area Management Team on behalf of the Area Committee.
- b) The Area Committee receives update reports to each Area Committee meeting with updated budget positions.

Community Centres:

In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to:

- *oversee controllable revenue budgets, operational arrangements and the use of the centres;*
- *agree and implement a schedule of charges and discounts for directly managed centres;*
- *make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.*

- a) Under the current Functions Schedule there are 11 community centres delegated to this Area Committee:

Blackburn Hall	St Gabriel's
Gildersome Youth Centre	Tingley Youth and Community Centre
Lewisham Park	West Ardsley Community Centre
Morley Town Hall (4 rooms)	East Ardsley Community Centre

Rose Lund Centre	Stanhope
Windmill Youth Centre	

- b) There is an ongoing review corporately in relation to community centres looking at the current delegation and market rental assessments.
- c) Outer South Community Centres Sub Committee established, chaired by an Elected Member and with representatives from key services and Ward Members to oversee an action plan which highlights work to be undertaken to further enhance and develop each centre (including increasing usage).
- d) The action plan monitors improvements to the centres and reports will be provided to the Area Committee to report on progress, which will include information from Corporate Property Management on budget and maintenance and the corporate review of the Market Rental Assessments.

Neighbourhood Management:

To agree priority neighbourhoods (through the approval of the Business Plan); and to agree and monitor Neighbourhood Improvement Plans for the Committee's area.

- a) The Area Committee have approved funding to continue to support the appointment of a Priority Neighbourhood Worker (PNW) to support the delivery of Neighbourhood Improvement Plans and Supported Areas across the Outer South.
- b) The priority Neighbourhoods for the Outer South have been agreed as Ingles/Asquiths, Morley and Springbank/Moorlands (Gildersome).
- c) Neighbourhood Improvement Plans will be approved on an annual basis and will set out actions to target the priorities identified within each priority neighbourhood.
- d) Through Supported Area status, Tenants and Residents Associations in previous NIP areas to receive support from the PNW.
- e) Reports will be provided twice a year to highlight achievements and provide performance management information.

CCTV

To maintain an overview of the service in the Committee's area and receive regular information about it.

- a) The Area Committee will receive an annual report in June to provide an update in relation to CCTV, in addition regular reports will be provided to members via email.

Environmental Services:

To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level Agreement, to determine the principles of deployment of the available resources by:

- *the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)*
- *The agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.*

To be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA.

To be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.

- a) The Area Committee has the Outer South Environmental Sub Group with Member representation from each ward to meet on a regular basis to oversee the development and implementation of the SLA. Feedback from these meetings will form part of the regular reporting to the Area Committee to performance manage the delegation.
- b) Reports and performance information will be provided to every Area Committee meeting to enable members to review the implementation and delivery of the SLA.

Community Engagement:

Each Committee will agree a local community engagement plan based on an agreed template to ensure consistency across the city. Information on how Area Committees have delivered on their community engagement plans, will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Delivery Plans, and future priorities.

- a) As part of this Business Plan, the Area Committee will set out a minimum level of engagement which will be delivered by the Area Management Team on behalf of the Area Committee during the year.

Ward Member Briefings

- a) Ward Member meetings will be held for each ward three times during the year with the purpose to identify ward projects and monitor progress of these projects. The meetings will be arranged and facilitated by the Area Management Team with an action plan provided for each.
- b) Where members have specific issues, partners will be invited to attend meetings to discuss and agree actions to address.
- c) A regular cycle of invited guests will be agreed with members to provide update reports and progress as and when appropriate.

Forward Plan

A forward plan will be produced annually, outlining the reports scheduled for the Area Committee in that municipal year.

4. Well Being Budget

Each Area Committee has been delegated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental well being of the area by using the funding to support projects that contribute towards the delivery of local priorities set out in this Business Plan. Area Management work in partnership with agencies and service providers to ensure an efficient and effective use of the funding, and where possible, request match funding to be secured to ensure leverage is achieved.

Outlined in the table below is a record of how the 2010/11 revenue budget was allocated to support priorities in the Outer South.

INCOME	2010/11 Revenue Well being Budget	£209,370.00
	Roll Forward	£23,694.74
	Funding made available through conversion of PB projects to Capital	£10,193.26
	TOTAL	£243,258.00
RINGFENCED AMOUNTS		
ADP Theme	Projects	2010/11
Culture		£45,000
	Small Grants Scheme	£10,000
	Communications Budget e.g. printing, Community Charter	£5,000
	Morley Literature Festival 2010	£10,000
	Morley Literature Festival 2011	£10,000
	Rothwell 600	£10,000
Enterprise & Economy		£42,500
	Town Centre Management	£42,500
Environment		£34,175
	Site Based Gardeners	£22,500
	Community Skips	£3,000
	Conservation Area Reviews	£5,000
	Activity identified through the Cleaner Neighbourhoods Sub Group e.g. Out of Hours Dog Warden Patrols	£3,675
Health and Well Being		£33,000
	Garden Maintenance Scheme	£33,000
Thriving Communities		£31,400
	Operation Champion	£400
	Activities for Children and Young People	£21,000
	Activity to reduce crime/fear of crime, tackling ASB crime prevention measures identified through the Divisional Community Safety Partnership and Neighbourhood Tasking.	£10,000
Stronger Communities		£43,915.71
	Priority Neighbourhood Worker	£33,061.71
	Neighbourhood Improvement Plans (Thorpe, Harrops and Bridge Street and Wood Lane)	£8,854
	Supported Areas (Eastleighs Fairleighs, Newlands & Denshaws, John O'Gaunts, Oakwell and Fairfax)	£2,000
Balance		£13,267.29
TOTAL		£243,258

Appendix 1

The table below shows how the 2011/12 revenue allocation of £183,790 has been aligned to city wide themes and local priorities.

INCOME	Revenue Well being Budget 2011/12	£183,790
	Roll Forward	£30,459
	TOTAL	£214,249.05
EXPENDITURE	Projects Carry Forward from 2010/11	£6,154
ADP Theme	Projects	2011/12
Sustainable Economy and Culture		£56,960
	Small Grants Scheme	£5,000
	Communications Budget e.g. printing, meetings	£2,000
	Morley Literature Festival 2012	£10,000
	Rothwell 600	£8,000
	Town Centre Management	£21,070
	Christmas 2011 trees and decorations	£10,890
Safer and Stronger Communities		£92,560.90
	Operation Champion	£400
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures	£8,000
	Off Road bikes	£2,964
	Victim Support, Victims Fund	£1,000
	Priority Neighbourhood Worker	£31,745.40
	Neighbourhood Improvement Plans (Asquith and Ingle, Springbank and Moorlands)	£6,000
	Site Based Gardeners	£34,951.50
	Community Skips	£2,500
	Cleaner Neighbourhoods	£5,000
Health and Well Being		£36,750
	Garden Maintenance Scheme (Year 2 of 3)	£33,000
	John O'Gaunts Mothers Pride Tea Time Club	£3,750
Children and Families		£20,000
	Activities for Children and Young People	£20,000
Housing and Regeneration		£0
Ringfenced to Ardsley and Robin Hood Ward		£1,824.15
TOTAL		£214,249.05

A capital budget of £683,008 has been allocated between 2004-2010 with no new allocations for 2010/11 and 2011/12. The spend broken down by Ward is as follows:

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752	£170,752	£170,752	£170,752
Committed to date	£169,123.20	£159,100.71	£165,450.80	£148,173.56
Balance	£1,628.80	£11,651.29	£5,301.20	£22,578.44

During 2011/12, Area Management will record capital and revenue leverage figures achieved from Well being funding projects.

5. Ward Profiles

Profiles are available for each of the four wards in the Outer South and will be annually reviewed by the Area Management Team. They include the following information:

- Ward Members
- Geographical location
- Socio-economic/demographic summary
- Priority Neighbourhoods
- Assets (Schools, main council facilities, main non council facilities)
- Key priorities in each ward (including development/regeneration plans, local issues and challenges)
- Key local organisations

These profiles are used in conjunction with Neighbourhood Index and Indices of Deprivation to provide a context for shaping local priorities.

6. Priorities and Actions for 2011/12

A table outlining the Area Committee priorities and actions for 2011/12 has been produced and will be reviewed annually. This is what the Area Committee will do based on the new integrated locality working design principles.

7. Priority Neighbourhoods

In response to the Narrowing the Gap agenda of the Vision for Leeds 2004-2020, the Area Committee developed Neighbourhood Improvement Plans (NIPs). In September 2008, the Area Committee renewed its commitment to NIP's by approving a three year Priority Neighbourhood Worker project to deliver a revised programme of NIP's. March 2011 saw a further extension of the project till 31st March 2013, subject to annual Executive Board approval of future Well being Budgets.

The role of the PNW involves developing community empowerment and the capacity of residents to organise and represent their area. This work includes supporting residents with training and developing their role, in planning, organising and managing their own community initiatives and projects. In September 2008, Members recognised that beyond the NIP a stronger and more robust agreement was required to define this critical work. The 'Supported Area' was developed and agreed as a means to achieve this.

A key aspect of the community development work undertaken by the PNW is to build and strengthen relationships between local people and those in positions of power so that everyone can take part in resolving issues that affect residents' lives. For those small number of volunteers, with limited confidence and skills, who wish to take on these vital leadership roles in their communities, it can be a daunting task. The support from a PNW to create opportunities for individuals to learn new skills and build community spirit is essential to build strong and cohesive communities.

2011/12 NIP's will continue to use a multi agency steering group to guide and monitor the them. Representatives from agencies will set on the NIP steering group

along with representatives from the local community. They have a standard level of elements to them. These are:

- A community consultation event or survey to find out community views and key issues.
- A Steering Group is established, chaired by a Ward Councillor and which has representatives from agencies and the residents association.
- Action Plan to be produced that includes projects to target 3 – 5 key issues in the area.
- PNW to establish or support an existing residents group, and develop an annual calendar of activities which could include; a community clean up and a community fun day organised by the residents with support from the PNW.

To support the NIP and Supported Area Status programme the Area Committee have ringfenced £3,000 for each NIP in 2011/12. This revenue funding will be used to complete specific projects such as youth provision, environmental improvements and community events.

How priority neighbourhoods are identified:

Neighbourhood Index

Indices of Deprivation

Consultation with Elected Members

Data available from partners on their service users

With new emphasis on collaborative working through the locality integrated working agenda, to revisit Supported Areas and undertake further intensive work in these four areas:

Oakwells and Fairfax

Harrops

Eastleighs/Fairleighs

Wood Lane

Continue to be Supported areas;

John O'Gaunts

Newlands and Denshaws

Thorpe

Northfield and Hopefields

8. Partnership and Integrated Working

Locality Working is about working better with a wide range of services, organisations and residents to improve the 'offer' in local communities. It focuses on better coordination and cohesive service delivery which is able to best meet the needs of local people. Area Committee will nominate champions for partnership roles to support this agenda.

2011/12 Area Committee Champions

Cllr Robert Finnigan	Environmental Champion
Cllr Shirley Varley	Health and Well being Champion
Cllr Neil Dawson	Community Safety Champion
Cllr Bob Gettings	Children's Champion
Cllr Karen Renshaw	South East Employment, Enterprise & Training Partnership

South East Leadership Team

The team will be established in September 2011, chaired by a member of the corporate leadership team, and oversee the development and successful implementation of local integrated services that improve outcomes in south east neighbourhoods. The new locality working approach is outlined in the design principles agreed by Executive Board in December 2010 (a copy of the design principles is available on request).

South East Environmental Integrated Locality Working group

The South East Area Manager has established a South East Environmental Integrated Locality Working group who meet bi monthly to oversee integrated locality working to tackle environmental issues in four key areas of the wedge. In addition to improved visual appearance the targeted neighbourhoods, lessons learnt on future collaborative working will be identified and implemented.

Ginnel Cleansing and Maintenance Project

A Ginnel Cleansing and Maintenance project has been established by the Locality Manager with a city wide remit to undertake a review, and make recommendations for future collaborative working to ensure the ginnels are cleansed and maintained and contribute to an enhanced environment.

Community Centres Sub Group

Outer South Environmental Sub Group

Community Safety Tasking

9. Community Engagement

Supporting and engaging the community is one of the Area Committees key responsibilities. the development of a clear community engagement process seeks to address specific needs of targeted communities and address inequities with previous engagement. The approach and extent of community engagement needs to be proportionate to the benefits which could be achieved and with a consideration of the loss of time allocated to alternative activities.

Outlined below are engagement activities and opportunities for residents to be consulted on particular issues or bring local issues to the attention of Councillors regarding council services.

- At Area Committee meetings and particularly through the 'Open Forum' section where members of the public are invited to raise matters.
- At local Community forums and partnership meetings.
- Through our webpage currently on www.leeds.gov.uk/south
- By e-mail – nhd.southareacomm@leeds.gov.uk
- By arranging specific community consultation activities and events as appropriate e.g. participatory budgeting.
- Attendance at various tenants and residents groups.
- Engagement activities at community events
- Support to specific groups which aides engagement.
- Chamber of Trade and Traders Association in Morley and Rothwell.
- Support to specific residents and neighbourhoods through the process of Neighbourhood Improvement Plans and Supported Area Status, facilitated by the Priority Neighbourhood Worker.

Appendix 1

- Provision of small grants offer an engagement opportunity to support local groups to build their capacity and skills base.
- Leeds Residents Survey, bi-annual survey of residents across Leeds and is one of the most wide ranging and comprehensive means by which the council consults with residents.
- Area Committee needs to access and support partners consultation as a further tool for engagement with the community. e.g. PACT meetings inform community safety priorities of Neighbourhood Policing Team and this in turn informs the community safety proposals supported by well being funding.
- Liaison and discussions with Parish and Town Councils
- Development of conservation audits and planning documentations.
- Leeds City Council Citizens Panel.
- Talking point – online consultation portal details of council consultations planned, being delivered and completed.

Area Management recognise that residents have difference lifestyles and different preference for how they want to interact with the council. A variety of methodologies are available from the approaches and tools developed and trialled within the team. Officers will liaise with members at Ward Based Briefings to consider the best format for their ward.

10. Commitment to Equalities and Cohesion Sharon H criteria for EIA

Leeds City Council has a strong commitment to equality and cohesion. Community cohesion is a key priority for the Area Committee and their work within local communities is aimed at developing harmonious communities where people can come together in a spirit of cooperation to improve their area.

Leeds City Council has an Equality Framework and achieved an 'Excellent' standard in May 2011. Area Management are responsible for ensuring that equality standards are embedded in all Area Committee work.

Well Being Funding Agreements are signed by all agencies and community groups to receive funding and outline that to receive funding they also implement and adhere to their own equality statements.

11. Monitoring Arrangements and Promotion of Area Committee Achievements

The table outlining the Area Committee priorities and actions is based on Outcome Based Accountability principles for performance monitoring.

Area Management Team produce weekly good news stories for the Deputy Chief Executive.

Groups and Services receiving Well being Funding acknowledge Outer South Area Committee and have access to a LCC logo for publicity material.

Annual Achievements doc? Use Rothwell Record and Morley Ob?

Public Facing Document of Business Plan to engage with residents and promote Area Committee.

Outer South Area Committee Forward Plan 2011/12

Appendix 2

Meeting Dates (all 4pm start)		04-Jul-11	05-Sep-11	17-Oct-11	05-Dec-11	13-Feb-12	26-Mar-12	21-May-12
Venue		Morley Town Hall	Rothwell OSC	Thorpe Primary School	Drighlington Meeting Hall	Morley Town Hall	Rothwell OSC	Morley Town Hall tbc
Chairs Brief Dates		17-Jun	19-Aug	30-Sep	18-Nov	27-Jan	09-Mar	tbc
Area Committee Executive Business	Appointments to Outside Bodies and Area Committee Sub Groups	Annual Appointments						
	Meeting Dates and Forward Plan for Year Ahead						Meeting Dates and Forward Plan for 2012/13	
	Area Function Schedules	Report from Exec Board on Functions for 2011/12						
	Business Plan	Approve development of Business Plan	Update on Business Plan		Update on Business Plan		Approve 2012/13 Business Plan	
	Well being Report	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update	Approval of applications and budget update
	Summary of Key Work Report	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda	Update on key work in Outer South, incl Well being projects, not covered elsewhere on agenda
	Environmental Delegation	Progress report	SLA approval and update	update on SLA	update on SLA	update on SLA	Approval of 2012/13 SLA	update on SLA
	Community Centres Report						Annual Report	
	CCTV			Annual Report				
	Priority Neighbourhoods (Neighbourhood Improvement Plans)		PNW Update Report				PNW Update Report	
Council Business	Community Greenspace P&C				X			
	Grounds Maintenance			X				
	Children's Services (inc Youth Services)		X				X	
	Divisional Community Safety Partnership (DCSP)		X					
	AVH Involvement in Area Committees		X				X	
	South East Health and Well being Partnership					X		
	Expansion of Morley Newlands Primary		X					
Other Reports	Children and Young People activities	X			X			
	Site Based Gardeners Report				X			
	Added Value of Capital Well being		X					
	Morley Literature Festival Evaluation				X			

Lead Officer for Outer South Area Committee to contact about Forward Plan: Thomas O'Donovan (email Tom.ODonovan@leeds.gov.uk)

Chair of Area Committee: Cllr Robert Finnigan

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Integrated Locality Working Priorities:

- Develop effective and efficient services which best meet the needs of the people and the places we live
- Increase peoples sense of influence in decisions affecting their lives and communities through open, fair and accountable neighbourhood driven processes.

Methodology:

The new locality working approach is outlined in the design principles agreed by Executive Board.

Outer South Area Committee Priorities and Actions 2011/12

Sustainable Economy and Culture					
What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Residents in Outer South have access to opportunities to become involved in sport and culture	Deliver Community Centres delegation.	Outer South Community Centres Sub Group	Ongoing		
	Fund community based events. E.g. Morley Literature Festival, Rothwell May Day, Rothwell Carnival, Competitive Music Festival, Christmas Fayre, Beer Festival	Area Management	March 2012		
Morley and Rothwell town centres are commercially active and vibrant.	Morley Town Centre Management Board to be an stand alone organisation by March 2012 with the aim to support range of events in the town centre.	Area Management Morley Town Council Chamber of Trade	March 2012		
	Projects initiated by Rothwell Traders, with the aim of enhancing the viability of Rothwell town centre to be supported.	Area Management			

	Support the work of Investment Partnership for South Leeds	Area Management	March 2012		
Children and Families					
What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
All children and young people in Leeds have access to out of school activities.	Commission Outer South Extended Services Clusters to deliver a broad range of out of school activities for 5-19yr olds.	Ardsley and Tingley Cluster Morley Cluster Rothwell Cluster	March 2012		
Safer and Stronger Communities					
What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Neighbourhoods in Outer South are clean and attractive.	Deliver Environmental Services delegation.	Locality Team	Ongoing		
	Fund Site Based Gardeners Project to maintain targeted greenspaces.	Parks and Countryside	30 th September 2011		
	Support capital improvement works to parks and leisure facilities in priority areas.	Parks and Countryside			
	Complete Conservation Audits in Morley and Woodlesford adopted by March 2012.	Conservation Team, Strategy and Policy	March 2012		
A strong network of community groups are able to contribute to improving the environment of their neighbourhoods.	Allocate £3,000 Well being funding to provide skips for community clean ups.	Area Management	March 2012		

Residents in Outer South are safe and feel safe as a result of reduced crime and ASB	Allocate revenue Well being funding to support community safety initiatives in response to need identified through intelligence.	Community Safety	March 2012		
	Tasking	Community Safety			
Communities are empowered and engaged. People get on well together	Deliver programme of Neighbourhood Improvement Plans and Supported Area's.	Area Management Health For All	March 2013		
	Provide £5,000 revenue well being funding for a Small Grant Scheme to support local community groups to deliver local activities and improve their neighbourhood.	Area Management	March 2012		

Health and Well being

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)
Residents in Outer South are active and healthy.					
Vulnerable Members of the community are able to live independently at home for longer.	Commission Outer South Garden Maintenance Service to support people to live independently at home.	Morley Elderly Action	March 2012	240 clients supported through the scheme.	

Housing and Regeneration

What do we propose to do? (Outcome)	How will we do it?	Who? (Service)	By When?	Indicator (quantify the achievement)	Performance Measures (evaluates the service)

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Report of Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Priority Neighbourhood Worker Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. The report presents the six monthly update on the Priority Neighbourhood Worker project and the 2008-11 Neighbourhood Improvement Programme (NIP), as part of the Well being funding monitoring process.
2. The report also invites Members to consider a proposal that the Priority Neighbourhood Worker project becomes a shared resource with the Inner South Area Committee. Support for the current NIP programme in the Outer South will be maintained, but the proposal offers an opportunity for cross boundary working using the successful Outer South model to benefit communities in all South Leeds. It would also provide a revenue saving for the Area Committee over the next 18 months that would allow Members to support additional projects in the Outer South.

Recommendations

3. Members are asked to:
 - a) note the contents of the report
 - b) consider and agree the proposal for the Priority Neighbourhood Worker project to become a shared resource with the Inner South Area Committee.

- c) Agree for Area Management to develop a proposal, based on this report, to the Inner South Area Committee to consider sharing the benefits of the Priority Neighbourhood Worker and the revenue Well being resource implications.

1 Purpose of this report

- 1.1 The report presents the six monthly update on the Priority Neighbourhood Worker project and the 2008-11 NIP programme, as part of the Well being funding monitoring process.
- 1.2 The report also invites Members to consider a proposal that the Priority Neighbourhood Worker project becomes a shared resource with the Inner South Area Committee. Support for the current NIP programme in the Outer South will be maintained, but the proposal offers an opportunity for cross boundary working using the successful Outer South model to benefit communities in all South Leeds. It would also provide a revenue saving for the Area Committee over the next 18 months that would allow Members to support additional projects in the Outer South.

2 Background information

- 2.1 In September 2008, the Area Committee renewed its commitment to supporting deprived neighbourhoods by approving a revised programme of Neighbourhood Improvement Plan (NIPs) and three years funding for a Priority Neighbourhood Worker (PNW), subject to annual Executive Board approval of the delegated Well being Budget.
- 2.2 The role of the PNW had always involved developing community empowerment and the capacity of residents to organise and represent their area. This work includes supporting residents with training and developing their role, in planning, organising and managing their own community initiatives and projects. In September 2008, Members recognised that beyond the NIP a stronger and more robust agreement was required to define this critical work. The 'Supported Area' was developed and agreed as a means to achieve this.
- 2.3 Members received a full evaluation of the Priority Neighbourhood Worker and 2008-11 NIP programme at the March 2011 Area Committee, and agreed to extend the PNW project for a further two years, from 1st April 2011 to 31st March 2013, subject to annual Executive Board approval of future Well being Budgets.

3 Six Monthly Monitoring Update

- 3.1 The attached monitoring report (**Appendix 1**) has been written by the Priority Neighbourhood Worker and outlines achievements of the project during April - September 2011.

4 Future Working

- 4.1 A key aspect of the community development work undertaken by the PNW is to build and strengthen relationships between local people and those in position of power so that everyone can take part in resolving issues that affect residents' lives. For those small number of volunteers, with limited confidence and skills, who wish to take on these vital community leadership roles in their communities, it can be a daunting task. The support from a PNW to create opportunities for individuals to learn new skills and build community spirit is essential to build strong and cohesive communities.

- 4.2 The priority neighbourhood worker project is a local model which has demonstrated success in supporting residents in targeted neighbourhoods. The Cottingley estate in Inner South Leeds has been highlighted as a priority area by Elected Members and in consultation with residents and partners. It is a large social housing estate, managed by Aire Valley Homes, that is effectively an island due to being surrounded by railway lines and motorways. This puts pressure on residents due to the lack of access to services and suffers instances of recurring issues such as anti social behaviour and environmental issues.
- 4.3 The new integrated locality working approach encourages cross boundary working of successful models to improve service delivery and the outcomes for residents. It is proposed that the Outer South Area Committee PNW project is extended into the Inner South area for two days a week over the remaining period of the PNW project; 1st October 2011 to 31st March 2013.
- 4.4 Impact on Outer South Work

Outlined below is a summary of future work that is dependent on the PNW to manage and that can continue to be delivered within the proposal:

- Establish and deliver a ten month NIP in the Asquith/Ingles, (Morley North). The NIP has been established and will run from June 2011 –March 2012. A significant element of a NIP is the consultation undertaken at the beginning which will be completed by September 2011. The PNW will continue to manage the NIP, ensuring partners play a key role in the delivery.
- Establish and deliver a ten month NIP in the Springbank/Moorlands, (Morley North). The NIP has been established and will run from June 2011 –March 2012. A significant element of a NIP is the consultation undertaken at the beginning which will be completed by September 2011. The PNW will continue to manage the NIP, ensuring partners play a key role in the delivery.
- Support the development of the ‘Supported Area’ programme by continuing to deliver an appropriate level of support for governance and project delivery to residents. Following the completion of a NIP, five tenants and residents associations are supported by the PNW through the supported area work; Newlands and Denshaws (Morley South), Tingley TARA, Thorpe (Ardsley and Robin Hood), Wood Lane and John O’Gaunts (Rothwell). Northfields and Hopefields joined the ‘Supported Area’ programme at the request of Ward Members, having not previously been a NIP area.
- Support the development of the ‘Supported Area’ programme of priority neighbourhoods at an enhanced level for residents in Oakwells and Fairfax (Drighlington) & Harrops (Morley), to increase resident participation and capacity and skills amongst the group.
- Deliver the community engagement aspects of the Outer South Area Committee Business Plan – including completion of Gildersome participatory budgeting projects, and consultation activities with residents to inform future priorities and actions in the Business Plan.

4.5 Proposed Inner South Work

In response to the integrated locality working agenda, Area Management have developed a number of projects to tackle various environmental issues. One of the areas targeted for a multi agency project is the Cottingley estate. Whilst this substantial project is environmentally focussed, the success and benefits of this work will be stronger and more sustainable if the local residents are engaged. Following an inaugural meeting in July, an action plan has been developed for this project. A day of action for 23rd September has been agreed and a planning meeting for this has already taken place.

It is proposed that the PNW would support the Cottingley Tenants and Residents Association (TRAC), to develop their confidence and capacity to support not only the short term environmental work, but in the longer term, develop a role in improving their community. The outer south NIP model will be used as the basis for this capacity building work.

4.6 Management

The PNW would continue to be employed by Health For All and managed by the Area Management Team. The current work programme provides the PNW with a clear plan of work and would be revised to incorporate two days a week to support targeted work in Inner South Leeds. Following experience in supporting residents within a new priority neighbourhood, the two days a week is a reasonable allocation for a highly intensive support package to be developed and delivered, without jeopardising the Outer South work programme. Area Management would manage this work to ensure that the PNW time is split to the agreed 2:3 ratio.

4.7 Benefits

There are several benefits to the proposal which are detailed below.

4.7.1 Financial

The Outer South Area Committee has approved £31,745.40 revenue Well being funding to commission Health For All to employ a Priority Neighbourhood Worker during 2011/12 and £34,003.96 for 2011/13.

By agreeing for the project to be extended into the Inner South area for two days a week, the Outer South Area Committee could recoup revenue funding to be spent on alternative projects to benefit communities in the Outer South.

2011/12		
Time Period	Project Cost	Funding
1 st April 2011- 30 th September 2011	£15,872.70	Outer South Area Committee received project full time.
1 st October 2011 – 31 st March 2012	£15,872.70	Project split between Outer South and Inner South. 2 days a week for 6 months in Inner South; £6,349.08 3 days a week for 6 months in Outer South; £9,523.62
2012/13		
Time Period	Project Cost	Funding
1 st April 2012 – 31 st March 2013	£34,003.96	2 days a week for 12months in Inner South; £13,601.58 3 days a week for 12 months in Outer South; £20,402.38

The proposal offers the Outer South Area Committee a saving of £6,349.08 revenue funding in 2011/12 and £13,601.58 in 2012/13.

4.7.2 Support a Priority Neighbourhood In South Leeds

The proposal to extend the PNW project into Inner South Leeds builds on the integrated locality working model, piloted in the South East. It would introduce the successful Outer South approach in a challenging area while providing much needed community development support to the residents of Cottingley.

Health for All is currently running a short term 'Springboard to Independence' Project which will hopefully lead to the formation of a community groups network offering assistance with information and funding but even that will be limited and will depend on community development workers encouraging representatives of groups to attend.

The Chief Executive of Health for All commented that; “at a recent PEG partnership meeting, a representative of a local community group in Leeds 11 stated that they felt they were not kept informed of developments, opportunities and potential sources of support. The needs of Cottingley residents include; support to develop a strong, well governed group with good attendance and participation from residents, develop confidence and skills to engage with local service providers and to receive and take up funding opportunities. No other organisation in the area is funded to carry out this vital capacity building work”.

The PNW project has adopted a genuine community development approach, with significant success, supporting groups in the outer south to take actions to improve their local communities and linking local community leaders, along with Councillors, and groups to local statutory services. This approach offers a strong and positive opportunity to support a priority community in Inner South Leeds.

4.7.3 Development Opportunity

Extending the project into an Inner South community would provide the Priority Neighbourhood Worker with an opportunity to experience different challenges that would support their personal and professional development.

5 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 This report is a product of consultation with Members, residents and partners and presents a proposal for Members to consider.

5.2 Equality and Diversity / Cohesion and Integration

5.2.1 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

5.3 Council Policies and City Priorities

5.3.1 The project outlined in this report contributes to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

5.4 Resources and Value for Money

5.4.1 Subject to Members approving the proposal and further agreement from Inner South Area Committee, the project will demonstrate a high level of value for money to the residents of Leeds and provides the Area Committee with the opportunity to recoup revenue Well being funding.

5.5 Legal Implications, Access to Information and Call In

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

5.5.2 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

5.5.3 There are no key or major decisions being made that would be eligible for Call In.

5.6 Risk Management

- 5.6.1 All proposals requesting Well being Funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

6 Conclusions

- 6.1 The Priority Neighbourhood Worker and 2008-11 NIP programme is a successful Area Committee project which contributes to supporting a number of Area Committee priorities across the Outer South.
- 6.2 The report forms part of the Well being Budget monitoring requirements by presenting a six monthly monitoring report to Members accounting for the revenue well being funding allocated.
- 6.3 Expanding the PNW project into the Inner South area offers a number of benefits, most significantly to support residents in a priority neighbourhood to work with Members and partners to improve their neighbourhood.

7 Recommendations

- 7.1 Members are asked to:
- a) Note the contents of the report
 - b) consider the proposal that the Priority Neighbourhood Worker project becomes a shared resource with the Inner South Area Committee.
 - c) Agree for Area Management to develop a proposal, based on this report, to the Inner South Area Committee to consider sharing the benefits of the Priority Neighbourhood Worker and the revenue Well being resource implications.

8 Background documents

- 8.1 Outer South Area Committee, Priority Neighbourhood Worker and Neighbourhood Improvement Plans 2008-11 14th March 2011
- 8.2 Outer South Area Committee, Priority Neighbourhood Worker Update June 2010
- 8.3 Outer South Area Committee, Priority Neighbourhood Worker Update November 2009
- 8.4 Outer South Area Committee, Priority Neighbourhood Worker Update June 2009
- 8.5 Outer South Area Committee, Priority Neighbourhood Worker and Neighbourhood Improvement Plans September 2008

Priority Neighbourhood Worker Project – Six Month Update

This is a six month update report of the Priority Neighbourhood Worker project from April 2011 to September 2012. The post is employed by Health for All on behalf of the Outer South Area Committee but is directly line managed by South East Area Management and located in the South East Area Management Offices within the Dewsbury Road One Stop Centre in Leeds.

1. Neighbourhood Improvement Plans

Since the last Priority Neighbourhood Worker (PNW) report in March 2011 the Neighbourhood Improvement Plans (NIP's) in the Harrops (Morley South) and Thorpe (Ardsley and Robin Hood) have now been completed. Two new NIP's have begun; Asquith and Ingles, Morley and Springbank and Moorlands, Gildersome, both in Morley North ward.

- **Thorpe Neighbourhood Improvement Plan**

The last steering group meeting for the Thorpe NIP was held on the 18th June 2011. A significant achievement was a series of free activities sessions organised throughout May 2011 named the 'May Madness Month'. Activities organised were supported by Well being and £990.80 secured from Adults Learners Week funding. The sessions promoted the newly refurbished community centre and encouraged learning and development opportunities for local residents in Thorpe. Key outcomes include good attendance from local residents and a request for the sessions to be continued. An evaluation report on the NIP was presented at the July Area Committee.

- **Harrops Neighbourhood Improvement Plan**

Following positive feedback from parents and children and young people attending earlier activities organised through the NIP, a further round of sporting activities at Hembrigg Park, Morley has been arranged. The activities for 7-13 year olds ran from 1st – 5th August, free of charge, and provided opportunities for developing confidence, self esteem, fitness and coordination skills through a range of sports including football, cricket, and rounders. An evaluation report on the NIP was presented at the July Area Committee.

- **Asquith and Ingles Neighbourhood Improvement Plan**

The Asquith and Ingles Neighbourhood Improvement Plan Steering Group held it's first meeting chaired by Councillor Tom Leadley at Asquith Primary School on the 22nd June 2011. Steering group membership consists of Ward Councillors, Aire Valley Homes, Morley Elderly Action, Morley North Children's Centre, Extended Services, Youth Service, Morley Library, Morley Neighbourhood Policing Team, District Nursing, Faith Sector, Leeds ASB Team, the warden from Ingles Court and local residents. An area profile was presented at the meeting for partners to discuss. Issues within the area identified by the steering group include noise nuisance and untidy gardens. As a first action, it was agreed to provide residents with information leaflets on the Morley Elderly Action Garden Maintenance Service and how to report Noise Nuisance in an aim to raise awareness of the services.

A questionnaire has been designed to consult with residents, with partners on the NIP assisting with the distribution of the questionnaire. On the 23rd August, Aire

Valley Homes Mobile Office will be used as a point for residents to complete and submit questionnaires.

The results from the questionnaire will help to identify priorities for the area and inform an action plan.

- **Springbank and Moorlands Neighbourhood Improvement Plan**

The first Springbank and Moorlands Neighbourhood Improvement Plan took place at Gildersome and Drighlington Children's Centre on the 19th July 2011. Chaired by Cllr Bob Gettings, the steering group of; Aire Valley Homes, St Peter's Church, the Baptist Church, Community District Nursing, Gildersome and Drighlington Children's Centre, Joseph Priestley College and Morley Elderly Action considered the area profile compiled by the PNW and how to undertake residents consultation. The group agreed to engage with the Parents Forum at the Children's Centre, asking them as local parents to design the consultation questions with support from the PNW. Partners from the steering group have agreed to support the door knocking exercise consultation.

2. Supported Areas

The Supported Area status was developed to enhance community empowerment and the capacity of Resident Associations. This is particularly important following the completion of a NIP. This work involves supporting residents in planning, organising and managing their own community initiatives and projects. The PNW circulates all training and funding opportunities they receive to the groups. Within the Outer South area, the PNW supports eight Tenants and Residents Associations (TARA);

- The Harrops Residents Group,
- Tingley
- Newlands and Denshaws
- Thorpe
- Northfield and Hopefields
- Rothwell
- Oakwell and Fairfax
- John O'Gaunts

The PNW also provides a vital contact point to support the most fragile of these groups at difficult times to ensure their sustainability.

- **Harrops Residents Group**

Attendance at meetings by residents continued to be low, despite changes to meeting times and venues, which included Fountain Primary School and Morley Working Men's Club.

Since the completion of the NIP, several door knocking and leafleting exercises were undertaken in conjunction with emails and phone calls to potential Committee members with little response.

Morley South Members recognised issues with apathy on the estate and if a TARA is not sustainable then it will not be through a lack of effort from the Area Committee and Priority Neighbourhood Worker. It was agreed that a final, short term action plan would be drawn up to engage with the residents. The results of which would be reviewed by Members to agree whether to continue the work or put on hold.

As a result the PNW contacted Morley Youth Service Manager who agreed for the Youth Service mobile provision to be used as a venue for meetings. This

informal venue aimed to encourage parents whose children attend the youth work sessions to form a residents association. After leafleting and attendance by the PNW at two Youth Service sessions on the mobile, residents agreed to attend a residents meeting if organised within the area. The first residents meeting was organised on the 11th July 2011 on the Youth Service mobile and thirteen residents attended. This is seen as a significant step forward and the PNW continues to support the residents using the model.

- **Tingley**

A referral were made by the PNW to Aire Valley Homes for training for the new secretary of the group. The group were supported by the PNW to apply for an Area Committee Small Grant for an Easter event. This successful event was held on the 23rd April 2011 at Blackgates Community Centre with high attendance from local residents and their families.

The group have a full committee, regular meetings that are well attended and a strong links with partners. As a result the group require only limited supported from the PNW.

- **Newlands and Denshaws**

The TARA continue to operate well, holding a successful AGM on May 9th, where they welcomed new two new Committee Members to the group. They have also organised two community trips; to Chester Zoo on the 25th June 2011 and to Bridlington on the 6th August. Both trips were well attended and enjoyed by all. The committee have raised funds towards a lighting project called Dusk to Dawn where vulnerable older people within the neighbourhood will receive security lighting to their properties. Funding so far has been received from Aire Valley Homes Area Panel, Morley Crime Prevention and local Ward Councillors. The group are operating well and require a minimum level of support.

- **Thorpe**

As a result of the refurbishment works to Stanhope Community Centre, the monthly Thorpe TARA meetings were cancelled until May 2011. Following the success of the 'May Madness Month', the TARA are now planning to continue the successful activities and organise a community outing for residents. The committee are also discussing holding a gala day in 2012 which the PNW will offer planning support. Thorpe TARA is well established and similarly to other well run TARA's in the Outer South, the PNW provides a key role in identifying issues and supporting the group to resolve them. Recently the PNW provided an important link between the residents and Aire Valley Homes regarding capacity issues amongst the residents to manage the community centre. This important role fulfilled by the PNW supports the long term sustainability of this key groups.

- **Northfield and Hopefields**

The group receives limited support since establishing a full committee. The PNW keeps in contact with the group via telephone and email and will attend meetings if requested to by the committee. The TARA are pursuing the Greenspace Community Orchard Project in partnership with Parks and Countryside.

- **Rothwell**

Volunteers from the Wood Lane Teatime Club are joining up with the Rothwell TARA to organise the second community event for the Wood Lane Estate.

The first event was supported through the Wood Lane Neighbourhood Improvement Plan in 2010. The group are receiving regular support from the PNW with the planning and organisation of the event and applying for funding. A volunteer from the Teatime Club attended the Wood Lane TARA meeting on the 6th July 2011 to talk to residents about organising the event on behalf of the residents association, this was followed by a planning meeting held at Haigh Road Community Centre.

- **Oakwells and Fairfax**

The PNW continues to meet up with committee members and maintains regular correspondence via email. The chair is organising a committee meeting to discuss future projects for the TARA and a leaflet drop is planned to attract new members. This is a fragile group who require a high level of support from the PNW to meet and develop into a well established group.

- **John O Gaunts**

Shortly after a successful AGM meeting, the position of secretary within the TARA became vacant. To support the group the PNW fulfilled this role until a new volunteer could be identified. The residents arranged for a committee meeting and leafleted the estate to advertise to all residents within the area. As a result two new Committee Members have now been recruited. The PNW will support the new committee members with their new roles and organise appropriate training for them.

With assistance from the PNW, the TARA secured an Area Committee Small Grant for a community event. This has been postponed until later in the year and the PNW continues to support the group with planning including completing a risk assessment and gaining permission to hold the event.

3. Participatory Budgeting Projects

Gildersome Go For Gold Projects

Following the 'Gildersome Go For Gold' decision day, the PNW has completed a final evaluation report which was presented at the July. Details of the project have been added to Talking Point. Funding agreements have all been drawn up and payments made to each of the six successful projects. The PNW is in contact with each of the groups:

- **Building for the future**

The key focus of the project is to provide additional and much needed quality playing and training surfaces for young people to develop their sporting skills within the local community. The project is progressing well and work is continuing with the cricket section to develop the two playing areas for the junior football. Plans have now been drawn up and a site visit is planned at a later stage of developments.

- **Scout Group Multi Media Project**

The Scout Multi Media Project has enabled young people to learn skills in designing and setting up a website. The website includes general information on scouting, latest events, a suggestion box, the scout calendar and story articles written by the young people.

The second project the scouts are pursuing is a speed awareness project with Morley Neighbourhood Policing Team (NPT). The young people have used the

laptops to design posters highlighting the dangers of speeding in the village. The project will involve the young people attending training on the Speeding Indicating Device with local officers from Morley NPT.

- **Cooking for the Community**

St Peter's Church 'Cooking in the Community Project' is progressing well. The group have now purchased the cooker which is installed and in good use, not least during the Gildersome Scarecrow Festival where the group served homemade soups and cream teas.

The volunteers have been on Health and Safety and Kitchen Hygiene Training and contact has been made with the Children's Centre for referrals on to the cookery course. A pilot project is planned for July 2011 with a view to starting the course in September 2011.

- **Gildersome Guiding Centenary**

The project is in its early stages it is too soon for a site visit., but regular contact is made with the Brownie Guider for updates on project progress.

- **The Stroke Foundation Summer Day Out**

On the 20th June 2011 The Stroke Foundation attended a trip to Bridlington which was enjoyed by all that attended. The funding enabled the group to book the Windmill coach which is adapted for disabled people and purchase their annual liability insurance.

The Stroke Club were supported by the PNW with drawing up a risk assessment for the trip and Vulnerable Adults Policy. A final evaluation report is to be written on the project.

- **Adventurers Homework Club**

The Adventurers Homework Club is due to start in September 2011 with the publicity for the sessions already designed. The project is slightly behind schedule as a result of existing volunteers leaving because of personal circumstances and the recruitment of new volunteers has taken longer than anticipated.

Lofthouse Participatory Budgeting Project

The PNW is monitoring two projects from the Lofthouse 'Bright Ideas' project These are the Lofthouse Brass Band Project 'On the Slide' and 8th Carlton Scout Group 'The Graveyard Shift'..

- **8th Carlton Scout 'The Graveyard Shift'**

The 8th Carlton Scout project was to clear and tidy the derelict portion of the Lofthouse Parish Cemetery. On a recent site visit by the PNW, the project was progressing well and all the equipment has been purchased. The many graves, that were previously hardly visible as a result of overgrown vegetation are now cleared and tended by relatives. Links have also been made with a Community Payback Service to support the project.

- **Lofthouse Brass Band ' On the Slide'**

The aim of the project was to introduce young people to music and help the continued development of Lofthouse Brass Band by the introduction of a

specialised trombone group called 'On the Slide'. The evaluation report has now been submitted along with publicity and photos.

4. Springboard Event

Thirty people attended the 'Springboard to Independence' event at the Belle Isle Family Centre on the Wednesday 13th July 2011, organised through Health For All to bring together community groups.

The aim of the day was to encourage people to take on a more active role within their groups, examples include taking on committee roles, applying for funding and organising volunteering. The PNW attended the event and with residents from the John O'Gaunts TARA, presented an agenda item on committee roles and team working. The outer south residents benefited from the training provided and networking with other community groups in the South.

5. Rothwell's Families Project

The Mother's Pride Tea Time Club and Wood Lane Tea Time Club are being supported by the PNW to apply for funding from 'Awards For All'. The focus of the funding bid is to provide funding to support the running of both tea time clubs this will include training for volunteers, session workers and room hire at the Baptist Church in Rothwell.

6. Community Safety

The PNW regularly attends Tasking meetings in Morley and Rothwell. Tasking meetings are led by Neighbourhood Policing Teams and have representation from Anti Social Behaviour Unit (ASBU), Aire Valley Homes, Probation and the Youth Service. This multi-agency group share and co-ordinate information and actions, to support the resolution of crime issues in the Outer South. The PNW's role is to link community safety issues raised by Members, Area Management and residents, with relevant partner agencies.

Report of the Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: Outer South Area Committee Well being Budget Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ardsley and Robin Hood Morley North Morley South Rothwell		
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

This report seeks to provide Members with:

1. confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation
2. An update on both the revenue and capital elements of the Well being budget.
3. a summary of revenue spend approved for 2011/12
4. details of capital funding for consideration and approval
5. details of revenue projects agreed to date (Appendix 1)
6. details of capital projects agreed to date (Appendix 2)
7. update on the current position of the Small Grants Budget

Recommendations

8. Members of the Outer South Area Committee are requested to:
 - a) Note the contents of the report.

- b) Note the position of the Well being Budget as set out at 3.0.
- c) Note the revenue amounts for 2011/12 as outlined in Appendix 1.
- d) Note the Well being capital projects already agreed as listed in Appendix 2.
- e) Consider the project proposals detailed in 4.5
- f) Note the Small Grants situation in 5.1

1 Purpose of this report

This report seeks to provides:

- 1.1 Confirmation of the 2010/11 carry forward figure and the 2011/12 revenue allocation
- 1.2 An update on both the revenue and capital elements of the Well being budget.
- 1.3 A summary of revenue spend approved for 2011/12
- 1.4 Details of projects that require approval
- 1.5 A summary of all revenue and capital projects agreed to date
- 1.6 An update on the Small Grants Budget.

2 Background information

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental well being of the area by using the funding to support projects that contribute towards the delivery of local priorities.
- 2.2 Well being funding cannot be paid retrospectively. An application form must be submitted and approved by the Area Committee before activities or items being purchased through Well being funding are completed or purchased.

3 Well being Budget Position

Members should note the following points: -

3.1 Revenue 2011/12

- 3.1.1 The revenue budget approved by Executive Board for 2011/12 is **£183,790**. The carry forward figure of **£30,459.05** gave a total amount of **£214,249.05** revenue funding available to the Area Committee for 2011/12.
- 3.1.2 The Area Committee is asked to note that the budget of **£214,249.05** has already been allocated from the 2011/12 Well being Revenue Budget as listed in **Appendix 1**.
- 3.1.3 Having considered the revenue budget for 2011/12, the Area Committee approved the schedule detailed below. This shows revenue funding aligned to the new city wide themes and priorities proposed for 2011/12.

INCOME		Revenue Well being Budget 2011/12	£183,790
		Roll Forward	£30,459.05
		TOTAL	£214,249.05
EXPENDITURE		Projects Carry Forward from 2010/11	£6,154
ADP Theme	Projects		2011/12
Sustainable Economy and Culture			£56,960
	Small Grants Scheme		£5,000
	Communications Budget e.g. printing, meetings		£2,000
	Morley Literature Festival 2012		£10,000
	Rothwell 600		£8,000
	Town Centre Management		£21,070
	Christmas 2011 trees and decorations		£10,890
Safer and Stronger Communities			£92,560.90
	Operation Champion		£400
	Activity identified through the Divisional Community Safety Partnership and Neighbourhood Tasking such as reducing crime/fear of crime, tackling ASB crime prevention measures		£8,000
	Off Road bikes		£2,964
	Victim Support, Victims Fund		£1,000
	Priority Neighbourhood Worker		£31,745.40
	Neighbourhood Improvement Plans (Asquith/Ingles Springbank/ Moorlands)		£6,000
	Site Based Gardeners		£34,951.50
	Community Skips		£2,500
	Cleaner Neighbourhoods		£5,000
Health and Well Being			£36,750
	Garden Maintenance Scheme (Year 2 of 3)		£33,000
	John O'Gaunts Mothers Pride Tea Time Club		£3,750
Children and Families			£20,000
	Activities for Children and Young People		£20,000
Housing and Regeneration			£0
Ringfenced to Ardsley and Robin Hood Ward			£1,824.15
TOTAL			£214,249.05

3.2 **Capital**

3.2.1 There is no new capital allocation for 2011/12.

3.2.2 Of the **£683,008** capital funding allocated to the Area Committee for 2004/12 a total of **£641,848.27** has been committed to date leaving a balance of **£41,159.73**.

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

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752	£170,752	£170,752	£170,752
Allocation to date	£169,123.20	£159,100.71	£165,450.80	£148,173.56
Balance	£1,628.80	£11,651.29	£5,301.20	£22,578.44

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

4 Well being Projects

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

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

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

4.4 Following work by a city wide group of Area Management staff, a revised Well being process was implemented in 2010/11. This introduced new Well being documentation including a commissioning form which Area Management use for proposals developed by internal partners.

4.5 Members are asked to consider the following projects:-

4.5.1 **Project Title:** Alexandra Hall Improvements

Name of Group or Organisation: Morley Amateur Operatic Society (MAOS)

Total Project Cost: £30,000 capital

Amount proposed from Well Being Budget 2010/2011: Additional £4,000 capital. £25,000 capital approved 4th July 2011.

Ward Covered: Morley North and Morley South

Project Summary: At the July 2011 Area Committee, Members approved a ringfence of £25,000 capital Well being funding to support a proposal from Morley Amateur Operatic Society to undertake improvement works to Alexandra Hall for the benefit of all users. Corporate Property Management (CPM) have since agreed for MAOS to employ external contractors to complete the specialised work. An officer in CPM has been nominated to project manage the work along with a contact in the Lettings Unit to coordinate the works with the diary of bookings for the Alexandra Hall. Area Management Team are supporting MAOS in delivering the project.

Project income is outlined below, with an outcome for the £1,000 bid to ARISE South Leeds due in September.

Funder	Amount	Status
Outer South Area Committee	£25,000	Confirmed
Morley Town Council	£950	Confirmed
ARISE	£1,000	tbc
Total	£26,950	

All project costs have now been confirmed. Since the last meeting Corporate Property Management have completed an inspection and provided a quote of £2,500 to complete the electrical works for phase 2. In addition, the quote for the phase 5 has been revised to ensure that the final product provides an enhanced lighting system which offers greater flexibility and control options for users.

Alongside revised quotes for improvement works already outlined to Members in July, MAOS have submitted a further proposal for additional works to be incorporated into the project. This new proposal is to install trussing at the rear of the stage from left to right, and will be supported at the back corners by existing structures. This will mean the entire structure will be self supporting and will allow the removal of the two pillars. The proposed structure will be identical to the existing truss at the front of the stage. The project will create a much more pleasing overall effect visually and will also increase the usable dept of the stage.

Projected project costs are outlined below:

Phase	Work	Cost
1	Check and repair existing stage extension	MAOS to complete and fund with approval from Corporate Property Management
2	Change to existing electrical supply installation	£2,500
3	Preparation of the stage floor prior to new flooring being fitted	£2,502
4	Supply and fit new stage floor	£3,570.48
5	New lighting Package	£11,797.38
6	supply and fit new front of house curtains and on stage drapes	£6,762.76
7	New truss rigging	£2,117.90
Total		£29,250.52

The upgrade will make the Alexandra Hall a much more attractive venue for potential hirers, increasing the sustainability of the community centre as greater income is generated. Area Management recommend members to approve an additional ringfence of £4,000 capital Well being Funding to contribute towards the revised costings and the additional proposal submitted for phase 7. This provides a contingency if the ARISE funding is not secured.

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

This proposal supports the Area Committee priority to ‘improve facilities of delegated centres’ under the ADP Theme ‘Culture’.

4.5.2 Project Title: Woodlesford Park Environmental Improvements

Name of Group or Organisation: Parks and Countryside

Total Project Cost: £22,000 capital

Amount proposed from Well Being Budget 2011/2012: £5,000 capital

Ward Covered: Rothwell

Project Summary: Parks and Countryside are seeking £5,000 capital well being funding to support phase 1 improvement works at Woodlesford Park. Parks and Countryside officers are working with local residents and Ward Members on the

development of a masterplan of improvements for the park. The masterplan is being influenced by results from an extensive consultation exercise, completed by Woodlesford In Bloom and Woodlesford and Oulton Action Group, with users of the park. £17,000 match funding has been secured for phase 1 improvements; £8,000 from Section 106 funding and £9,000 from Ward Member based initiative fund. Area Committee Well being funding will be used to support works such as access improvements, planting, new signage and seating. The improvement works aim to increase community pride and ownership of the park, increase usage and enhance the appearance of the local environment.

Area Management recommend that £5,000 Well being funding is ringfenced from the Rothwell capital allocation, subject to further information being received on project specification and how Well being funding will be spent.

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

This proposal supports the Area Committee priority to ‘improve the environment of local neighbourhoods’ under the ADP Theme ‘Environment’.

5 Small Grants Update

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

Organisation	Project	Amount
Carlton Village Residents Association	Annual Village Gala	£500
Friends of Lowry Road	Lowry Road in Bloom	£500
Fitness, Fun and Exercise Group	Exercise for the Elderly	£500

6 Corporate Considerations

6.1 Consultation and Engagement

6.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

6.2 Equality and Diversity / Cohesion and Integration

6.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality group the project will work with, and how equality and cohesion issues have been considered.

6.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

6.3 Council Policies and City Priorities

6.3.1 The projects outlined in this report contribute to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

6.4 Resources and Value for Money

6.4.1 Resource implications will be that the remaining balance of the Well being Budget for capital will be reduced as a result of any projects funded.

6.5 Legal Implications, Access to Information and Call In

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

6.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

6.5.2 There are no key or major decisions being made that would be eligible for Call In.

6.6 Risk Management

6.6.1 All proposals requesting Well being Funding complete a section in the application process outlining the risks associated with the project and how they will be managed.

7 Conclusions

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

8 Recommendations

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

- a) Note the contents of the report.
- b) Note the position of the Well being Budget as set out at 3.0.
- c) Note the revenue amounts for 2011/12 as outlined in Appendix 1.
- d) Note the Well being capital projects already agreed as listed in Appendix 2.
- e) Consider the project proposals detailed in 4.5
- f) Note the Small Grants situation in 5.1

9 Background documents

9.1 Outer South Area Committee Well Being Report 4th July 2011

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**Outer South Wellbeing Budget
2010 - 2012**

		2011 / 2012
Budget	Allocation	£183,790.00
	Roll forward	£30,459.05
	TOTAL	£214,249.05

Projects rolled forward from 2010/11	Committed	Paid
Community Skips	£220.00	£220.00
Small Grant	£500.00	
Harrops NIP	£220.00	£220.00
Thorpe NIP	£1,305.00	£205.00
Operation Champion	£110.00	£110.00
Morley Tasking	£2,500.00	
Cleaner Neighbourhoods	£1,299.00	£400.00
TOTAL	£6,154.00	£1,155.00

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Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
2010/11 Rolled forward projects	South East Area Management	£6,154.00	£1,155.00	£0.00	£4,999.00	
Outer South Skips To provide skips for community use. Additional £40 for permits for Harrops NIP 2010/11	South East Area Management	£2,500.00	£110.00 £40.00	£110.00	£2,240.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Outer South Small Grants Fund Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£5,000.00	£2,000.00	£500.00	£2,500.00	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.
Outer South Communications A budget to enable effective communication and consultation on Area Committee issues in the Outer South.	South East Area Management	£2,000.00	£0.00	£0.00	£2,000.00	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
Neighbourhood Improvement Area – Ingles – Phase 3 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Neighbourhood Improvement Area – Springbank - Phase 3 A plan aimed at making improvements in Priority Neighbourhoods.	South East Area Management	£3,000.00	£0.00	£0.00	£3,000.00	Projects aimed at the priorities identified: Crime and ASB, Environment and young people. Narrowing the gap: improved services and wellbeing of the area.
Town Centre Management A Town Centre Manager employed to help bring improvements to Morley and Rothwell Town Centre.	South East Area Management Team	£21,070.00	£0.00	£0.00	£21,070.00	Town Centre Manager for Morley and Rothwell. Please refer to town
Activities for Children and Young People Involve more young people in more activities.	Children and Young Peoples Working Group	£20,000.00	£0.00	£0.00	£20,000.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Priority Neighbourhood Worker Review & implement the Neighbourhood Improvement approach for Eastleighs/ Fairleighs, Newlands/ Denshaws, John O'Gaunts, Wood Lane Estate, Fairfaxes and Oakwells, The Harrops.	South East Area Management	£31,745.40	£7,882.65	£0.00	£23,862.75	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
Site Based Gardeners Site based gardeners at named community parks.	Parks and Countryside	£34,951.50	£0.00	£0.00	£34,951.50	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
Morley Literature Festival 2012 Contribution towards the general revenue costs of holding the event.	South East Area Management	£10,000.00	£0.00	£0.00	£10,000.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Rothwell 600 A programme of activities and events to celebrate Rothwell.	Rothwell 600 Committee	£8,000.00	£4,000.00	£3,771.00	£229.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.
John O'Gaunts Teatime Club To support a community group deliver weekly, affordable, healthy meals for the local	John O'Gaunts Teatime Club	£3,750.00	£0.00	£0.00	£3,750.00	Strong community spirit. Residents who are healthy and have a better understanding of healthy eating and cooking.
Garden Maintenance Scheme Morley Elderly Action Provision of Garden Maintenance Scheme for elderly and disabled who are currently unable to maintain their gardens.	Morley Elderly Action	£33,000.00	£8,250.00	£0.00	£24,750.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
Operation Champion	South Area Management	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the Outer South in 2008/09. Improved

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
To support the multi agency crime and crime initiative in the Outer South wards.	management					Outer South in 2008/09. Improved neighbourhoods as a result of the environmental actions carried out. Reduced crime and fear of crime as a result of targeted community safety work.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Community Safety To support NPT to deliver community safety initiatives	South Leeds Area Management	£8,000.00	£0.00	£3,995.78	£4,004.22	Reduce crime and fear of crime through initiatives such as target hardening, smartwater and operations tackling underage drinking and ASB.
Off Road bikes To support the continuation of an off road bike unit in south Leeds	South Leeds Area Management	£2,964.00	£0.00	£0.00	£2,964.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
Cleaner Neighbourhoods Sub Group To support environmental initiatives to target issues identified by the sub group.	AMT	£5,000.00	£0.00	£0.00	£5,000.00	Cleaner neighbourhoods and improved environmental appearance.
Xmas 2011 trees and decorations Hire of Christmas Trees, lights and decorations communities in Outer South.	Leeds Light	£10,890.00	£0.00	£0.00	£10,890.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
Victims Fund Support target hardening work for victims of crime in outer south.	Victims Support	£1,000.00	£0.00	£0.00	£1,000.00	Reduction in the fear of crime and repeat offences through target hardening work.

**Outer South Wellbeing Budget
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Ringfence to Ardsley and Robin Hood Ward Suitable projects to be identified and developed.	tbc	£1,824.15	£0.00	£0.00	£1,824.15	tbc
TOTAL	Projects agreed	£214,249.05	£23,437.65	£8,376.78	£182,434.62	
	Balance	£0.00				

2004-2012 Capital Budget

£683,008.00

Ardsley & Robin Hood

Project	Delivery Organisation	Projected Capital cost	Actual Spend	Outcomes	Status
Sports Facility Development The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club <i>Approval date: 25/04/2005</i>	Tingley Athletic Football Club	£20,000.00	£20,000.00	Clearance of the existing site Levelling and drainage of the site. Provision of a new access point with car parking facilities. Build of a new clubhouse with changing facilities and multi purpose room. More people in the area benefiting from local sports facilities.	Complete
West Ardsley Community Centre Improvements Repairs to bring community centre back into active use <i>Approval date: 11/07/2005</i>	City Development/ Neighbourhoods & Housing	£16,564.00	£16,564.00	Restore outside lighting. Replace existing handrails. Additional fencing. Roller shutter door. Replace gutter and fall pipes. Connect gas supply to centre. Maintenance works to gents toilets. After school and youth provision provided in the area. More young people engaged in diversionary activities. A base for community groups to hold activities in the area.	Complete
Litterbins Ardsley & Robin Hood 2005/2006 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£2,900.00	£2,900.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
East Ardsley Community Centre Fence Security measures taken around the East Ardsley Community Centre which has been a hotspot for ASB <i>Approval date: 12/12/2005 (£13,193)</i>	City Development	£12,300.00	£12,300.00	A security fence to be installed around the Centre. Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A reduction in the amount of vandalism the centre was experiencing.	Complete

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

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<p>Lofthouse Cemetery Erect a new metal fence and a gate <i>Approval date: 15/03/10</i></p>	Parks and Countryside	£5,500.00	£5,500.00	Reduce ASB and vandalism, improve security and visual impact.	Complete
<p>Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i></p>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<p>Litterbins 2010/2010 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i></p>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	ongoing
<p>Robin Hood Athletic FC - new changing facilities New changing facilities at local club <i>Approval date: 18/10/10</i></p>	Robin Hood Athletic FC	£5,000.00	£5,000.00	Local community facility improved to provide high quality activities for children and young people.	ongoing
<p>East Ardsley Recreation Ground Footpath Improvements Improve footpath at the recreation group <i>Approval date: 14/03/11</i></p>	Parks and Countryside	£5,000.00	£0.00	Increased access to leisure facilities for local residents.	ongoing
<p>Proposed Zebra Crossing, Robin Hood Installation of a Zebra Crossing on Leadwell Lane/Westfield Road <i>Approval date: 14/03/11</i></p>	Highways	£20,000.00	£0.00	Increased safety for pedestrians crossing Leadwell Lane and Westfield Road in Robin Hood	ongoing

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<p>Improved Access, East and West Ardsley Allotment Association</p> <p>To allow the community group to build a hard standing drive for deliveries to their shop.</p> <p><i>Approval date: 14/03/11</i></p>	Parks and Countryside	£1,300.00	£0.00	Increased sustainability for this group as they are able to sell produce and supplies with the profits going back into the association.	ongoing
<p>Rothwell NPT Pro Laser Device</p> <p>To purchase a pro laser speeding device</p> <p><i>Approval date:</i></p>	Rothwell NPT	£1,750.00	£0.00	Reduction in speeding and road traffic collisions in Rothwell NPT area.	ongoing
<p>Northfield Place Fencing</p> <p>Installation of new fencing</p> <p><i>Approval date:</i></p>	Aire Valley Homes	£560.00	£0.00	Reduction in fear of crime as footfall is diverted away for vulnerable residents gardens and homes.	ongoing
<p>Ramsgate Crescent additional parking</p> <p>To create new parking on Lofthouse Estate for residents and users of the</p> <p><i>Approval date:</i></p>	Parks and Countryside	£3,323.31	£0.00	Increased use of a community facility. Improved physical appearance of a priority neighbourhood.	ongoing
<p>Posts for Dog Fouling Signs</p> <p>Purchase 16 posts and brackets to allow A4 signs to be erected.</p> <p><i>Approval date: 4/7/11</i></p>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
Ardsley & Robin Hood Total		£169,123.20	£133,918.69		

**Outer South Capital Wellbeing Budget
2004 - 2012**

All Morley

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

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Morley Bottoms Regeneration Scheme Physical regeneration to the Morley Bottoms area. <i>Approval date: 25/09/2006 (£30,000)</i>	City Projects Team	£34,742.13	£34,742.13	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop	Complete
Install new layby along with seating and fencing. <i>Approval date: 25/09/2006 (£8,006.57)</i>				Significant regeneration scheme to improve the street scene and support economic development.	
Morley Bottoms Phase 3 Public realm improvements including repainting and repairing seating, <i>Approval date: 30/11/10</i>	City Projects Team	£5,400	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
Morley Bottoms Phase 3 additional Public realm improvements including repainting and repairing seating, <i>Approval date: 15.03.10</i>	City Projects Team	£1,200	£0.00	Improved street scene and better link between town centre and Morley Bottoms.	ongoing
Scatcherd Park War Memorial Restoration of the war memorial <i>Approval date: 10/09/2007</i>	Parks and Countryside	£10,000	£10,000.00	Improve appearance. Protection of a local heritage site and improve the general appearance of the park while promoting pride in the area.	Complete
Electrical Services to Bandstand Installation of an outdoor power point at the bandstand. <i>Approval date: 17/11/2007 (£936)</i>	Civic Buildings	£0	£0	Develop the technical infrastructure of the town centre. Support outdoor entertainment such at the Morley light switch on and future events.	Complete. Paid through TCM budget

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Glutton Street Cleanser Purchase of a mechanical sweeper <i>Approval date: 17/11/2007</i>	Environmental Services	£6,000	£6,000	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
Car parking scheme at Queensway Car Park Installation of equipment providing time limited parking in car park. <i>Approval date: 17/11/2007</i>	City Development	£6,000	£6,000.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
Morley Heritage Society Provision of an archive for Morley Heritage Society <i>Approval date: 25/02/2008</i>	Corporate Property	£1,700	£1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group. £1800 ring fenced but project underspent.	Complete
Morley Bring Site Improve and enhance existing recycling facilities in Morley <i>Approval date: 25/02/2008</i>	City Development	£6,162.25	£6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
Morley Town Hall Improve facilities at Morley Town Hall. <i>Approval date: 25/02/2008</i>	Corporate Property Management	£31,000	£29,900.00	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing

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Morley in Bloom Purchase of planters <i>Approval date: 25/02/2008 £1,835.40</i>	Morley in Bloom	£0.00	£0.00	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete. Paid through revenue budget
Morley Elderly Action Building extension at Morley Elderly Action. (£40,000) <i>Approval date: 08/12/2008</i>	Morley Elderly Action	£0	£0.00	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	CANCELLED due to no match funding secured
Speed Indicator Display Device Purchase a SID Device to be deployed in partnership with community groups, schools and police to reduce speeding in Morley <i>Approval date: 6.09.10</i>	Morley NPT	£2,516.58	£2,516.58	Reduction in Speeding and road traffic collisions in Morley NPT area.	Complete
Alexandra Hall Improvements 6 phases of work including stage improvements, new floor, curtains, lighting and electrics. <i>Approval date: 4/7/11</i>	Morley Amateur Operatic Society	£25,000.00	£0.00	Improved facilities in the Alexandra Hall; benefiting the current users of the room and to make a much more attractive venue for hirers, increasing the sustainability of the community centre.	ongoing
All Morley Total		£156,720.96	£124,020.96	Page 8	

Morley North

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

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<p>Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i></p>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
<p>Springfield Mill Park Environmental Improvements to Springfield Mill Park <i>Approval date: 07/07/2008</i></p>	Friends of Springfield	£5,000	£5,000	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
<p>Churwell Park Improvements to Churwell Park <i>Approval date: 14/04/2008</i></p>	Parks and Countryside	£5,000	£5,000	New benches and plants for shrub beds. Improvements to the environment.	Complete
<p>Churwell Park CCTV Installation of CCTV at Churwell Park <i>Approval date: 30/11/09</i></p>	Churwell Action Group	£14,757.00	£14,757.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Complete
<p>Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i></p>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
<p>Removal of Walton Drive Steps Removal of steps and replacement with ramp and triangle of mortar along wall. <i>Approval date 01/02/2010</i></p>	Transport Strategy Team	£2,500.00	£0.00	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing

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Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	ongoing
St Peter's Communtiy Hall Stonework repairs to the gable end wall <i>Approval date: 18/10/10</i>	Environmental Services	£6,332.00	£0.00	Improvements to a local community facility.	ongoing
Gildersome Grit Bins Installation of 2 blue grit bins in Gildersome, Action Group responsible for maintenance. <i>Approval date: 31/1/11</i>	Gildersome Action Group	£414.28	£0.00	Increased safety and access to local facilities by residents during bad weather conditions.	ongoing
Guiding Centenary New planter in Gildersome <i>Approval date: 14/03/11</i>	Gildersome Action Group	£2,000.00	£0.00	Improved physical appearance of the local environment.	ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
Springbank Playing Fields - Securing Site Purchahse gate and fencing. <i>Approval date: 4/7/11</i>	Parks and Countryside	£2,000.00	£0.00	A secure leisure site to be used for recreational purposes by local residents and visitors.	ongoing
Morley North Sub Total		£80,740.23	£64,222.75		
All Morley (50%)		£78,360.48	£62,010.48		
Morley North Total		£159,100.71	£126,233.23		

Morley South

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
Neighbourhood Improvement Area – Newlands & Denshaws A plan to aimed at making improvements in Priority Neighbourhoods. <i>Approval date: ?</i>	South Area Management	£25,100	£19,000.00 £2,000.00 £4,100.00	Albert Drive Shop Improvements. Kick around area in Newlands. Lewisham Park Improvements. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents.	Complete Complete Complete
Rein Park – Morley South An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB. <i>Approval date: 12/12/2005</i>	Parks & Countryside	£3,000.00	£3,000.00	Land adopted. Fencing. Trees planting. Reduction in the number of reported incidents of anti social behaviour in the area.	Complete
Morley South Litterbins 2005/06 Additional litter bins for areas identified as being problematic for litter. <i>Approval date: 12/12/2005</i>	Environmental Services	£4,700.00	£4,700.00	14 additional dual compartments, free standing litter bins for Morley South. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Magpie Lane – Morley South Environmental improvements to secure Magpie Lane and prevent travellers from re entering the site. <i>Approval date: 12/12/2005</i>	Leeds South Homes	£8,000.00	£8,000.00	Measures taken to prevent travellers from re-entering the site on Magpie Lane. Improvements in the physical environment of the area. Residents of the area feeling more secure.	Complete
Lewisham Park Youth Centre CCTV CCTV scheme for Lewisham Park youth centre. <i>Approval date: 12/12/2005</i>	City Services	£8,400	£8,400	CCTV. A decrease of ASB in the area. Safer communities.	Complete

**Outer South Capital Wellbeing Budget
2004 - 2012**

Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£2,325.00	£2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
Denshaw Grove Landscaping Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. <i>Approval date: 07/07/2008</i>	Groundwork	£2,214.97	£2,214.97	Safer stronger community. A safe and pleasant place to play.	Complete
Improvements to Footpath 79, Wide Lane Resurface footpath <i>Approval Date: 30/03/09</i>	Parks & Countryside	£3,162.40	£3,162.40	Improved Environment for local residents and allow better access of public right of way.	complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
Magpie Lane Play Space Provide new play facilities at Magpie Lane. <i>Approval Date: 18/10/10</i>	Parks & Countryside	£7,576.00	£0.00	More activities for children and young people and improvements to the local environment.	Ongoing
Woodkirk Murals (My Woodkirk) Install large murals in Woodkirk <i>Approval Date: 14/03/11</i>	Morley	£20,000.00	£0.00	Improved physical appearance of local environment. Greater sense of community identify and communitiy spirit.	Ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
Morley South Sub Total		£87,090.32	£59,443.12		
All Morley (50%)		£78,360.48	£62,010.48		
Morley South Total		£165,450.80	£121,453.60		

Rothwell

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

**Outer South Capital Wellbeing Budget
2004 - 2012**

Rothwell Litterbins Additional litterbins for areas identified as being problematic for litter. <i>Approval date: 25/02/2008</i>	Environmental	£4,800.00	£4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Rothwell Bring Site Improve and enhance existing recycling facilities in Rothwell. <i>Approval date: 25/02/2008</i>	City Development	£6,782.93	£6,782.93	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
Windmill Youth Club Improve facilities at Windmill Youth Club. <i>Approval date: 25/02/2008</i>	Corporate Property	£30,707	£12,500.00	Enhance and develop a community centre. Increase community use of building.	Ongoing
Recycling Bring Sites (additional) Resurfacing of the site. <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete

**Outer South Capital Wellbeing Budget
2004 - 2012**

Manor Road Shops Improvement works to area on Manor Road, Wood Lane Estate. <i>Approval date: 25/02/2008</i>	Groundwork	£19,453.75	£19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
Rothwell Competitive Music Festival - Staging Purchase temporary and portable staging <i>Approval date: 1st February 2010</i>	Rothwell Competitive Music Festival	£2,100	£2,100	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a nominal fee.	Complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. <i>Approval Date: 15/3/10</i>	Lofthouse Brass Band and Carlton Scouts.	£2,540.75	£2,540.75	More activities for children and young people and improvements to the local environment.	Complete
Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter <i>Approval date: 21/6/2010</i>	Environmental Services	£3,200.00	£0.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
Manor Road Shops CCTV Improve the quality of the cameras, update the recording system and move system to LLC owned property <i>Approval date: 06/09/10</i>	Commercial Asset Management	£3,389.00	£0.00	Reduction in crime and fear of crime, improvement to the local environment. Project will also support the work of the local TARA as they identified and supported the project through its	Ongoing
Rothwell NPT Pro Laser Device To purchase a pro laser speeding <i>Approval date:</i>	Rothwell NPT	£1,750.00	£0.00	Reduction in speeding and road traffic collisions in Rothwell NPT area.	ongoing
Manor Road Litterbin Purchase of a single litterbin <i>Approval date: 4/7/11</i>	Streetscene	£400.00	£0.00	Reduction in the amount of litter in the area, Improvements to the appearance of the local neighbourhood.	ongoing

**Outer South Capital Wellbeing Budget
2004 - 2012**

John O'Gaunts Gardening Group Purchase of equipment <i>Approval date: 4/7/11</i>	John O'Gaunts Gardening Group	£1,139.93	£0.00	Support residents in a priority neighbourhood to manage and maintain their gardens. Providing a sense of ownership and contributing to a cleaner and more attractive environment.	ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. <i>Approval date: 4/7/11</i>	Parks and Countryside	£71.20	£0.00	Reduction in dog fouling at parks across the outer south.	ongoing
Rothwell Total		£148,173.56	£120,016.43		
TOTAL					
Projects agreed		£641,848.27	£501,621.95		
Balance		£41,159.73			

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Report of Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 5th September 2011

Subject: A Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Is the decision eligible for Call-In?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary of main issues

1. This report presents a summary of key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda.

Recommendations

2. The Area Committee is asked to:
 - a) note the contents of the report and make comment as appropriate
 - b) confirm the nomination of a Ward Councillor to the Middleton Park Strategic Advisory Group.
 - c) Agree to changing the name of the Cleaner Neighbourhoods Sub Group to the Outer South Environmental Sub Group.
 - d) Approve the revised Terms of Reference for the Outer South Environmental Sub Group.

1 Purpose of this report

- 1.1 To bring to Members' attention in a succinct fashion, a summary of key work which the Area Management Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2 Background information

- 2.1 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city and in an effort to be more focused on current priorities.

3 Area Chairs Forum

- 3.1 Forum meetings take place on a bi-monthly basis and are chaired by the Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration. The meetings are attended by the ten Area Committee Chairs, the Assistant Chief Executive (Planning, Policy & Improvement), the three Area Leaders and the Neighbourhood Services Co-ordinator from Leeds Initiative.
- 3.2 Following recommendations by the General Purposes Committee, the Full Council on the 26th May 2011 approved that the minutes of the Area Chairs Forum meetings be a regular item for consideration at future Area Committee meetings. The scheduled Area Chairs Forum meeting dates for 2011/12 are:
- Friday 17th June 2011, 10:00am – 12:00pm
 - Monday 5th September 2011, 10:00am – 12:00pm
 - Friday 11th November 2011, 9:00am – 11:00am
 - Friday 13th January 2012, 10:00am – 12:00pm
 - Friday 2nd March 2012, 10:00am – 12:00pm
- 3.3 Minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting. As a result, the tight deadlines may mean that minutes will not be issued in the Area Committee papers, and it may be necessary to table the minutes at some Area Committee meetings. This scenario has arisen for the September Area Committee and papers will be tabled at the meeting.

4 Middleton Park Strategic Advisory Group

- 4.1 Middleton Park is operated and managed by Leeds City Council with the majority of the land held on a 999 year lease from Wade's Charity. It is felt that Middleton Park has suffered in recent years from a lack of significant capital investment and as a consequence the park falls well short of reaching the Green Flag standard in contrast to other large parks in Leeds. Despite the condition of the parks infrastructure, it receives over 2 million visitors a year, the majority of which come from the Wards of Middleton, City and Hunslet and Beeston and Holbeck.

- 4.2 The Middleton Park Project was established to address some of the issues in the park. In June 2010 the Heritage Lottery Fund awarded £1.465 million towards the project, further funding of £287,000 has been pledged by Wades Charity and £125,000 from Leeds City Council (LCC), with a further commitment from LCC to spend £320,000 revenue funding over ten years for enhanced maintenance. Funding will support a number of improvements including, redevelopment of entrance points, the rose garden and signage, construction of a bandstand, new seating and heritage trails.
- 4.3 Following this work the park is expected to have a positive impact on the local communities and play an important role in the development of other local strategies that brings Middleton Park alongside the likes of Roundhay and Kirkstall, for it to become a destination with a broader geographical appeal across the south wedge and outside Leeds.
- 4.4 Inner South Area Committee is considering a report at their September meeting to agree to set up a Middleton Park Strategic Advisory Group (SAG). The group will be asked to look at the linkages and opportunities that will make the park a significance asset in the south of the city and bring statutory and voluntary sector partners together to identify a range of options for promoting the park to a wider audience.
- 4.5 The impact of Middleton Park on the wider geography of the South of the city means that it would be beneficial to include a nominated representative from each of the Area Committees in the South. This means that the views of a wider audience are heard and engagement techniques can be targeted more effectively in each area. Members are asked to confirm their nomination to the Middleton Park Strategic Advisory Group.

5 Updates by Theme: Sustainable Economy and Culture

5.1 Community Centres Sub Committee

- 5.1.1 The Outer South Community Centres Sub Committee last met on the 17th August 2011. The minutes and work programme will be presented at the October Area Committee. The next meeting is planned for Wednesday 9th November 2011

5.2 Morley Town Centre Management Board

- 5.2.1 The Morley Town Centre Management Board met on the 29th July 2011. The minutes will be presented at the October Area Committee.

5.3 South Leeds Employment, Education and Training Group (SLEET)

- 5.3.1 To further strengthen links between the SLEET group and the Outer South Area Committee, the minutes from the meeting are circulated to the Area Committee. The most recent minutes from 22nd November 2010 were presented at the January meeting.

6 Updates by Theme: Children and Families

6.1 Children Leeds South Leadership Team

- 6.1.1 To further strengthen links between the Children Leeds South Leadership Team and the Outer South Area Committee, the minutes from the most recent meeting on 26th January 2011 were circulated at the March Area Committee.
- 6.1.2 A full performance monitoring update on Children Services in the Outer South is provided for Members elsewhere on the agenda.

7 Updates by Theme: Safer and Stronger Communities Board

7.1 Divisional Community Safety Partnership (DCSP)

- 7.1.1 A full update on community safety work in the Outer South, including the review of the DCSP, is provided for Members on the agenda under the Community Safety Report. Following his nomination as the Community Safety Champion at the July Area Committee, Councillor Neil Dawson will be consulted on the development of the future partnership framework for community safety.

7.2 Cleaner Neighbourhoods Sub Group

- 7.2.1 The Cleaner Neighbourhoods Sub Group met on the 17th August 2011 to discuss the Service Level Agreement (SLA) for the environmental delegation, and the future role and operating principles of the group. The minutes (**Appendix 1**) and action plan (**Appendix 2**) are presented for Members information.
- 7.2.2 Following a presentation from the Locality Manager on the SLA, Members proposed a number of additions and amendments to the draft document. A revised version is presented elsewhere on the agenda.
- 7.2.3 To support the delegation of environmental services, it was agreed that the sub group would be responsible for monitoring the SLA on behalf of the Area Committee and ensure integrated locality working. Discussions took place on revisions to the terms of reference including; increasing the number of meetings and streamlining membership.
- 7.2.4 With the aim of achieving consistency across the South East, it is proposed to Members that the Cleaner Neighbourhoods Sub Group changes its title to the 'Outer South Environmental Sub Group'. The Terms of Reference are presented at **Appendix 3** for Members to approve, reflecting the discussions at the meeting and the proposed name change.
- 7.2.5 Members were informed that proposals were in development to establish four crime and grime tasking groups across the South East. These multi agency groups would form a frontline response to specific environmental and community safety issues.
- 7.2.6 The group agreed for the action plan to be closed and appropriate issues to be incorporated into SLA.

7.3 Litterbins

Streetscene have confirmed that the additional litterbins funded through the Area Committee Well being budget have all been installed, except for two locations in Rothwell where poor surfaces meant they were unable to site a litterbin there. Rothwell Ward Members have been requested to identify two alternative locations.

7.4 Ginnel Mapping

A draft ginnel map for Morley South has been produced and a meeting has been arranged with Aire Valley Homes to progress the map to the next draft stage.

7.5 Groundwork Litter Project

In response to members of the sub group identifying littering around primary schools as an issue, the Area Committee commissioned Groundwork Leeds with £899 revenue funding to undertake anti littering workshops in four primary schools in the Outer South. An evaluation report (**Appendix 4**) has been submitted by Groundwork to illustrate the successful work completed in Morley Newlands Primary and Churwell Primary. Following the workshop, both schools were inspired by the project and have continued to create work around the issue. Groundwork continues to work with Blackgates and Rothwell Victoria Primary Schools to agree a suitable date to hold their workshops.

7.6 Conservation Audits

7.6.1 Woodlesford Conservation Area Appraisal: The new Woodlesford Conservation Area was designated on 27th June 2011. The Woodlesford Conservation Area Appraisal and Management Plan were approved as a material consideration in the determination of planning decisions on the same day. The new area and the appraisal are now in place to promote and protect the special character of the village.

7.6.2 Morley Conservation Area Appraisal: Following responses received during the initial public consultation, it is necessary to hold a further public meeting to allow further debate of the proposals. The date of additional public meeting is currently being arranged with Morley Town Council Clerk but it is likely to be in October and will be held at Morley Town Hall. The meeting will be fully advertised with a press release, posters and a mailing to all properties within the areas of proposed boundary change.

7.6.3 Following the public meeting there will be a four week period for further comments. The revised boundary and appraisal will be written up for consideration by Chief Officers at the next available Planning Board meeting. If approved, the Planning Board proposed delegated decision will be open to scrutiny for a period of three weeks. If not called in, the appraisal will then be adopted as a material consideration in the planning process and the revised boundary will go live.

8 **Updates by Theme: Health and Well being**

8.1 The South East Health and Well being partnership met on the 26th May and 28th July. Minutes from both meetings are available at **Appendix 5 and 6**.

9 Updates by Theme: Housing and Regeneration

9.1 Town and District Centre Regeneration Scheme

9.1.1 Local Shops Initiative

With one project complete, there have been 2 further expressions of interest. Quotes are due for consideration before progressing. The Morley Town Centre Management Board is still actively promoting the scheme and it will review progress at its next meeting.

10 Corporate Considerations

10.1 Consultation and Engagement

10.1.1 All projects developed are in consultation with Elected Members and local communities. Approval for a contribution from the Well being budget is secured at Area Committee.

10.2 Equality and Diversity / Cohesion and Integration

10.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

10.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

10.3 Council Policies and City Priorities

10.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

10.4 Resources and Value for Money

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

10.5 Legal Implications, Access to Information and Call In

10.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are eligible for Call In.

10.5.2 There are no key or major decisions being made that would be eligible for Call In.

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

10.6 Risk Management

10.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

11 Conclusions

11.1 The report provides up to date information on key work areas of the Area Committee.

12 Recommendations

12.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate
- b) confirm the nomination of a Ward Councillor to the Middleton Park Strategic Advisory Group.
- c) Agree to changing the name of the Cleaner Neighbourhoods Sub Group to the Outer South Environmental Sub Group.
- d) Approve the revised Terms of Reference for the Outer South Environmental Sub Group.

13 Background documents

13.1 Minutes of the Full Council meeting, 26th May 2011

13.2 Council Constitution

13.3 Area Committee Summary of Key Work Report, 4th July 2011

13.4 Area Committee Well Being Report, 4th July 2011

13.5 Conservation Area Reviews 10th September 2007

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Cleaner Neighbourhoods Sub-Group
 11.30am Wednesday 17th August
 2011
 Small Banqueting Room
 Morley Town Hall

ATTENDANCE	
Cllr Robert Finnigan	Ward Councillor (Chair)
Cllr Stewart Golton	Ward Councillor
Cllr Lisa Mulherin	Ward Councillor
Kevin Vaughan	Aire Valley Homes, Morley Housing Office
Martin Cronin	Aire Valley Homes, Morley Housing Office
Sue Spellman	Aire Valley Homes
Andy Beattie	South East Locality Manager
Paul Spandler	Services Manager, Locality Team
Steve Wetherill	Team Manager, Locality Team
Tom O'Donovan	Area Management Team
Sarah Gill	Area Management Team

1.0	Welcome and Introductions	ACTION
1.1	Everyone was welcomed and introductions were made.	
2.0	Apologies	
2.1	Cllr Jack Dunn, Ward Councillor Cllr Shirley Varley, Ward Councillor, Phil Staniforth, Parks and Countryside Mark Allen, Morley and Rothwell Fire Station Commander Tom Smith, Locality Manager.	
3.0	Minutes and Matters Arising	
3.1	Minutes for May 17th were agreed as an accurate record.	
3.2	Streetscene Principal Area Manager to be invited to July round of Ward Based Briefings. - In light of changes in environmental services staffing structure, it is now more appropriate for the Locality Manager to fulfil this role.	
4.0	Delegation of Environmental Services	
4.1	Locality Manager, Andy Beattie, presented the draft Service Level Agreement (SLA) that has been informed by workshops and discussions with Councillors.	
4.2	Introduced that a new generic email account for referrals and requests to environmental services to be established. This will replace requests going directly to officers. The email account will be regularly checked and aims to speed up response time.	

4.3	Cllr Finnigan supported new email account but highlighted that the response was important and if issues were ongoing, it would be escalated to responsible officer.	
4.4	Locality Manager confirmed that: <ul style="list-style-type: none"> • SLA is for 6 months • environmental audits to be completed 4 times a year. • 7.2 (d), one driver and one crew member referred to is for South East Wedge not to Area Committee 	
4.5	Members made the following amendments: <ul style="list-style-type: none"> • 6.1 (f), that enforcement be added regarding shop frontages. • Maps for all Outer South areas to be included, this may include routes that cross over into other Area Committee areas. • Add that audit of litterbin locations, condition and usage to be completed by March 2012. • Routes that service litterbins to be included. • Link to Area Committee Business Plan and amend references to Area Delivery Plan and Community Engagement Plan. • List of issues presented on a slide at the Members workshop to be appended to SLA. 	
4.6	SLA to be updated based on comments.	AB/TS
4.7	Group requested that Locality Manager confirm: <ul style="list-style-type: none"> • If Area Committee SLA with Locality Team or the Environment and Neighbourhoods Directorate. • Confirm if there is a Job Description for Environmental Champion • Attend next round of Ward Based Briefings. 	AB/TS
4.8	It was highlighted that Ardsley and Robin Hood Ward do not receive any manual litter picking. Cllr Mulherin requested that this was amended using information submitted at previous workshops. It was highlighted that under the new delegation, any request for service change would need to be made to the sub group for discussion and agreement.	
4.9	South East wedge budget circulated for comment. Members highlighted that WNW had twice as many litterbins and therefore benefit from twice the budget for replacements.	
6.0	Role of Cleaner Neighbourhoods Sub Group	
6.1	In light of the groups discussions on the SLA, the Sub Group recognised the need to amend the Terms of Reference to allow the group to focus on monitoring the SLA on behalf of the Area Committee.	

6.2	Group received an update on discussions to establish four crime and grime tasking groups across the South East. These multi agency groups would form a frontline response to specific environmental and community safety issues. In the future it may be appropriate for some officers currently attending the Cleaner Neighbourhoods Sub Group to attend this group instead.	
6.3	The following amendments to the Terms of Reference were agreed: <ul style="list-style-type: none"> • Meetings to be held before every Area Committee • Role to monitor the SLA on behalf of the Area Committee • Membership reviewed and agreed (4 Ward Members, Locality Team, Area Management Team, Aire Valley Homes Environmental Manager and Parks and Countryside Manager) 	
6.4	The amended Terms of Reference to be presented at the September Area Committee for approval.	SG
6.5	Appropriate Managers in Aire Valley Homes and Parks and Countryside to be invited to attend and participation in revised sub group.	SG
7.0	Action Plan	
7.1	The group agreed for the action plan to be closed as issues incorporated into the SLA.	
8.0	Any Other Business	
8.1	Sue Spellman asked for Members feedback on the first round of weed spraying.	
8.2	Mixed experiences, positive feedback for Morley but still issues in Ardsley and Robin Hood ward.	
8.3	Area Management highlighted that an Area Committee Report from Aire Valley Homes is due at September meeting, group suggested weed spraying addressed in report.	SS
9.0	Date of Future Meetings	
9.1	Future meeting dates: <ul style="list-style-type: none"> • Wednesday 21st September • Wednesday 9th November • Wednesday 11th January • Wednesday 29th February • Wednesday 25th April <p>All meetings to be held at 11.30am in the Small Banqueting Room, Morley Town Hall.</p>	

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Outer South Cleaner Neighbourhood Sub Group Action Plan

	Business Plan Outcome	CN Action	Who responsible	Target Outcome	PROGRESS
Tackle Dog Fouling	Neighbourhoods in Outer South are clean and attractive.	AMT and Enforcement to arrange additional patrols to tackle Dog Fouling	Enforcement	Reduction in Dog Fouling and cleaner parks and streets in Outer South	Project completed and evaluation presented at July Area Committee. Future work to be captured in Environmental Delegation and monitored through SLA.
		16 A4 metal signs produced to tackle dog fouling	AMT		Capital funding secured for posts at July Area Committee. Parks and
Littering near schools		Workshops in primary schools to tackle littering problems.	Groundwork	Reduction in littering and cleaner streets.	2 workshops completed; Churwell and Morley Newlands Primary Schools. Evaluation report to September Area Committee.
Litterbins		8 additional litterbins for Ardsley and Robin Hood, Morley North and Rothwell. 13 litterbins for Morley South.	Streetscene	Streetscene criteria for installation and maintenance agreed to inform a funding proposal	Streetscene completed installation of litterbins except two in Rothwell ward due to the road surface being unsuitable to fit a bin to. Ward Members being consulted.
Ginnels		Map ginnels in Outer South	Environmental Services / Area Management Team / Aire Valley Homes / P&C / Land Records / Highways /PROW	Definitive list of ginnel locations and ownership.	Morley North map completed. Morley South draft map completed and meeting to be arranged with AVH. City wide ginnel maintenance and cleansing project established by Locality Manager.

Garden Maintenance Scheme	Support garden maintenance provision for vulnerable members of the community across the Outer South	Support delivery of Garden Maintenance Scheme in Outer South.	Parks and Countryside / Morley Elderly Action / Care & Repair Leeds / Area Management / Aire Valley Homes.	Increased number of people benefiting from garden maintenance scheme in Outer South Leeds. Improved appearance of gardens. Vulnerable residents in Outer South supported in independent living.	MEA commissioned to deliver single outer south scheme in 2011/12.
Operation Champion	Deliver multi agency Crime and Grime initiatives in targeted neighbourhoods	Support delivery of two Operation Champions in the Outer South	Area Management / Aire Valley Homes / Environmental Services / Police / Fire Service / Youth Service	Operation Champions implemented with clear aims and outcomes achieved	Grime and Crime initiatives on hold and being considered by Locality Manager within wider context of environmental delegation and integrated locality working.
Environmental Pride	Deliver Environmental Pride Initiatives to priority areas.	Monitor and influence Environmental Pride days.	Aire Valley Homes / Area Management / Environmental Services	Number of Environmental Pride initiatives held. Improved appearance of local neighbourhoods	
Environmental Services Delegation	Support Delegation of Environmental Services	Forum for consultation. Future role to be confirmed.	Area Management / Environmental Services	Ward Members accountable for delivery of environmental services.	Delegation to begin from September 2011 and will be managed by Locality Team and monitored through SLA.

Outer South Environmental Sub Group

Terms of reference

1.) Purpose

The delegation of environmental services to the Area Committee provides a significant opportunity and challenge. The delegation is expected to provide the Area Committee with greater influence over the delivery of services to ensure that the area is kept clean while meeting the standards required by the Council. This delegation will also further the aims of locality integrated working (the design principles of locality working are attached). The services delegated to the Area Committee are:

- Mechanical path and road sweeping
- Manual litter picking
- Flytipping removal
- Leaf clearing;
- Litter bin emptying;
- Dog controls
- Flytipping enforcement and litter control
- Domestic & commercial waste storage & transportation issues controls
- Highways enforcement
- Graffiti enforcement;
- Overgrown vegetation controls

2.) Guiding operating principles

Meetings: for the first 6 months of the SLA meetings will be held prior to each Area Committee and then reviewed.

Links: The group should proactively seek to establish links with other service providers that will benefit its work.

Status: The group shall act on behalf of the Area Committee.

Governance: the meeting will be administered by Area Support Team.

Equality: The group will ensure that equality, diversity, community cohesion and community safety issues are considered in the development and delivery of the project.

Terms: The terms of reference will be reviewed on an annual basis.

3.) Functions

Based on information provided by the Locality Team;

- Monitor the performance and delivery of services through the Service Level Agreement and make recommendations to the Area Committee.
- Consider the results of consultation with key community organisations
- Support the development and delivery of services that address environmental issues in line with local needs within the Outer South Leeds area.
- Inform the Area Committee Business Plan in relation to environmental issues

4.) Membership

Membership should include the following:

- Cllr Robert Finnigan – Chair and Environmental Champion
- Cllr Shirley Varley
- Cllr Jack Dunn
- Cllr Stewart Golton
- Tom Smith, South East Locality Manager
- Paul Spandler, Service Manager, South East Locality Team

September 2011

- Tbc Aire Valley Homes Service Manager
- Tbc Parks and Countryside Manager
- Area Management Team

Chair: The Chair of the Group shall be a Ward Councillor as nominated by the Outer South Area Committee. The Chair shall be the Environmental Champion for the Area Committee.

GROUNDWORK REPORT

Outer South Area Committee

Litter Project

Will Gore

Outline

Groundwork in partnership with the Outer South Area Committee delivered litter awareness workshops to Morley Newlands Primary School and Churwell Primary school. Both schools welcomed the project and went the extra mile with regard to producing extra work after Groundwork had left.

The concept was very simple; in the first session we look around the local area and discussed the group's likes and dislikes and in the second session we discussed which area we would like to improve and then carried out a litter pick.

Morley Newlands

With Morley Newlands we worked with a year 4 class who relished the opportunity to get out into their local neighbourhood. The group took photos of the things they liked and disliked and then decided that they would like to target an alley which links Denshaw Drive and Denshaw grove as it had a high amount of litter compared to the surrounding area.



Groundwork
Environment & Business Centre,
Merlyn-Rees Avenue, Morley,
Leeds, LS27 9SL

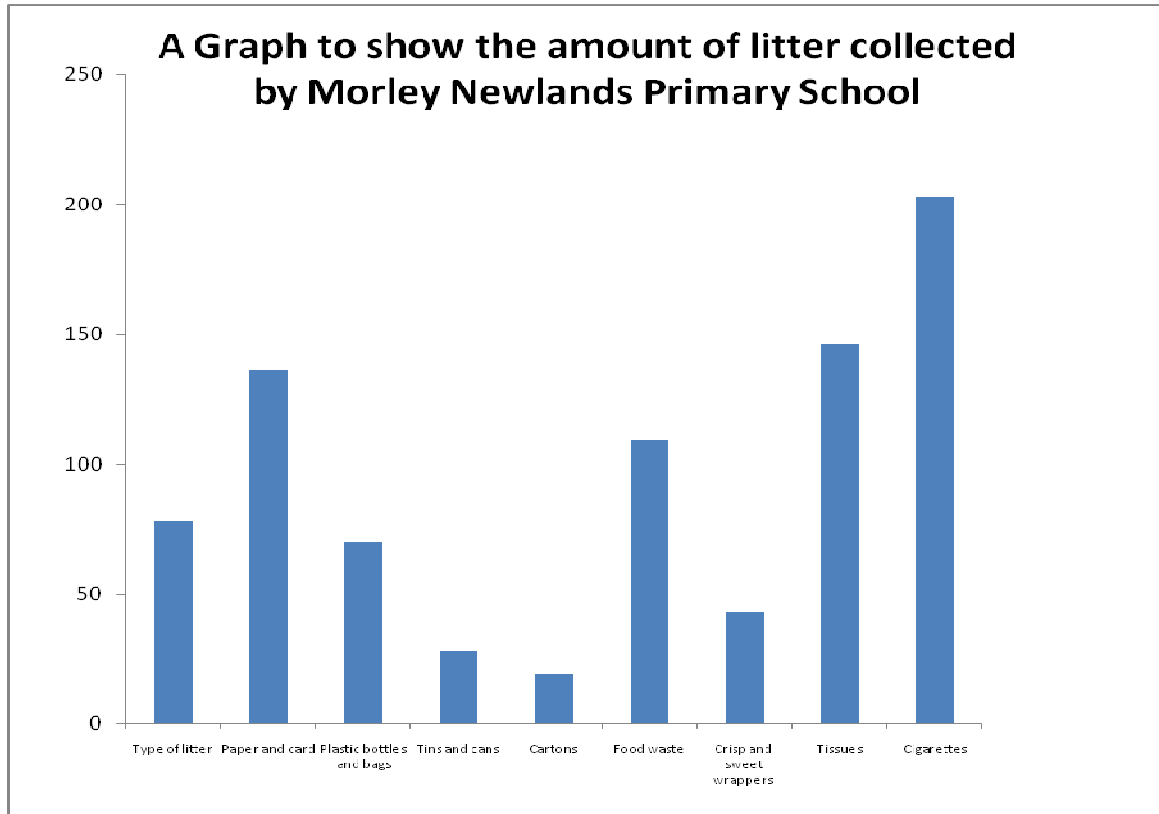
Telephone 0113 238 0601
www.groundwork.org.uk/leeds



GROUNDWORK REPORT



As well as litter picking, the group carried out an audit on the type of litter they collected. The results were used to compile a graph from which the children then made some conclusions about who was creating the mess.



After Groundwork had left, the pupils carried on the work and created a display about litter, a presentation on the work they carried out and wrote a litter rap. All of these things were presented by the class in an assembly which parents came to watch.

Churwell

We worked slightly differently with Churwell Primary School because we worked with the Eco team who are a mix of pupils from every KS2 class. The pupils again walked around the local area and looked for things that they would like to improve as well as appreciating what's good about their area. The pupils found that there was a large amount of litter in the hedges outside the school which they decided to target. They also discovered a lot of dog faeces in a nearby alley way even though there were plenty of bins.



In the second session the pupils carried out a litter pick and cleared the hedgerow outside the school of any litter. The group then worked on finding ways of letting the community know what was going on in the area. The group wrote letters to local councillors, reports on the work they had carried out and even wrote a letter to the paper, which was published.



Make Morley beautiful!

OUR names are Sofia and Max and we are part of the Eco-Council team at Churwell Primary School.

We are writing to you about what we have been doing for the past two weeks.

A company called Groundwork came into our school on two mornings and told us some facts about our environment, about what is good and bad about our world. We have been looking at how and why people treat our environment.

On our first week, we went around our local area to have a look at what we liked and disliked and we were wondering if some of your readers could help us, because we liked the gardens that are well looked after, but not the litter!

We found lots of people have been throwing litter on the floor and not cleaning up after their dogs.

Please could you ask your readers to make sure the rubbish bins are always being used, or to take their rubbish home back with them and clean up after their dogs.

If all your readers could do this



GREEN TEAM: Churwell's Eco-School Council Team with Coun Janet Harrison and Groundwork staff. (NS)

Morley would be a much nicer place and we could all enjoy using our area more.

Please help us to make Morley more beautiful!

**CHURWELL PRIMARY
SCHOOL
ECO-SCHOOL COUNCIL
TEAM**

Outputs and comments

In total we delivered 4 workshops and took part in an assembly. We directly reached 38 pupils through workshops and then a further 250 pupils through an assembly. We also maintained an alley way and the area surrounding Churwell Primary school entrance.

I must apologise for the area committee not getting mentioned in the press release. The release was created and led by the pupils after I had left so I had no control on the content of the release.

I will now use the content of the report to show the two further schools to get them onboard for October delivery. I also have a lot of work from the pupils e.g. litter rap and letters to MPs. Would this be something that you would like or could use in some way?

Minutes of South East Leeds Health and Wellbeing Partnership Meeting 26th May 2011

Attendees:

Dave Mitchell (Chair) – Practice Based Commissioner
Bash Uppal – Adult Social Care/Leeds PCT
Pat McGeever – VOICE Representative
Shaid Mahmood – SE Area Leader
Cllr Kim Groves – Inner South Health Champion
Andy Beattie – Environments & Neighbourhoods
Aneesa Anwar - (minutes) – LCC, Support to Health & Wellbeing Partnerships

1. Welcome, introductions and apologies

Apologies were received from Cllr Renshaw, Cllr Lewis, Brenda Fullard and Julie Bootle.

2. Minutes of meeting held on 31st March 2011

Agreed as an accurate record.

3. Matters arising

Minute 3 – noted that the link to google mapping has changed to www.wellbeingleeds.co.uk or www.wellbeingleeds.com.

Minute 5 – Bash informed the partnership of a Children's services workshop planned for June to address improving children's attendance and reducing sickness absence in inner south area. Bash asked to engage health staff support and to liaise with Community Health Care Trust.

Minute 6 – the MSOA locality profiling from NHS Leeds will be ready with narrative by September.

Action: Brenda/Nichola to confirm date and present at future partnership meeting.

4. Progress on existing priorities 2010 - 2011

Bash went through the SE partnership priority review plan which was attached with the agenda. Supporting documents shared included: MARS information leaflet; consultation questionnaire; alcohol action plan; workforce capacity building plan (see attached). A discussion took place about the progress against the partnership objectives for 2010/11 as follows.

Improved communication channels and community engagement through locality partnership arrangements

- To develop robust local qualitative consultation tool for staff to use at local events the health and wellbeing questionnaire was developed. This is being further revised with input from partners and will be used to complement JSNA data.
- To date 200 questionnaires have been returned and other organisations are being encouraged to complete them.

- It was noted that Aire Valley Homes and Health for All could also input.

Action: all partners to check if questions are right and inform Bash of any amendments to ensure the questionnaire meets the needs of the partnership.

Influence commissioning to ensure local service delivery better meets the needs of communities living in deprived neighbourhoods

- This section was left blank intentionally as any additional activities will be incorporated with changes nationally.
- Agreed that the function of the partnership needs to be made more explicit in relation to commissioning and it's reporting to the main Health & Wellbeing Board. This will also impact on future membership.
- Leeds Alliance have established themselves as a further consortia in the City and they have shown interest in getting involved in the local Health & Wellbeing Partnerships.
- Adult Social Care commissioning representatives will be named for all 3 partnerships soon and attend future meetings.

Ensure translation of citywide priorities into actions at a local level

- Key activities have been identified at the alcohol sub group and these will be connecting with the Citywide alcohol plan.
- Noise out of hours operating at a number of locations - Andy will be able to give information further when needed.
- Family support unit - when this is set up Pat will be able to update.
- Peer to Peer work described by Cllr Groves as an excellent piece of work. Cllr Groves exploring further funding for this to continue.
- MARS – the trial begun on 23rd May for 8 weeks in Belle Isle and Little London. Bash to feedback at next meeting.

Reduce health inequalities gap through strengthening partnerships, building health capacity and maximising resources.

- Workforce capacity building framework has been developed as a result of KPMG recommendations and is included in the City priority plan for health & wellbeing. A working group lead by the Council in partnership with NHS Leeds is implementing the framework.
- The NAEDI Lung Cancer Screening activity has worked well in the area and the take up has been extensive.

The partnership noted that Citywide priorities are fairly broad and the Health & Wellbeing Partnership activities will be linked into action plans.

A discussion took place on the themes that came out of the session at the health innovation event. One of the theme that was identified was "*air pollution and its effects on residents' health - what can we do about it?*". Andy informed the partnership that the air quality standards are in place but immediate term work such as informing respiratory patients of air pollution needs to be done in order for patients to prepare themselves when the air pollution levels are high.

Action: Andy to give further details about air pollution soon.

Action: a few people to meet up to explore how the partnership could work to get air pollution activity underway. Bash to circulate a date for partners to attend.

5. Priority setting for 2011 - 2012

It was agreed to look at community engagement, determinants of health and air pollution as priorities for the next year.

It was agreed to continue the work that is underway from priorities set last year such as MARS, tackling alcohol issues and referral pathways.

Smoking – there is potential to do more work around this but it felt that the partnership should wait until the tobacco plan is out in September to work around that.

Due to changes in the national agenda it was agreed to revisit the priorities that have been set later in the year.

Action: need to confirm 2011/12 priorities at the next meeting. **Bash** to support partnership to develop key performance measures and actions against priorities.

Suggestions to look at Outcomes Based Accountability (OBA) approach at a future meeting.

6. Any other business

None.

7. Next meeting

28th July 2011 at 2 – 4 Civic Hall.

Health and Wellbeing Questionnaire guidance

Introduction

The Health and Wellbeing partnerships are working to make a real difference to outcomes for individuals and communities by addressing the health inequalities that currently exist across Leeds. They have examined local health profiles and data to inform their decisions around their most relevant health and wellbeing improvement priorities on which to focus in their first year. The chosen priorities allow consistency across wedges but also flexibility to accommodate action across a broad variety of themes e.g. geographic focus, lifestyle behaviour, locality health issues e.g. stroke, cancer, communities of interest e.g. BME, learning disability or Older People and cross cutting issues such as commissioning and communications.

Background

In reviewing existing arrangements the locality health and wellbeing partnerships identified a gap in terms of local community qualitative intelligence gathering mechanisms that provided a standardised approach for any professionals wanting to engage around health and wellbeing. There was also a need to ensure a mechanism was in place to complement the joint strategic needs assessment (JSNA) which is pulled together from quantitative data.

Purpose of this Questionnaire

To support community engagement mechanisms – to create a joined up approach to future consultation, involvement, empowerment etc. This questionnaire is crucial to ensuring robust system is in place for gathering local intelligence that can better inform future local service delivery and commissioning.

The Questionnaire has been pulled together through a multi agency group including representation from health and wellbeing improvement team, adult social care community involvement team and the performance management section in the Council. With this being at trial stage the questionnaire is to be reviewed on a regular basis to ensure it meets the needs of service design teams.

Using the Questionnaire

A standardised questionnaire has been produced, copies of which can be provided on request from the health and wellbeing improvement team (contact Aneesa Anwar) based at Merrion House.

This questionnaire is not to be photocopied as each is bar coded to assist with analysis and evaluation recording processes. This entails the returns being scanned into a smart system. ALL questionnaires must be returned even if not used.

Contact: Kuldeep Bajwa and Bash Uppal
15th February 2011

South East Leeds – Tackling Alcohol Related Activity Plan

Activity	Actions	Timescales	Key Officers	Progress	Status	Link to City Priority indicators
Reducing high intensive users of hospital services	Case conference approach to be established for high intensive users (and where appropriate links to CAF and MARAC).	Aug 2011 to trial case conference approach	Diane Powell; Gerry Shevlin and Bash Uppal	Work underway to identify key cases and gain patient consent.		
	Brief treatment screening referral in targeted hotpots via ADS using local practices.	Early July pathway in place	Diane Powell and Bill Owen	Pathway for referrals being developed and review of ADS surgery locations to ensure in key hot spot areas.		
	Raising awareness of key services.	ASAP – done	Bill Owen	List of practices where brief treatments offered to be circulated.		
		June 2011	Diane Powell	Directory of Leeds Alcohol treatment services shared and to be revised on 'Leeds lets change' website.		
	Opportunity for pre Appointments from hospital to outreach support.	tbc	Diane Powell and Bash Uppal	To identify key stakeholders to progress discussions and explore options.		

Activity	Actions	Timescales	Key Officers	Progress	Status	Link to City Priority indicators
Community engagement and awareness	Addressing social norms through marketing activity (Drink aware).	Tbc	Lisa Huntley (renew)	Bid to access funding being developed by Middleton Regen Partnership.		
	Capacity building with local communities - engage parents - enhance community Reporting.	tbc	Dave Lodge	WYTS to undertake as part of phase 2 work for Middleton com engagement activity – tbc.		
Addressing related ASB issues	Opportunity to develop arrest referral for alcohol e.g. use bridewell model.	tbc	Diane Powell, Keith Lawrence and Probation	Health proposal to continue to fund Bridewell arrest referral process. Health to explore with Probation and Integrated Offender Mgt potential for Beeston and Middleton.		
	Morley profile on town centre issues. (Link to licensing cumulative impact evidence).	June 2011	Diane Powell	ADS services well attended in Morley. To explore health evidence data for Morley.		
	Identify associated ASB issues and actions for LS10/11 and Morley.	tbc	Gerry Shevlin	Meeting to be held involving Police and ASBU.		

Activity	Actions	Timescales	Key Officers	Progress	Status	Link to City Priority indicators
Support to address related domestic violence	Explore mechanisms to address the need for alcohol services to better engage with MARAC process.	Ongoing	Bill Owen Paula Gardner	To explore possibility of ADS engagement with MARAC.		
	Explore key alcohol related issues and potential actions.	July 2011	Bash Uppal, Louise Snowden and Gerry Shevlin	Stakeholder workshop to develop OBA to be arranged before school holidays.		
Licensing and policy	To explore developing a CIP for LS10/11.	Ongoing	Susan Holden Gerry Shevlin Bash Uppal	Agreed all to progress evidence data gathering to support CIP process. Send any information to key leads.		
	Health representative on to licensing board.	tbc	Brenda Fullard and Diane Powell and Seamus Kennedy	To refer this to alcohol management board.		
	To improve level of representations made at licensing panel by running local briefing sessions for members and agencies.	tbc	Susan Holden Gerry Shevlin Bash Uppal	Meeting to progress to be arranged involving licensing and elected member reps.		
	Explore any licensing requests from new retailers for LS10/11. Consider options for limiting alcohol sales e.g. opening times.	tbc	Susan Holden	Local partnerships to be briefed on timescales and consulted on new applications and potential limitations.		

Activity	Actions	Timescales	Key Officers	Progress	Status	Link to City Priority indicators
Business activity	Improve workforce health with major retailers.	tbc	WYTS?	Pending feedback.		
	Explore potential sources of funding for enhancing local treatment services e.g. business grants / section 106 etc.	tbc	Cllr Kim Groves	To explore options round section 106.		
	Explore potential to establish local traders association.	tbc	WYTS	To run workshop?		
Tackling impacts on children & young people	Address under age drinking and associated teenage pregnancy via awareness programme in local schools and community buildings.	tbc	Insp Yvette Hamil and George Bright	Police meeting with key agencies to progress addressing underage drinking.		
				Summer activity programme to include alcohol awareness work?		
	CAF process picking up young people and families involved in alcohol abuse.	tbc	Police / children services joint working.	Pending discussion.		

Health and Wellbeing

A Joint Approach to Building Capacity in the Workforce

Health and Wellbeing Framework – A proposed Model based on the community engagement framework and City Priority Plan for Health and Wellbeing.

Leeds will be a healthy and caring city for all ages where people:

- *Will live longer, have healthier lives and reduced health inequalities*
- *Will have access to high quality health and social care services that meet their needs*

Training Level	Health and Wellbeing Role	Who Can take on this Role
1	All Staff <i>Staff have an awareness of health inequalities in Leeds</i>	All Staff
2	Front-Line Workers <i>Confident to pass on key health messages and signpost to appropriate services</i>	Targeted front line workers Focus on fieldworkers E.g. Health improvement officers; librarians; one stop centre staff; children's family intervention workers; environmental health officers; housing officers; leisure centre staff; social workers; parks and countryside officers(rangers and maintenance staff), schools and children centre workers.
3	Case and Group Workers <i>Provide brief interventions and motivation for behavioural change</i>	Staff who work directly to provide intensive support to vulnerable groups or individuals: Social workers; daycentre workers; ASBO workers; homeless and independent living officers etc.
4	Engaged in Involvement and Consultation	Those engaged in communications, involvement and consultation activity both from different directorates and those that organise events locally eg area management officers.
5	Senior Level Champions <i>Cascade and promote health and wellbeing across services</i>	Strategic managers Chief Officers/HOS Commissioning managers Team Managers Elected Members

Role and Responsibilities

1. **All Staff** – have a basic picture of the health and wellbeing agenda across Leeds

All Staff are able to:

Understand and be aware of Health and well being issues in localities

Understand the impact of health inequality across Leeds

Knowledge of how lifestyle choices impact on health

Knowledge and Skills Required

Staff can explain:

- the basic picture of health inequalities across Leeds – main causes of death, life expectancy, etc
- what factors make up 'health'
- how lifestyle choices can increase or reduce the risk of disease – and how this differs through different localities

Critical skills

- acting positively
- communication

2. **Front Line Worker** – has the duty to embed key messages and signpost to appropriate services

All front line workers are able to:

Pass on key messages around healthy eating, physical activity, alcohol use, smoking etc???

Link with and influence wider determinants such as outdoor environments for play, benefit take up, jobs and employment , housing warmth support,

Knowledge and Skills Required

Front line workers can explain:

- All of Level 1 plus
- Provide national healthy lifestyle guidelines

Critical skills

- Taking decisions
- Acting positively – being able to signpost appropriately
- Communication
- Gathering information

3. **Case and Group Worker – Health Activator** (Advise and act as a service link for all health and wellbeing enquiries)

All Specialised workers are able to:

Provide brief interventions and motivation for behavioural change - for staff and service users

Act as a point of contact for the directorate in relation to health and wellbeing issues

Support and cascade information in relation to the health and wellbeing framework

Knowledge and Skills

- All of Level 1 plus
- Understands cycles of change/barriers to health – social cognitive model
- Basic motivational techniques

Critical skills

- Taking decisions
- Acting positively
- Communication
- Gathering information
- Training and cascading information

4. **Engaged in Communication, Involvement and Consultation** – equipped to undertake consultation and evaluate health and wellbeing activity and provide feedback to decision makers.

Knowledge and skills

- All of level 1 and 2 plus
- Aware of and able to use a range of community engagement techniques

Critical Skills

- Acting positively
- Communication
- Gathering information
- Training and cascading information
- Analysis and evaluation

5. **Senior Level Champions** - Take an active lead for the service through **cascading** and promoting health and wellbeing across services – including ensuring service plans reflect health and wellbeing priorities – down to inclusion in individual PDPs.

All Senior level Champions are able to:

Promote and champion the health and wellbeing agenda across services and Directorates

Cascade information about health inequalities across services

Knowledge and Skills

- Understand of All Levels
- Wider knowledge of public health, citywide priorities and national drivers

Critical skills

- Taking decisions
- Acting positively
- Communication
- Gathering and cascading information

Model for Capacity Building and the Delivery of Training

Training Level	Single or multi-agency	Mode of delivery	How often	Who delivers
1 All Staff	All Staff Leeds City Council	<p>One Council Induction</p> <p>Wellbeing Website (LCC Intranet) - key messages</p> <p>Health & Wellbeing Update</p> <p>Leaflets/Posters – key health inequalities across the city</p> <p>Manager Toolkits/briefing notes</p> <p>Healthy Leeds Network – workshops</p> <p>Public Health Knowledge – Key messages and health inequalities statistics</p>	<p>Monthly</p> <p>Monthly</p> <p>Monthly</p> <p>Annually review</p> <p>Updated quarterly</p> <p>Quarterly</p> <p>Dan Barnett</p>	<p>LCC HR OD</p> <p>Well being site – Lisa Mallinson/Jeff Thompson</p> <p>Lisa Mallinson</p> <p>Links to Communication plan/messages</p> <p>Bash/Candia/Judith – to be developed after Nottingham visit May 2011</p> <p>Leeds Initiative - Dan Barnett</p> <p>Quiz that can be adapted using JSNA data</p>
2 Front-Line	<p>LCC</p> <p>Multi Agency</p> <p>Multi Agency</p>	<p>Health and Wellbeing Conference</p> <p>Half day session -Title: Key Health Messages – ‘Leeds Lets Change’ Challenges for Leeds</p>	<p>Annually (200 people)</p> <p>Four times a year (100 people)</p>	<p>NHS workforce development and multi agency group</p> <p>NHS Public Health and Health Improvement teams – Staying Healthy team</p> <p>NHS Public Health Resource Centre</p>

		Leeds Public Health Seminars	Monthly (20 people)	
3	LCC	Health and Wellbeing Conference	Annually	NHS workforce development and multi agency group
Case/ Group Workers and Workplace Activators	Multi Agency e learning Package	E-Learning Package for Case workers on 'Health and Wellbeing: motivation for behavioural change'	Available via e-learning	NHS e Learning package to be hosted on LCC learning Platform- further work required
	Multi Agency	Peer Behaviour and Behaviour Change e-learning (free)		NHS public Health Specialist – further work to explore access
		Qualification 1: Health & Well-Being Certificate / Qualification 2: Level 3 Health & Well-Being Award (£165)		RHPH website
		Level 2: Award in Understanding Health Improvement (RHPH) (free distance learning 10hrs plus assessment)		Staying Healthy Team – needs developing
		Half day workshop for group workers on 'Health and Wellbeing: brief interventions'	Quarterly	NHS public health and community health care services
		Topic specific sessions (already exist on smoking; alcohol; physical activity; food)		Health Improvement Officers (ASC)
		Train the trainer (walk leader and mental health first		

		aid programmes) WIN Programme- 7 half day modules	Twice yearly Twice Yearly (25 people)	and community links (VCS) NHS Public Health Team
4 Engaged in Involvement and Consultation	LCC Multi Agency LCC/Multi Agency LCC	Health and Wellbeing Conference WIN Programme- 7 half day modules Community Engagement Skills – 1 day ?? Better Health through Education: Training Modules	Annually Twice a year Not yet developed	NHS workforce devt and multi agency group NHS Public Health Team Course development currently being explored by Matt Lund and Judith Fox LCC NHS Public Health Team
5 Senior Level Champions	LCC	Health and Wellbeing Conference Healthy Leeds Network Half Day session on 'How to Promote the Health and Wellbeing agenda across Leeds'	Annually Four times a year Annually	NHS workforce development and multi agency group Leeds Initiative Public Health Leadership Team

		Health Improvement Board Workshops	Three times a year	PHLT
		Win Programme (Optional)	Twice a year	NHS Public Health Team
		Health Champion Workshops – Elected Members	Quarterly	Healthy Leeds

Useful Contacts

Leeds City Council website for information regarding all council services – www.leeds.gov.uk

Local information on wellbeing services available in Leeds including children and families, healthy eating, physical activity and many other topics – www.wellbeingleeds.com

National healthline providing expert health advice, information and reassurance – www.nhsdirect.nhs.uk

West Yorkshire Police website for information on your Neighbourhood Policing Team – www.westyorkshire.police.uk

Your guide to the local NHS – www.leeds.nhs.uk

Multi Agency Referral Scheme (MARS)

The Multi Agency Referral Scheme supports people to access a range of local services through one common checklist.

Notes

You may find it helpful to use this space to make a note of any contact details or appointment times that you are given.



This leaflet details the agencies you have expressed an interest in contacting you. If you have any queries about your referral please get in touch using the following contact details:

Leeds City Council MARS Project Team

Tel: **0113 247 4742**

E-Mail: **MARS@leeds.gov.uk**

We will be referring you to the following agencies and you will hear from them within two weeks:

- NHS Stop Smoking Service
- Adult Social Care Initial Response Team
- Care and Repair Leeds
- Citizens Advice Bureau
- Welfare Right Team
- Leeds City Council Children's Services
- Energy Saving Trust
- West Yorkshire Fire Service

Thank you for completing the MARS checklist today

Additional supporting information

NHS Smoking Services

Leeds NHS Stop Smoking Service is a free service open to anyone who would like to stop smoking.

Support is offered through a variety of sessions, which include groups, one-to-ones and drop-ins throughout Leeds.

Adult Social Care

Provides support to help older and vulnerable people live more independently and safely in their own homes through provision of equipment and adaptations

Care & Repair

Aims to promote independent living for older people, adults and children with disabilities and people on low incomes. This is achieved by providing a wide range of cost-effective, client-centred services that promote independent living and choice.

Citizens Advice Bureau

Citizens Advice Bureau provides support and advice to people to help when you get behind with payments for rent, council tax, household bills and loan payments.

Welfare Rights Team

The Welfare Rights Team offer information, advice and assistance to claim a whole range of welfare benefits

Children's Services

Children's centres offer a range of information, advice and services for families with children (pre-birth – 5yrs) including health, jobcentre plus, early learning, childcare and family support.

Energy Saving Trust

The Energy Saving Trust advice centre offer free and impartial advice about saving energy in the home.

The advice centre can also refer householders to any grants which may be available in the area to help with energy saving measures which will help keep their homes warm and reduce energy bills

West Yorkshire Fire Service

Are keen to reduce accidents in the home through the undertaking of home fire safety checks and where necessary installing smoke alarms.

Minutes of South East Leeds Health and Wellbeing Partnership Meeting 28th July 2011

Attendees:

Dave Mitchell (Chair) – Leodis CCG
Bash Uppal – Adult Social Care/NHS Leeds
Pat McGeever – VOICE Representative
Shaid Mahmood – SE Area Leader
Cllr Kim Groves – Inner South Health Champion
Cllr James Lewis – Outer East Health Champion
Cllr Shirley Varley – Outer South Health Champion
Julie Bootle – Adult Social Care (Access and Inclusion)
Brenda Fullard – NHS Leeds
Sue Gamblen – Adult Social Care Commissioning
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships
Ruth Middleton (observer) – NHS Leeds

1. Welcome, introductions and apologies

Apologies were received from Jane Moran, Andy Beattie, Samantha Middleton, Gillian Teoli (rep for Samantha), Gerry Shevlin.

2. Minutes of meeting held on 31st March 2011

Agreed as an accurate record.

3. Matters arising

Min 3 - the wellbeing site has been down as there have been some problems with the Leeds Initiative website and all linked sites are down due to this technical problem. Further updates on when the sites will be working again will be sent out to the partnership.

Min 3 - noted that the MSOA profiles will be available in September which Bash and Brenda are working on during August to get narrative of the data and there is a launch in September of the JSNA data.

Draft Terms of Reference see attached – were discussed and the following points were highlighted:

- the locality partnerships will have some delegated powers which will be decided by the Health & Wellbeing Board
- there is a role to strengthening the partnership
- the TOR links to the Area Leadership Teams – need to wait for the Area Leadership Team roles to be established
- need to maximise resources across the board to ensure appropriate links are made with partner organisations
- the partnership will influence and shape priorities with all partners
- priorities will be determined by quantitative, qualitative intelligence data
- partnership will facilitate community engagement.

Overall all present at the meeting were happy with the draft Terms of Reference.

Noted that the Shadow Health & Wellbeing Board will meet for the first time on 14th October where the Terms of Reference of the locality partnerships will be discussed.

The Area Locality Team events are scheduled to take place in September and their first meeting is scheduled in November.

Action: Aneesa to circulate the Terms of reference of the Area leadership Team with the minutes for information.

Strengthening role of partnerships – Bash asked members to comment on the proposals for strengthening existing arrangements that she had put together and circulated with the agenda.

All agreed with the proposals paper to go with TOR to health and wellbeing board.

Noted that Leodis are looking at population grouping and needs in Garforth and Kippax.

Action: **Bash** to ask Leodis to present risk stratification integrated working demonstration activity at the next partnership meeting in September.

4. Partnership priorities and outcomes

A draft paper was circulated prior to this meeting outlining the priorities proposed at the last meeting along with potential outcomes. Bash wanted to:

1. Confirm and agree priorities - consider potential for flexibility to ensure we are responsive to citywide plan and any emerging evidence that may come from the JSNA and area profiles work.

2. Discuss outcomes we wish to achieve from agreed work streams along with key actions.

3. Agree a lead person/s from the partnership to take ownership for each work stream.

Action: **Aneesa** to circulate the updated SE Health & Wellbeing Partnership activity plan with the minutes.

Alcohol – 7 strands identified - Gerry and Bash are leading on this.

High intensive user – multi agency approach agreed to trial in south to start in September with case identification. Lead is Diane Powell from NHS Leeds.

Community capacity building and addressing social norms – Addiction dependency Solutions working with trading standards and Renew to put a bid together to drink aware to fund activity to be submitted for September.

Anti social behaviour and reducing impact on children & young people have been merged - Police and Youth service jointly leading this activity.

Addressing alcohol related Domestic Violence – an OBA workshop took place on 13th July and a turning the curve report card being drafted to be circulated in the next week to all attendees.

Reduce numbers of licensed premises through a cumulative impact policy for Beeston – Susan Holden from Licensing supporting the group to collate evidence and develop workshops on giving a good representation in preparation for next year when legislation changes will allow for more localised CIPs.

Retailer engagement – A virtual forum of retailers has been set up for Middleton following work by trading standards. Further work is being progressed on influencing future retailers (ASDA, Tesco) who are coming into the area to support this work. Ruth highlighted that NHS Leeds have funding to tackle brief interventions through social norms.

Community engagement – the development of a citizens panel has been approved by the councils leadership team. Panel to have 6000 residents, 2000 from each area. The health & wellbeing questionnaire has been drafted and key issue is to identify resources for analysing findings. Joint information group to support.

Shaid / Pat to lead, a meeting to be convened to explore locality plan for community engagement and capacity building.

Action: Bash to put together the current picture.

Brenda highlighted that Janette Munton and Pat Fairfax are looking at this on a Citywide basis. The Inspiring leaders programme delivered in the West area would be beneficial in capacity building with community health champions.

Action: Bash to circulate the report of the West findings when ready.

MARS – coming to end of trial period, a report will be produced in August which will be circulated to the partnership for comments. There will be a presentation to the Locality Programme Board in September/October at which consideration will be given to future direction.

Referral Pathways – there's a need for closer relationships between commissioners and providers. Difficulty in getting this work off the ground.

Action: Bash to pull together a meeting inviting Shaid, Sue, Pat, Cllr Groves and Ruth to explore this priority further.

Air pollution – Dave and Bash met with Jon Tubby to look at potential for developing work around this and Jon confirmed limited as Leeds not taking this forward beyond transport programmes. The partnership agreed to drop this as a priority.

NAEDI Lung Cancer – Need to ensure that messages are being sent out regarding the lung cancer early detection programme.

Action: Bash to get a summary of how the programme is going.

Action: Bash to also get an update on health educators in south.

5. Update on healthchecks

Bash circulated report and gave apologies on no officer being present to provide briefing. It was noted that data produced was at a high level with not found to be meaningful to the partnership. Request was made for a breakdown of health checks data on a demographic layout would be beneficial.

Action: Brenda to progress request with Diana Burke for a breakdown for the next meeting on outcomes of the programme.

6. Update on Smoke Free Homes

The Smoke free homes paper was discussed, Health for All are commissioned to deliver this service in Middleton and Belle Isle as part of the wider tobacco control agenda.

Some of the figures in the document were not clear as to the outcomes of the pledges. A breakdown of the service provided was requested.

Action: Pat/Ruth to progress request for details.

7. Update on Air Pollution

This item was covered as part of item 4 earlier in the meeting.

8. Update on Alcohol and Community Safety

Action: Bash to circulate latest alcohol action plan with the minutes.

9. MARS update

This item was covered as part of item 4 earlier in the meeting.

10. Any other business

Agenda items for next meeting were agreed as follows:

- NAEDI Cancer Screening update
- Area Profiles/JSNA
- Financial Inclusion – Myrte Elbers

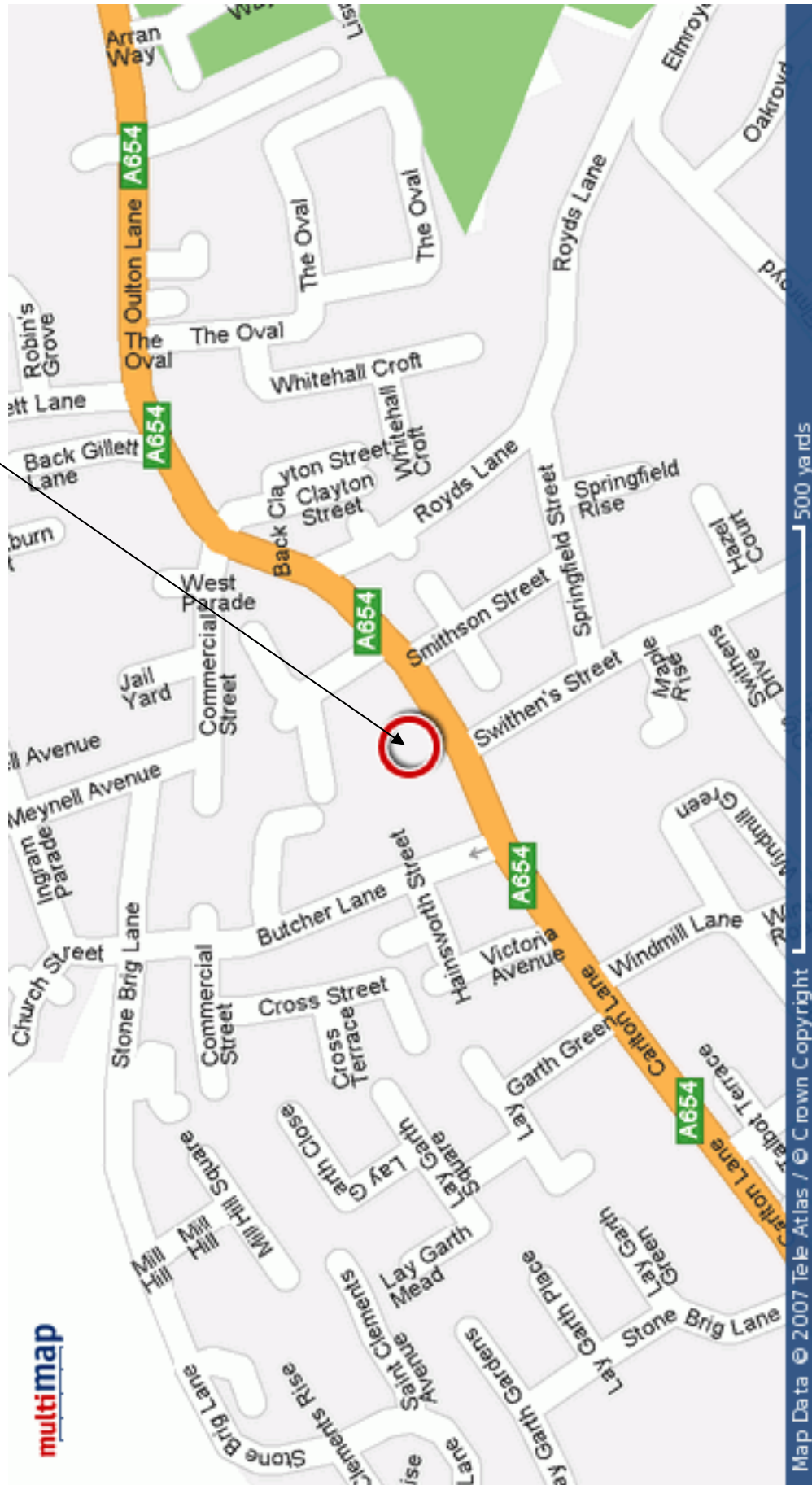
November agenda items:

- Update from Health & Wellbeing Board

11. Next meeting

29th September 2011 at 1:30 – 3:30 at Civic Hall.

Rothwell One Stop Centre, Civic Chamber, Marsh Street, Rothwell, LS26 0AD



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