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**SOUTH (OUTER) AREA COMMITTEE**

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**Meeting to be held in Morley Town Hall  
on Monday, 13th February, 2012 at 4.00 pm**

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**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;
N 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 Manager:  
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;"><b><u>PROCEDURAL BUSINESS</u></b></p> <p><b>APPEALS AGAINST REFUSAL OF INSPECTION OF DOCUMENTS</b></p> <p>To consider any appeals in accordance with Procedure Rule 25 of the Access to Information Procedure Rules (in the event of an Appeal the press and public will be excluded).</p> <p>(*In accordance with Procedure Rule 25, written notice of an appeal must be received by the Head of Governance Services at least 24 hours before the meeting.)</p>	
2			<p><b>EXEMPT INFORMATION - POSSIBLE EXCLUSION OF THE PRESS AND PUBLIC</b></p> <p>1 To highlight reports or appendices which officers have identified as containing exempt information, and where officers consider that the public interest in maintaining the exemption outweighs the public interest in disclosing the information, for the reasons outlined in the report.</p> <p>2 To consider whether or not to accept the officers recommendation in respect of the above information.</p> <p>3 If so, to formally pass the following resolution:-</p> <p><b>RESOLVED –</b> That the press and public be excluded from the meeting during consideration of the following parts of the agenda designated as containing exempt information on the grounds that it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that if members of the press and public were present there would be disclosure to them of exempt information, as follows:-</p>	

Item No	Ward	Item Not Open		Page No
3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>DECLARATION OF INTERESTS</b></p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
6			<p><b>MINUTES - 5 DECEMBER 2011</b></p> <p>To confirm as a correct record the minutes of the meeting held on 5 December 2012</p>	
7			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p><b>(10 mins discussion)</b></p> <p style="text-align: center;"><b><u>COUNCIL BUSINESS</u></b></p>	

Item No	Ward	Item Not Open		Page No
8			<p><b>SOUTH EAST HEALTH AND WELLBEING PARTNERSHIP PROGRESS UPDATE</b></p> <p>To receive and consider the attached report of the SE Health and Wellbeing Improvement Manager</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p>	1 - 6
9			<p><b>JOINT STRATEGIC NEEDS ASSESSMENT AND AREA PROFILES</b></p> <p>To receive and consider the attached report of the Director of Public Health</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p>	7 - 16
10			<p><b>CHILDREN AND YOUNG PEOPLE OUT OF SCHOOL ACTIVITIES 2011/12</b></p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p> <p style="text-align: center;"><b><u>EXECUTIVE BUSINESS</u></b></p>	17 - 28
11			<p><b>WELL BEING REPORT</b></p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p>	29 - 80
12			<p><b>SUMMARY OF KEY WORK</b></p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p><b>Presentation 5 Mins / Discussion 5 Mins</b></p>	81 - 122

<b>Item No</b>	<b>Ward</b>	<b>Item Not Open</b>		<b>Page No</b>
13			<b>DATES, TIMES AND VENUES OF FUTURE MEETINGS</b>  Monday, 26 March 2012 at 4.00 p.m. – Rothwell One Stop Centre	



Report author: Bash Uppal – SE  
health and wellbeing improvement  
manager

Tel: 247 5685

**Report of: South East Area Health and Wellbeing Partnership**

**Report to: Outer South Area Committee**

**Date: Monday 13<sup>th</sup> February 2012**

**Subject: South East Health and Wellbeing Partnership Progress Update**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input 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. The area health and wellbeing partnerships provide a local strategic forum and network, ensuring that partnerships between local area committees, NHS Leeds and Clinical Commissioning Groups are maintained and strengthened, as well as ensuring that plans are clearly aligned to citywide and local priorities. Key programmes of work being supported and prioritised by the South East health and wellbeing partnership are outlined along with progress.
2. The joint strategic needs assessment (JSNA) and middle super output area (MSOA) health area profiles for 2011/12 have recently been published. The key health issues these outline are to be taken into account by the health and wellbeing partnership in determining future priorities for the Outer south area.

**Recommendations**

1. Members of the area committee to note progress being made on addressing health inequalities within Outer south through the work of the area health and wellbeing partnership.

2. Members to consider area health profile findings and shape local priority setting and service delivery.

## **1 Purpose of this report**

- 1.1 To provide an update for the Area Committee on activity being undertaken by the south east area health and wellbeing partnership.
- 1.2 To share with the Area Committee members, middle super output area (MSOA) health profiles developed by NHS Leeds. To highlight key evidence and provide an understanding of significant issues relating to health and wellbeing of those living in Outer south area.

## **2 Background information**

- 2.1 The area health and wellbeing partnerships provide a local strategic forum and network, ensuring that partnerships between local area committees, NHS Leeds and Clinical Commissioning Groups are maintained and strengthened, as well as ensuring that plans are clearly aligned. They also facilitate opening up of information and networks to ensure that local views and needs from particular parts of the city and communities of interest are integral to citywide strategies and plans. The interdependency between different agencies is recognised and better outcomes for communities can be achieved by working together in a more productive way.
- 2.2 The partnerships use evidence from NICE (national institute for clinical excellence) and, more locally, joint strategic needs assessment (JSNA) area profiles to spread good practice from localities to the rest of the city and ensure successful implementation of citywide programmes in localities. The MSOA area health profiles for 108 neighbourhoods in Leeds were recently completed and are being used to inform both the updated joint strategic needs assessment and the area health and wellbeing partnerships.
- 2.3 Four overarching priorities from the area locality based health and wellbeing programme were identified last year and continue to be applied across all three area partnerships.
  - Ensure commissioned services and local service delivery better meets needs of communities living in deprived neighbourhoods.
  - Ensure translation of citywide priorities into actions at a local level.
  - Reduce health inequalities gap between deprived communities and the rest of Leeds through strengthening partnerships, building health capacity and maximising resources.
  - Improved communication channels and community engagement through locality partnership arrangements.
- 2.4 City priorities plan for 2011 to 2015 has also now been endorsed and the following are the agreed priorities and headline indicators in brackets that the area partnerships will be taking into account in setting their future focus:
  - Help protect people from the harmful effects of tobacco (reduce the number of adults over 18 that smoke).



- Support more people to live safely in their own homes (reduce the rates of emergency admissions to hospital and to residential care homes).
- Give people choice and control over their health and social care services (increase the proportion of people with long term conditions feeling supported to be independent and manage their condition).
- Make sure that people who are the poorest improve their health the fastest (reduce the differences in life expectancy between communities and in healthy life expectancy within communities).

### 3 Main issues

3.1 The Southeast area health and wellbeing partnership has undertaken its annual review of activity under these overarching priorities and is now in the process of determining future priorities for 2012/13.

3.2 The focus over the last year has been on developing a multi agency referral scheme (**MARS**). The aim of this was to increase access to and take up of preventative services through the development of a universal checklist that could be used opportunistically within targeted neighbourhoods or targeted population groups. A pilot was undertaken in Belle Isle and evaluated with reports presented to both the health improvement board and locality working programme board, with a view to endorsing and rolling out this approach through key local health related programmes such as infant mortality.

3.3 **Reducing Alcohol Related Community Safety Issues** is another theme. The following gives a snapshot of the work taking place under this theme.

- reducing high intensive users (HIUs) of hospital services through a multi agency support package. Focus is on people who have attended A & E on 5 or more occasions in a year. 5 GP practices (2 of which are in Outer south) are to take part in phase one. If the approach is found to be effective the intention is to roll this out across the city.
- addressing the link between alcohol and domestic violence is another key area of work and through using the outcomes based accountability approach an action plan for south east area has been developed. Work is planned to take place in Morley with the children's cluster to bring the two issues together through education programmes run in the schools. If the approach is found to be successful the intention is to roll this out across other areas. Services having also joined up to provide reciprocal training to their staff teams bringing together these linked agendas.
- to progress activity around community engagement, awareness raising and addressing social norms the group have been supporting the alcohol awareness week promotional activity and to support services also developed a local Leeds directory that outlines the range of treatment support in the city.
- developing local cumulative impact policies for areas with alcohol issues to restrict numbers of off licenses is something that is being explored. New legislation is expected to come out in autumn 2012 that will make this easier for agencies to also give evidence including impact on peoples health. In the meantime sessions are being run for staff and separately for Councillors and community members on 'making a good representation' at licensing panel.

- addressing under age drinking and anti social behaviour is another theme for the group. A successful project the police are running in Rothwell and Morley is to be rolled out to inner south areas starting with Middleton, which entails a referral process with standard letters being sent to parents.

### 3.4 Communications/Community Engagement

- The portal [www.wellbeingleeds.com](http://www.wellbeingleeds.com) now up and running was developed by partners to provide staff and local residents with an umbrella site for Leeds health and wellbeing activity. Further index categories are continuously being added as more agencies become aware and see the benefit of connecting. A marketing strategy is being developed which includes using 'lifechannel' screens in GP practices and providing access to GPs on their own home pages. Enhancing usage by council services is also being explored with libraries already using the site.
- **Citizens panel** development is still underway. The Council are currently undertaking recruitment process for panel members. The health and wellbeing questionnaire for this is in draft form and will be shared shortly with partners for their views. Resources for managing the analysis have now been confirmed by NHS Leeds and it is hoped the first survey will run in 2012.
- The **standardised local health and wellbeing questionnaire** developed by our team in South for staff to use at local community engagement events can now be accessed through the Councils 'talking point' system. The evaluation of findings from the first year of the trial of the questionnaire was well received by the ASC equality performance group, as well as being used by NHS colleagues as part of the qualitative feedback for the JSNA. Other teams across the city are now using this tool to engage with targeted communities such as BME communities in Hyde Park. In South the area management teams are now using this in Morley and Rothwell with existing groups and at events to gain feedback on local needs. The intention is that the partnership could annually consider feedback from the qualitative feedback as well as quantitative data intelligence in setting priorities.

### 3.5 For 2012/13 the following priorities have also been agreed by the partnership:

- **Community Capacity Building Programme** – the focus of which is to engage local people interested in learning more about their health and wellbeing and sharing and cascading messages to their family and friends through becoming local volunteer health champions.
- **Improved Referral Pathways between commissioners and providers** is another area that the partnership recently agreed they wish to work on to prepare for changes taking place within public health and GP commissioning responsibilities.
- Finally the partnership are supporting the **Transformation Programme** – with a focus on establishing integrated health and social care teams initially in 3 demonstration sites. The area chosen in South by the South and East Leeds clinical commissioning group is Garforth and Kippax. Once the model has been developed it will gradually be rolled out across the city. The key outcome is to predict using GP practices data potential people in need of future long term care and undertake some early intervention prevention support. A full report on this programme will be shared with area committees at a future meeting.

3.6 The **MSOA health area profiles** have been analysed by staff and key messages emerging for outer south that the area health and wellbeing partnership will be taking into account in agreeing future programmes. See separate paper.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 The south east partnership in determining their objectives have engaged key partners and considered both local and citywide emerging priorities. These are reviewed on an annual basis with the support of area committee health champions.

### **4.2 Equality and Diversity / Cohesion and Integration**

4.2.1 The focus for the partnership has been to address health inequalities and tackle causes of premature mortality through local programmes.

### **4.3 Council Policies and City Priorities**

4.3.1 The partnerships work directly contributes to the city wide health and wellbeing priorities of reducing smoking and tackling health inequalities through addressing the needs of the poorest the fastest.

### **4.4 Resources and Value for Money**

4.4.1 Much of the work has been to add value and enhance existing programmes and to look at ways of doing things differently within existing resources.

### **4.5 Legal Implications, Access to Information and Call In**

4.5.1 None.

### **4.6 Risk Management**

4.6.1 None.

## **5 Conclusions**

5.1.1 The work of the south east area health and wellbeing partnership has successfully demonstrated the benefits of collaborative working. The approach has been one of early intervention and prevention through developing new ways of working and improving communications and community engagement.

## **6 Recommendations**

6.1.1 Area Committee members note progress being made by the South East health and wellbeing partnership.

### **Background documents**

MSOA health area profiles and city priority plan 2011 to 2015.

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**Report of:** Director of Public Health

**Report to South Leeds (Outer) Area Committee**

**Date:** Monday 13<sup>th</sup> February 2012

**Subject:** Joint Strategic Needs Assessment and Area profiles

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

## Summary of main issues

1. The Leeds Joint Strategic Needs Assessment (JSNA) is presently being updated and includes within it 108 Middle Super Output Area (MSOA) profiles and profiles for each Area Committee and each Clinical Commissioning Group. It will be the primary document for agreeing the Joint Health and Well Being Strategy for the City.
2. Each Area Committee is broken down into MSOAs. An MSOA is a geographic area designed to improve the reporting of small area statistics in England and Wales. The minimum population for an MSOA is 5000.
3. Cross Cutting themes are emerging across all the key data sets: wider public policies that impact on health and well being; prevention and early identification of disease programmes; increased public awareness of health and wellbeing; secondary prevention programmes; increasing move towards a holistic focus; and impact assessment in terms of inequalities in health.
4. With the exception of Morley East and Morley West all 11 MSOAs have equal or lower mortality rates than that of Leeds overall with a wide variation in the issues affecting the population health and well being. This is detailed in the appendix of telling the tale of two MSOAs – the most affluent MSOA which is West Ardsley, and the most deprived which is Morley East.
5. Cancers is the priority condition in relation to health and wellbeing needs for the area. These are strongly associated with socio-economic disadvantage and lifestyle behaviours, in particular smoking.

## **Recommendations**

- 5.1. That the Area Committee considers the prioritisation of action in line with the diverse needs within the population.
- 5.2. While recognising mortality rates for Outer South are below the average for Leeds further considerations are given to the MSOA profiles showing most significant health and wellbeing issues which are Morley East; Morley West and East Ardsley.
- 5.3. That consideration is given to the lead roles of different agencies in terms of addressing these needs.

### **1 Purpose of this report**

- 1.1 The purpose of this paper is to update the Outer South Area Committee on the emerging priorities for this area flowing from the refresh of the Leeds JSNA.

### **2 Background information**

- 2.1 The Health & Social Care Bill gives the JSNA a central role in the new health and social care system. It will be at the heart of the role of the new Health and Well Being Boards and is seen as the primary process for identifying needs and building a robust evidence base on which to base local commissioning plans. It provides an objective analysis of local current and future needs for adults and children, assembling a wide range of quantitative and qualitative data, including user views. In future Local Authorities and CCGs will each have an equal and explicit obligation to prepare the JSNA, and to do so through the Health and Wellbeing Board. There is a new legal obligation on NHS and Local Authority commissioners to have regard to the JSNA in exercising their relevant commissioning functions.
- 2.2 Public Health in the Local government paper published December 2011 makes it clear Local Authorities should decide which services to prioritise based on local need and priorities. This should be informed by the JSNA. It also states the need to engage local communities and the third sector more widely in the provision of public health and to deliver best value and best outcomes.
- 2.3 The profiles are in line with the new guidance now published.
- 2.4 The first JSNA for Leeds was published in 2009. Two of the key gaps in the original JSNA were having more locality level data and ensuring qualitative data was included of local people's views. For the 2012 refresh each of the core data sets will include local people's views. There has also been the development of Locality Profiling for different geographies. Middle Super Output Area Profiles (108), Area Committee Profiles (10) and Clinical Commissioning Group (3) and planned development of General Practice Profiles (113).

### **3 Main issues**

- 3.1 In February 2012 an analysis of the overall priorities for Leeds from all of the data and qualitative information within the JSNA will be produced within an Executive

Summary of the JSNA. For the city of Leeds across all the areas covered within the JSNA there are some emerging cross cutting themes:

- **Wider programmes that impact on health and well being** – focus on children, impact of poverty, housing, education , transport etc.
- **Prevention programmes** – focusing on smoking, alcohol weight management, mental health, support.
- **Early identification programmes** – NHS Health Check/Lung Cancer; risk, early referral for wider support.
- **Increased awareness** – e.g. of symptoms of key conditions, or agencies/information.
- **Secondary prevention programme** – effective management in relation to health and social needs.
- **Increasingly move towards having a holistic focus** – e.g. rather than a long specific disease pathways, focusing instead on the person and their needs
- Impact assessment in terms of inequalities in health.

3.2 The Area Committee profile details information about the population within the area, wider factors that affect health taken form the Neighbourhood Index; GP prevalence data with a focus on long term conditions and healthy lifestyle; mortality data; alcohol admissions data and adult social care data .

### 3.3 **Key issues for Outer South Area Committee:**

3.3.1 The health and wellbeing of the population within the Outer South Area Committee boundaries is widely variable. The majority of the population live as wealthy achievers or are comfortably off, well above the Leeds average. However there are a slightly higher proportion of people living with moderate means than the rest of Leeds and it is likely that this group of people have levels of existing health problems in line with the average for Leeds.

3.3.2 In order to prioritise action within the Outer South Area there needs to be an understanding at a smaller geography level. The profiles of the 11 MSOAs within the Outer South Area are all different- the detail of each is within their MSOAs profiles.

### 3.4 **Priority Areas:**

3.4.1 **Morley East: (Newlands & Denshaws, Glen Estate. map of neighbourhoods in this MSOA – Appendix B)** has the highest premature death rates for women in Outer South, is considerably higher than the average for Leeds and a significant outlier for female deaths caused by cancer. Cancer deaths in men are also higher than the Leeds average contributing to the highest early death rate for both men and women combined. Deaths are more likely to be prevented if people recognise symptoms and seek an early diagnosis. Many cancers are caused by smoking, poor diet and alcohol misuse and are associated with higher levels of deprivation. Prevalence of smoking and obesity is not known for this area as GP recorded data is suppressed as over 25% of the population are registered with a non-Leeds GP or audit of the GP data has not been possible.

- 3.4.2 67% of households are in owner-occupation and 22% are renting from the local authority (through and ALMO). Semi-detached housing accounts for 40% of the stock and terraced housing for a further 35%. 53% of properties are classified in Council Tax Band A and 34% in Bands B and C.
- 3.5 **Morley West: ( New Brighton, Bruntcliffe, Elmfield, Bridge Street & Britannia Road. map of neighbourhoods in this MSOA – Appendix C)**
- 3.5.1 Alcohol related hospital admissions rates are higher than the Leeds average and has the highest levels of hospital admissions directly caused by alcohol in the Outer South area. As is usual the male admission rate is much higher than that for females.
- 3.5.2 This area has the highest premature death rates for men largely attributable to cancer in the outer South. It also has a slightly higher than average premature death rate than Leeds for both males and females across all diseases There are 6,404 people living with higher levels of deprivation than in the rest of the outer South area<sup>1</sup>. Prevalence of smoking and obesity is not known for this area as GP recorded data is suppressed as over 25% of the population are registered with a non-Leeds GP or audit of the GP data has not been possible.
- 3.5.3 The population is predominantly White British and the age breakdown shows a higher than average proportion of older people. The number of females over 85 is unusually high which may indicate the presence of care homes in this area. 57% of households are in owner-occupation and 20% are renting from the local authority (through an ALMO). Terraced housing accounts for 38% of the stock, semi-detached housing for 22% and purpose built flats for a further 23%. 59% of properties are classified in Council Tax Band A and 35% in Bands B and C.
- 3.5.4 **East Ardsley:** levels of GP recording shows that coronary heart disease is higher than the average for Leeds with levels of smoking and obesity just above average. There is a low premature mortality rate for men but a rate for females with cancers and neoplasm's being higher than average for Leeds. The premature death rate for women is the 2<sup>nd</sup> highest for Outer South.
- 3.5.5 The population is predominantly White British and the age breakdown shows a slightly higher than average proportion of children and young people. 65% of households are in owner-occupation and 22% are renting from the local authority (through an ALMO). Semi-detached housing accounts for 45% of the stock, terraced housing for 27.5% and detached housing for a further 20%. 53% of properties are classified in Council Tax Band A and 31% in Bands B and C.
- 3.6 **A summary of one of the least deprived areas:**
- 3.6.1 **West Ardsley:** has lower than levels of coronary heart disease, cancers and COPD than the Leeds average. The prevalence of smoking and the number of people admitted to hospital with alcohol related hospital admissions in much lower than the Leeds average. Levels of obesity are at the Leeds average.

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<sup>1</sup> people living in the 4<sup>th</sup> most deprived quintile (there are five quintiles and no-one lives in the most deprived 5<sup>th</sup> quintile in Outer South)



- 3.6.2 There is also has a lower than average premature mortality rate for males with a slightly higher rate for females with cancers and neoplasm's being the main causes of death for women.
- 3.6.3 The population is predominantly White British and the age breakdown shows a lower than average proportion of older people. 89% of households are in owner-occupation. Detached housing accounts for 48% of the stock with semi-detached housing accounting for a further 37%. 73% of properties are classified in Council Tax Bands C-H.
- 3.6.4 **Appendix A** gives a comparison between two of these MSOAs across the spectrum of described need.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 A qualitative data library has been established to include all consultations over the last two years Over 100 items have been analysed and interwoven within the JSNA data packs to give a view of the local people.  
A large stakeholder's workshop to share emerging finding and consult on how to ensure Leeds produces a quality JSNA was held in September. A Third sector event is planned for January.

### **4.2 Equality and Diversity / Cohesion and Integration**

- 4.2.1 An Equality Impact Assessment will be carried out in February on the produced documentation and process prior to being published.

### **4.3 Council policies and City Priorities**

- 4.3.1 The JSNA has already been used to inform the State of the City report and will be the key document for developing the future Joint Health and Well Being Strategy for the City.

## **5 Conclusions**

- 5.1 In order to tackle the inequalities present within the area committee, agreed action across partner agencies are required.
- The NHS (and in the future Clinical Commissioning Groups) to reduce numbers of people living with preventable ill health and people dying prematurely, whilst reducing the gap between communities.
  - The Local Authority to lead (with support from the NHS) helping people to live healthy lifestyles, make healthy choices and reduce health inequalities

- The Local Authority to lead improvements in the wider factors which affect health and wellbeing and health inequalities including housing, income, employment and education

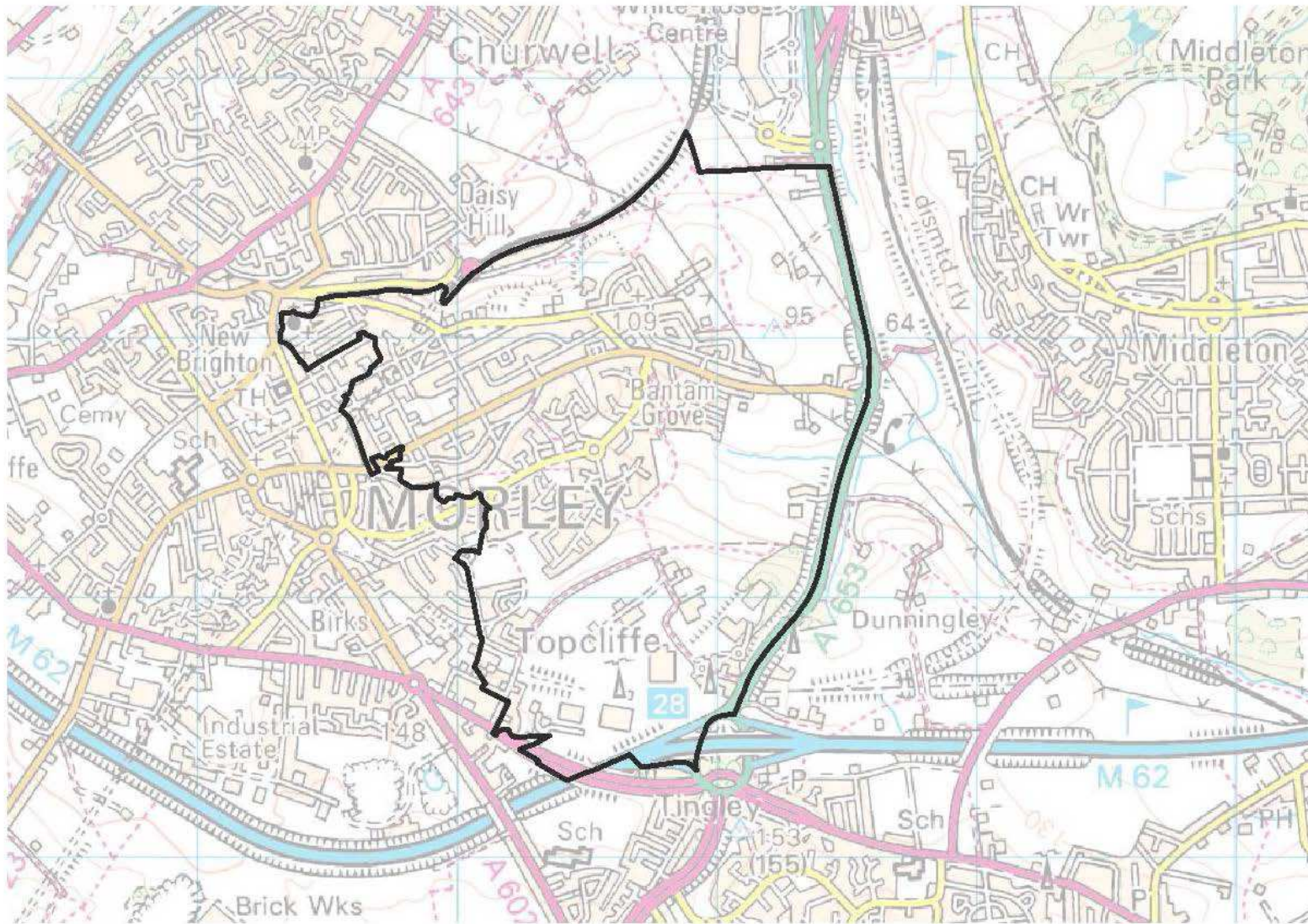
## **6 Recommendations**

- 6.1 That the area committee considers the prioritisation of action in line with diverse needs within the population.
- 6.2 That further considerations is given to the MSOA profiles for Outer South Leeds in line with the present actions taking place within this area.

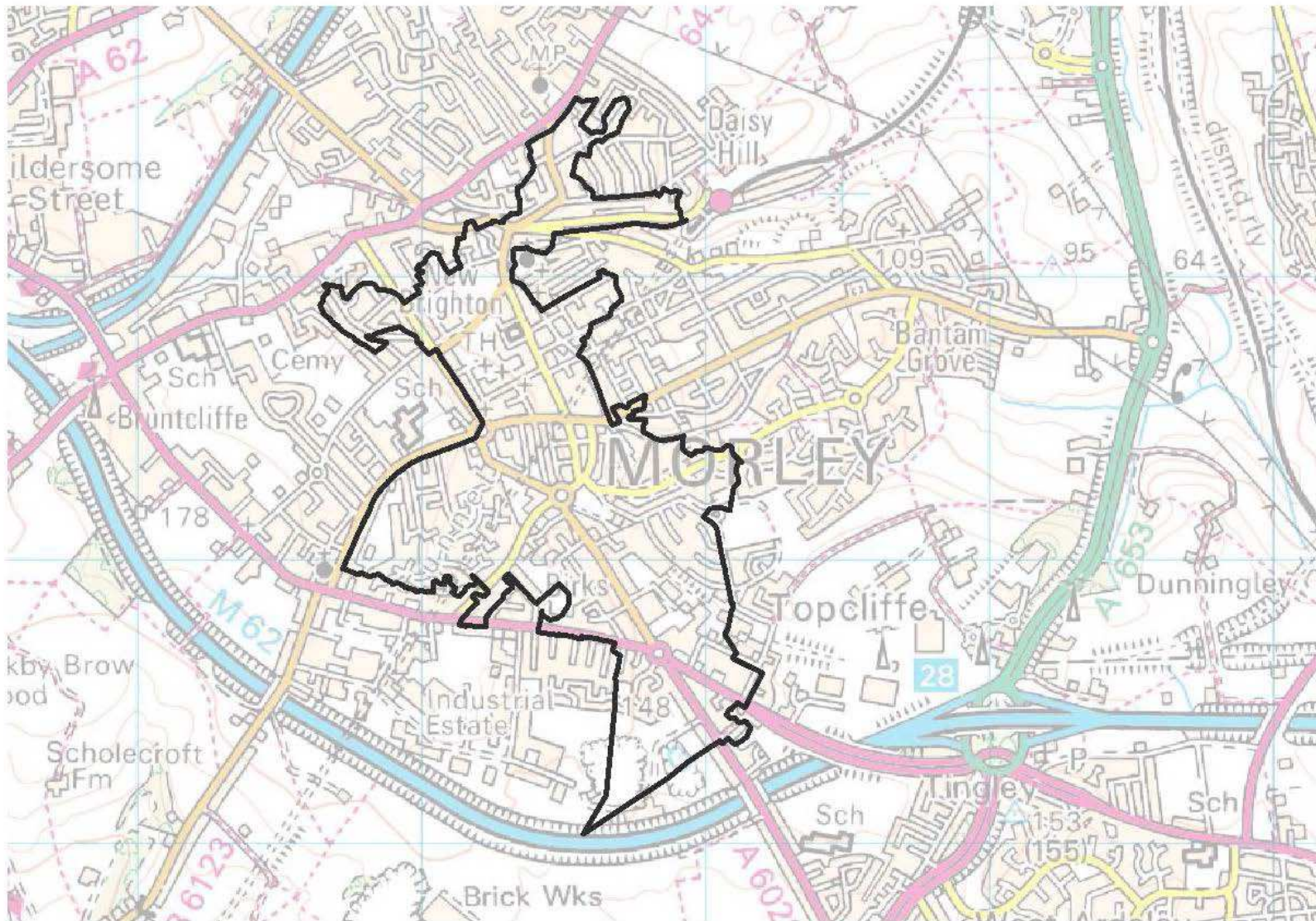
## Appendix A - Table of 2 MOSA's Affluent MSOA compared to most deprived MSOA

Outer South	Population	Life expectancy	Existing Health problems	Future problems	Smoking prevalence	CHD Prevalence	Population type	BME	Educational attainment	Children in workless households	Claiming job seeker allowance
<b>West Ardsley (E02002437)</b> Leeds Index 96	6,407 Proportion of 20 to 34 year olds is less than the Leeds average and 40 to 64 year olds is higher	81.45 Male  85.14 female	1.8%	0.0%	15.2%	3.1%	Wealthy Achievers	4.09%	73.12% at Key Stage 4  70.24% at Key Stage 2	3.60%	1.68%
<b>Morley East (E02002431)</b> Leeds Index 40	8,259 Proportion of 20 to 24 year olds is lower than the Leeds average, 30 to 54 year olds is slightly higher, but follows the same profile as the Leeds average	76.19 Male  81.10 Female	13.2%	23.2%	Unknown insufficient data	Unknown insufficient data	Moderate Means	4.69%	52.87% at Key Stage 4  73.12% at Key Stage 2	14.62%	3.96%

**Appendix B - Morley East (E02002431) Middle Layer Super Output Areas (MSOA) map of neighbourhoods**



Appendix C - Morley West (E02002433) Middle Layer Super Output Areas (MSOA) map of neighbourhoods



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**Report of Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 13<sup>th</sup> February 2012**

**Subject: Children and Young People Out of School Activities 2011/12: Interim 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 and corporate governance considerations**

- 1.0 This report outlines the activities carried out by the Outer South Extended Services Clusters from March 2011 to present and the proposed use of grant funding to August 2012

**Recommendations**

2. The Area Committee is asked to:
  - a) note the contents of the report and make comment as appropriate.

## **1.0 Purpose of Report**

To update members on the progress and plans for the Extended services clusters through 2011/12.

## **2.0 Background Information**

- 2.1 As in 2010/11, the Outer South Area Committee commissioned in March 2011 the three Clusters partnerships to deliver 'universal activity' with the following criteria:
- Activities should be for a range of age groups (ages 5-19).
  - Funded activity should complement provision to provide a comprehensive activity schedule across the four electoral wards, within cluster boundaries.
  - The programme should support and empower the community, voluntary and faith sector to provide local activities for themselves.
  - Consider funding allocations for a range of positive activities including community days, summer camps, local sport, culture and dance activity, targeting direct provision for children and young people.
  - Support activities in Outer South Area Committee Priority Neighbourhood areas (NIPs).
  - Consider the targeted and coordinated delivery of mini Breeze events which will be marketed across the Outer South.
  - Provide access to the Breeze Culture Network and necessitate as a statutory duty, partner's uploading concise data to the Breeze and Family Hub websites.
  - The programme would seek to provide activity programme to August 2012 to run in line with cluster planning and academic years.
- 2.2 The Outer South 2008-11 Area Delivery Plan (ADP) has Culture, Thriving, Health and Well Being themes at its core. The ADP identified supporting partners in Extended Services, Youth Service, Sports Development and the Third Sector in the provision of out of school and holiday activities for children and young people as a priority.
- 2.3 For 2010-11, Members agreed that £20,000 Well-Being funding be used to support the development and delivery of an annual programme of out of school activities. The Area Committee report of 15 March 2010 described how this annual programme would be developed with partners of the Outer South Children and Young People Working Group, the community and voluntary sector, working through the three Outer South Extended Services Clusters of Ardsley and Tingley (CATSS), Morley and Rothwell.
- 2.4 For 2011- 12, Members agreed that £20,000 Well being funding would continue to be used to support the development and delivery of an annual programme of out of school/ holiday activities.
- 2.5 Area Management developed this Commissioning Pilot by working closely with the Extended Services Advisor (Education Leeds). The design and implementation of this process was undertaken by then the three Cluster Managers with the agreement of the Cluster Steering Groups. The proposals were refined based on a clear evidence of



'need' which dovetailed and added value to the Extended Services 'Activities Grant' resource for 2010-11.

- 2.6 The Activities Grant as a separate grant ceased in August 2011. The cluster budgets have increased family support services as a response to need and provided a budget for more targeted approach to out of school and holiday activities in the three clusters as the cluster move towards the Children Leeds locality children services structure.

### **3.0 March - August 11 Programme Commissioning**

- 3.1 The Extended Services 'Activities Grant' was a nationally programme administered via the Department for Children, Schools and Families (now Department of Education) and formed part of the former Government's commitment to Extended Services in and around schools and complements the Extended Services role that schools and associated partners are already delivering, focused around the Every Child Matters Agenda.

- 3.2 The Activities Grant offered funding to help schools ensure out of hours activities are accessible to those pupils who would not otherwise be able to afford them (the target group determined by schools as 'vulnerable' or 'targeted'). The purpose of the grant is to support the raising of aspirations and opportunities beyond the school day and in holiday times, creating more positive relationships with low income families and enabling engagement with schools, learning and attainment for children who qualify for free school meals.

- 3.3 School partnerships in each cluster area were tasked with determining their target groups; to plan as a 'cluster' and with partners, develop opportunities for these groups and their families.

- 3.4 The Activities Grant operated between 1 April 2010 to 31 August 2011. Members are asked to note that funding the Activity Fund ended in August 2011.

- 3.5 The Activities Grant allocations for the three Outer South Clusters for **2010-11** were as follows:

- Cluster of Ardsley and Tingley Schools: **£36,580**
- Morley Children's Services Cluster: **£94,240**
- Extended Services Rothwell Cluster: **£109,740**

The funding was administered through the Cluster partnerships and directed by schools.

- 3.6 As in the commissioning pilot of 2010/2011, this process has supported the Outer South Extended Services Clusters to link both the Activities Grant and the Area Committee Well Being Fund.

1). The 'Activities Grant' - offering specific targeted opportunities for school identified vulnerable groups and individuals.

and

2). The 'Area Committee Well Being Fund' – providing 'universal' opportunities for a wider group of children and young people, linked to gaps identified through the developing Activities Grant work.

3.7 Outer South Well Being Funding allocations for **2011- 12** have been calculated using a formula provided in the 15 March 2010 Outer South Area Committee Report, which equates to:

	<b>Allocation %</b>	<b>Allocation £</b>
<b>Cluster of Ardsley Tingley Schools</b>	22	4,400
<b>Morley Children's Services Cluster</b>	42	8,400
<b>Extended Services Rothwell</b>	36	7,200
<b>Total</b>	<b>100</b>	<b>20,000</b>

#### **4.0 Activities from March 2011 to Dec 2011**

4.1 Following consultation with young people and drawing on previous experience in the Rothwell Cluster advertised for providers through the city wide electronic Breeze Culture Network which offers all providers the opportunity to submit proposals for consideration. Each Cluster Steering Group has a multi professional Activities Sub-Group to consider all proposals against agreed criteria. The Children Leeds approved 'ABC Protocols' were used for all contracts.

4.2 Morley and CATTs clusters were without a full time cluster manager from April 2011. It was agreed with Area Management that the majority of the Well Being funding in the Morley area would be used from September 2011.

4.3 **The 2011/12** cluster budgets for out of school and holiday provision are

- Cluster of Ardsley and Tingley Schools: **£14,535**
- Morley Children's Services Cluster: **£20,000**
- Extended Services Rothwell Cluster: **£25,000**

These figures reflect the change in cluster focus to increased family support including counselling services. Each cluster has employed and commissioned staff to respond to the transformation of clusters to locality children's services, supporting universal services and higher need children and families

Total cluster budgets for clusters for 2011/12 ( ending August 2012) including Well Being Funding to support both universal and targeted activity

- Cluster of Ardsley and Tingley £18,935
- Morley Children's Services Cluster £28,400
- Extended Services Rothwell Cluster £32,200

## **5.0 Children and Young People Working Group**

5.1 The working group met on three occasions between April 2010 and October 2010. Due to capacity within the Area Management Team and in light of the significant changes to this sector; such as the formation of Children's Trusts, Leeds City Council bringing the work of Education Leeds in house, the developing role of Clusters and consideration of the future of Youth Service provision in the city, the working group has met once in September 2011 and on 19<sup>th</sup> January 2012. The Working Group have now put in place a regular cycle of meetings to continue its work.

## **6.0 Voluntary and Community Sector**

6.1 The voluntary and community sector were encouraged and supported to access the procurement briefs on the Breeze Cultural Network.

## **7.0 Planning and Commissioning**

7.1 As previously the commissioning process enabled clusters and partners from the Children and Young People's Working Group to ensure the activities which were offered complimented existing provision and covered a wide range of activities and all the age ranges. The meeting on the 19<sup>th</sup> January 2012 will review both these elements to support future planning.

7.2 Previous and ongoing consultation processes with young people by the clusters and the Youth Service ensured that young people and children's voice shaped the menu of activities e.g. older children prefer to have activity away from the main base of school.

7.3 Joint planning continues to prevent duplication of dates and activities.

7.4 The Breeze Culture Network offers a fair and transparent tool to put out to tender briefs for commissioning activity with young people. Signposting to this Network gives all agencies information and access to the process for being locally commissioned.

7.5 Following from the pilot work with Breeze last few years, it is hoped to put in a place a more robust process for gathering information on young people's access to activities. Breeze cards were used for registration in all activities.

7.6 For summer 2011, Rothwell Cluster produced 8,000 copies of 20 page glossy booklet at a cost of £2,634.21 and distributed to all children and young people via schools, community and public venues. The increase in uptake during the summer was encouraged by in the publicity of information through the Cluster's hands on approach

e.g. to delivering assemblies and through Family Support Workers direct support work with targeted young people and their families. Feedback from parents/carers seemed to indicate that many activities were over-subscribed in part due to economic factors.

## 8.0 Outcomes

- 8.1 The programme to date funded by both the Wellbeing Fund , Activities Grants and continuing cluster budget has supported a programme of activity in all three cluster areas. A perception of increased engagement in planned activity may support a significant reduction in ASB as reported by Police Tasking Groups across the Outer South.
- 8.2 Using the Extended Services Cluster Leaders as the single point of contact streamlines communication between agencies supporting particularly access for Looked After Children (LAC) and families seen as vulnerable. Agencies working with LAC and targeted children were keen to access the Summer Programme of activities and because of the joint publicity were able to incorporate the summer programme into their child protection planning.
- 8.3 Overall figures based on half day as one session.

### Summer 2011

Cluster	Rothwell
No of sessions	150
No of places accessed	979 + 817 (Mini Breeze) = 1,796
No VCF sector providers	5
No. statutory providers	6
No. of other providers	7

### October Half Term 2011

Cluster	CATSS
No of sessions	30
No of places accessed	90
No VCF sector providers	0
No. statutory providers	1
No. of other providers	1

- 8.4 The following activities were available to all children and young people in October 2011. Some were funded by the cluster for targeted places
- Total Sports Coaching at Westerton Primary
  - Youth Services varied menu
  - Family Arts and Crafts at St. Michael's Church Hall

<b>Cluster</b>	<b>Morley</b>
No of sessions	59
No of places accessed	250
No VCF sector providers	2
No. statutory providers	1
No. of other providers	1

8.5 The following activities were available to all children and young people in October 2011. Some were funded by the cluster for targeted places

- Total Sports Coaching at Drighlington Primary, Fountain Primary and Asquith primary
- Dazl Dance at Morley Methodist Church
- Inspired animations at Morley Newlands Primary
- Youth Services varied menu

<b>Cluster</b>	<b>Rothwell</b>
No of sessions	42
No of places accessed	453
No VCF sector providers	1
No. statutory providers	2
No. of other providers	3

8.6 Christmas 2011

<b>Cluster</b>	<b>CATSS</b>
No of sessions	3
No of places accessed	90
No VCF sector providers	0
No. statutory providers	1
No. of other providers	1

8.7 The following activities were targeted and universal at Christmas 2011

- Family Art and Crafts at St. Michael's Church Hall
- Family Festive Cooking with a twist at St. Michael's Church Hall
- Jack and the Beanstalk trip at the West Yorkshire Playhouse

<b>Cluster</b>	<b>Morley</b>
No of sessions	3
No of places accessed	103
No VCF sector providers	0
No. statutory providers	1
No. of other providers	2

8.8 The following activities were targeted and universal at Christmas 2011

- Family Art and Crafts at Gildersome & Drighlington Children's Centre

- Family Festive Cooking at Bruntcliffe High
- Jack and the Beanstalk trip at the West Yorkshire Playhouse

<b>Cluster</b>	<b>Rothwell</b>
No of sessions	24
No of places accessed	Awaiting data
No VCF sector providers	2
No. statutory providers	3
No. of other providers	2

8.9 The Rothwell Cluster targeted vulnerable groups for participation in activities during every holiday period, with particular emphasis on Looked After Children and young people with poor attendance. The cluster is currently trialing a more effective system of targeting children and young people via text from schools prior to each holiday period.

## **9.0 Proposed programme from January 2011 to August 2012**

### **9.1 Delivery of Out of School Activities in 2011/12**

9.1.1 At the March 2011 Area Committee, Members approved £20,000 to support out of school activities in 2011/12 using the same commissioning process through the Outer South Clusters. Area Management have met and continue to meet with the Cluster Managers to progress this further.

9.1.2 February Half Term 2011:

<b>Cluster</b>	<b>CATTS</b>
No of sessions anticipated	25
No of places to be accessed	100

<b>Cluster</b>	<b>Morley</b>
No of sessions anticipated	40
No of places to be accessed	200

Proposed horse riding for both clusters

- Leisure centre activities for both clusters
- Family day out for both clusters
- Youth services provision for both cluster

### **9.2 Future Plans Ardsley & Tingley**

9.2.1 Ardsley & Tingley cluster have prioritised health and fitness as one of the areas for development. As a result of the NHS summary of the National Child Measurement Programme results for Leeds: 2009-2010 it was decided a focus for the available activities would be put on exercise and well being. After Christmas 3 of the Primaries will be running dance/fitness classes for a 6 week programme. The other primary is looking

into providing a martial arts programme. All of these will be funded by the Area Committee Funds.

### **9.3 Future Plans Morley**

- 9.3.1 Morley Cluster is looking into the possibility of creating a Friday Night Project in conjunction with Morley Leisure Centre. We are very aware that young people in the community need to be more actively involved in exercise and believe that the newly refurbished leisure centre would be an ideal place for activities for older children to take place. The leisure centre is located centrally and would be easily accessible to the vast majority of young people.
- 9.3.2 As part of our program to ensure children and young people have a 'voice' and be involved in the decisions about the activities they would like to see available the cluster is working towards a cluster council. This will give a group of children the opportunity to have their say on issues that impact on them and be able to feed back to their school council.

### **9.4 February half term**

<b>Cluster</b>	<b>Rothwell</b>
No of sessions anticipated	40
No of places to be accessed	400

### **9.5 Future plans Rothwell**

- 9.5.1 The Rothwell cluster and partners consult with children and young people in order to offer an attractive menu of activities that children and young people both enjoy participating in and benefit from. This is done by including children and young people in the planning group as well as ongoing consultation at a variety of events. Feedback from young people aged 11+ includes activities taking place off the school site, which the cluster has taken on board for this age group.
- 9.5.2 Summer holiday will be the focus of the meeting on the 19<sup>th</sup> January. It would be anticipated that providers will be sought through the Breeze Cultural Website in the next few months.

## **10.0 Corporate Considerations**

### **10.1 Consultation and Engagement**

- 10.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any 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.

10.2.3 A light touch Equality Impact Assessments is carried out for all projects.

## **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 partnership work between Outer South Committee, the three clusters and partners, continues to result in Well being funding and cluster funding supporting a varied menu of a broad provision of out of school and holiday activities for 5-19 year olds across the



Outer South. The activities are welcomed by children, young people and families and well attended.

- 11.2 The Leeds City Council Breeze Culture network was an invaluable tool in the process, ensuring the maximum number of agencies and partners were able to bid into a fair and transparent process.

## **12 Recommendations**

12.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate

### **Background documents**

- 20 October 2008 Outer South Area Committee. Children & Young People Activities in Outer South 2009-10.
- 30 March 2009 Outer South Area Committee. Out of School Activities, Children and Young People 2009-10.
- 19 October 2009 Outer South Area Committee. Outer South Children and Young People Activities 2009-10.
- 15 March 2010 Outer South Area Committee. Outer South Children and Young People Activity Planning 2010-11.
- 21 June 2010 Outer South Area Committee. Children and Young People Activities Final Evaluation 2009-10.
- 29<sup>th</sup> November 2010 Outer South Area Committee, Children and Young People Summer Delivery Review 2010-11

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Report author: Thomas O'Donovan  
Tel: 51655

**Report of the Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 13<sup>th</sup> February 2012**

**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. Details of revenue and capital projects for consideration and approval.
4. Details of revenue projects agreed to date (Appendix 1).
5. Details of capital projects agreed to date (Appendix 2).
6. Members are also asked to note the current position of the Small Grants Budget.

**Recommendations**

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 Well being revenue projects already agreed as listed in Appendix 1.
- d) Note the Well being capital projects already agreed as listed in Appendix 2.
- e) Consider the project proposals detailed in 4.0
- f) Note the Small Grants situation in 5.0

## 1 Purpose of this report

This report seeks to provides:

Confirmation of the 2010/11 carry forward figure and 2011/12 revenue allocation.

An update on both the revenue and capital elements of the Well being budget.

Details of revenue and capital projects for consideration and approval.

Details of revenue projects agreed to date (Appendix 1).

Details of capital projects agreed to date (Appendix 2).

The current position of 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** and the under spend of **£1,587.74** from the participatory budgeting projects in 2009, give a total amount of **£215,836.79** revenue funding available to the Area Committee for 2011/12.
- 3.1.2 The Area Committee is asked to note that **£207,899.97** has already been allocated from the 2011/12 Well being Revenue Budget as listed in **Appendix 1**. This leaves a balance of **£5,936.82**.
- 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.

<b>INCOME</b>	Revenue Well being Budget 2011/12	£183,790
	Roll Forward	£30,459.05
	Under spend from P B	£1,587.74
	<b>TOTAL</b>	<b>£215,836.79</b>
<b>EXPENDITURE</b>	Projects Carry Forward from 2010/11	£6,154
<b>ADP Theme</b>	<b>Projects</b>	<b>2011/12</b>
Sustainable Economy and Culture		<b>£56,960</b>
	Small Grants Scheme	£7,000
	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		<b>£86,211.82</b>
	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	£15,872.70 £9,523.62
	Neighbourhood Improvement Plans (Asquith/Ingles Springbank/ Moorlands)	£6,000
	Site Based Gardeners	£34,951.50
	Community Skips	£2,500
	Environmental Sub Group	£5,000
Health and Well Being		<b>£36,750</b>
	Garden Maintenance Scheme (Year 2 of 3)	£33,000
	John O'Gaunts Mothers Pride Tea Time Club	£3,750
Children and Families		<b>£20,000</b>
	Activities for Children and Young People	£20,000
Housing and Regeneration		<b>£0</b>
Ringfenced to Ardsley and Robin Hood Ward		£1,824.15
Balance		£5,936.82
<b>TOTAL</b>		<b>£215,836.79</b>

### 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 **£661,299.43** has been committed to date leaving a balance of **£21,708.57**

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	£169,873.20	£160,512.11	£166,862.20	£164,051.93
Balance	£878.80	£10,239.89	£3,889.80	£6,700.07

3.2.4 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**.

4.5 **Members are asked to consider the following projects:-**

4.5.1 **Project Title:** CASAC Burglary Reduction

**Name of Group or Organisation:** CASAC Leeds Limited

**Total Project Cost:** £3,000 revenue

**Amount Proposed from Well being Budget 2011/2012:** £2,000 revenue

**Ward Covered:** Morley North & South

**Project Summary:**

CASAC Burglary Reduction was established in 2001 in response to meeting Home Office objectives of reducing domestic burglary by 25% and maintaining it. The service is delivered through a multi-agency partnership between Safer Leeds, CASAC-Leeds and West Yorkshire Police.

Hotspots areas in Morley north and south wards has been identified from the Morley Crime and Grime meeting for target hardening services.

The project will identify those who are most vulnerable and encourage people to replace their euro profile cylinders for CASAC approved break secure cylinders.

Funding from Area Committee is requested to assist people in these burglary hotspot areas to adequately secure their homes. In order to encourage local residents to upgrade their euro cylinders CASAC propose that the Area Committee funding covers the first £50 of the total cost of the lock upgrade. This means that to upgrade 2 euro profile cylinders (2 doors) will cost the resident just £75. Aire Valley Homes Leeds to match the difference in total cost of the project.

The key output for the project is to undertake “target hardening” services such as:

- hardware,
- labour,
- operational costs
- encourage people to replace their weak euro profile cylinders with CASAC approved break secure cylinders

CASAC aims to provide subsidised euro profile cylinder upgrades to 40 properties throughout the Manor Road and New Village Way area.

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

This proposal supports the Area Committee priority to reduce crime, fear of Burglary and repeat offending, under the ADP theme of Stronger Communities’

4.5.2 **.Project Title:** Stanhope Memorial Renovations

**Name of Group or Organisation:** Corporate Property Maintenance

**Total Project Cost:** £3,000 capital

**Amount proposed from Well Being Budget 2010/2011:** £3,000 capital

**Ward Covered:** Morley North

**Project Summary:**

Renovations works at Stanhope Memorial Hall in Churwell were originally approved for £70,088.34. However, because of the identification of a number of additional pieces of work a total of 77,849.98 was spent on the renovation, an overspend of £7,761.64.

Outer South Area Committee is asked to contribute £3000 towards the current overspend on the project.

The work is completed and was overseen by Corporate Property Management. Members are recommended to approve capital well being funding from the Morley North allocation.

**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.

- 4.5.3 **Project Title:** Stanhope Memorial Roof Void Cladding  
**Name of Group or Organisation:** Corporate Property Maintenance  
**Total Project Cost:** £1,100 capital  
**Amount proposed from Well Being Budget 2010/2011:** £1,100 capital  
**Ward Covered:** Morley North  
**Project Summary:**

This proposal was identified by Ward Members in consultation with residents and users to replace existing timber fascia boarding to upper roof level with Upvc cladding approx 10m in length and 800mm depth at Stanhope Memorial Hall. Corporate Property maintenance would schedule the works to be completed by the end of March 2012. Members are recommended to approve capital wellbeing funding from Morley North allocation

**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.

## **5 Small Grants Update**

- 5.1 Since the last Area Committee in December no small grants have been submitted for approved by members.

## **6 Corporate Considerations**

### **6.1 Consultation and Engagement**

- 6.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any 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 groups 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.
- 6.2.3 A light touch Equality Impact Assessments is carried out for all projects.



## **Council Policies and City Priorities**

6.2.1 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

## **6.3 Resources and Value for Money**

6.3.1 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.

## **6.4 Legal Implications, Access to Information and Call In**

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

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

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

## **6.5 Risk Management**

6.5.1 This report provides an update on work in the Inner 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.

## **7.0 Conclusions**

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

## **8 Recommendations**

8.1 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 detailed in Appendix 1.
- d) Note the Well being capital projects listed in Appendix 2.
- e) Consider the project proposals detailed in 4.5
- f) Note the Small Grants situation in 5.1

## **Background documents**

Outer South Area Committee Well Being Report 5<sup>th</sup> December 2011

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**Outer South Wellbeing Budget  
2010 - 2012**

		2011 / 2012
<b>Budget</b>	<b>Allocation</b>	£183,790.00
	<b>Roll forward</b>	£30,459.05
	<b>PB Underspend</b>	£1,587.74
	<b>TOTAL</b>	<b>£215,836.79</b>

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	£849.50
<b>TOTAL</b>	<b>£6,154.00</b>	<b>£1,604.50</b>

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>2010/11 Rolled forward projects</b>	South East Area Management	£6,154.00	£1,604.50	£0.00	£4,549.50	
<b>Outer South Skips</b> To provide skips for community use. Additional £40 for permits for Harrops NIP 2010/11	South East Area Management	£2,500.00	£220.00 £40.00	£240.00	£2,000.00	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	
<b>Outer South Small Grants Fund</b> Provision of a small grants fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£7,000.00	£2,996.87	£0.00	£4,003.13	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.
<b>Outer South Communications</b> 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.
<b>Neighbourhood Improvement Area – Ingles – Phase 3</b> 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	
<b>Neighbourhood Improvement Area – Springbank - Phase 3</b> 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.
<b>Town Centre Management</b> 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	£21,070.00	£0.00	Town Centre Manager for Morley and Rothwell. Please refer to town
<b>Activities for Children and Young People</b> 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	
<b>Priority Neighbourhood Worker</b> 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	£25,396.32	£7,882.65	£2,622.95	£14,890.72	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
<b>Site Based Gardeners</b> Site based gardeners at named community parks.	Parks and Countryside	£34,951.50	£0.00	£34,951.50	£0.00	3 full time Gardeners for 1 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
<b>Morley Literature Festival 2012</b> 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	
<b>Rothwell 600</b> 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.
<b>John O'Gaunts Teatime Club</b> To support a community group deliver weekly, affordable, healthy meals for the local residents of the priority neighbourhood, John O'Gaunts.	John O'Gaunts Teatime Club	£3,750.00	£0.00	£3,750.00	£0.00	Strong community spirit. Residents who are healthy and have a better understanding of healthy eating and cooking.
<b>Garden Maintenance Scheme Morley Elderly Action</b> 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.

**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Operation Champion</b> To support the multi agency crime and crime initiative in the Outer South wards.	South Area Management	£400.00	£0.00	£0.00	£400.00	Two Operation Champions in the 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.
<b>Community Safety</b> 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.
<b>Off Road bikes</b> To support the continuation of an off road bike unit in south leeds	South Leeds Area Management	£2,964.00	£0.00	£2,964.00	£0.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
<b>Cleaner Neighbourhoods Sub Group</b> 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.



**Outer South Wellbeing Budget  
2010 - 2012**

Project	Delivery Organisation	2011/2012 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
<b>Xmas 2011 trees and decorations</b> Hire of Christmas Trees, lights and decorations communities in Outer South.	Leeds Light	£10,890.00	£0.00	£10,890.00	£0.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
<b>Victims Fund</b> Support target hardening work for victims of crime in outer south.	Victims Support	£1,000.00	£0.00	£1,000.00	£0.00	Reduction in the fear of crime and repeat offences through target hardening work.
<b>Defence to Ardsley and Robin Hood Ward</b> Suitable projects to be identified and developed.	tbc	£1,824.15	£0.00	£0.00	£1,824.15	tbc
<b>TOTAL</b>	<b>Projects agreed</b>	<b>£209,899.97</b>	<b>£24,994.02</b>	<b>£85,255.23</b>	<b>£99,650.72</b>	
	<b>Balance</b>	<b>£5,936.82</b>				

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2004-2012 Capital Budget £683,008.00

**Ardsley & Robin Hood**

Project	Delivery Organisation	Projected Capital cost	Actual Spend	Outcomes	Status
<b>Sports Facility Development</b> 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
<b>West Ardsley Community Centre Improvements</b> 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
<b>Litterbins Ardsley &amp; Robin Hood 2005/2006</b> 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
<b>East Ardsley Community Centre Fence</b> 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><b>Westerton Road Allotments Fencing</b> 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><b>Litterbins 2007/2008</b> 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><b>Tingley Athletic Junior Football Club – Car Park Provision</b> 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><b>Smithy Lane Recreation Ground</b> To develop play facilities at this Parks and Countryside owned recreational ground. <i>Approval date: 09/02/2009</i></p> <p><b>Smithy Lane Recreation Ground Youth Equipment</b> 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><b>Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass</b> 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><b>Lofthouse Cemetery</b> 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><b>Lofthouse PB</b> 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><b>Litterbins 2010/2010</b> 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><b>Robin Hood Athletic FC - new changing facilities</b> 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><b>East Ardsley Recreation Ground Footpath Improvements</b> 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><b>Proposed Zebra Crossing, Robin Hood</b> 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><b>Improved Access, East and West Ardsley Allotment Association</b></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	£1,300.00	Increased sustainability for this group as they are able to sell produce and supplies with the profits going back into the association.	Complete
<p><b>Rothwell NPT Pro Laser Device</b></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><b>Northfield Place Fencing</b></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><b>Ramsgate Crescent additional parking</b></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><b>Posts for Dog Fouling Signs</b></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
<p><b>Smithy Lane Rec Goal Posts</b></p> <p>Purchase 5 a side goal ends for the park.</p> <p><i>Approval date: 17/10/11</i></p>	Parks and Countryside	£750.00	£0.00	Encourage use of the park, enhance the environment and safeguard children and properties by deterring children from playing close to the properties.	ongoing
<b>Ardsley &amp; Robin Hood Total</b>		<b>£169,873.20</b>	<b>£135,218.69</b>		

**Outer South Capital Wellbeing Budget  
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## All Morley

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Morley Community Radio</b> 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
<b>Morley Leisure Centre Disability Access</b> 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
<b>Town Centre Environmental Improvements</b> 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
<b>New Creation</b> 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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<b>Morley Bottoms Regeneration Scheme</b> 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.	
<b>Morley Bottoms Phase 3</b> 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
<b>Morley Bottoms Phase 3 additional</b> 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
<b>Scatcherd Park War Memorial</b> 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
<b>Electrical Services to Bandstand</b> 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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<b>Glutton Street Cleanser</b> 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
<b>Car parking scheme at Queensway Car Park</b> 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
<b>Morley Heritage Society</b> 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
<b>Morley Bring Site</b> 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
<b>Morley Town Hall</b> Improve facilities at Morley Town Hall.  <i>Approval date: 25/02/2008 (£31,000 approved)</i>	Corporate Property Management	£29,822.79	£29,822.79	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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<b>Morley in Bloom</b> 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
<b>Morley Elderly Action</b> 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
<b>Speed Indicator Display Device</b> 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
<b>Alexandra Hall Improvements</b> 7 phases of work including stage improvements, new floor, curtains, lighting and electrics.  <i>Approval date: 4/7/11</i> <i>Approval date: 5/9/11</i>	Morley Amateur Operatic Society	£25,000.00 £4,000.00	£0.00 £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
<b>All Morley Total</b>		<b>£159,543.75</b>	<b>£123,943.75</b>	Page 8	

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## Morley North

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<p><b>Gildersome Springbank Green Doorstep Project</b></p> <p>The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource.</p> <p><i>Approval date: 24/10/2005</i></p>	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
<p><b>Gildersome CCTV Scheme</b></p> <p>The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism.</p> <p><i>Approval date: 11/07/2005</i></p>	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
<p><b>Drighlington Library Disability</b></p> <p>Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users.</p> <p><i>Approval date: 12/12/2005</i></p>	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
<p><b>Minibus</b></p> <p>A new mini bus for the school to help continue the pupils sporting success and achievements</p> <p><i>Approval date: 12/12/2005</i></p>	Birchfield School	£5,000.00	£5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
<p><b>Drighlington Meeting Hall</b></p> <p>Improvement to Drighlington Meeting hall</p> <p><i>Approval date: 05/11/2007</i></p>	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><b>Litterbins 2007/2008</b> 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><b>Springfield Mill Park</b> 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><b>Churwell Park</b> 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><b>Churwell Park CCTV</b> 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><b>Lofthouse PB</b> 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><b>Removal of Walton Drive Steps</b> 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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<b>Litterbins 2010/2011</b> 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
<b>St Peter's Communtiy Hall</b> Stonework repairs to the gable end wall  <i>Approval date: 18/10/10</i>	Environmental Services	£6,332.00	£6,332.00	Improvements to a local community facility.	Complete
<b>Gildersome Grit Bins</b> 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
<b>Guiding Centenary</b> 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
<b>Posts for Dog Fouling Signs</b> 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
<b>Springbank Playing Fields - Securing Site</b> 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
<b>Morley North Sub Total</b>		<b>£80,740.23</b>	<b>£70,554.75</b>		
<b>All Morley (50%)</b>		<b>£79,771.88</b>	<b>£61,971.88</b>		
<b>Morley North Total</b>		<b>£160,512.11</b>	<b>£132,526.63</b>		

**Morley South**

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Neighbourhood Improvement Area – Newlands &amp; Denshaws</b> 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
<b>Rein Park – Morley South</b> 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
<b>Morley South Litterbins 2005/06</b> 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
<b>Magpie Lane – Morley South</b> 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
<b>Lewisham Park Youth Centre CCTV</b> 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  
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<b>Litterbins 2007/08</b> 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
<b>Denshaw Grove Landscaping</b> 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
<b>Improvements to Footpath 79, Wide Lane</b> 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
<b>Lofthouse PB</b> 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
<b>Magpie Lane Play Space</b> Provide new play facilities at Magpie Lane. <i>Approval Date: 18/10/10</i>	Parks & Countryside	£7,576.00	£7,576.00	More activities for children and young people and improvements to the local environment.	Complete
<b>Woodkirk Murals (My Woodkirk)</b> 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 community spirit.	Ongoing
<b>Posts for Dog Fouling Signs</b> 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
<b>Morley South Sub Total</b>		<b>£87,090.32</b>	<b>£67,019.12</b>		
<b>All Morley (50%)</b>		<b>£79,771.88</b>	<b>£61,971.88</b>		
<b>Morley South Total</b>		<b>£166,862.20</b>	<b>£128,991.00</b>		

## Rothwell

Project	Delivery Organisation / Description	Projected Capital cost	Actual Spend/ Completion Status	Outputs	Status
<b>Neighbourhood Improvement Area – John O’Gaunts</b> 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
<b>Litterbins Rothwell 2005/06</b> 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
<b>Oulton &amp; Woodlesford Sports &amp; Social Facilities</b> 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
<b>Rose Lund Centre Improvements</b> 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
<b>Litterbins 2007/08</b> 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



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<b>Rothwell Litterbins</b> 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
<b>Rothwell Bring Site</b> 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
<b>Windmill Youth Club</b> Improve facilities at Windmill Youth Club.  <i>Approval date: 25/02/2008 (£30,707 approved)</i>	Corporate Property	£13,885.37	£13,885.37	Enhance and develop a community centre. Increase community use of building.	Ongoing
<b>Recycling Bring Sites (additional)</b> Resurfacing of the site.  <i>Approval date: 25/02/2008</i>	City Development	£3,914	£3,914	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete

**Outer South Capital Wellbeing Budget  
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<b>Manor Road Shops</b> 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
<b>Rothwell Competitive Music Festival - Staging</b> 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
<b>Lofthouse PB</b> 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
<b>Litterbins 2010/2011</b> 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
<b>Manor Road Shops CCTV</b> 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	£3,389.00	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	Complete
<b>Rothwell NPT Pro Laser Device</b> 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
<b>Manor Road Litterbin</b> 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  
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<b>John O'Gaunts Gardening Group</b> Purchase of equipment <i>Approval date: 4/7/11</i>	John O'Gaunts Gardening Group	£1,139.93	£600.00	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
<b>Posts for Dog Fouling Signs</b> 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
<b>Woodlesford Rec Environmental Improvements</b> To support phase 1 improvement works at park. <i>Approval date: 4/7/11</i>	Parks and Countryside	£8,000.00	£0.00	Improvements to access, new seating, signage and planting aim to increase community pride and ownership of the park.	ongoing
<b>Springhead Park Access</b> To support improvements to paths on Park Lane and Oulton Lane entrances. <i>Approval date: 17/10/11</i>	Parks and Countryside	£7,000.00	£0.00	Improve access and the accessibility into and around the park for users, improve the appearance of the park and will provide an enhanced visitor experience.	ongoing
<b>Rothwell Haigh Road Cemetery</b> To build up the wall on Styebank Lane . <i>Approval date: 17/10/11</i>	Parks and Countryside	£800.00	£0.00	Significantly improve the appearance of the local environment.	ongoing
<b>Springhead Park Playground</b> Funding will provide new play equipment and improvements to the access to the bowling green <i>Approval date 5/12/11</i>	Parks and Countryside	£15,900.00	£0.00	Significantly improve the appearance of the local environment.	ongoing
<b>Rothwell Country Park</b> In principle agreed to support a green gym project	Parks and Countryside	£1,000.00	£0.00	Significantly improve the appearance of the local environment.	Ongoing
<b>Rothwell Total</b>		<b>£164,051.93</b>	<b>£79,790.80</b>		
<b>TOTAL Projects agreed</b>		<b>£661,299.43</b>	<b>£476,527.11</b>		

Outer South Capital Wellbeing Budget  
2004 - 2012

Balance	£21,708.57
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**Outer South Capital Wellbeing Budget  
2004 - 2012**

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Report author:  
 Thomas O'Donovan  
 Tel: 3951654

**Report of Area Leader – South East Leeds**

**Report to South Leeds (Outer) Area Committee**

**Date: Monday 13<sup>th</sup> February 2012**

**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

## **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 The minutes from the meeting held on Friday 11<sup>th</sup> November 2011 were agreed at the Area Chairs Forum on the 13<sup>th</sup> January 2012 and are attached for Members information (**Appendix 1**)

## **4 Updates by theme: Children & Families**

### 4.1 Joseph Priestley College Update

Sally Blunt (Deputy Principle at Leeds City College), will be attending the 21<sup>st</sup> March 2012 meeting to provide a further update on the merger.

### 4.2 Children & Young People's Sub-group Update

The Outer South Children & Young people's Sub-group last met on the 19<sup>th</sup> January, minutes attached **Appendix 2**. The next meeting of the group is planned for the 24<sup>th</sup> May.

## **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 9<sup>th</sup> November 2011. The minutes were presented for Members information at the 5<sup>th</sup> December meeting. The next meeting is planned for Wednesday 16<sup>th</sup> May 2012 at Morley Town Hall.

## **6 Updates by Theme: Safer and Stronger Communities Board**

### 6.1 Environmental Services Delegation

- 6.1.1 The Outer South Environmental Sub-Group's last meeting was on the 11<sup>th</sup> January 2012. The minutes are attached as **Appendix 3** for comment.



## 6.2 Community Safety

### 6.2.1 Burglary

Burglary across Leeds is reducing and remains relatively low in Outer South. There were 6,045 recorded burglary dwelling offences between April and December, down 6% (390 fewer offences) on the same period last year. Results for Q3 show a 29.3% improvement (741 fewer victims) when compared to the same period last year.

6.2.2 December saw the lowest recorded burglary count in last ten years and the best performing month for over ten years. City and Holbeck year to date offences are DOWN 9.6% (80 fewer offences) on the same period last year. All four Outer South wards are in the bottom 10 across the city as can be seen on the Ward Risk Matrix at **Appendix 4**.

6.2.3 A workshop was held in September and an action plan has been drafted. The final version will be shared with Members in due course. The key activity that has taken place to sustain the low levels of burglary includes Neighbourhood Policing Teams and Aire Valley Homes sharing details of burglary victims enabling housing officers to routinely follow up with visits to offer practical support. As part of a funded 'Darker Nights' initiative timer switches were distributed and burglary reduction advice to local residents in South Leeds hotspots. PCSO visits to offer practical advice to reduce risk of victimisation are also being carried out across the Division. Members will recall that wellbeing funding has been allocated to Morley NPT to distribute crime reduction products and give burglary reduction advice to local residents. This work is due to commence in the next month.

6.2.4 Key actions to be delivered in the next quarter include developing a pilot project to identify and support/divert young people who are on the edge of the criminal justice system and at high risk of becoming involved in burglary. A project is being developed through the Rothwell Crime and Grime meeting to set up "No Cold Calling zones" that aim to reduce salespeople approaching vulnerable people in their homes and can also help to reduce people becoming victims of distraction burglars and rogue traders. Morley Crime and Grime meeting is exploring a project to offer residents a discount to replace their Europrofile lock with one of a higher standard.

### 6.3 Tingley Crescent

Members have been briefed on the background to Tingley Crescent during the Ward Based Briefings in November. In summary, local residents have raised concerns with Members about persistent ASB in the locality and requested that a Gating Order to close the alley be considered. The low number of incidents reported to either the Police or the Leeds Anti Social Behaviour Team (LASBT) however, has made this approach problematic. At a recent residents meeting, this was discussed with residents and the need to ensure incidents are recorded and collated was emphasised. In order to better reflect the volume and persistent nature of incidents, residents have now been asked to record all incidents that occur in the alley in a nuisance diary for a period of three months from February to April 2012. Residents will also need to demonstrate in the diary how the alley has contributed directly to that crime or ASB occurring. Once this information has been

collated, the intention is to submit it with a report to the Chief Highways Officer detailing what work has been carried out to address the problem and previous consultations with the community. It is the responsibility of Highways to make the decision about the Gating Order – colleagues in Highways have been briefed to expect the report in May/June 2012.

#### 6.4 Middleton Park Strategic Advisory Group

- 6.4.1 The most recent meeting of the Middleton Park SAG was 23<sup>rd</sup> November, minutes will be presented to the February meeting. The minutes of the meeting are attached. (**Appendix 5**)

### **7 Updates by Theme: Health and Well being**

- 7.1 The South East Health and Well being partnership last met on the 24<sup>th</sup> November 2011, the minutes are attached at **Appendix 6**.

### **8 Updates by Theme: Housing and Regeneration**

#### 8.1 Conservation Audits

- 8.1.1 Morley Conservation Area Appraisal: Following responses received during the initial public consultation, it is necessary to hold another round of consultation to report back to the community and hold a formal public meeting to allow further debate of the proposals. A further six week public consultation will run from 30<sup>th</sup> January to the 9<sup>th</sup> March. There will be an exhibition in the library during this period where the revised draft of the conservation area appraisal and modified proposed boundary can be viewed. The revised appraisal will also be available online. A public meeting will be held at the Town Hall on Thursday 16<sup>th</sup> February 7pm. The public consultation will be fully publicised with a press release, posters and a mailing to all properties within the areas of proposed boundary change.

- 8.2.2 Following the public consultation the responses received will be considered and amendments made to the appraisal and proposed boundary as appropriate. The revised boundary changes and appraisal will be written up for consideration of Chief Officers at the next available Planning Board meeting – likely to be 30<sup>th</sup> April 2012 and may also be considered by the Executive Board. If approved the revised boundary will be designated and the appraisal will be adopted as a material consideration in the planning process.

### **9 Integrated Locality Working**

#### 9.1 Citizen's Panel

- 9.1.1 The January Inner South Area Committee received a report on the development of citizens panels. Members sought reassurances that following further recruitment the panel composition would accurately reflect the local community and asked for a further update. **Appendix 7** outlines the proposed recruitment process. Further updates will be provided at future Outer South Area Committee meetings.

## 9.2 Olympic Torch

- 9.2.1 The Olympic Torch travels through Leeds on Sunday the 24<sup>th</sup> and Monday the 25<sup>th</sup> of June. The main event to celebrate the torch coming to Leeds will be held at Temple Newsam on the evening of the 24<sup>th</sup> of June. This event will be ticketed and is intended as a celebration of sport and achievement in the city.
- 9.2.2 The route will take the torch to Headingley, Potternewton, Harehills and Richmond Hill on the 24<sup>th</sup> June and through Hunslet, Beeston, the John Charles Centre and then on to Morley on the 25<sup>th</sup> June.
- 9.2.3 The Council is planning to have a fortnight celebration of sport across the city for the two weeks prior to the torch coming to Leeds.
- 9.2.4 The torch route and other activities will be promoted across the city and arrangements will be made to provide information through the usual channels such as the local media local clubs, schools and community groups.

## **10 Localism**

### 10.1 Community First Panels

- 10.1.1 Members in Ardsley & Robin Hood and Morley South have been contacted by the Panel Partner, Health for All to further develop the Community First Panels. A fuller update will be provided to the March meeting of the Outer South Area Committee.

## **11 Corporate Considerations**

### **11.1 Consultation and Engagement**

- 11.1.1 Projects are developed to address priorities in the Area Committee Business Plan. The production of this plan is informed by Local Councillors and local residents. All projects developed are in consultation with Elected Members and local communities. Approval for any contribution from the Well being budget is secured at Area Committee.

### **11.2 Equality and Diversity / Cohesion and Integration**

- 11.2.1 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.
- 11.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.
- 11.2.3 A light touch Equality Impact Assessments is carried out for all projects.

### **11.3 Council Policies and City Priorities**

11.3.1 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

### **11.4 Resources and Value for Money**

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

### **11.5 Legal Implications, Access to Information and Call In**

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

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

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

### **11.6 Risk Management**

11.6.1 This report provides an update on work in the Inner 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.

## **12 Conclusions**

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

## **13 Recommendations**

13.1 The Area Committee is asked to:

- a) note the contents of the report and make comment as appropriate

### **Background documents**

Minutes of the Full Council meeting, 26th May 2011

Council Constitution

Area Committee Summary of Key Work Report, 17th October 2011

Area Committee Well Being Report, 17th October 2011

Conservation Area Reviews 10th September 2007

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**Area Chairs Forum  
Friday 11<sup>th</sup> November 2011  
Committee Room 4, Civic Hall**

**Attendance:**

Councillors: P. Gruen (Chair), G. Hyde, G. Hussain, G. Wilkinson, K. Parker, A. Gabriel, J. Akhtar, G. Latty, D. Blackburn

Officers: J. Rogers, R. Barke, S. Mahmood, J. Maxwell, B. Logan

Minutes: S. Warbis

Officers attending for specific items: J. Wildman, S. Carey, J. Harwood, M. Lund, C. Dickinson, J. Lane, A. McMaster

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1.0</b>	<b>Apologies</b>	
1.1	Cllr. T Hanley	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	The minutes of the previous Area Chairs Forum meeting on 5 <sup>th</sup> September 2011 were agreed as an accurate record.	
2.2	<u>2.5 of previous minutes – Land Ownership Issues and Responsibilities</u> Various discussions have taken place between ALMOs, Environmental Services, Area Teams and other agencies and work is progressing to tackle outstanding issues.	
<b>3.0</b>	<b>Implications of the Welfare Reform Bill</b>	
3.1.1	Steve Carey, Chief Officer Revenues and Benefits, attended to present a report on welfare reforms.	
3.1.2	Some changes to the housing benefit scheme have already been implemented but there will also be a raft of changes to the benefits system over the next 3 years and officers are currently preparing for these changes.	
3.1.3	Changes to housing benefit introduced in April 2011 affect the private rented sector and include the loss of excess benefit where actual rents are cheaper than the Local Housing Allowance (LHA) Rate, capping of LHA at 4 bedroom house rate and reductions to LHA rates. Existing cases are protected until January 2012 when an estimated 9,500 families in Leeds will see their housing benefit reduced.	
3.1.4	Work is being done with private landlords to address this issue. One suggestion is for landlords to agree to reduce their rents in return for receiving direct payments of housing benefit. Whilst some landlords may see the advantage of this, it may be less viable for the larger properties.	
3.1.5	A Shared Accommodation Rate (SAR) is currently applied to single claimants up to the age of 25 limiting the amount of housing benefit that can be claimed to around £61 per week. From January 2012 this will apply to single claimants up to the age of 35 meaning over 1,500 tenants in Leeds between the age of 25 and 35 will see their housing benefit reduced from £99.92 to around £61.50.	
3.1.6	The implications of changes to housing benefit will mean a large number of people having to move out of 1 bedroom properties into bed-sits or shared accommodation, and also families in 5 bedroom properties having to move into	

	4 bedroom properties. The benefit service is already handling cases for concerned customers and is receiving referrals from councillors and MPs and this caseload is likely to increase dramatically in January.	
3.1.7	There may be some funding from central government to address benefit reductions but this will inevitably be targeted and will not cover all cases.	
3.1.8	In April 2013 council tax benefit will end and will be replaced by localised schemes to be operated by councils. Funding for these schemes has been reduced by 10% and councils will have to fund any overspend. There is likely to be protection in place for pensioners and other vulnerable groups to address any reduction in support.	
3.1.9	Universal credit is to be introduced to simplify the benefits system and is intended to make sure that people are always better off in work than on benefits. Policies relating to this are still being designed however aspects will be introduced in October 2013 with the full transition being completed in 2017.	
3.1.10	It is intended that claims will be made electronically, payments will be made monthly in arrears and will be made directly to the claimant.	
3.1.11	A cap on housing benefits will be applied to tenants living in properties deemed too large for their needs and is likely to affect around 7,000 tenants in Leeds. Although work is taking place to encourage tenants to relocate to appropriate sized properties it will not be possible to resolve all cases by April 2013 when changes will be implemented.	
3.1.12	The Disability Living Allowance (DLA) will be replaced by Personal Independence Payments for claimants between 16 and 64 which the Department for Work and Pensions (DWP) estimates will lead to a reduced benefit expenditure of £2.1bn.	
3.1.13	LHA rates are currently determined using evidence from landlords in the private sector. From April 2013 the consumer price index will be used instead which may mean that there will be a gap between actual rents and benefit levels leading to a reduction in the affordable housing stock.	
3.1.14	A report is being taken to Executive Board outlining the potential implications of welfare reform. Officers are developing strategies to mitigate the effects of changes to the welfare system but there will be an impact for a significant number of people in Leeds.	
3.2	Jill Wildman, Director of Housing Services East North East Homes Leeds, attended to present a report on the effects of welfare reform for the Leeds ALMOs and BITMO.	
3.2.1	22,300 tenants will be affected by changes to benefits which will come into effect between 2013 and 2017. Currently £60 million in Housing Benefit is paid directly to ALMO and BITMO rent accounts.	
3.2.2	Benefits will be paid directly to the tenant, and customers will be responsible for managing their own benefits. Not all claimants currently have bank accounts and there may be issues for customers who are financially excluded and do not have sound financial literacy skills. There is a move towards a paperless system which will impact on customers who don't have computers or computer skills.	
3.2.3	There will be a substantial increase in the amount of income that will need to be collected by the ALMOs / BITMO. Benefits will be paid to claimants in arrears on a monthly basis which will impact on the performance in rent collection.	
3.2.4	The DWP is considering allowing 5-10% of vulnerable customers to have housing benefit paid directly to ALMOs / BITMO although there is currently no definition of vulnerable. There are concerns that certain customers may not	



	view paying their rent as a priority which will have an impact on income collection, arrears, collection costs, legal costs and evictions.	
3.2.5	A lot of support will be needed to manage these changes for customers which may mean an increased staff resource is required and training will be required to re-skill staff regarding new legislation and processes.	
3.2.6	It is estimated that 7,500 ALMO / BITMO tenants will be affected by changes to benefits due to occupying accommodation that is deemed too large for their needs. Demand will be high for tenants wishing to downsize and there are concerns over the volume of requests and also the availability of suitable properties, particularly 1 bedroom properties.	
3.2.7	An ALMO / BITMO welfare reforms action plan has been developed and was appended to the report. Work is ongoing to gather impact data for customers and housing stock at a more local level to gauge the likely impact on different neighbourhoods.	
3.3	The reports were welcomed by the forum and it was agreed that it would be appropriate for them to be taken to future Area Committee meetings as well as arranging briefings for the various party groups.	<b>SC JW</b>
3.3.1	Area Chairs confirmed that they were getting increasing numbers of calls from concerned and confused tenants and expressed concerns over the ability of the welfare rights teams to cope with the increased level of queries and likely appeals. It was stressed that relevant officers needed to be preparing to provide the relevant advice that would be needed.	
3.3.2	Concerns were raised over the logistics of dealing with over 7,000 people who would no longer be able to afford the rents on properties of the size they occupied. It was mentioned that the DWP are carrying out work to gauge the implications on the ground and that LCC officers are in contact with the DWP during this process. It was mentioned that the bill was still progressing through parliament and that there may be caveats added to cover issues such as adapted properties. Options were also being considered to alleviate the impact of the reforms such as phasing in some of the changes.	
3.3.3	The ALMOs are expecting a big impact on residents, and prospective residents, of the maisonette and multi-storey flat stock. Data is being collected to assess where the impact is likely to be the greatest. It was mentioned that some of the 7,000 plus tenants affected would find a way to pay increased costs and therefore the overall impact for the ALMOs is uncertain.	
3.3.4	It was raised that the impact of these changes may be increased in future years if house prices and rent increases are not matched by increases to benefit payments.	
3.3.5	The question was raised as to how these changes would impact on the choice based lettings system. Area Chairs were assured that work was ongoing between the ALMOs and the Environment and Neighbourhoods department to deal with issues affecting lettings.	
3.3.6	Concerns were raised over the increased demand that would be placed on services at a time where staffing numbers and resources are decreasing.	
<b>4.0</b>	<b>Draft Area Committee Report on the Localism Bill</b>	
4.1	Jane Harwood, Corporate Policy and Performance Officer, attended to present a report on the Localism Bill seeking comments on the report and approval for a report to be taken to the 10 Area Committees. A further report will be taken to the corporate Leadership Team taking account of comments from members.	

4.2	There have been significant amendments to the Localism Bill as it has progressed through parliament and officers have been keeping a close watch on changes and guidance as it has been issued.	
4.3	A series of papers are being drafted relating to specific aspects of the bill such as Neighbourhood Planning, Community Right to Challenge and Assets of Community Value.	
4.4	Questions were raised as to which bodies could develop Neighbourhood Plans or bid for community assets. Although there are definitions as to what constitutes a representative group, in theory any group could be involved if correctly constituted. Any group can bid for an asset of community value.	
4.5	It was mentioned that it would be challenging to secure funds for Neighbourhood Plans in order to put them in place quickly.	
4.6	It was also mentioned that there was still a duty of best value to be applied and that social value versus value for money would still be a consideration in assessing bids for assets and services. The bill will give people the right to challenge how services and assets are run, and the local authority will be able to accept or reject these challenges.	
4.7	It was agreed that the paper should be taken to the Area Committees with officers in locality teams to make amendments to cover local issues.	<b>JH / Area Leaders</b>
<b>5.0</b>	<b>Community Engagement Strategic Approach</b>	
5.1	Matt Lund, Corporate Consultation Manager, attended to present a report on the Community Engagement Framework and request that a report be taken to the 10 Area Committees.	
5.2	A lot of community engagement work has been carried out in the past but this has not always been done in a consistent and coordinated way. The council could be open to legal challenges if engagement has not been carried out effectively when making key decisions.	
5.3	The Strategic Planning and Policy Board (SPPB) agreed in the summer of 2011 that a new framework was required to guide community engagement and take into account the current financial pressures, the evolving locality working and partnership arrangements and to meet the council value of "working with communities".	
5.4	There is a need to build officer skills, improve the culture of co-ordinating engagement and improve governance methods so that appropriate monitoring can be implemented.	
5.5	It was agreed that a report should be taken to the February round of Area Committee meetings.	<b>ML / Area Leaders</b>
<b>6.0</b>	<b>Citizens' Panel Update</b>	
6.1	Chris Dickinson, Area Management Officer, attended to present a report outlining progress on the development of the Leeds Citizens' Panel.	
6.2	The Citizen's Panel will be an efficiency tool for carrying out consultation in Leeds. Recruitment is taking place which will ensure that panel members will be representative of the population at Area Committee level as well as at city level and it will be possible to interpret results from consultation at an Area Committee level.	
6.3	Recruitment to the panel has been promoted through various means and good progress is being made in populating the panel.	

6.4	The panel will not be used to replace local consultation, but will be able to provide benchmark setting and may be helpful in setting priorities in areas, developing the Area Committee business plans, and helping to focus the targeting of wellbeing priorities.	
6.5	It was suggested that the panel could be used to identify the "what" in an area, but that more local and focused consultation could be used to draw out the "why".	
6.6	By consulting on a city wide basis and drilling down information gathered to Area Committee level, we will have the ability to compare views within areas from a consistent perspective.	
6.7	It is the intention to set up a calendar of consultation for the panel to ensure that the process does not become overburdening. Feedback to panel members will also be built in to encourage people to remain involved.	
6.8	Comments were made that the panel would only be effective if it was truly representative. Efforts need to be made to make sure that the panel is not made up of only active citizens who are involved in local consultation anyway. It was hoped that efforts would be made to involve ordinary, less prominent people, particularly those who are less articulate locally.	
6.9	Area Chairs were informed that efforts were being made to avoid contacting established groups when recruiting to the panel. Representation is being monitored as the panel is growing and action will be taken to target specific groups if they appear to be underrepresented.	
6.10	Comments were made as to how representative the panel could be when it only included approximately 1% of the population.	
6.11	It was stressed that the development of the panel would not mean that previous good practice, learning and models of engagement would be lost.	
6.12	It was agreed that a report be taken to the 10 Area Committees in the December cycle of meetings, with a further report to accompany the Community Engagement Strategy report to Area Committees in February.	<b>CD</b>
<b>7.0</b>	<b>Luncheon Clubs Mapping / Budget Update and Findings from User Group Consultations</b>	
7.1	Jason Lane, Assistant Commissioning Manager, attended to present a report outlining feedback on the 2011-12 grant application process and report on progress on involving Area Management teams in future grant management.	
7.2	Research has been carried out with users and coordinators on the makeup of the luncheon club members and the way that the clubs are run and their experience of the application process.	
7.3	The main impact of the luncheon clubs on it's members relates to social experiences rather than relating to food or nutritional issues.	
7.4	Attempts are being made to link up the various luncheon clubs to enable them to provide support to each other and share good practice.	
7.5	Although conclusions have been drawn in the report that grant funding would benefit from being locally administered, in order to avoid disruption to the service it has been recommended that the grant process for 2012-13 be administered within Adult Social Care. The grant application deadline has been moved forward to allow Area Staff to observe the process.	

7.6	Meetings will be taking place with the Area Leaders at the end of the month with a view to assess the feasibility of administering the process locally for 2013-14.	
<b>8.0</b>	<b>Community First Programme</b>	
8.1	Anne McMaster, Leeds Initiative Partnerships, attended to present a report on the government Community First Programme.	
8.2	The Community First Programme aims to provide small amounts of funding to small groups in targeted areas. To access funds each targeted ward would need to set up a community first panel to administer the funding.	
8.3	Wards have been identified by central government with specific amounts of funding being made available to each ward. This is new money from the government, but there is a stipulation that funding is matched.	
8.4	Comments were raised as to how the specific wards had been earmarked for funding as some areas that seem appropriate have been missed out. It was restated that the wards had been identified by central government and it was agreed that the rationale provided by the Community Development Foundation be circulated to Area Chairs.	<b>AM / SW</b>
8.5	It was commented that this funding would be hard to spend due to the time required to set up community first panels. It was also noted that the funding was spread over 4 years.	
<b>9.0</b>	<b>Land Ownership Issues</b>	
9.1	This item was dealt with in matters arising from the previous meeting.	
<b>10.0</b>	<b>Any Other Business</b>	
10.1	<u>Area Teams</u> Appointments have been made to posts within the Area Teams and the structures will be stabilising over the coming weeks.	
10.2	<u>Environmental Delegation</u> Comments were asked of Area Chairs as to how the Environmental Delegation was working in their area. Favourable comments were received on the performance so far including "happy with progress", "moving in the right direction", "no complaints at the moment".	
10.3	Some comments were made about the ability to influence changes not being fully in place at the moment, and that links with the Environmental sub-groups could be strengthened.	
10.4	<u>Review of Community Facilities</u> Cllr Gabriel informed the forum that she had attended one meeting of the programme board and that work is being undertaken to assess usage and costs associated with each community centre. This information will be shared with Area Chairs when available for their comments.	
10.5	<u>Area Chairs Forum Papers</u> It was agreed that hard copies of papers for future meetings will be provided to Area Chairs.	<b>SW</b>
10.6	<u>Capital Receipts Incentive Scheme</u> James Rogers informed the forum that a paper would be going to Area Committee meetings in December outlining the proposed scheme.	
<b>11.0</b>	<b>Date of Next Meeting</b>	
8.1	13 <sup>th</sup> January 2012, 10am, Committee Room 4, Civic Hall.	

<b>ATTENDANCE</b>	
Cllr Bob Gettings (Chair)	Ward Councillor and Outer South Children's Champion
Jo Shiffer	Extended Services, Rothwell
Adrian Lee	Youth Service ( Rothwell, Garforth & Kippax Wards)
Glen O'Malley	Youth Service (Ardsley & Robin Hood & Morley Wards)
Leon Reed	South Leeds Youth Hub
Inspector Yvette Hammill	Rothwell NPT
Amy Tolliday	Igen
Helen Kerr	Extended Services for Morley, and Ardsley and Tingley Clusters
Tom O'Donovan	South East Area Support Team
Light Addaquay	South East Area Support Team
James Mosley	Corporate Property Management

		<b>ACTION</b>
<b>1.0</b>	<b>Welcome and Introductions</b>	
1.1	Councillor Bob Gettings chaired the meeting	
<b>2.0</b>	<b>Apologies</b>	
2.1	Apologies received from Jason Tabor LCC Integrated Youth Support Service	
<b>3.0</b>	<b>Minutes and Matters Arising</b>	
3.1	The minutes of the last meeting were agreed as a true record	
3.2	(Item 6.2) Councillor Gettings asked if more data can be obtained on NEETS. Amy Tolliday to provide.	<b>AT</b>
<b>4.0</b>	<b>Commissioning</b>	
4.1	<p>Jo Shiffer and Helen Kerr updated the group on commissioning process.</p> <ul style="list-style-type: none"> <li>• Each cluster will post a brief including their priorities.</li> <li>• Providers will be given the brief and invite to bid</li> <li>• Partners including representative from voluntary and community sector organisation who can offer summer/or beyond school activities are also invited to bid and where appropriate support given in the bidding process and in developing and delivering activities</li> <li>• Booklet of activities to go to all schools and to be distributed to every child</li> <li>• Evidence to be provided by each provider at the end of the year.</li> </ul> <p><b>Action:</b> Jo Shiffer to email detailed bidding process document to Tom O'Donovan for circulation to group</p> <p><b>Action:</b> Leeds Voice to be approached to discuss representation. Light to chase.</p>	<p><b>JS</b></p> <p><b>LA</b></p>
<b>5.0</b>	<b>Breeze Monitoring</b>	
5.1	Jason Tabor was not present to lead on this item; however, a discussion ensued around the monitoring of the usage of Breeze Cards.	
5.2	Jo added that there seem to be confusion with young people whether the Breeze Cards were only for library use but in spite of that, there has been a high take up of activities.	

5.3	Councillor Gettings pointed out how vital it is to monitor and collate these data as there are still a lot more young people that aren't being targeted.	
5.4	<b>Action:</b> Jason to provide more data about usage of Breeze Cards	JT
<b>6.0</b>	<b>Drop-In Sessions</b>	
6.1	Amy Tolliday reported that drop-in sessions for young people were held at the Rothwell One stop Centre to provide support to help NEET's with information ranging from housing, work, learning, money. Etc.	
6.2	Amy added that attendance at the drop-in sessions were disappointingly low, the young people present were the ones they have arranged transportation for, it was reviewed and decided to explore other locations that were easily accessible.	
6.3	Councillor Gettings asked how the data for NEET's was acquired; in response to the query, Amy said data was obtained from Education Leeds. Current bid for data has been difficult. Councillor Gettings said schools had a statutory obligation to provide this information and as such would be interested to know which schools were failing to provide the NEETs data.	
6.4	Councillor Gettings commented that knowing where the NEETs came from will be key in identifying the areas to target; he also added that schools have a bigger role to play and can encourage the young people to get involved.	
6.5	There were discussions around ideal locations and venues to explore. Current options include John O'Gaunts Estate, Rose Lund Centre & Windmill. Others that can be looked into included youth clubs, library, Morley rugby club, Morley Elderly Action and Morley Town Hall. Glen mentioned there will be rotation of venues once suitable venue has been established.	
6.6	<b>Action:</b> Location for drop in session to be established by next meeting.	G'OM/ AT
<b>7.0</b>	<b>Any Other Business</b>	
7.1	Tom O'Donovan tabled a report by Barbara Temple on Children and Young People Out of School Activities 2011/12. The group are asked to note contents of the report and make comments to Tom by end of play on Monday 23 <sup>rd</sup> January 2012.	
7.2	Suggestions were made to invite a representative from Health For All and Employment & Skills. Councillor Getting's also suggested inviting Head of Clusters to the meeting.	
7.3	Jo asked about any indication of future funding, Tom confirmed budget allocation is likely to be confirmed in March 2012 where options will be laid to the Area Committee presenting similar provisions.	
<b>8.0</b>	<b>Future Meeting Dates</b>	
8.1	<p>Three meetings per year agreed</p> <ul style="list-style-type: none"> <li>• 24<sup>th</sup> May 2012 at 1.30pm, Dewsbury Road One Stop Centre/ South Leeds Youth Hub(Subject to availability). - Agenda items to include: <ul style="list-style-type: none"> <li>- summer commissioning activities</li> <li>- Breeze Monitoring</li> <li>- NEETs</li> <li>- South Leeds Youth Hub</li> </ul> </li> <li>• 27<sup>th</sup> September 2012 1.30pm, Dewsbury Road One Stop Centre.</li> </ul> <p>Invites to be sent out by Area Support Team</p>	AST



Outer South Environmental Sub Group  
11.30am Wednesday 11<sup>th</sup> January 2012  
Small Banqueting Room  
Morley Town Hall

<b>ATTENDANCE</b>	
Cllr Robert Finnigan (Chair)	Ward Councillor
Cllr Jack Dunn	Ward Councillor
Cllr Shirley Varley	Ward Councillor
Mike Holdsworth	Aire Valley Homes
Tom Smith	South East Locality Manager
Paul Spandler	Service Manager, Locality Team
Tom O'Donovan	Area Improvement Manager
Light Addaquay	Area Support Team

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Everyone was welcomed and introductions were made.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Cllr. Stewart Golton	
<b>3.0</b>	<b>Minutes of the last meeting</b>	
3.1	The minutes of the last meeting were agreed as a true record.	
<b>4.0</b>	<b>Matters Arising</b>	
4.1	<p>Comments from members present on the operation of the SLA on the new environmental services delegation include:</p> <ul style="list-style-type: none"> <li>○ Members generally felt positive about the improvement and progress being made due to the new structure. Councillor Robert Finnigan especially expressed delight at seeing three sweepers on a Saturday morning on Commercial Street following days of gales bringing in litter into the street. Both councillors Finnigan and Varley commented that it showed the services are being reactive and responsive to local needs.</li> <li>○ Mechanical machine sweeper is needed in Morley town centre as it will be more efficient than manual litter picking which tends to be a slow process.</li> <li>○ Cllr. Finnigan said "Ginnels are looking much better and the structure is beginning to bear fruit"</li> <li>○ Cllr. Dunn added that PCSOs need to be included in enforcement action for example against littering and dog fouling.</li> <li>○ Cllr. Varley commented that Gilroyd Parade a well known spot has been free of fly tipping for awhile now.</li> </ul>	

	<ul style="list-style-type: none"> <li>○ Members expressed the need for a central point for contact for referrals they are unsure about, as sometimes they are uncertain about site ownerships i.e. Locality Team, Parks &amp; Countryside, Highways and Aire Valley Homes Leeds. Locality Manager, Tom Smith assured the members present that confidence levels between departments are high and that there is a better coordinated service approach to signposting and resolving service requests that come through to the locality team. All agreed that, an Agreement is needed on adoption and ownership of ginnels, roads, footpaths etc.</li> </ul>	
<b>5.0</b>	<b>Service Level Agreement Performance Update</b>	
	<p>The Locality Manager reported no major progress since last update due to the holiday season.</p> <p>Locality Manager stated that there are current plans in place to submit the Service Level Agreement (SLA2) to Area Committees in June/July. Consultation will be carried out on a ward level basis to discuss what agreement will be maintained and what needs to be changed.</p> <p>Cllr. Finnigan asked if there was any progress on the procurement of the fleet. Locality Manager said there are options available in terms of what machines to buy. Discussions to take place on what service needs to be provided as that will determine the type of fleet to be procured. Locality Manager to bring available options to next meeting for consideration.</p> <p>Locality Manager suggested including 'Fleet Procurement' during the consultation process as it will help in identifying a suitable place for situating a depot for example. Cllr. Dunn added developing better relationships with schools to work together to prevent litter on school routes.</p> <p>Cllr. Dunn commented that the new structure appears to be working as there are fewer complaints from the community and asked about progress on gulley cleansing, Locality Manager reported that as from last week, each area has a gulley team assigned and any referrals can be directed to the locality team, there is currently consultation with the gulley team on a programme of work.</p>	Tom Smith
<b>6.0</b>	<b>Community Payback Service (Morley Town Council)</b>	
6.1	Tom O'Donovan reported that there has been correspondence with Morley Town Council and the Highways & Transportation Committee has agreed to receive 10 referrals per year to help address issues in the Morley Borough area. Locality Team to manage.	
<b>7.0</b>	<b>Ginnels</b>	
7.1.1	Locality Manager reported a programme for maintenance being developed. Maintenance team to work through clearing priority 1 & 2 ginnels.	Tom Smith



7.1.2	Due to variation in ownership of ginnels, there requires dedication of resources from agencies. Level of resources will dictate what can be done in maintenance and how priority ginnel will be cleaned and inspected including consultation with members.	<b>Tom Smith</b>
7.1.3	Locality Manager reported that data needs to be collated to assess how much resource it takes to clear the ginnels and the level of resource agencies can commit. A consultation will be carried out with Parks & Countryside and Aire Valley Homes Leeds and a programme of work proposed.	
7.1.4	Mike Holdsworth proposed that photos should be taken after clearing to promote service standards to customers.	
7.1.5	Discussion ensued around enforcement and ownerships. Agreed main issues around ginnels are overgrown vegetation and hedges. Cllr. Dunn suggested enforcement action should be dealt with on an individual circumstance, as some older private owners will be unable to physically cut down overgrown hedges/vegetation themselves or afford to pay to have it cut back.	
7.2	Outer South Mapping - Ginnels in Outer South identified and mapped by Sarah Gill. Endeavour to identify problematic ginnels in spring time and ensure public rights of way are reasonably maintained. Cllr. Varley pointed out that Hilly Croft used by Bruntcliffe School children are overgrown and littered.	
<b>8.0</b>	<b>Any Other Business</b>	
8.1	Locality Manager informed members, Enforcement Officers will be patrolling the Morley Town Centre advising people about littering and feeding of pigeons.  Cllr. Finnigan said there needed to be more vigour in controlling the issue of feeding pigeons.  Locality Manager added an enforcement approach is being progressed.	
<b>9.0</b>	<b>Date of Future Meetings</b>	
9.1	Future meeting dates:  <ul style="list-style-type: none"> <li>• Wednesday 29<sup>th</sup> February</li> <li>• Wednesday 25<sup>th</sup> April</li> </ul> All meetings to be held at 11.30am in the Small Banqueting Room, Morley Town Hall.	
<b>10.0</b>	<b>Future Agenda Items</b>	
10.1	Fleet Procurement: Include an explanation of which pieces of equipment would be useful for the different tasks in the area. Agenda for 29 <sup>th</sup> February 2012.	
10.2	Community Engagement Plan	

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## Ward Risk Matrix

Ward	Jan-11	Feb-11	Mar-11	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	12 Month Total	Colour Key
Hyde Park & Woodhouse	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	567	Very High Concern High Concern Some Concern Low Concern Strategic Area
Bramley & Stanningley	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	476	
Armley	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	461	
Headingley	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	455	
Kirkstall	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	435	
Burmantofts & Richmond Hill	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	431	
Gipton & Harehills	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Some Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	393	
Killingbeck & Seacroft	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Very High Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	382	
Chapel Allerton	Very High Concern	Very High Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	361	
Farnley & Wortley	Some Concern	Some Concern	Some Concern	Low Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Very High Concern	Some Concern	Some Concern	353	
Temple Newsam	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	325	
Cross Gates & Whinmoor	Some Concern	Some Concern	Some Concern	Some Concern	Very High Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	300	
Pudsey	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Very High Concern	Some Concern	Some Concern	Some Concern	Some Concern	294	
Weetwood	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	282	
Moortown	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	273	
Roundhay	Some Concern	Some Concern	Some Concern	Some Concern	Very High Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	262	
Calverley & Farsley	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	256	
Horsforth	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	207	
Beeston & Holbeck	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	206	
City & Hunslet	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	203	
Adel & Wharfedale	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	186	
Middleton Park	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	182	
Alwoodley	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	170	
Morley North	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	146	
Guiselley & Rawdon	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	117	
Morley South	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	115	
Otley & Yeadon	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	115	
Garforth & Swillington	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	112	
Rothwell	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	97	
Harewood	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	95	
Ardsley & Robin Hood	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	79	
Kippax & Methley	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	78	
Wetherby	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	59	

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Middleton Park SAG  
 Wednesday 23rd November 2011  
 10.00pm  
 Conference Room  
 Dewsbury Road One Stop Centre

<b>ATTENDANCE</b>	
Councillor Jack Dunn (Chair)	Ward Councillor
Councillor Geoff Driver	Ward Councillor
David Morgan	Parks & Countryside
Graeme Ashton	Parks & Countryside
Eileen Hallas	Friends of Middleton Park
Nick Rose	Friends of Middleton Park
Joanne Hainsworth	Middleton Cluster Manager
Maggie Hartley	JESS Cluster Manager
Gavin Forster	Area Management Team

<b>1.0</b>	<b>Welcome and Introductions</b>	<b>ACTION</b>
1.1	Everyone was welcomed and introductions were made.	
<b>2.0</b>	<b>Apologies</b>	
2.1	Cllr Adam Ogilvie, Anne Chadwick, Sean Flesher, Kris Nenadic, Shaid Mahmood	
<b>3.0</b>	<b>Minutes &amp; Matters Arising</b>	
3.1	Minutes approved as a true record of the last meeting.	
3.2	4.7 – walking trails were mentioned but the friends of group highlighted the proposal that is currently being looked at by P&C for a ‘trim trail’. This is being looked at but the main focus in the initial stages of the works is around the usage and improvement to the existing walking and cycling route, with their links to the bridleway network. In the same way as West Leeds Country Park, the wider links from the park will be looked at to join up some of the other local greenspaces. The trim trail being suggested is close in design to the equipment in Cross Flatts Park and would propagate the message of health and fitness. Further updates on this will be provided in due course.	
3.3	Re: John Charles Centre – the recent Schools cross country event was very successful and linked well with the park. A representative was due to attend the meeting. They will be invited again for the next meeting.	<b>GF</b>
3.4	There is currently a walking group running out of JCCS that links to a similar scheme being run out of Middleton Leisure centre.	
3.5	Confirmation that this group is acting as a support structure to the friends of group to address any needs that are restricting them from delivering their events.	
<b>4.0</b>	<b>Update on Capital works</b>	
4.1	The centre has mostly been demolished with construction to begin	

	in the next week. The landscaping preliminaries and compound setting up have started.	
4.2	<p>Due to the scale of the works it is proposed that all updates on the works will be provided to the public via a noticeboard in the park. After some discussion it was felt that there are a number of opportunities to pass this information out to the community:</p> <ul style="list-style-type: none"> <li>• Through the AMT community mailing list</li> <li>• Through the parent network in each of the clusters</li> <li>• South Leeds Community Radio</li> <li>• South Leeds Life website</li> </ul>	
4.3	P&C are developing a teaching pack that can be used by schools to engage better with the surroundings of the park. There are a number of routes this can be used in but may need to be supported by P&C staff.	
4.4	<p>The next 3 months will focus on the development of the following:</p> <ul style="list-style-type: none"> <li>• Landscaping works to start</li> <li>• Path improvements</li> <li>• Building works ongoing</li> </ul>	
4.5	Longer term there are plans to fully develop the eco-trail and the heritage trail.	
4.6	Confirmation given that the 'ownership' of the site compound will be the contractors until the project is fully signed off. This means any damage to the site will have to be covered as part of the contractors insurances.	
4.7	Discussions around safety and the attitudes towards the park. It seems that the police are promoting young people to use the park over being on the streets. This in itself causes problems . As this is a large issue the group agreed to discuss this further at the next meeting with the relevant agencies in attendance.	
<b>5.0</b>	<b>Current programme barriers</b>	
5.1	<p>Significant issues:</p> <ul style="list-style-type: none"> <li>• Publicity What are the current networks that can be tapped in to, allowing the message to get out further?</li> <li>• Contacts with excluded groups Where is the best starting point for reaching groups that don't currently assess the park?</li> </ul> <p>Through discussions the following groups/opportunities were identified:</p> <ul style="list-style-type: none"> <li>• Middleton Community group website – publicity – <a href="mailto:Lisa.huntley@renew-leeds.co.uk">Lisa.huntley@renew-leeds.co.uk</a></li> <li>• The Hub – promotion of events but also access to young people – <a href="mailto:Leon.reed@leeds.gov.uk">Leon.reed@leeds.gov.uk</a></li> <li>• South Leeds Life website - <a href="http://southleedslife.wordpress.com/">http://southleedslife.wordpress.com/</a></li> <li>• NIPS in Outer South – Promotion of events and links to wider communities – <a href="mailto:Nicky.greening@leeds.gov.uk">Nicky.greening@leeds.gov.uk</a></li> <li>• Hamara Centre - Promotion of events and links to wider communities - <a href="mailto:admin@hamara.co.uk">admin@hamara.co.uk</a></li> <li>• Email mailing list through AMT – <a href="mailto:steve.ross@leeds.gov.uk">steve.ross@leeds.gov.uk</a></li> </ul> <p>To support this promotion there could be some work to be carried out around</p>	

	<p>the development of a south Leeds Parks group, this was developed in the past and could work well to promote all of the different parks in the area.</p> <p>Training – currently working with a number of further education providers such as: Leeds City College – delivering hands on working and some of the survey work. BTCV – supporting and NVQ</p> <p>-Need to identify links with Leeds Building College – Cllr Driver confirmed he was on the board and would be happy to provide links to appropriate staff. GA to email GD for info.</p> <p>Coburn 6<sup>th</sup> form college do have an allotment etc in the school and NACRO have an allotment on Dewsbury road – Joanne Hainsworth can link in to this work.</p> <p>Engagement needed with young people to engage with them more effectively. This could be best carried out through engagement with the Youth Service. This should be arranged as a specific meeting on this topic with Satbinder Soor(Senior Youth Officer) &amp; Leon Reed(the HUB).</p> <p>Educational Pack – P&amp;C have drafted up a document that can be used by schools and groups to have a more informative experience within the park. This pack can be distributed far and wide when completed. The current proposal is to have staff visit the local schools and work through the pack as they will be more likely to regularly access the park. Further discussion is required to arrange the specifics of how this can be rolled out effectively to all of the schools in South East.</p> <p>Dog Wardens – need to confirm their role in the park and the most effective way of engaging with them.</p> <p>PCSO's – due to the safety concerns in the park stronger links need to be made to effectively. With safety being the main item on the next agenda this item will be discussed in more detail then.</p>	<p>GA</p> <p>GA</p> <p>GA</p>
<b>6.0</b>	<b>Action for next meeting</b>	
	<ul style="list-style-type: none"> <li>• Safety came out as the main issue to focus on, at the next meeting relevant officers will be asked to attend and look to identify actions to address safety related issues.</li> <li>• The education pack to be distributed to all group members to see what other opportunities there are to spread the knowledge as wide as possible</li> <li>• Communication routes and contact details to be passed to GA to facilitate information sharing.</li> <li>• Local events that are planned to be passed to GA to include on cycle of engagement</li> </ul>	<p>GF</p> <p>GA</p> <p>ALL</p> <p>ALL</p>
<b>8.0</b>	<b>AOB</b>	
	Very important to include the industrial archaeology of the area in	

	future plans there is great potential in the wealth of history in the park. P&C confirmed that this would be included and already works around the horse gin and the holt will form part of the capital works.	
<b>9.0</b>	<b>Date of Future Meetings</b>	
9.1	<p>Future meeting dates:</p> <ul style="list-style-type: none"> <li>• TBC with Cllr Ogilvie</li> </ul>	



## Minutes of South East Leeds Health and Wellbeing Partnership Meeting 24<sup>th</sup> November 2011

### Attendees:

Dave Mitchell (Chair) – Leodis CCG  
Bash Uppal – Adult Social Care/NHS Leeds  
Cllr Shirley Varley – Health Champion  
Brenda Fullard – NHS Leeds  
Sue Gamblen – Adult Social Care Commissioning  
Emma Stewart plus PA – LINK  
Pat McGeever – Health for All  
Julie Bootle – Adult Social Care  
Ruth Middleton – Leodis CCG  
Aneesa Anwar (minutes) – LCC, Support to Health & Wellbeing Partnerships

**In attendance:** Dave Roberts, Myrte Elbers, Sophia Ditta, Elaine Rey, Gail Ghenfomofe (observer)

### 1. Welcome, introductions and apologies

Apologies were received from Jane Moran, Samantha Middleton, Cllr Kim Groves, Cllr James Lewis, Barbara Temple, Shaid Mahmood, Tom Smith.

### 2. Minutes of meeting held on 13<sup>th</sup> October 2011

Agreed as an accurate record.

### 3. Matters arising

JSNA and MSOA Area Profiles – Brenda informed the group that they are concentrating on area profiles 5000 - 7000 population. Looking at most challenging MSOAs. Noted that the area profiles will be shared at the Area Committees in early February.

Smoke free homes - Pat to chase Toshal regarding the report.

### 4. Financial Inclusion – Myrte Elbers & Dave Roberts

Dave gave a presentation on financial inclusion and its impact on local people (presentation previously circulated). People who don't have access to mainstream banking are relying on loans through doorstep lenders, pawn brokers etc. Even though the APR rate for pay day loans is extremely high (4214%). The repaying charges are very high and often people are repaying twice as much.

There are services set up in South Leeds such as the Family Learning Centre, Library Services, Housing etc to support local people.

Research undertaken in 2004 outlined that through advice received from professionals people's money worries and stress were reduced.

For further information contact the Economic Policy Team on 247 4724, [www.leeds.gov.uk/fi](http://www.leeds.gov.uk/fi) or email [financial.inclusion@leeds.gov.uk](mailto:financial.inclusion@leeds.gov.uk).

Myrte outlined in her presentation income deprivation and health and that she used the neighbourhood index document from 2010 in her role.

Welfare advice service is provided in Primary Care in the 10% SOA areas.

Myrte tabled a list of CAB & Welfare rights session.

**Action: Myrte** to send an electronic copy to circulate.

Welfare advice support people in trying to negotiate with debt providers, look at variance of loan providers to ensure that right support is given to those affected. This then helps people manage their debt and have some control over it.

A discussion took place about the advice worker at ASHA who is leaving in December due to funding issues. It was agreed that this needs to be looked into as the population that ASHA work with have additional needs such as language which they may struggle with receiving support elsewhere.

**Action: Pat and Sue** to explore if an exit strategy has been put in place for when the advice worker has left and investigate reason that the funding wasn't extended.

### 5. Feedback from Referral Pathways meetings

Elaine outlined the 3 key areas partners wanted to explore following the referral pathways meetings (there were two sessions one with health and VCSF reps and one with Local Authority leads) .

Elaine informed the group that one of the main actions that came out from the NHS session was to increase awareness and usage of the wellbeing portal. Noted that Ruth and Brenda taking this forward.

Actions taking place relating to this were outlined by Brenda as follows:

A paper went to public health leadership team outlining the request to build into GP practice systems using the 3 clicks approach. Public health consultants have been consulting Clinical Commissioning Groups and received positive feedback from all to proceed.

Also looking into marketing using life channel screens in the practices to signposts patients. Also exploring mechanisms to raise health staff awareness of the portal.

In the Local Authority under 'health is everyone's business' is a further place where they have committed to weave into the programme. Other links being explored such as promotion via leaflets; the WiN programme etc.

Still to engage Council one stop shops and considering option of the one phone number.

Emma also suggested promotion via LiNK/health watch representatives .

Elaine outline in the local authority staff session the focus was on assessing impact of local programmes, to identify gaps and develop future priorities for the South area for the coming year including better information about the VCFS.

Ruth updated how they deliver impact built into contract specifications e.g. capacity building impact of a referral. Information can be aggregated how VCFS contribute as a whole on a wedge basis. A new system for reporting mechanisms has gone out recently, should have first set of aggregated data in the new year.

A confirmation about the role of health champion was also outlined which included bringing local issues and case studies to the partnership to ensure gaps and blockages are addressed.

### **Actions:**

**Elaine** to provide a report and draft action plan from the referral pathways scoping meetings.

Ruth outlined the work Jon Fear had done on summarising JSNA for the CCG.  
**Bash** to get a copy of Jon's headlines paper and circulate for the next meeting.

This needs to be considered alongside the MSOA profiles and any community feedback .

**Brenda to present with Nichola** at the next meeting the key findings from the MSOPA area profiles for southeast area.

Finally the suggestion was that the partnership needs to revisit their roles paper to ensure built in influencing commissioning.

**Bash** to recirculate.

## **6. Update from Health & Wellbeing Board**

There were no updates from the Board.

Brenda informed the group regarding the Ageing Well workshop taking place with the members of the Board and older people in January. Issues that have been identified for older people are transport and social exclusion.

**Action: Brenda/Aneesa** to get further information about the workshop from Rob Kenyon (Head of Partnerships) to ensure partners have the details.

Noted that Rob Kenyon is the lead for national learning sets for Leeds. The lead for strategy progress on Health & Wellbeing Board is Christine Farrar.

## **7. Partners updates on key pieces of work – all**

**Community Safety Update (Gerry) crime & grime meetings** have been set up with key senior managers in the area, meetings will run on a 6 weekly basis and co chaired by the chief inspector & Tom Smith.

Bash & Gerry to put some time in to explore how health could link in as there isn't a representative that is on the membership currently.

**Burglaries** this isn't a big issue in south but there are victims in some incidents who are in their mid/late 70s. To reduce burglaries cold calling zones are being set up so marketing isn't done in the affected areas.

**Action: All** to liaise with Gerry if they want to set up an area as a cold call free zone.

**Alcohol group update** - arranging a licensing **making a good rep day** – a session has been set up on 5<sup>th</sup> December (details were sent out via email previously), this will empower people when future alcohol premises are planned to voice their concerns.

**Councillor Varley** - issue of someone wanting to set up a betting place in Morley Town Centre, local residents opposed the proposal but it has agreement from national level and will now be challenged locally.

## 8. Any other business

Bash asked whether it would be useful to share **NICE Guidance** at the partnership meetings. It was agreed to put any recent guidance on future agendas.

Bash tabled the information about **stop smoking classes for Leeds City Council staff**.

**MARS** – Bash informed the group that the evaluation report is being shared at the locality programme board tomorrow. The report has already been discussed at Health Improvement Board. Brenda outlined the MARS approach has received endorsement from public health leadership team to use with behaviour change programmes. First of these is the infant mortality work where MARS is to be used from January 2012.

**Action: Bash** to provide a further update at the next meeting.

## 9. Next meeting

26<sup>th</sup> January 2012 at 2 – 4 at Civic Hall

### Agenda items for future meetings:

#### January

- Transformation Programme – **John Lennon / Chris Reid**
- Area Profiles/JSNA – **Brenda Fullard / Nichola Stephens**
- Housing Development Programme for South Leeds

#### March

- Community engagement activity – citizens panel and CCG patient panels
- The implication of Welfare Reforms

## Background:

As part of a process of developing the Leeds Citizens' Panel, a report was presented to the Area Chairs forum in November and the ten Area Committees in the December round of meetings.

This matters arising note summarises and provides clarification on the main issues raised across the ten area committee meetings. Further information has also been provided on specific issues to individual area committees on request.

Please also see the information on latest recruitment progress and the application form in the accompanying Appendices.

## Issues Raised at December Round of Area Committees

### 1. How will you ensure that the Citizens' Panel will be representative of local people?

Most Area Committees have rightly highlighted the importance of ensuring representation, and expressed concern that local demographics might not be represented on the final panel.

Ensuring that panel membership is representative of age, gender and ethnicity at the Area Committee level is a key design principle of the programme and has been built into the recruitment process.

We have used latest population estimates to set demographic targets at Area Committee and have systems in place to track our progress against these.

The appendix illustrates the current recruitment progress, with around a third of the desired total membership recruited to date. It also contains the recruitment questionnaire, to show what information we are asking members to tell us about themselves, to help manage representation and inform analysis of future consultations.

### 2. What will you do if you have gaps in local representation?

Most Area Committees have asked for details of how gaps in local representation will be filled. Some have encouraged us to contact particular groups or organisations as part of the recruitment process. We welcome this local knowledge.

Phase 1 of recruitment which began in Oct 2011 has yielded around 2150 new members out of a target of 6000 through low cost recruitment from existing council and partner mailing lists and local media outlets. Phase 2 will focus on postal recruitment at the household level and through , which is expected to fill much of the remaining gaps and reach groups with lower internet coverage. Phase 3 of the recruitment process will target the individual gaps in each of the 10 areas of the city and may require us to work directly through local groups and organisations who represent specific sections of the community.

### 3. Equality and Diversity

The report states that there are no specific equality considerations, but this has been challenged by three area committees.

We should have made it clear that a stage one equality review (screener form) was completed and published which highlighted that the Citizens' Panel represents good practice and that a full Equality Impact Assessment would not be required. Follow the weblink below to see the details of this equality review:

**4. How much is the Citizens' Panel going to cost? Is it value for money?**

Some Area Committees have expressed strong commitment and support for the Citizens' Panel as a means of providing consistent and cost effective engagement, while others have questioned whether the proposed cost savings will be realised.

The Panel is intended to be a cost effective replacement for a number of major surveys the council is committed to for performance monitoring and service development. The Business Case for the Panel has always been that recruitment and use of the Panel must be at least cost-neutral compared to these surveys.

Although the process is ongoing, it is estimated that c£15K of existing budget will be used to complete the initial recruitment of the panel. The bulk of this will be print, postage and data capture of recruitment forms. All expenditure is set against allocated budget within Customer Access and Policy.

We currently expect to be able to show significant like-for like savings, for example:

Recruitment of the Panel c£15K + Delivery of equivalent to 2009 Residents Survey c£6K  
= c£21K

*Against*

Cost of 2009 Residents Survey (3400 face to face interviews) £64K

**Saving = c£43K**

Clearly, the more existing surveys and other consultations that are transferred to the Panel, the more savings can be shown, particularly in materials costs, due to a combination of relatively high response rates and online response from a proportion of Panel members.

**5. How does the Citizens' Panel link to existing community engagement activity undertaken by Area Committees?**

There were a number of questions about the how we will link the Citizens' Panel to existing programmes of engagement such as Community Leadership Teams in ENE

The Citizens' Panel should add value to local engagement activity as the responses provided from surveys will provide a good starting point for developing a wider programme of engagement which can target areas where greater detail on local opinion is required.

**6. How will the Citizens' Panel be used to support the development of Area Business Plans?**

There was general support for using evidence from Citizens' Panel consultations to inform annual Area Business Plan review process, as the Residents Survey has done in the past, without placing any extra resource requirements on Area Committees. Further work will be undertaken with Area Management to map how a calendar of engagement specifically links to the 5 Leeds Initiative priorities and what analysis and reporting can be produced at the Area Committee level.

**7. The Citizens' Panel and Wellbeing Fund priorities**

The recommendation that the use of the Citizens' Panel be taken up to support the identification of Wellbeing fund priorities attracted a number of concerns from elected members.

It should be noted that the Citizens' Panel is not intended to be a decision making mechanism in its own right. Its true value will lie in the way that it helps to measure local opinions on a

range of issues which can be used to inform decision making through existing and appropriate processes.

We recognise Area Committees will need to use their own judgment about how the findings of Citizens' Panel can aid in this process. This recommendation has therefore been withdrawn.

#### **8. What issues will be part of the calendar of consultation?**

There were a range of comments and questions received about the thematic content of Citizens' Panel surveys.

To date the following requests to consult the Panel have been received:

- 'Residents Survey' equivalent to capture agreed Business Plan / City Priority Plan indicators
- Health and Wellbeing Survey
- Anti-Social Behaviour consultation
- Environmental Services consultation
- Harmonious Communities consultation
- Parks and Countryside survey

These consultations are owned by the originating service, or partner, and usual approval and governance procedures apply.

#### **Next Steps**

- Identify recruitment gaps at the Area Committee level. Confirm how recruitment to these gaps will be addressed.
- Further develop the calendar of consultation for the Panel.
- Area Management to develop more detailed information on the opportunities for the Panel consultations to supply useful evidence to support Area Business Plan development.

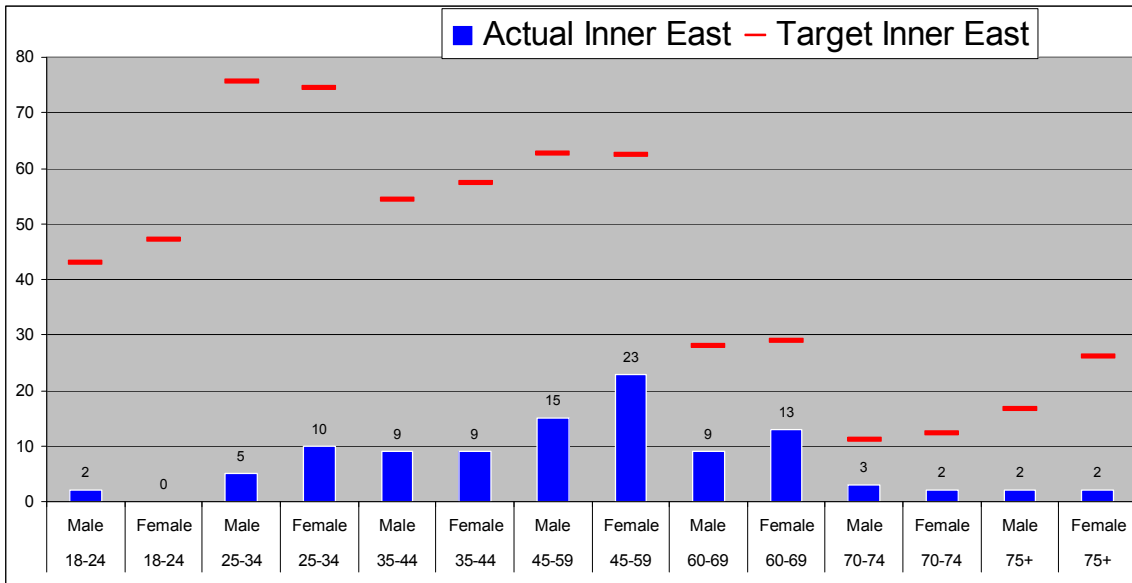
**Appendix 1 – Recruitment profile progress as of 12 January 2012**  
**Overall city-level recruitment progress**

	<b>Count</b>	<b>% of Total Target</b>		
Total Recorded:	<b>2158</b>	36.0%	No. of Emails:	1957 (90.7%)
		<b>Total</b>	<b>Target</b>	<b>% of Target</b>
Age Groups:	18-24	55	912	6.0%
	25-34	311	1262	24.6%
	35-44	437	1036	42.2%
	45-59	600	1301	46.1%
	60-69	456	680	67.0%
	70-74	75	272	27.6%
	75+	93	536	17.3%
	<b>TOTAL</b>	<b>2027</b>	<b>6000</b>	<b>33.8%</b>
Gender:	Female	1057	3065	34.5%
	Male	965	2935	32.9%
	<b>TOTAL</b>	<b>2022</b>	<b>6000</b>	<b>33.7%</b>
Ethnicity:	White	1680	5505 (91.8%)	30.5%
	Mixed Race	28	82 (1.4%)	34.0%
	Asian	57	277 (4.6%)	20.6%
	Black	34	88 (1.5%)	38.8%
	Other	33	48 (0.8%)	68.2%
	<b>TOTAL</b>	<b>1832</b>	<b>6000</b>	<b>30.5%</b>
Area Committee:	Inner East	106	600	17.7%
	Inner North East	296	600	49.3%
	Inner North West	197	600	32.8%
	Inner South	148	600	24.7%
	Inner West	142	600	23.7%
	Outer East	255	600	42.5%
	Outer North East	183	600	30.5%
	Outer North West	277	600	46.2%
	Outer South	252	600	42.0%
	Outer West	206	600	34.3%
	<b>TOTAL</b>	<b>2062</b>	<b>6000</b>	<b>34.4%</b>
		<b>Total</b>	<b>% of Returns</b>	
Long Term Illness:	Yes	355	16.5%	
	No	1689	78.3%	
	No Response	114	5.3%	
Faith:	Buddhist	15	0.7%	
	Christian	1091	50.6%	
	Hindu	10	0.5%	
	Jewish	38	1.8%	
	Muslim	27	1.3%	
	Sikh	14	0.6%	
	No Religion	666	30.9%	
	Other	71	3.3%	
	No Response	226	10.5%	
	<b>TOTAL</b>	<b>2158</b>		

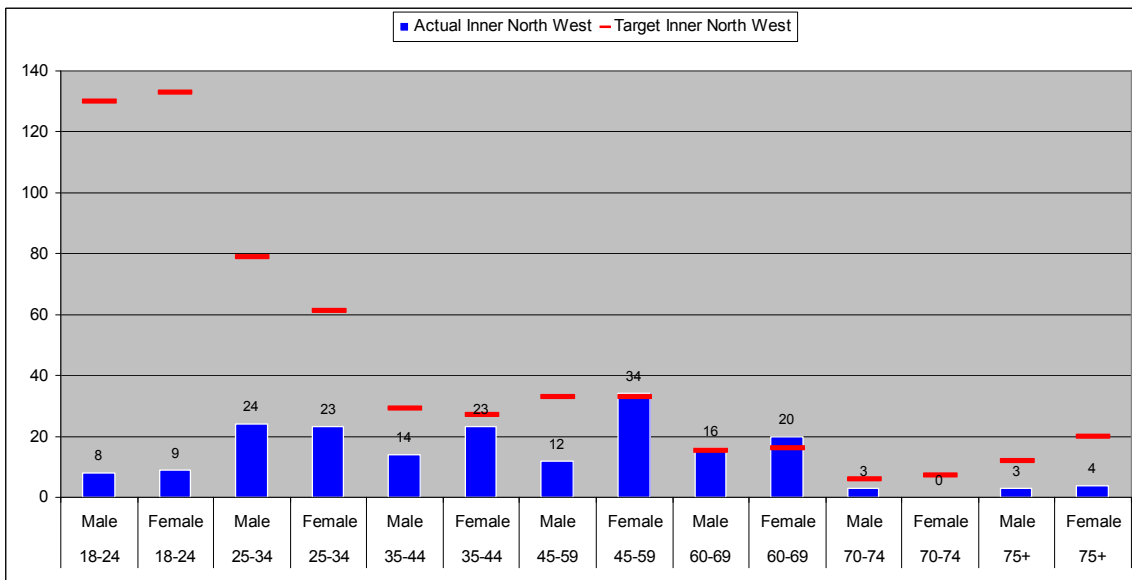
**Progress against age/gender targets by Area Committee (numbers not % shown)**



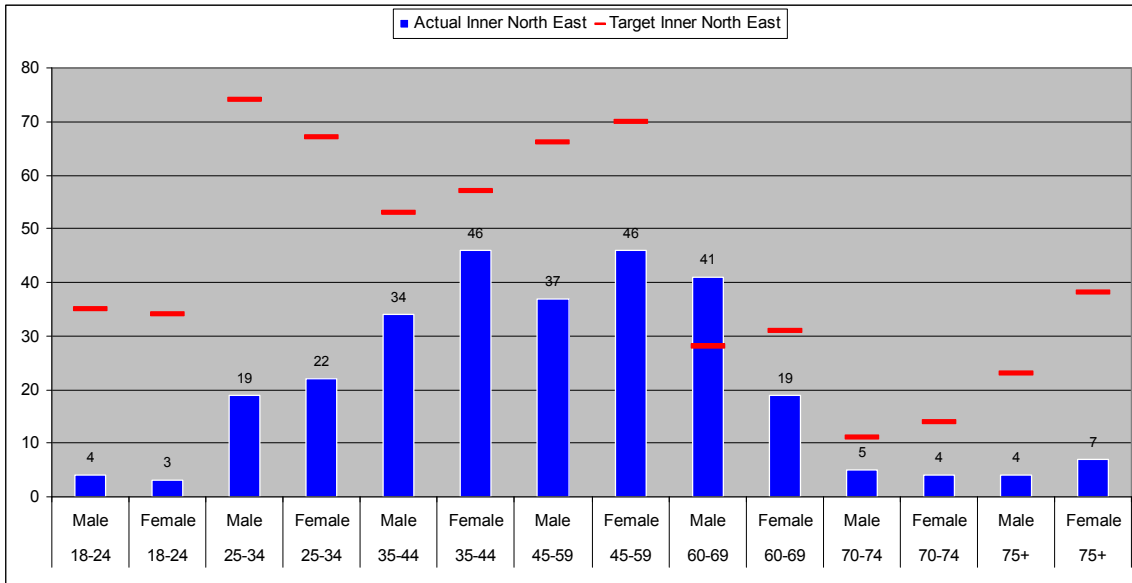
### Inner East



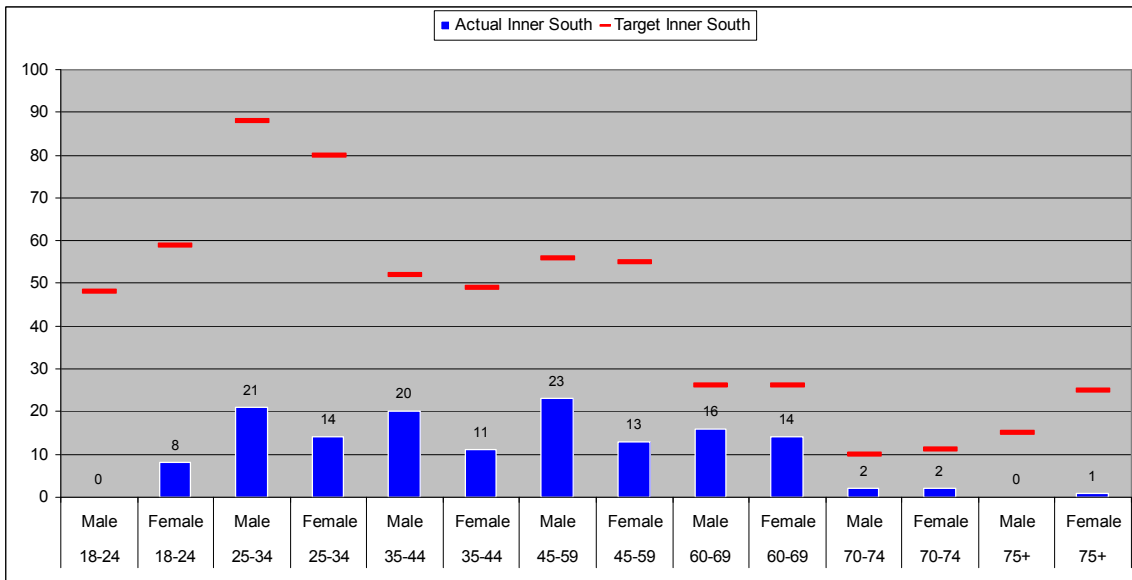
### Inner North West



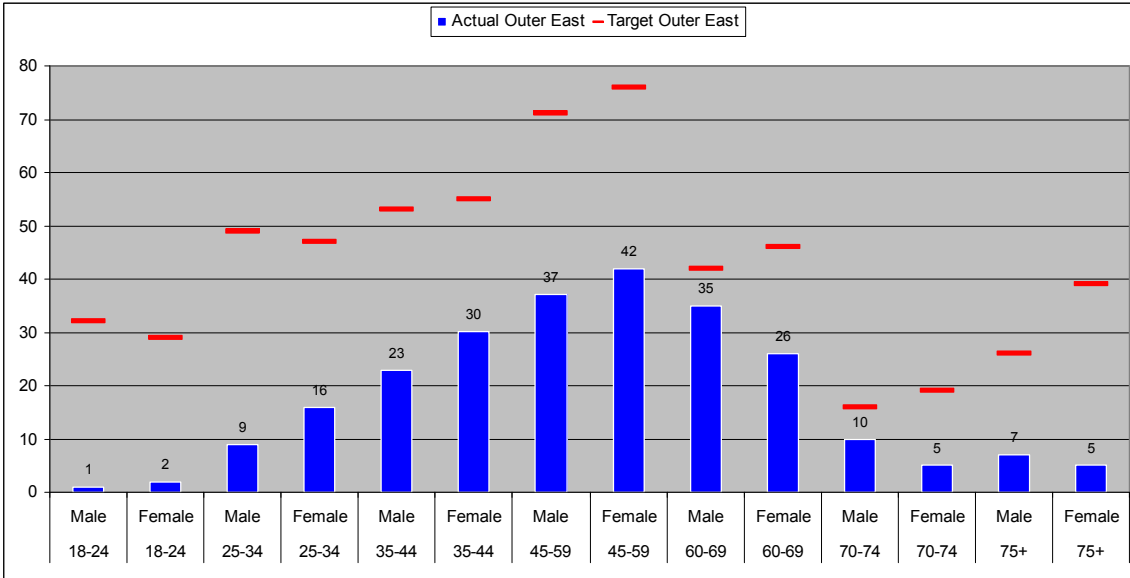
### Inner North East



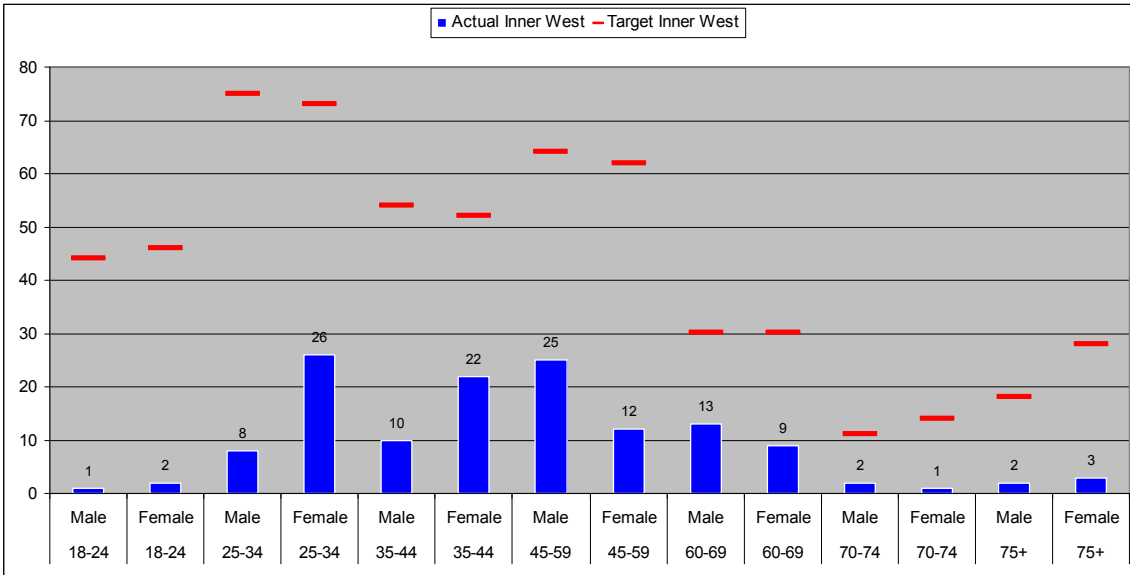
### Inner South



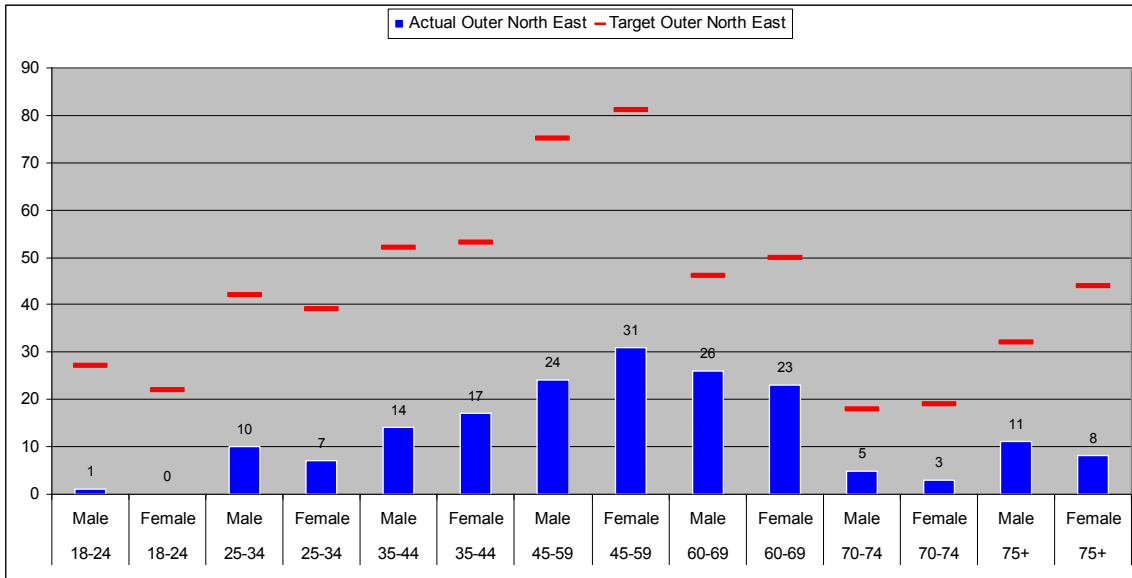
### Outer East



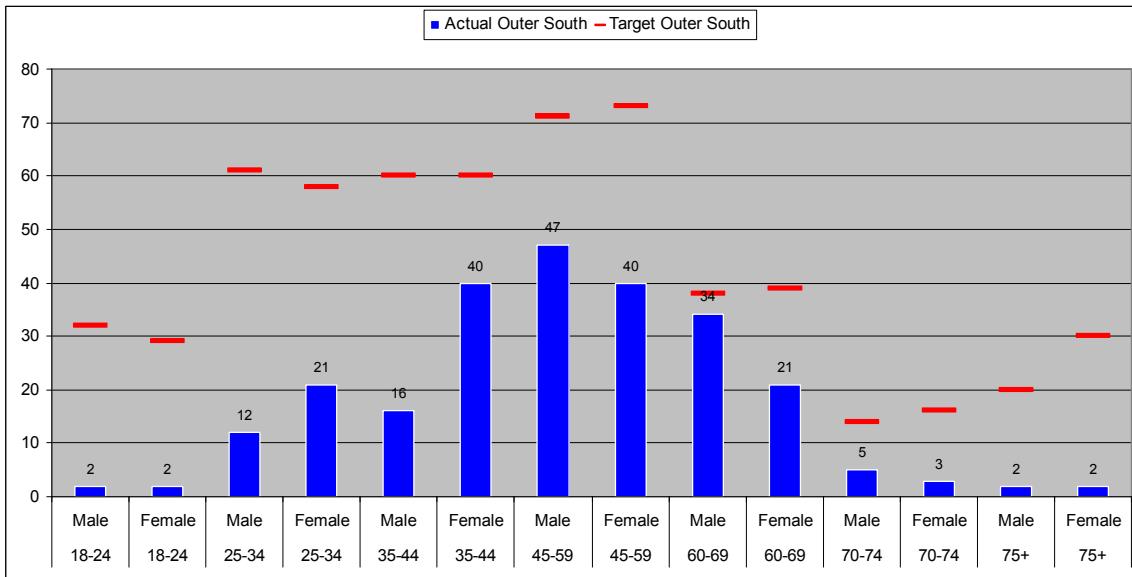
### Inner West



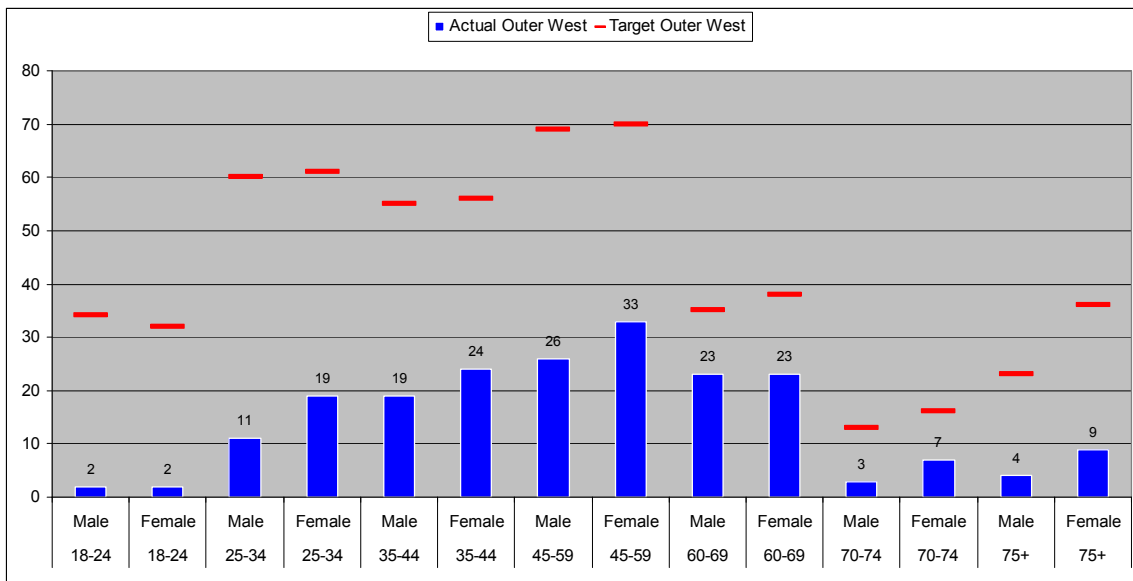
### Outer North East



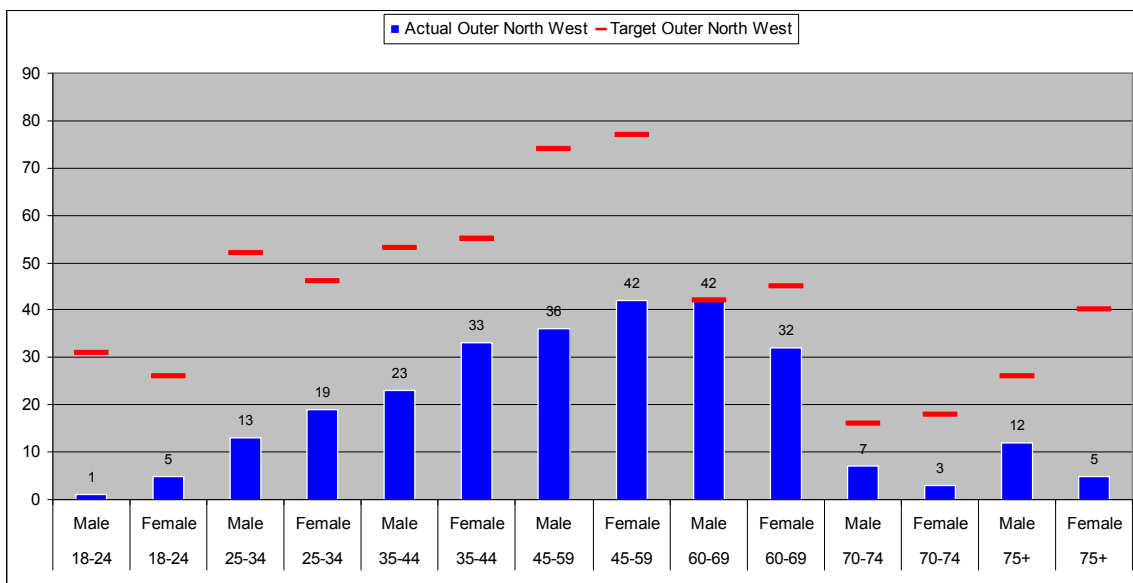
### Outer South



## Outer West

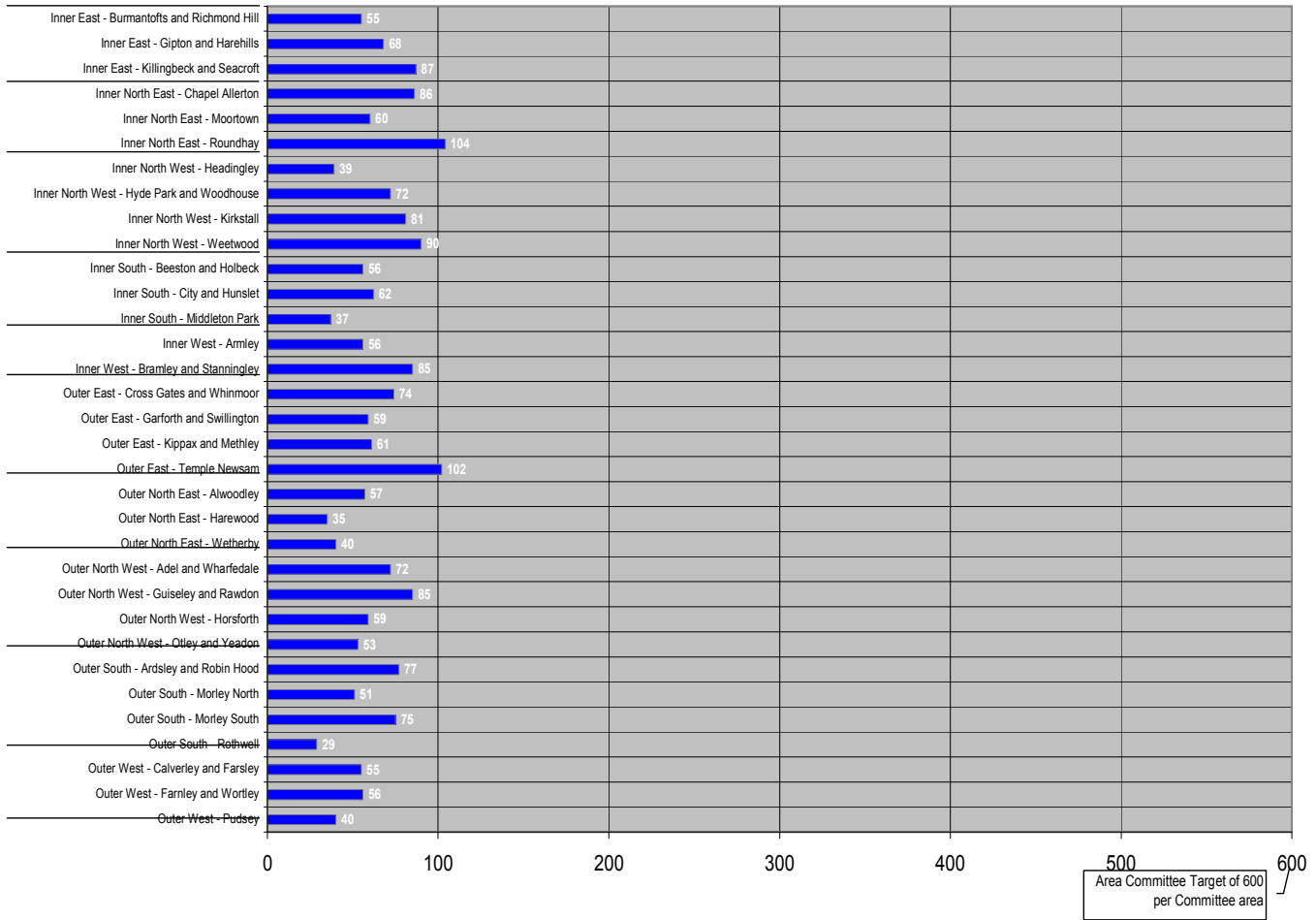


## Outer North West



# Overall return (numbers of members to date) by ward

## Returns by Ward



## Appendix Two – Recruitment questions



### Make a difference and get involved Joining the new Citizens' Panel for Leeds

By filling in this form you are telling us you are interested in joining the new Leeds Citizens' Panel.

We need to know some things about you to make sure the Citizens' Panel members come from a wide range of backgrounds.

By asking you for this information once now, you save time and we save public money by not having to ask every time you take part in the panel. We want to make sure the Citizens' Panel has representatives from people of different ages, backgrounds and from different places in Leeds. We analyse the results of the surveys you take part in, we also use this information to see if different groups of people have different views and experiences.

We will keep your information safe in line with the Data Protection Act. Your contact details and personal information will be held securely by Leeds City Council and will not be shared with other organisations. What you tell us now, and when you take part in Citizens' Panel surveys and discussions, is in confidence and will only be used to send you information about the panel and other ways to get involved. Four questions are mandatory and must be completed to join the panel. The rest of the questions are voluntary, but it will help us to know as much about you as you feel comfortable with.

#### 1. Getting in touch with you

Please tell us how we can contact you about the Citizens' Panel in future:

##### A. Tick your Title

Miss  Mrs  Ms  Mr  Other

Please write in below

##### B. First Name

##### C. Surname

An email address we can send surveys and information about the panel to

##### E. Postal address

House/Flat number Street

Town/District

Postcode

\* You need to tell us this to be able to join the Citizens' Panel

##### F. Telephone numbers we can contact you on about the panel

Main

Alternative

##### G. Please tell us how you heard about the new Leeds Citizens' Panel

- Poster/Leaflet  In an email I received  Through Twitter  
 On Leeds City Council Website  At a meeting or event  Through Facebook or similar social media  
 On the NHS Leeds website  Word of Mouth  In a local newspaper eg the Y  
 In the About Leeds newspaper  Through my workplace  Other (Please write in below)

Record 2



#### 2. About you

A. Are you:  Male  Female

\* You need to answer A & B to be able to join the Citizens' Panel\*

B. What is your date of birth? (DD/MM/YYYY) --

C. Please tick one option that best describes your ethnic background  
\* You need to tell us this to be able to join the Citizens' Panel\*

##### White

- British  
 Irish  
 Any other White background  
(Please write in below)

##### Asian or Asian British

- Indian  
 Pakistani  
 Bangladeshi  
 Kashmiri  
 Any other Asian background  
(Please write in below)

##### Other Ethnic Group

- Chinese  
 Arab  
 Gypsy/Traveller  
 Any other background  
(Please write in below)

D. Do you have any long term illness, health problem or disability that limits your daily activities?

Yes  No (if No, please go to E)

If Yes how would you describe your type of impairment?

(Tick all that apply to you)

- Physical Impairment  
(such as a wheelchair to get around and/or difficulty using your arms)  
 Sensory Impairment  
(such as being blind/having a serious visual impairment or being deaf/having a serious hearing impairment)  
 Mental Health Condition  
(such as depression or schizophrenia)  
 Learning Disability  
(such as Down's syndrome or dyslexia) or cognitive impairment (such as autism or head injury)  
 Long standing illness or health condition  
(such as cancer, diabetes, chronic heart disease or epilepsy)

Record 2



