



**NORTH EAST (OUTER) AREA COMMITTEE**

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**Meeting to be held in the Civic Hall, Leeds on  
Monday, 22nd October, 2012 at 5.30 pm**

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**MEMBERSHIP**

Councillors

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

N Buckley - Alwoodley;  
D Cohen - Alwoodley;  
P Harrand - Alwoodley;

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

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**East North East Area Leader:  
Rory Barke  
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# A G E N D A

Item No	Ward	Item Not Open		Page No
1			<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> <p><b>No exempt items or information have been identified on the agenda</b></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>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
5			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2000 and paragraphs 13-18 of the Members' Code of Conduct. Also to declare any other significant interests which the Member wishes to declare in the public interest, in accordance with paragraphs 19-20 of the Members' Code of Conduct.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES OF THE PREVIOUS MEETING</b></p> <p>To confirm as a correct record the minutes of the meeting held on 10<sup>th</sup> September 2012.</p>	1 - 8

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8			<p><b>EAST NORTH EAST WELFARE REFORM PROJECT TEAM UPDATE (10 MINS)</b></p> <p>To consider a report of the East North East Area Leader on progress made by the East North East Welfare Reform Project Team in responding to the changes within the Welfare Reform Act and to mitigate the impact for residents within east north east Leeds.</p>	9 - 14
9			<p><b>EAST NORTH EAST HEALTH AND WELLBEING PARTNERSHIP REPORT (20 MINS)</b></p> <p>To consider a report of the Health and Wellbeing Improvement Manager (East North East) on progress made in relation to East North East Health and Wellbeing issues.</p>	15 - 24
10			<p><b>WELL-BEING FUND BUDGETS (15 MINS)</b></p> <p>To consider a report of the East North East Area Leader providing Members with an update on the current position of the wellbeing capital and revenue budget for the Outer North East area and setting out applications made for consideration by the Area Committee.</p>	25 - 34
11			<p><b>AREA COMMITTEE BUSINESS PLAN PRIORITIES AND PERFORMANCE MONITORING (10 MINS)</b></p> <p>To consider a report of the East North East Area Leader providing a summary of key activities and projects in the Outer North East area which supports the Area Committee business plan priorities. The report also provided an outline of how the priorities for 2012/13 would be prepared.</p>	35 - 42
12			<p><b>CHILDREN'S SERVICES - UPDATE (10 MINS)</b></p> <p>To consider a report of the East North East Area Leader on an update on Children's Services issues raised at the last meeting.</p>	43 - 64

Item No	Ward	Item Not Open		Page No
13			<p><b>AREA CHAIRS FORUM MINUTES (5 MINS)</b></p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) on the Area Chairs Forum minutes held on 13<sup>th</sup> July 2012.</p>	65 - 74
14			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Monday 3<sup>rd</sup> December 2012 at 5.30pm in the Civic Hall, Leeds.</p>	

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# Agenda Item 7

## NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 10TH SEPTEMBER, 2012

**PRESENT:** Councillor G Wilkinson in the Chair

Councillors N Buckley, A Castle, D Cohen,  
P Harrand, A Lamb, J Procter and  
M Robinson

### 18 Chair's Opening Remarks

The Chair welcomed all in attendance to the September meeting of North East (Outer) Area Committee.

### 19 Declaration of Disclosable Pecuniary and Other Interests

The following other significant interests were declared at the meeting:-

- Councillor M Robinson in his capacity as a Future Leader (Agenda Item 9) (Minute 25 refers)
- Councillor A Lamb in his capacity as a school meal provider (Agenda Item 9) (Minute 25 refers)
- Councillor A Lamb in his capacity as a Member on Wetherby Town Council (Agenda Item 12)(Minute 28 refers)
- Councillor J Procter in his capacity as a Member on Wetherby Town Council (Agenda Item 12)(Minute 28 refers)
- Councillor G Wilkinson in his capacity as a Member on Wetherby Town Council (Agenda Item 12)(Minute 28 refers)

### 20 Apologies for Absence

An apology was received on behalf of Councillor R Procter.

### 21 Open Forum

In accordance with paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, the Chair allowed a period of up to 10 minutes for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee.

On this occasion, there were no matters raised under this item by members of the public.

### 22 Minutes of the Previous Meeting

**RESOLVED** -That the minutes of the meeting held on 3<sup>rd</sup> July 2012 be confirmed as a correct record.

### 23 Matters Arising from the Minutes

- a) Joint Strategic Needs Assessment and Area Profiles (Minute 7 refers)  
Councillor A Lamb referred to the above issue and enquired if there had been any progress made around joint working proposals.

The East North East Area Leader responded and agreed to revisit this issue with Mr N Richardson, Director of Children's Services to ascertain if the joint working proposals were working with a report back on progress at the next meeting in October 2012.

- b) Local Authority Appointments to Outside Bodies (Minute 8 refers)  
Mr S Robinson, Governance Services informed the meeting that a letter had been sent to the Directors of the Lady Elizabeth Hastings' Charities expressing this Committee's concern that there was no local elected Councillor on the new company. To date the Committee noted that no reply had been received.

Following a brief discussion, the Chair requested that another letter be sent to the Directors in a month's time.

- c) East North East Welfare Reform Project Team (Minute 10 refers)  
Carole Clark, East North East Area Officer referred to the above issue and reminded the meeting that a briefing note on the matters raised at the previous meeting had been circulated with the agenda papers for Members' information/retention.

- d) Delegation of Environmental Services – 2012/13 Service Level Agreement (Minute 11 refers)  
The Chair referred to the above issue and enquired if the breakdown of the £170,000 fleet hire costs was available.

Carole Clark, East North East Area Officer responded and informed the meeting that the East North East Locality Manager was still looking into the issue. She agreed to bring this matter to his attention.

Councillor M Robinson referred to the quarterly rotation schedule on weed spraying and enquired on the availability of this document

Carole Clark, East North East Area Officer responded and agreed to follow up this issue via the Environmental Sub Group with a report back in due course.

- e) Well-being Fund Budget – West Yorkshire Police – Land rover service (Minute 13 refers)  
Carole Clark, East North East Area Officer referred to the above issue and informed the meeting that West Yorkshire Police had no plans to withdraw their land rover service for Wetherby and Harewood Neighbourhood Policing Team for 2013/14.

## **24 Community Right to Bid**

The Acting Chief Asset Management Officer submitted a report on developments with Community Right to Bid and advised the Area Committee of the implementation date.



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

- Community Right to Bid Nomination Guidance (Appendix 1 refers)
- Community Right to Bid Nomination Form (Appendix 2 refers)

Neil Charlesworth, Community Asset Officer, City Development presented the report and responded to Members' comments and queries.

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

- Clarification of whom was the 'landowner' within the context of the report
- Clarification if a community was allowed to raise funds and then be able to sell them to the landowner
- Clarification of funding from the DCLG with specific reference to:-
  - the number of nominations received to date
  - whether it was a rolling list
  - whether consultation would be undertaken within the community
- Clarification of whom was the arbitrator and council tax payer in relation to the high number of compensation claims being made against the Council as identified in section 4.6.2 of the report
- The concerns expressed that there would be in-sufficient funds
- To welcome the fact that communities would achieve real benefits arising from the new proposals

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That this Committee and the area support team supports the recommendation to encourage and help local community organisations to nominate assets.

(Councillors A Lamb and J Procter joined the meeting at 6.50pm during discussions of the above item)

**25 Children's Services Update Report to Area Committees - Outer North East**

The Director of Children's Services submitted a report on an update of the current issues facing the Directorate and children's partnership as well as the progress that was being made against local and national agendas.

Appended to the report were copies of the following documents:-

- Children Leeds cluster boundaries and Area Committee (Appendix 1 refers)
- Children and Young People's Plan cluster performance – June 2012 (Appendix 2 refers)

- Maps of clusters relevant to Area Committee - Alwoodley/EPOS – Boston Spa and Villages South/EPOS – Villages West and Wetherby (Appendix 3 refers)
- Cluster Overviews for the Area Committees (Appendix 4 refers)

In addition to the above appendices, a copy of targeted service information for Inner East, Inner North East and Outer North East Area Committees was circulated for Members' information.

The following representatives were in attendance and responded to Members' comments and queries:-

- Sue Rumbold, Chief Officer, Partnership Development Business Support, Children's Services
- Gillian Mayfield, Area Head of Targeted Services, ENE, Children's Services

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

- The concerns expressed that arising from discussions at the meeting held on 19<sup>th</sup> March 2012, the Director of Children's Services had not provided any further information to Members in relation to children's services cluster developments and on the need to conduct an urgent review in this area  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and informed the meeting that the department were still addressing the formula in consultation with the Schools Forum which would take place in November 2012. The East North East Area Leader and the Chief Officer, Partnership Development Business Support, Children's Services agreed to raise this issue with the Director of Children's Services with a view to a report on the interim proposals being submitted to the October meeting for discussion)*
- The Committee's view that funding should follow the pupil
- The concerns expressed again that many children living in the Wetherby ward were missing out in view of the current funding allocation criteria and as a result an urgent review of the current Council criteria was required  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and informed the meeting and confirmed that the pupil premium would follow the student. Again it was noted that the Schools Forum in November would be addressing this specific issue)*
- A view expressed that it was important that children had the money to help with their intensive support  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and informed the meeting that she would feed these comments into the process)*
- Clarification as to why free school meal uptake in Primary was low in Leeds as opposed to Secondary where there was a better uptake

*(The Chief Officer, Partnership Development Business Support, Children's Services responded and informed the meeting that the Child Poverty Steering group was focusing on a piece of work to increase the uptake of free school meals)*

- The concerns expressed that there was no detail regarding Independent Children's homes within the report  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and informed the meeting that information on the home in Leeds would be included in a report at the next meeting)*
- The need for the meeting to be aware of a detailed report previously considered at the Scrutiny Board (Children's and Families) on Independent Children's homes
- Clarification of the figure in Outer North East in the table relating 10-17 year olds committing an offence  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and agreed to look into this issue to confirm the lower figure should be 28 as pointed out by a Member of the Committee)*
- Clarification of the protocol of whether or not Independent Children's homes had to inform the authority of their status and the need for Elected Members to be provided with information on where they were and scale of the issues  
*(The Chief Officer, Partnership Development Business Support, Children's Services responded and agreed to look into this issue)*
- The need for Children's Services to be working with Planning to achieve clarity in this area
- To welcome the report and the presentation of information which would form the basis of future reports to this meeting

**RESOLVED –**

- a) That the contents of the report and appendices be noted and welcomed.
- b) That the Director of Children's Services provides a response on the funding arrangements for clusters to the next meeting in October for consideration.
- c) That a copy of the Scrutiny Board (Children and Families) report on Independent Children's homes be also submitted to the next meeting in October for discussion.

(Councillor P Harrand joined the meeting at 7.00pm during discussions of the above item)

**26 Appointment of Area Committee Representation upon Leeds Initiative Area Based Partnership Groups/Corporate Carers' Group**

A joint report of the Assistant Chief Executive (Customer Access and Performance) and the Chief Officer (Democratic and Central Services) was submitted on the Appointment of Area Committee Representation upon Leeds Initiative Area Based Partnership Groups/Corporate Carers' Group.

Appended to the report was a copy of a document entitled ' Appointments to Outside Bodies Procedure Rules' for the information/comment of the meeting.

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the following appointments for the remainder of the municipal year:-

Health and Wellbeing Partnership – Councillor G Wilkinson  
Divisional Community Safety Partnership – Councillor G Wilkinson  
Corporate Carers' Group – Councillor A Lamb

**27 Open House (79/81 Lingfield Drive)**

Referring to Minute 12 of the meeting held on 3<sup>rd</sup> July 2012, the East North East Area Leader submitted a report providing the Area Committee with an update on the current position regarding Open House Community Centre, 79/81 Lingfield Drive.

Carole Clark, East North East Area Officer presented the report and responded to Members' comments and queries.

Discussion ensued on the contents of the report and appendices.

At the request of the Chair, Councillor P Harrand, on behalf of the Alwoodley Ward Members, thanked officers for their efforts in this regard. He referred to the history behind this issue and also made reference to a planning application which had been submitted for a community and welfare centre on the former Lingfield Public House site which was opposite Open House.

In conclusion, the Committee noted that the Alwoodley Ward Members had reluctantly decided to accept the recommendations outlined in the report.

**RESOLVED –**

- a) That the contents of the report be noted.
- b) That this Committee supports option 2 which was not to approve a wellbeing grant and recommends to the Director of Environment and Neighbourhoods that the peppercorn lease be not offered on the basis that the Lingfield and Firtrees TRA had not put forward a sufficiently robust proposal.

**28 Well-being Fund Budgets**

The East North East Area Leader submitted a report providing Members with an update on the current position of the capital and revenue well being budget for the Area Committee and highlighting the applications made for consideration by the Area Committee.

Rory Barke, East North East Area Leader apologised for the omission of the breakdown of funding information which had not been appended to the report on this occasion. He informed the meeting that following a review of actual

spend for 2011/12, a breakdown of funding would be submitted to the next meeting in October 2012.

Carole Clark, East North East Area Officer presented the report and responded to Members' comments and queries.

Detailed discussion ensued on the contents of the report and appendices.

**RESOLVED –**

- a) That the contents of the report be noted.
- b) That this Committee notes the spend to date and current balances for the 2012/13 financial year in accordance with the report now submitted.
- c) That the following projects be dealt with as follows:-

<b>Organisation</b>	<b>Project</b>	<b>Amount</b>
Leeds City Council	Open House Community Centre	Agreed £4,000
Lingfield Tenants and Residents Association	Open House Community Centre	Refused
Shadwell Recreation Centre	Building Refurbishment	Agreed £2,000
St Peter's Parochial Church Council	St Peter's Churchyard Council	Refused
Grange Park Sports Club	New clubhouse	Deferred to enable a meeting to be arranged between the Wetherby Ward Members and the Grange Park Sports Club
Wetherby Town Council	Wetherby Community Events	Agreed £4,000
Leeds City Council	Area Committee funded apprenticeships	Refused

- d) That in relation to the Area Committee funded apprenticeships project as referred to above, this Committee supports the principles of creating employment opportunities for young people and requests the East North East Area Leader to look at an acceptable scheme for consideration at a future meeting.
- e) That this Committee endorses the following wellbeing decision which was approved as a delegated officer decision due to the urgency of the project:-

**29      Wetherby and Harewood Town and Parish Council Forum**

The East North East Area Leader submitted a report providing the Area Committee with the minutes from the meeting of the Wetherby and Harewood Town and Parish Council Forum a held on 12<sup>th</sup> July 2012.

Appended to the report was a copy of the notes of the Harewood and Wetherby Town and Parish Council Forum held on 12<sup>th</sup> July 2012 for the information/comment of the meeting.

**RESOLVED -**

- a) That the contents of the report of the report and appendices be noted.
- b) That the issues raised be noted and through this Area Committee, the Parish Council Forum be supported in resolving those issues.

**30      Area Chairs Forum Minutes**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on the Area Chairs Forum minutes held on 12<sup>th</sup> March 2012.

Appended to the report was a copy of the minutes of the meeting held on 12<sup>th</sup> March 2012 for the information/comment of the meeting.

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the contents of Area Chairs Forum minutes held on 12<sup>th</sup> March 2012.

**31      Date and Time of Next Meeting**

Monday 22<sup>nd</sup> October 2012 at 5.30pm in the Civic Hall, Leeds.

(The meeting concluded at 8.05pm)

## Report of ENE Area Leader

## Report to Outer North East Area Committee

**Date: 22 October 2012**

## Subject: East North East Welfare Reform Project Team Update

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

## Summary of main issues

1. Progress is being made by the East North East Welfare Reform Project Team to respond to the changes within the Welfare Reform Act and to mitigate the impact for residents within east north east Leeds.
2. This report provides members with an update on progress made since the last update in June 2012.
3. Information is included on the numbers engaging on the Get IT Together project assisting in digital access.
4. The report also highlights next steps to link together workstreams such as worklessness and digital access.

## Recommendations

5. Members are asked to note the content of this report and comment on the work ongoing to mitigate the impact in the east north east.

## **1 Purpose of this report**

- 1.1 This reports provides members with an update of the work undertaken in the East North East to support the work of the citywide welfare reform strategy.
- 1.2 The report sets out the actions developed focussing on the East North East ensuring that customers, service providers and stakeholders are prepared for, and are able to respond to, the issues and requirements arising from the welfare reform programme.

## **2 Background information**

- 2.1 A report was presented to Area Committee in December 2011 which set out the details of the Government proposals for welfare reform and the likely impact on residents in Leeds. Reports have also been presented to the Executive Board in October 2011 and February 2012 outlining a city wide strategy in response to the proposed changes.
- 2.2 At the November 2011 meeting of the East North East Area Leadership Team a discussion was held around the impact for east north east and it was requested that the Area Leader establish a project team to focus on developing actions to mitigate the impact across the area. A report was presented to the Area Committee in March 2012 to highlight action taken within east north east in response to the request made at the area leadership team.
- 2.3 The report highlighted the main changes coming in to force along with the proposed dates of the changes.

## **3 Main issues**

### **Staff briefing Sessions:**

- 3.1 Briefing sessions were held on 13th September, with over 80 people attending. The sessions provided front line staff and supervisors with information on the welfare reform changes, work being done by ENEHL to prepare tenants for the changes, details of the work of the ENE project team, information on Credit Union bank accounts, access to IT and information on the Pinnacle People project supporting people in to work.
- 3.2 Feedback from the sessions was positive, with attendees feeling that the information was relevant and useful to them in their various roles and being better informed to advise and support customers.
- 3.3 Due to the overwhelming interest in the staff briefing sessions additional sessions are being scheduled and will be held in mid to late October, these sessions will



provide staff with an overview of the changes and how they can support clients to prepare and respond.

**Communications:**

- 3.4 Discussions have been held with colleagues from south east and west north west areas and the Chief Revenues and Benefits Officer to develop a coordinated approach across the three area teams. Through these discussions various workstreams have been identified and will be progressed. Further meetings will be held on a monthly basis to consider best practice and share ideas to support the agenda going forward. The work will include:
- Considering running employment seminars to look at engaging local employers and raising awareness of changes for part time workers along with opportunities.
  - Approaches to high interest lender and loan sharks
  - 3rd sector approaches
  - Food bank and social enterprise opportunities
- 3.5 Clearly there are crossovers to the worklessness agenda so we will ensure that this is linked and does not result in duplication.
- 3.6 Through the staff briefing sessions information on the support available in the area, including the Pinnacle People project and Get IT Together, has been provided. The impact on increased referrals will be monitored.
- 3.7 Information and support will be shared with as many front line staff as possible through the networks that have been identified from the staff briefings.
- 3.8 An information pack of relevant services and organisations in the area to help with signposting is being produced. This was identified as a need by some of the voluntary sector organisations in the area.
- 3.9 Targeted marketing of the Credit Union budget account (and the other budget bank accounts available) is being undertaken to better prepare residents for universal credit. Information on accounts to be provided as part of briefings for front line staff to share with clients. Some voluntary organisations (such as Archway and GIPSIL) are actively promoting the use of budget bank accounts and encouraging uptake.
- 3.10 There will be continuing promotion of the need for people to begin to use budget bank accounts. Discussions on loan sharks and debt management will identify what may be done on a local level linked to the development of citywide approaches.
- 3.11 The Pinnacle People Project is aimed at families, designed to provide support and encouragement to help overcoming barriers faced preventing people moving in to work, the scheme also provides support to cope with family issues and managing finances. Access to training and qualifications and confidence building are also

provided. People can be referred on to the scheme as long as a member of the household is receipt of a qualifying benefit.

- 3.12 The Get IT Together project, funded by BT and Leeds City Council and delivered by national charity Citizens Online, is open to anyone interested in learning more computers, technology and the internet. Project Coordinator Fahad Khan is working in partnership with Leeds City Council, community groups and schools and families in Leeds to ensure as many people as possible have the opportunity to take part in a programme of activities. The project aims to increase skills and confidence using computers and the internet. By helping to overcome barriers to learning it will strengthen community relations and help the region become more digitally included.
- 3.13 There is a need for further promotion of the Pinnacle People and Get IT Together projects and increase referrals to support in preparation for digital by default and the universal credit changes in October 2013.
- 3.14 Funding has been secured through the PCT, Inner East and Inner North East Area Committees to commission a local third sector organisation to deliver additional support to engage and support tenants (predominantly in the private sector), this will include providing drop in advice for tenants with concerns and queries about the changes and engage with vulnerable and hard to reach tenants.

#### **Data sharing:**

- 3.15 A data sharing agreement has now been developed between ENEHL and Children's Services to support the sharing of information and support residents who are effected by the under occupancy changes.
- 3.16 Information is being shared between Children's Services and Benefits to cross reference those effected by changes and the Families First client list so that additional support and joint visits may be carried out where possible.

#### **Digital Access:**

- 3.17 Meetings to review the mapping information and approaches by Jobs & Skills are planned so that where gaps in IT availability are identified consideration may be given to remedies.
- 3.18 The Get IT Together scheme is progressing well in the area with strong links having been developed with Jobs & Skills and the local housing associations, work to promote the scheme through community groups in the area is ongoing as the project is still relatively new.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 The strategy sets out proposals for preparing customers for the welfare reform and understanding the impacts at a local level. Delivery of the proposed actions will involve consultation with Area Committees, ward members and tenants groups.

4.1.2 Through the communications strategy for east north east residents will be provided with information through a variety of means at the most appropriate (and earliest) opportunity.

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

4.2.1 The strategy is aimed at identifying and supporting vulnerable groups and targeting help and support to ensure all groups can access Universal Credit and manage their personal responsibilities. Where policies are reviewed and revised, equality impact assessments may be required to ensure that the equality implications of any revisions are properly considered.

4.2.2 The communications plan for east north east will ensure that marginalised groups and language needs are met with advice and support. This will be met through links with groups and representatives in the local area.

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

4.3.1 The strategy is aimed at supporting the Council's Priorities and will provide data and information relevant to the Priority Boards activities.

4.3.2 The ENE action Plan aims to deliver priorities highlighted with the Area Committee Business Plans.

#### **4.4 Resources and value for money**

4.4.1 City wide the delivery of the strategy will need to be supported by financial investment. The strategy will need to be supported by a programme manager and it is intended to meet this cost, and admin support costs, from within existing budgets. Elements of the strategy will carry cost implications. Where these cannot be met from existing budgets, it is intended to explore funding from DWP and DCLG under the new burdens arrangement.

4.4.2 Within the East North East wherever possible actions will be delivered through existing staffing resources and structures.

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

4.5.1 There are no legal implications arising directly from this report.

#### **4.6 Risk Management**

4.6.1 Welfare Reform is a corporate risk and the strategy is an important element in addressing the risks arising from the Welfare Reform programme

## **5 Conclusions**

- 5.1.1 The Welfare Reform programme changes the type of support provided to customers and the way that the support is provided. There are implications for both service providers and customers and a great deal of preparation is required to meet the challenges arising from the reform.
- 5.1.2 The strategy sets out an approach to ensuring that the extent of the impacts of the reform is understood and for ensuring that the appropriate support is put in place to enable customers to make the transition to a reformed welfare system. The strategy also sets out to ensure that the financial implications for the council and partners are understood and that appropriate plans are put in place to deal with these.
- 5.1.3 The ENE Project Team will provide a partnership approach to delivering actions to mitigate the impact for residents in the east north east of the Welfare Reform programme.

## **6 Recommendations**

- 6.1.1 Members are asked to note the content of this report and comment on the work ongoing to mitigate the impact in the east north east.

## **7 Background documents<sup>1</sup>**

- None

**Report of Health and Wellbeing Improvement Manager (East North East Area)**

**Report to** Outer North East Area Committee

**Date:** 22<sup>nd</sup> October 2012

**Subject:** ENE Health and Wellbeing Partnership Report

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

**Summary of main issues**

1. Update of impact of national agenda and changes to local staffing.
2. Update/progress of work since last report.
3. Future Plans.

**Recommendations**

4. The Area Committee is asked to note the information in the attached report and provide suggestions for building on and further developing health improvement work in Outer North East Area.

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

- 1.1 The purpose of this report is to update the Area Committee on the impact of national changes on the local agenda, which is shaping the work of the East North East Health and Wellbeing partnership and provide a progress report on how key health issues are being addressed in the context of the Outer North East Leeds Area Committee.

## **2. Background information**

- 2.1 Local partnership arrangements for health and wellbeing, which were established by Healthy Leeds in 2009, have now been enhanced by Area Leadership Teams, which aim to strengthen service delivery at a more local level. A shadow Health and Wellbeing Board has been meeting since October 2011 and a review is currently assessing how the locality partnership structures can best help address its health agenda, via the joint Health and Wellbeing Strategy, based on the Joint Strategic Needs Assessment (JSNA).
- 2.2 Public Health responsibility will transfer from the NHS to Leeds City Council in April 2013 and the NHS Public Health Neighbourhoods team, existing Health and Wellbeing team and the Public Health Clinical Commissioning Group team are now being managed as a single resource. Lucy Jackson (Consultant in Public Health) heads up the East North East Locality Team, with Liz Bailey (Health and Wellbeing Improvement Manager), managing Louise Cresswell, Stephanie Jorysz (Health Improvement Specialists), Janet Smith (Health Improvement Officer) and Zaheda Noor (Health Improvement Practitioner). Two other members of the new team focus on the public health role of health care and are based within Leeds North Clinical Commissioning Group.
- 2.3 The future aim is to provide the Area Committee with a more comprehensive report of actions taking place within Outer North East Leeds, due to these changes. This will include base line indicators for key outcome measures and trend data, in line with the Joint Health and Wellbeing strategy for Leeds. This report starts to highlight the benefit of this.

## **3. Main issues**

- 3.1 Nine Medium Level Super Output Areas (MSOAs) make up this Area Committee, most of which are amongst the least deprived in Leeds. The population is generally older, more affluent, predominantly white British (76.7%) and lives in a more rural environment.
- 3.2 Age standardised rates of cancer and coronary heart disease are generally much lower than Leeds as a whole and much lower than deprived Leeds. Coronary heart disease has a close association with deprivation, as well as key lifestyle factors such as smoking, being overweight and excessive alcohol use.
- 3.3 However, a number of Medium Level Super Output Areas (MSOA) have pockets of relative deprivation. Two in particular, Moor Allerton (Aldertons,

Cranmers, Lingfields, Fir Trees and Tynwalds) and Wetherby East (Wetherby East of the B6164, Thorp Arch village and the nearby trading estate) have more mixed populations and this manifests itself in more pressing health issues.

- 3.4 Moor Allerton, is the top Medium Level Super Output Area in this Area Committee for premature deaths, but life expectancy for both sexes is similar to that of Leeds as a whole (JSNA 2011). Although life expectancy is similar to Leeds as a whole, cancer is a key cause of premature mortality for males. Chronic Obstructive Pulmonary Disease (COPD) and diabetes prevalence and age standardised rates are all slightly higher than for Leeds as a whole.
- 3.5 Moor Allerton, as an area does have higher levels of deprivation and this translates into slightly higher than Leeds smoking, obesity and admissions to hospital for alcohol related conditions rates.
- 3.6 Excessive alcohol use is more prevalent than the Leeds average in a number of Outer North East communities. Wetherby East, Thorp Arch and Walton MSOA, has the highest rates of female alcohol specific admissions to hospital (5.7 against 3.8 in Leeds), both sexes (31.2 against 18.7) and female alcohol attributable admissions to hospital (6.4 against 4.8). Moor Allerton Medium Level Super Output Area has slightly higher than the Leeds average rates of alcohol attributable admissions to hospital (21.6 against 18.7). All other Medium Level Super Output Areas in the Area Committee are similar to, or below the Leeds average.

### **3.7 Actions**

- 3.8 The East North East Health and Wellbeing Partnership is continuing to work to address the wider factors that impact on health and healthy lifestyles, for example by:
  - Contributing towards reducing child poverty, including tackling substance use, domestic violence, mental ill health and alcohol addiction, benefiting from city wide thinking through the Child Poverty Strategic Outcomes Group, Families First, the Free School Meals Group and the Co-producing Health in Leeds Group. A number of new actions, such as ensuring Young Carers, who are eligible for free school meals are systematically identified and enabled to take up their entitlement, that communication between agencies is improved and that the wider workforce is more supported by having access to safeguarding guidance through supervision, are being delivered through a locally developed multi agency action plan.
  - The partnerships' priority around Chronic Obstructive Pulmonary Disease has progressed and a number of new priorities have recently been identified:
    - Obesity.
    - Raising awareness of the risk factors and signs and symptoms of diabetes.
    - Reducing alcohol use, in communities with highest need, as identified by the JSNA.

## **4. Moor Allerton Partnership**

- 4.1 During 2012, work has developed from the Moor Allerton Partnership Health Needs Assessment, which was completed by the team's Health Improvement Officer in late 2011. Actions from this were incorporated into the Neighbourhood Improvement Plan and a number have been completed, including compiling a directory of services to help professionals to signpost to local services and holding a health and money awareness day for the community at Moor Allerton Library on Friday 28<sup>th</sup> September 2012.
- 4.2 The event, engaged a wide range of stallholders, who provided one to one assistance to 37 people and enabled the local community to increase their health literacy around accessing NHS services, booking hospital appointments and the role libraries can play to help individuals increase their knowledge around health, as well as having health checks and speaking to benefits and employment advisers.

### **Healthy Lifestyles**

#### **5. Obesity**

- 5.1 Across this area, obesity prevalence and age standardised rates are lower than the Leeds average. This is to be expected, given that obesity is inversely related to affluence. However, Moor Allerton has both rates higher than the Leeds average and Wetherby East, Thorp Arch and Walton MSOA, has prevalence and age standardised rates that are running close to the Leeds average.
- 5.2 Three volunteer health-walk leader courses have been delivered in 2012, a total of 36 volunteers leaders trained, 13 of those from the following in ENE area: Wykebeck Valley Pride, Parivar Lunch Club, Migrant Access Project, Touchstone BME Mental Health, Hamara ECHO Centre and 9 from the Ventures Citywide Learning Disability Service. Whilst it isn't possible to say how many Outer North East residents attend these walks on a regular basis, they do increase capacity for free, lower intensity physical activity for the most sedentary and vulnerable groups in our communities.
- 5.3 Four Healthy Living training courses have been delivered. These provide frontline workers (employees and volunteers) with increased knowledge and skills in passing on consistent messages around physical activity, healthy eating and food hygiene. 12% of participants have been from the East North East area and work is starting to try to increase uptake in this area.
- 5.4 40 children from Allerton CE Primary worked with Space2 Community Arts Organisation to develop music and stage sets for the Recipe for Life activities and a group of boys performed dance on the night. These children were also able to benefit from a demonstration by members of the Seacroft 'Breathe' Group of correct inhaler technique for those with asthma, or Chronic Obstructive Pulmonary Disease.

#### **6. Smoking**



6.1 Smoking is the single biggest preventable cause of ill health and mortality, including Chronic Obstructive Pulmonary Disease, cancer and coronary heart disease. Whilst not a huge issue, compared to rates in Inner City Areas, Moor Allerton, has smoking rates slightly higher than the Leeds average and a Chronic Obstructive Pulmonary Disease age standardised rate of (1,833 per 100,000 against 1,557 per 100,000) in Leeds as a whole and prevalence of 2.2, against 1.8 city wide.

6.2 The table below shows mortality from different types of cancer as a percentage of all cancer deaths in each area committee, ranked by the percentages for Leeds overall. The top 3 types of cancer are the same for each area committee and for Leeds overall. Therefore, early detection programmes in Lung, Breast and Colorectal cancer are deemed appropriate within any area committee and provide evidence to support health promotion programmes aimed at preventing the causes of these cancers.

**Table 1. Types of cancer mortality as percentage of all cancer mortality 2005-2009 by area committee**

	<i>OW</i>	<i>OS</i>	<i>ONW</i>	<i>ONE</i>	<i>OE</i>	<i>IW</i>	<i>IS</i>	<i>INW</i>	<i>INE</i>	<i>IE</i>	<i>Leeds</i>
Lung	29%	27%	23%	23%	28%	38%	39%	27%	20%	35%	29%
Breast	9%	10%	12%	11%	9%	6%	7%	10%	8%	6%	9%
Colorectal	6%	9%	8%	6%	9%	5%	9%	11%	9%	9%	8%
Oesophagus	4%	6%	4%	3%	6%	3%	4%	7%	5%	5%	5%
Prostate	3%	4%	4%	3%	4%	5%	3%	4%	6%	3%	4%
Stomach	2%	4%	4%	3%	4%	2%	6%	4%	4%	4%	4%
Skin	2%	2%	1%	2%	2%	1%	2%	1%	2%	2%	2%
Cervical	1%	1%	1%	0%	1%	1%	1%	1%	1%	1%	1%
<i>other</i>	42%	36%	41%	43%	37%	38%	33%	39%	46%	35%	39%
All	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%

6.3 Partners attending the Moor Allerton Partnership are now aware of local NHS Stop smoking services and have leaflets to help them signpost smokers on.

6.4 An intervention at the Children’s Centre ‘Play and Stay’ group engaged 20 adults, 8 of whom were smokers. All of these were signposted to the service and of the 3 who agreed to be followed up, one had made a successful quit attempt.

6.5 Leeds North Clinical Commissioning Group have conducted a practice peer review this year focussing on lung, ovarian and late presentation of all cancer. This will help to share effective ways of ensuring early identification. Learning from the NAEDI (focussing on the early identification of lung cancer) project in East and South Leeds is also taking place, Training for Leeds North practices on the bowel cancer screening programme was held in September.

## 7. Alcohol

7.1 Alcohol consumption is implicated in obesity, stroke and development of certain cancers. As well as impacting on health service resource, there may be complexity in terms of domestic violence, mental health, worklessness and poverty, all of which impact on personal and family life. High alcohol related

hospital admissions have been identified in a number of outer North East communities.

- 7.2 Wetherby East, Thorp Arch and Walton MSOA stands out in this regard as the following figures show:

**Table 1. Alcohol Specific Admissions to hospital (Wetherby East, Thorp Arch and Walton MSOA, 2009-10)**

<b>Admissions</b>	<b>Count</b>	<b>This MSOA rate per 1,000</b>	<b>Leeds rate per 1,000</b>
<b>All</b>	40	7.0	6.0
<b>Male</b>	23	8.4	8.1
<b>Female</b>	17	5.7	3.8

**Table 2. Alcohol Attributable Admissions to hospital (Wetherby East, Thorp Arch and Walton MSOA, 2009-10)**

<b>Admissions</b>	<b>This MSOA rate per 1,000</b>	<b>Leeds rate per 1,000</b>
<b>All</b>	31.2	18.7
<b>Male</b>	38.3	23.1
<b>Female</b>	24.6	14.4

- 7.3 A bid, submitted in Spring 2012, to Communities and Local Government, which would have enabled this work to progress more quickly, was unsuccessful, but front line staff briefings, to enable staff to signpost and advise appropriately are now being arranged, in readiness for Alcohol Awareness Week 19-25th November 2012. 20 people have so far applied to attend the first briefing and planning is underway to provide information and support to other frontline professionals such as the Wetherby and Harewood tasking group, in order to initiate action.
- 7.4 LCC library services are also engaged and will raise awareness of issues around excessive alcohol use in both their community and mobile libraries.
- 7.5 Moor Allerton has alcohol specific admissions rates lower than the Leeds average, except for women, which is slightly above. However, of note is the alcohol attributable admissions to hospital, with all categories, but particularly for males, being above the Leeds average.

**Table 3. Alcohol Attributable Admissions to Hospital (Moor Allerton MSOA 2009-10)**

<b>Admissions</b>	<b>This MSOA rate per 1,000</b>	<b>Leeds rate per 1,000</b>
<b>All</b>	21.6	18.7
<b>Male</b>	27.0	23.1
<b>Female</b>	16.7	14.4

- 7.6 The Health and Wellbeing Improvement Manager and partners are exploring how digital technology, could assist dependent drinkers to adhere to treatment regimens- saving NHS and community safety resources and helping service users into recovery. A trial by NHS Bolton increased client engagement with

alcohol services and increased retention on the aftercare programme from 42% to 75%. A group from Leeds is visiting the project, with a view to attempting replication in a highly alcohol dependent neighbourhood.

## **8. Healthy lifestyles Service**

8.1 Leeds North Clinical Commissioning Group has implemented a Healthy Lifestyles incentive scheme in all its practices to increase referrals to healthy lifestyle services. Each practice has an individual target based on need and evidence. The outcomes of this can be reported to a future area committee. NHS Leeds (Public Health) has also funded a 'Healthy Lifestyle Service to compliment the smoking cessation and weight management services. An adviser is based in Wetherby Surgery to cover the Wetherby area.

## **9. Place Shaping**

9.1 As a result of the Localism Bill, which gained Royal Assent on 15<sup>th</sup> November 2011, Neighbourhood Planning for sustainable development, which will protect assets for future generations and improve the quality of life for local people, is beginning to gain momentum. Several areas in the Outer East have formally requested to be designated as a Neighbourhood Planning including Aberford, Barwick in Elmet & Scholes, Boston Spa, Bramham, Clifford, Linton, Shadwell, Thorp Arch and Wetherby).

9.2 The Walton Neighbourhood Plan, which is one of the first to be developed in Leeds, has enabled the local community to genuinely get involved to help shape the area where they live and work.

9.3 The plan intends to improve health in a number of ways, including:

- Deliver physical improvements which encourage a more active lifestyle for all sections of the community-improving and joining up paths suitable for walking and cycling and riding, so improving connectivity between the village, local workplaces and neighbouring towns and villages.
- Encouraging active transport to help people maintain a healthy weight, exercise safely away from traffic and reduce pollution through car use.
- Reduce the impact of exhaust on individuals with respiratory conditions and reduce the carbon footprint of the village.

9.4 The Health and Wellbeing Manager is providing input to a city wide event around Neighbourhood Planning on October 8<sup>th</sup> 2012, with a view to encouraging more communities to consider the wider health aspects of planning on their communities wellbeing and the Walton Neighbourhood Plan has been submitted for inclusion as a good practice case study in the 2012 Director of Public Health report.

## **10. Wider determinants of Health**

### **10.1 Welfare reforms**

10.1.1 The Area Leadership Team is focusing on raising awareness of the potential impact of the Welfare Reforms Act and a time limited project team, including members of the ENE public health team and area management have put together a local level action plan. A series of briefings attracting 80 staff have been delivered for East North East frontline services.

## 10.2 Wrap up Leeds'

10.2.1 Wrap up Leeds is a scheme to enable vulnerable households to access home insulation measures. In the Outer North East area, the following measures have been installed.

**Table 4. Wrap up Leeds installation measures 2011-2012**

Ward	Households with measures installed	<60mm loft Insulation	>=60mm loft Insulation	Cavity wall Insulation	Adult Social care Referral	Fire safety Check referral
Alwoodley	180	88	38	89	9	42
Harewood	58	31	13	19	2	13
Wetherby	60	31	15	22	1	14
<b>Total</b>	298	150	66	130	12	69

## 11. Corporate Considerations

11.1 The work of the health and wellbeing partnership embraces the White Paper published by the Department of Health "Equity and Excellence: Liberating the NHS" (2010) and the move towards localism. There is more emphasis on delivering services around local needs, especially for those that have the greatest health and wellbeing inequalities.

11.2 The MSOA profiles are enabling more effective targeting of resources and the new public health function in the council is being strengthened by the Elected Members Public Health development programme. Consequently, we can be more confident that local communities will benefit from health becoming 'everyone's business'

## 12. Consultation and Engagement

12.1 The work has developed on the basis of previous consultations and involvement of stakeholders, including Third sector organisations who work with community groups and active involvement from individuals themselves.

**13. Equality and Diversity / Cohesion and Integration**

13.1 The main thrust of the work is aimed towards reducing health inequalities and as such primary consideration has been to meet the particular needs of especially vulnerable groups.

**14. Council policies and City Priorities**

14.1 The work is developing in line with the City Priority plan and the newly developed Health and Wellbeing Strategy.

**15. Resources and value for money**

15.1 This work has taken place with few additional resources and relies heavily on partnership approaches. £20,000 has recently been allocated from Public Health NHS Airedale, Bradford and Leeds to support locality working in the ENE (in addition to the £20,000 for welfare reform work) and funding is frequently sought from external sources, via opportunistic bids.

**16. Legal Implications, Access to Information and Call In**

16.1 None.

**17. Risk Management**

17.1 None.

**18. Conclusions**

18.1 The Area Committee is asked to consider the opportunity to incrementally build on the current work.

**19. Recommendations**

19.1 The Area Committee is asked to note the information in the attached report and provide suggestions for building on and further developing health improvement work in Outer North East Area.

**20. Background documents**

20.1 None.

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**Report of East North East Area Leader**

**Report to Outer North East Area Committee**

**Date: 22 October 2012**

**Subject: Well-being Fund Budgets**

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

**Summary of main issues**

1. This report provides members with an update on the current position of the capital and revenue budget for the Outer North East.
2. Applications made for funding are included in the report for member's consideration.

**Recommendations**

3. Members are asked to:
  - Note the spend to date and current balances for the 201/13 financial year;
  - Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Organisation	Project	Amount £
East Keswick Wildlife Trust	Elliker Fields	2,500
Grange Park Sports Club	New clubhouse	15,000
Wetherby Methodist Church	Reaching Out	£6000
West Yorkshire Police	Farmwatch Patrols	£6000
	Winter Crime Reduction	£3500

## **1 Purpose of this Report**

- 1.1 The report provides members with an update on the current position of the revenue and capital Well-being Funding for the Area Committee and sets out applications made for consideration by the Area Committee.

## **2 Background Information**

- 2.1 Each of the ten Area Committees receive an annual allocation of revenue funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on 50% population and 50% deprivation in each area, as agreed by the Council's Executive Board. The Area Committees also have the balance of any revenue Well-being budget which was allocated to them in previous years.
- 2.1 Alongside the Well-being budget, ward councillors have access to other sources of local funding, such as Section 106, Ward Based Initiatives (WBI), Members Improvement in the Community and Environment (MICE). The use of this funding is discussed at ward member meetings as appropriate.

## **3. REVENUE PROJECTS**

### **3.1 Well-being Revenue – available funding for the current financial year (2012/13)**

The allocation to individual Area Committees is calculated using a formula based on 50% deprivation and 50% population. The Outer North East allocation for 2012/13 is £112,000.

The Outer North East Area Committee manages its allocation by proportioning the amount between the three wards based on population. For the 2012/13 allocation, the split between wards is:

- Alwoodley: £41,664 (based on pop. = 37.2%)
- Harewood: £33,712 (based on pop. = 30.1%)
- Wetherby: £36,624 (based on pop. = 32.7%).

The current revenue financial position of the Area Committee is shown in Appendix 1. The format, in which this information is presented, has been approved by the Area Committee and includes the schemes approved (i.e. committed) in 2011/12 and which are to be paid for in 2012/13, together with schemes approved in the current financial year.

The funding is used to support the priorities in the Area Committee Business Plan as agreed by the Area Committee in March 2012. Updates on spending and projects funded will be reported to the Area Committee on a regular basis.



## 3.2 New schemes for consideration

- 3.2.1 **Project:** Elliker Fields  
**Organisation:** East Keswick Wildlife Trust  
**Amount:** £2500  
**Ward:** Harewood

East Keswick Wildlife Trust have the opportunity to purchase a field on the edge of the village. This will connect several acres of land overlaying the magnesian limestone on the east side of the village comprising woodland, wild flower rich pastures, marshland, scrub and an old limestone quarry to create a new nature reserve known as 'Elliker Fields'. The fields are particularly valuable to wildlife as they lie on Magnesian Limestone. The acquisition of the fields by the Wildlife Trust will:

- prevent the land being developed
- provide a "wildlife corridor" connecting other reserves that we manage.
- conserve this rich and varied landscape for the enjoyment of future generations
- provide a locally convenient area for community based outdoor activities

At the time of writing this report, £18,000 through local fundraising. The total costs are £25,000 and the Trust has until the end of October to raise the funds.

**Community Charter Priority:** Improving the environment;

- 3.2.2 **Project:** Shadwell Library Repair and Refurbishment  
**Organisation:** Shadwell Independent Library  
**Amount:** £10,000  
**Ward:** Harewood

Leeds City Council is planning an asset transfer of the Shadwell Library building and contents to the local community. A 99 year lease from Leeds City Council has been agreed in principle and the details are due to be finalised by the end of October. At the initiative of Shadwell Parish Council, a company limited by guarantee has been formed to expand the library and to create community activities within the 199-year-old building in the centre of the village.

Improvements and restorations are required for these aims to be achieved. The building needs to be made water-proof and to be provided with adequate heating. Damp proofing will be achieved by an internal membrane system, and the roof will be re-built. Appropriate new guttering will be required for this category 2 listed building. The electrical system will be upgraded. The heating system will also be upgraded and additional thermal insulation installed. In addition some security and access problems need correction such as new fire and security alarms and installation of a disabled toilet with baby changing facilities. Redecoration will be required once this work has been done.

A later second phase will include making safe the currently unusable internal

balcony, and installing new bookshelves and other furniture.

The project aims to benefit the whole population of Shadwell and surrounding areas, especially the young with a book group and informal leisure activities. It will also provide a flexible space for community activities such as meetings, displays, presentations, music recitals, book clubs and a cinema club. Outside licensed premises, Shadwell has no commercial facilities for hot drinks and snacks and it is hoped that this can be provided as a community facility. It is expected that about 600 people per year will directly benefit from activities run by Shadwell Independent Library (footfall about 6,000), with many others involved in activities run by other groups.

The total cost of the project is £56,468, and the organisation are seeking a grant of £10,000 from the area committee.

**Community Charter** Supporting Town & Parish Councils;  
**Priorities:** Supporting local events;

- 3.2.3 **Project:** Wetherby & Harewood NPT Winter Crime Reduction Plan  
**Organisation:** West Yorkshire Police  
**Amount:** £3,500  
**Ward:** Harewood and Wetherby

Christmas Reassurance Patrols are intended to prevent anti-social behaviour brought on by excessive alcohol consumption leading to crimes of disorder, assault and damage within Wetherby ward during the lead up to Christmas and through the New Year holiday period. Highly visible foot patrols by regular and special constables will enhance the foot patrols by beat Community Support Officers within Wetherby Town Centre. Increased visits will be made to licensed premises within the town and surrounding villages to provide visible and ready support to designated premises supervisors who will be encouraged to promote responsible drinking within their establishments. The officers will link in with Leeds Watch CCTV Control to provide a rapid deployable resource to intervene early in any rowdy or anti social behaviour on the streets throughout the peak drinking hours.

The voluntary availability of special constables is unpredictable as it must be appreciated that their time is given freely and is governed by their regular work and family commitments. This grant application is based on the cost of securing additional regular police officers from officers who would not otherwise be on duty. They will be dedicated to these patrols and thereby ensure that resources remain visible at a time of year when more people are in the town, socialising or passing through. It is intended that the presence of uniformed officers will enhance a public perception that local provision is in place to keep the peace and maintain a sense of well being in the town.

Any funds which remain beyond 31/12/12 would be used for the provision of additional visible patrols through the villages to tackle opportunistic thefts from vehicles, a crime type which has seen an increase so far this year.

**Community Charter Priority:** Tackling crime and anti-social behaviour

- 3.2.4 **Project:** Wetherby & Harewood NPT Winter Crime Reduction Plan  
**Organisation:** West Yorkshire Police  
**Amount:** £6000  
**Ward:** Harewood and Wetherby

The Farmwatch patrols deliver policing support to the village and farming communities of Wetherby & Harewood. These patrols are staffed entirely by members of Wetherby & Harewood Neighbourhood Police Team who have developed effective community links and have meaningful knowledge of prevailing crime types, related legislation and active offenders.

This local knowledge is essential to the efficacy of these patrols. It maximises impact and delivers practical benefits for the time and funding which additional general policing could not.

Two Landrover 4 x 4 vehicles continue to be provided by; Ripon Farm Services and Hesco Bastion. The commercial companies have donated the vehicles and cover the service costs and road tax. These vehicles exist beyond the West Yorkshire vehicle fleet provision for this area of North east Leeds. Without the external provision, the support which is currently being provided to the farming industry and rural communities could not be delivered with the same effectiveness. This aspect of local policing regularly attracts positive appreciation from those communities and helps maintain high levels of confidence in the services delivered by Wetherby & Harewood Police Team with the acknowledged support of the elected ward councillors.

Funding is sought to cover the costs of fuel and tyres (£2000) plus the cost of additional duty hours (£4000) to periodically extend the hours the existing workforce at specific times of the year, spring and autumn, when the agriculture industry is vulnerable to poaching, equipment theft and crop damage.

**Community Charter Priority:** Tackling crime and anti-social behaviour

- 3.2.5 **Project:** New clubhouse  
**Organisation:** Grange Park Sports Club  
**Amount:** £15,000  
**Ward:** Wetherby

This project is to build a new club house to support the transition of Grange Park into a multi sports club with 8 changing rooms to Sport England standard for male and female use, a physio/first aid room, training room, 200% larger club house and new kitchen.

The total cost of the new facility is £560,000. Grant applications have been submitted to Sport England, Rugby Football Union, Football association and the English Cricket Board.

This equates to £440,000 leaving a shortfall of £120,000. £45,000 has already been raised by clubs and a further £50,000 fundraising is projected

for the next 12 months. Applications have also been submitted to WREN, Caird Bairdon and Biffa, leaving a shortfall of £15,000 which the club are seeking from the area committee.

**Community Charter Priority:** Promoting healthy lifestyles; supporting local events and activities;

- 3.2.6 **Project:** Reaching Out Project  
**Organisation:** Wetherby Methodist Church  
**Amount:** £6000  
**Ward:** Wetherby

The Methodist Church offers a modern, flexible, sustainable multi purpose building for community and social needs in Wetherby town centre. Activities and services using the building include Wetherby Town Council, Wetherby and District U3A, Leeds Advocacy, Wetherby News, Zumba classes, and support groups.

The chairs in the Main Hall and Meeting Hall are in poor repair and the church is seeking a grant of £6000 to purchase 150 chairs and a storage trolley.

**Community Charter Priority:** Supporting local events;

### 3.3 Small grants and skips

- 3.3.1 Each ward has small grant fund of £3000 set aside for community groups to apply into for small grants and skips. The following small grants have been approved during 2012/13.

Project	Amount awarded	Ward
Festival of Sport	£500	Alwoodley
Scholes in Bloom	£500	Harewood
Bramham Gala	£500	Wetherby

### 3.4 Project monitoring

- 3.4.1 Projects in receipt of a wellbeing grant are required to provide monitoring reports to show that the funding was spent in accordance with their original grant application.
- 3.4.2 Wetherby Community Radio LTD (Tempo FM) were granted funding of £1000 for their Barleyfields Radio Project. There will be a presentation from this organisation on this project at the area committee meeting.

## 4. Well-being Capital Funding

- 4.1 There is no new capital Well-being allocation in 2012/13. The Outer North East capital programme is now at an end.

4.2 There is a balance of £1,304 in the capital allocation, split between Alwoodley, £1020 and Wetherby, £284.

## **5 Corporate Considerations**

### **5.1 Consultation and Engagement**

5.1.1 Area Committees now have an enhanced role in Community Engagement and have responsibility for overseeing and monitoring the work of the Area Management Team in relation to local engagement activities. The priorities in the Area Committee business plan which the wellbeing fund supports are arrived at through consultation with ward members and the local communities they serve.

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

5.2.1 Well-being Funding is used to ensure that inequalities within the local area are addressed through local projects and schemes. All projects funded by Well-being monies must demonstrate:

- Equality and diversity issues have been considered in the planning of the project,
- How equality and diversity issues have shaped the project delivery;
- The impact of the project will be on different groups;
- How the project will promote good community relations between different groups and how barriers that might prevent their involvement will be overcome.

### **5.3 Council Policies and City Priorities**

5.3.1 Well-being funding is used to support the priorities set out in the Outer North East Area Business Plan which supports the Vision for Leeds.

### **5.4 Resources and Value for Money**

5.4.1 Spending and monitoring of the Well-being budget is administered by the East North East Area Support Team in accordance with the decisions made by this Area Committee.

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

5.5.1 The Area Committee has delegated responsibility for taking of decisions and monitoring of activity relating to utilisation of capital and revenue Well-being budgets within the framework of the Council's Constitution (Part 3, Section 3D) and in accordance with the Local Government Act 2000.

5.5.2 There is no exempt or confidential information in this report.

5.5.3 Decisions on Well-being funding are delegated to the Area Committee from the Council's Executive Board therefore they are subject to call in.

### **5.6 Risk Management**

5.6.1 All Well-being funded projects must demonstrate that they have identified any potential risks for the project and what action would/will take to avoid or minimise them. Details of the risk assessments individual projects are available from the author of this report.

## 6. Conclusions

6.1 The Well-being fund provides financial support for projects in the Outer North East area which help to deliver the priorities of the Area Committee business plan.

## 7. Recommendations

7.1 Members are asked to:

- Note the spend to date and current balances for the 2012/13 financial year;
- Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

<b>Organisation</b>	<b>Project</b>	<b>Amount £</b>
East Keswick Wildlife Trust	Elliker Fields	2,500
Grange Park Sports Club	New clubhouse	15,000
Wetherby Methodist Church	Reaching Out	£6000
West Yorkshire Police	Farmwatch Patrols	£6000
	Winter Crime Reduction	£3500
Shadwell Independent Library	Shadwell Library repair and refurbishment	£10000

## 8. Background documents<sup>1</sup>

8.1 Area Committee Roles and Functions 2011/12

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Balance b/f 2011-12	22,968.90	30,699.00	49,179.77	102,847.67
Schemes Approved from 2011-12 budget to be spent in 2012-13	10,671.93	14,439.75	30,067.25	55,178.93
Amount of b/f budget available for new schemes 2012-13	12,296.97	16,259.25	19,112.52	47,668.74
New Allocation for 2012-13	41,664.00	33,712.00	36,624.00	112,000.00
Total available for new schemes in 2012-13	53,960.97	49,971.25	55,736.52	159,668.74

2011-12 Schemes to be paid for in 2012-13				
New Grit Bins for Alwoodley	612.84			
Wetherby Site Based Gardener (Mar 11)			19,900.00	
Shadwell Conservation Area Review (Oct 11)		6,000.00		
Wetherby Road Plantation (Apr 11)			1,000.00	
Deepdale Fencing (P&C) - 2nd phase			5,000.00	
Scholes Parking Restrictions (LCC Highways)		3,000.00		
MAECare - Promoting Partnerships	133.00	2,000.00		
Northcall (Quarter 4)	2,500.00			
St Barnabas Central Heating	5,000.00			
Tree Tops and Open House Community Centre Pot	133.00			
Farm Watch		3,000.00	3,000.00	
Slaid Hill in Bloom - Troughs, Tools and Trugs	925.09			
Grit Bin Refills	1,368.00			
Boston Spa Youth Group			800.00	
Localism Officer - Consultation Pot		439.75	367.25	
<b>Total of schemes approved in 2011-12</b>	<b>10,671.93</b>	<b>14,439.75</b>	<b>30,067.25</b>	

Approved 2012-13 Schemes				
Small Grants	3,000.00	3,000.00	3,000.00	
Skips	1,000.00	1,000.00	1,000.00	
Community Engagement	300.00	300.00	300.00	
Treetops Community Centre Pot	1,500.00			
Open House Pot	4,000.00			
North Call	13,000.00			
Promoting Partnerships	1,000.00	423.00		
High Ash Allotments	5,485.00			
Golden Acre Park Car Park Improvements	1,000.00			
Memory Cafes, socials and carers Support		500.00	1,200.00	
Barleyfields Radio Project			1,000.00	
Aberford COE School Playground Project		1,000.00		
Localism Officer		19,000.00	19,000.00	
Alderton Place Allotments	500.00			
Great North Road logs		200.00		
Trembler Alarms	487.50			
Jubilee Field		7,000.00		
Off Road Motor Cycles	170.00			
Line Dancing&Music Therapy	500.00			
Wetherby Community Annual Events			4,000.00	
Shadwell Recreation Centre Refurbishment		2,000.00		

<b>Grand Total Projected Spend 2012-13</b>	<b>31,942.50</b>	<b>34,423.00</b>	<b>29,500.00</b>	<b>95,865.50</b>
<b>Budget</b>	<b>53,960.97</b>	<b>49,971.25</b>	<b>55,736.52</b>	<b>159,668.74</b>
<b>Remaining Budget Unallocated</b>	<b>22,018.47</b>	<b>15,548.25</b>	<b>26,236.52</b>	<b>63,803.24</b>

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**Report of East North East Area Leader**

**Report to North East (Outer) Area Committee**

**Date: 22 October 2012**

**Subject: Area Committee Business Plan Priorities and performance monitoring**

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s):		
Alwoodley, Harewood, Wetherby		
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?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

**Summary of main issues**

This report provides a summary of key activities and projects in the Outer North East area which support the area committee business plan priorities. It also provides an outline of how the priorities for 2012/13 will be prepared.

The area committee is asked to note the contents of the report and approve the arrangements for preparation of the business plan priorities for 2013/14.

**1.0 Purpose of this report**

1.1 This report provides the Area Committee with an update on the business plan priorities for 2012/13.

**2.0 Background information**

2.1 Area Committee Business Plans were developed to provide a consistent approach and framework across the City following the direction from Councillor Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration and James Rogers, Assistant Chief Executive, Policy Planning and Improvement.

2.2 The Area Committee Business plan provides comprehensive information about the Area committee and the area it serves, including the area committee's priorities for the year. It is refreshed annually. The priorities are monitored at the Area

Committee meetings and are performance managed quarterly. This report provides an update on the priorities agreed for 2012/13.

### **3.0 Business plan priority update**

#### **3.1 Support for Town and Parish Councils**

- 3.1.1 Four Town and Parish Council forum meetings are held each year. There have been three held so far this year. Regular agenda items are Environmental issues, Localism and an update from the Town and Parish councils. In addition the forum has also received presentations from Metro, Wetherby & Harewood Neighbourhood Policing Team, and the Council's Sport and Active lifestyles team. An additional meeting was held this year on highways issues.
- 3.1.2 A Localism Officer is funded by the Area Committee to provide support to the town and parish councils in the Wetherby and Harewood wards. The specific objective of the localism project is to get up-and-running two Neighbourhood Plans in the locality and thus provide a template for remaining Town and Parish Councils to follow. Specifically it was mooted in the Localism Project Plan that there should be a Neighbourhood Plan established in Harewood Ward (involving Barwick-in-Elmet and Scholes Parish Council) and one in Wetherby Ward (involving Boston Spa/Bramham/Clifford Parish/Thorp Arch and Walton Parish Councils – this being a joint planning venture). The full detail of how this would be delivered was set out in the Localism Project Plan endorsed by the North East Outer Area Committee on 19 September 2011.
- 3.1.3 Since the last update in July 2012, a second Neighbourhood Planning Project Board has now been established involving Aberford and District, Bardsey-cum-Rigton, Collingham-with-Linton, East Keswick, Harewood, Scarcroft, Shadwell and Thorner Parish Councils and also Wetherby Town Council. This board has now held its inaugural meeting.
- 3.1.4 At the time of writing nine Town and Parish Councils from the Outer North East area have officially had their neighbourhood planning areas designated, with three more to follow in the near future. Further information is available on the council's website - <http://www.leeds.gov.uk/council/pages/neighbourhood-planning.aspx>
- 3.1.5 The second key plank of the localism project was help secure additional funding for Town & Parish Councils and community groups to use on projects that will benefit the local community. Since the last update in July 2012, a further sum of funding has been secured from Grantscape to help towards the relocation of Radio Tempo to the Wetherby One Stop Centre.
- 3.1.6 The third strand of the localism project was to ensure that the Town and Parish Councils in both Harewood and Wetherby Wards have suitable levels of information, guidance and support to take advantage of the localism agenda as and when the relevant legislation comes on-stream. Since the last update in July 2012, 31 meetings have taken place involving; the areas 15 Town and Parish Councils (including the Harewood and Wetherby Town and Parish Council Forum); Ward Members; various neighbourhood plan steering groups.

- 3.1.7 The Localism Officer now sits on Leeds City Council's strategic Neighbourhood Plan steering group and has been involved in two city-wide seminars held on neighbourhood planning. He continues to meet fortnightly with the officers who are the Leeds City Council's designated neighbourhood planning leads.
- 3.1.8 The Localism Officer organised a meeting on the emerging site allocations process in September and is subsequently to meet with all the Outer North East areas Town and Parish Councils to ascertain their initial views on both SHLAA<sup>1</sup> and non-SHLAA sites.

## **3.2 Moor Allerton Partnership**

- 3.2.1 The focus of the Partnership is currently on mental health services, employment and benefit advice, and improving communication and information sharing between the partners.
- 3.2.2 A directory has been produced and circulated which provides information on the services available in Moor Allerton. This has been produced to enable service providers to signpost people to the support they need. The directory has been well received, and will be updated regularly.
- 3.2.3 Moor Allerton Partnership hosted a Health and Money awareness day at Moor Allerton Library on Friday 28th September. On offer was advice from Job Centre Plus, Trading Standards, CAB, the Council's Sports Service, MAECare, East North East Homes and the NHS. Manicures and face painting were provided by Northcall. Overall about 40 people attended the event, and for some it was a first visit to Moor Allerton Library.
- 3.2.4 Leeds has pledged to be a dementia friendly city, and MAECare are taking the lead on making Moor Allerton a dementia friendly community. They are working with local residents, Alwoodley Parish Council, local community and voluntary organisations and local businesses to raise awareness about the issues faced by people with dementia.
- 3.2.5 MAECare have been awarded Big Lottery Funding of £206,594 to deliver a 5 year Mind and Body project, to maintain and improve the physical and mental health of older people. The grant will fund a 30 hour post and will offer service users opportunities to participate in a wide and varied range of activities, depending on their interests and will also enhance the capacity of the community to support people with mental health problems by training volunteers and developing support and self help groups.
- 3.2.6 The mental health promotion work of Northcall and MAECare will be complimented by a Changing Minds course for people experiencing mental health problems which will be delivered by the East North East Health Improvement officer who has recently undergone the training to be able to deliver the course.
- 3.2.7 The Area Committee has funded the following projects which support this priority:

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<sup>1</sup> Strategic Housing Land Availability Assessment

- MAECare Promoting Partnerships £1423
- Northcall Northcall activities £13000

### **3.3 Crime, anti-social behaviour and environment**

- 3.3.1 Tasking meetings take place every six weeks, and provide an opportunity for agencies to share information and problem solve crime, anti-social behaviour and environmental issues.
- 3.3.2 In July the Police Inspector for Roundhay, Alwoodley, Moortown Neighbourhood Policing Team made a guest appearance on [BBC Crimewatch Roadshow](#) to talk about Operation Bobby - tackling anti-social behaviour at Cramner Bank Shopping Parade. Covert cameras have been installed and police officers have been working alongside those using the shops as well as local business leaders, to ensure that high visibility police patrols are taking place across the area during times when problems have occurred. Since Operation Bobby began incidents of anti-social behaviour have continued to fall.
- 3.3.2 The Area Committee environmental sub-group oversees the strategic direction for the improvement of service delivery and the quality of the environment for Alwoodley, Harewood and Wetherby wards. The group has one councillor per ward and is chaired by Cllr Wilkinson. The sub-group has met three times so far this year, it offers a forum for discussing the Environment Service Level Agreement and how activity is reported to the area committee. The grounds maintenance contractors attend so any issues relating to the contract can be resolved, and the group has also highlighted some derelict buildings in the area which require attention.
- 3.3.3 The Area Committee has funded the following projects which support this priority:
- Purchase of large logs to restrict access to two areas of land on Great North Road between Aberford and Micklefield which are frequently used by travellers and have also been fly tipped extensively. £200.
  - A contribution towards the cost of retaining 2 off road motorcycles within the North East Police division for 12 months. The aims of this service are to reduce complaints of anti social behaviour relating to nuisance motorbikes and noise, increase public confidence and contribute towards increased safety in green spaces and public places. £170.
  - Purchase of trembler alarms, which detect sudden movements or vibration, for victims of burglary in the Roundhay, Alwoodley Moortown neighbourhood Policing team area. £487.50.

### **3.4 Community Events and Activities**

- 3.4.1 The Area Committee has delegated responsibility for Treetops Community Centre in Alwoodley Ward and Barleyfields Community Centre in Wetherby Ward.
- 3.4.2 Open House Community Centre has been directly managed for the past year, whilst efforts were made to find a new organisation to take it on. Unfortunately, these

efforts have not come to fruition and the building has been handed back to the Council's Commercial Asset Management team to be re-let. The contents of Open House, left by the Moor Allerton Community Association when they handed the building back to the council in 2011, have been distributed to local organisations, with priority given to organisations within the Moor Allerton area.

3.4.3 Aberford and District Parish Council have been awarded £39,000 from Grantscape towards a project to turn some redundant tennis courts and adjacent grassed area into a community park that can be enjoyed by all.

3.4.4 The Area Committee has funded the following projects which support this priority:

- Volunteer keyholder expenses for Treetops Community Centre - £1500;
- External works to improve access to Treetops Community Centre - £1980;
- Costs to keep Open House Community Centre Open whilst it was directly managed by the council - £4000;
- Internal refurbishment of Shadwell Recreation Centre - £2000;
- Wetherby bonfire and Christmas lights - £4000;
- Refurbishment of Jubilee Field, Aberford - £7000;
- Small grants - £1500

### **3.5 Children and Young People**

3.5.1 24 young people attended a community fun day organised by the youth service at Moortown Methodist Church on 30 July.

3.5.2 MAECare are working in partnership with local schools in Alwoodley to provide volunteers who spend once a week or fortnight in a school listening to children read or helping them to develop skills such as knitting or needlework.

3.5.3 Northcall continue to provide a range of activities for children and families which are well attended.

3.5.4 The Alwoodley Activities Fund supported a number of trips and projects over the summer break:

- 37 children attended Northcall's playscheme over 9 days;
- The council's youth service held two days for pupils from Allerton High and Cardinal Heenan to visit Herd Farm and undertake outdoor activities. They also held a trip to Blackpool, and a tank driving and paint balling fun day.
- Targeted pupils from St.Paul's Primary School and Highfield Primary attended activities such as swimming lessons and Leeds Climbing Wall over the summer period.
- Artforms Summer Music Camp was attended by 4 targeted pupils from the cluster.
- 48 children and 28 parents attended a family trip to Filey
- 28 children and 16 parent/carers attended a family Trip to Temple Newsam;

- 60 children attended a Sports Camp at Brodetsky and 59 attended a Sports Camp at St. Paul's Primary Schools which took place over 3 weeks of the summer holidays.

3.5.5 The EPOSS summer activity programme had 988 children attending activities. For the first time some external providers were providing activities on behalf of EPOSS. Parents paid the provider directly, with EPOSS providing funding for targeted children and young people. Drama was a new addition and was very successful. Synchronised swimming was introduced and proved so successful that a synchronised swimming club has been set up at Wetherby Pool.

3.5.6 The Boston Spa Youth group ran through the summer and the Tuesday night session is now attended by about 30 young people, including pupils from St Johns Catholic School for the Deaf. St Johns send staff to help with the sessions. There is also a Friday night session which has also attracted new members.

3.5.7 The Area Committee has funded the following projects which support this priority:

- Funding to cover the Ofcom Licence, PPL<sup>2</sup> Music Licence and IRN<sup>3</sup> Licence for Barleyfield Radio Project which has been actively assisting young people with their media studies every Thursday evening - £1000;
- Funding for Aberford School play area so that it can be opened up for the wider community to use. - £1000;
- Funding for Boston Spa Youth Club - £800;

### 3.6 Business Plan Priorities 2013/14

3.6.1 The priorities are prepared in consultation with ward members, officers from the council and partner agencies, local residents and voluntary and community groups. A number of opportunities are available for gathering information to inform the business plan priorities:

**EPOSS and Alwoodley school and extended services clusters** - the priorities for action in their area of benefit are reflected in the Area committee priorities. In addition to school staff, membership of the cluster leadership groups also includes representatives from Leeds City Council, West Yorkshire Police and the voluntary sector.

**Tasking meetings** take place 6 weekly for the two Neighbourhood Policing Teams covering this area – Harewood and Wetherby and Roundhay, Alwoodley, Moortown. They are attended by representatives from the council, West Yorkshire Police, East North East Leeds Homes and Aire Valley Homes. Those officers attending work closely with the local communities they serve and have a good knowledge and understanding of the area and its issues.

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<sup>2</sup> Phonographic Performance Limited

<sup>3</sup> Independent Radio News

**West Yorkshire Police run PACT** meetings (police and communities together) which offer the public the opportunity to raise issues of concern with their neighbourhood policing team. In the Harewood and Wetherby NPT area, these are run in conjunction with Town and Parish Council meetings;

**Meetings with ward members** take place on a regular basis which offer the opportunity to discuss issues concerning local communities; Depending on the issues being discussed these meetings may involve officers from the council, partner agencies, and representatives from the community.

**Town and parish council forum meetings** are held four times per year to enable Town and Parish Councillors to come together to discuss mutual issues of concern and interest. The parishes undertake their own local consultation and most are currently engaged in developing Neighbourhood Development Plans.

**Moor Allerton Partnership** includes representatives of organisations and agencies working in the Moor Allerton priority neighbourhood, including Leeds City Council, West Yorkshire Police, East North East Leeds Homes, Groundwork, Northcall, Open House, MAECare, and Leeds Jewish Housing Association. An action plan has been developed for MAP which includes practical actions for the neighbourhoods within MAP which are being delivered through partnership working.

- 3.6.2 The priorities will be refreshed and presented to the February 2013 area committee for consideration with the final version being approved at the March 2013 area committee.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.2 The Area Committee's Engagement Plan is now included as part of the Area Business Plan.

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

- 4.2.1 Consideration is given to the equality impact of projects to deliver the business plan priorities through light touch equality impact assessments and the completion of project planning documentation.
- 4.2.2 Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

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

- 4.3.1 Corporately the Area Support Team is required to have a performance management framework in place for the Area Committees. This Area Committee Performance Framework is the primary method of capturing performance information for Area Committees.

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

#### **4.4 Resources and value for money**

4.4.1 The Well-Being Fund is used to finance projects which support the Area Business Plan priorities. The Area Support Team work with Council services, partner agencies and local communities to take a strategic approach to Well-Being Fund expenditure to ensure best use of this funding.

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

4.5.1 In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

4.5.2 There are no legal implications relating to this report.

#### **4.6 Risk Management**

4.6.1 Not applicable under this section.

### **5 Conclusions**

5.1 The Area Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for the spend of the Wellbeing Budget. This report provides highlights of key activities since July and shows how the wellbeing budget has been used to support projects.

### **6 Recommendations**

6.1 The area committee is asked to note the contents of the report and approve the arrangements for preparation of the business plan priorities for 2013/14.

### **7 Background documents<sup>4</sup>**

7.1 Area Committee Roles and Functions June 2011

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<sup>4</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.



**Report of East North East Area Leader**

**Report to Outer North East Area Committee**

**Date: 22 October 2012**

**Subject: Children's Services update**

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

## Summary of main issues

1. The Outer North East Area Committee received an update report from Children's Services at its meeting on 10<sup>th</sup> September. Concerns were raised by the area committee that this report did not include any detail on independent children's homes. The Area Committee was made aware of the Scrutiny Board (Children and Families) report on Independent Children's Homes and it was resolved that this report should be submitted to the next meeting of the Outer North East Area Committee. The Director of Children's Services was also asked to provide a response to the concerns raised by the Area Committee concerning funding arrangements for clusters. This report includes the Scrutiny Board report, and a briefing note on funding arrangements.

## Recommendations

2. Members are asked to note the content of the briefing note on cluster funding and the Scrutiny Board (Children and Families) report on Independent Children's homes.

### 1 Purpose of this report

- 1.1 The purpose of this report is to provide a response to the queries raised at the Outer North East Area Committee on 10<sup>th</sup> September concerning two issues – independent children's homes, and cluster funding.

## **2 Background information**

- 2.1 The Area Committee receives an Update Report from Children's Services twice a year in September and March. This provides the area committee with an opportunity for discussion on key issues concerning children and young people.

## **3 Main issues**

- 3.1 At the September area committee two issues were raised.
- 3.2 Firstly, concerns were raised that where no detail was regarding Independent Children's homes in the Children's Services update report. The Chief Officer presenting the report informed the meeting that this information would be included in the next update report. The Area Committee was also made aware of a detailed report considered at the Scrutiny Board on 23 August 2012 on Independent Children's Homes.
- 3.3 The Area Committee resolved that a copy of the Scrutiny Board (Children and Families) report on Independent Children's homes be submitted to the next meeting in October for discussion. This is attached as Appendix A to this report.
- 3.4 Secondly concerns were expressed regarding funding arrangements for clusters.
- 3.5 The Area Committee resolved that the Director of Children's Services should provide a response on the funding arrangements for clusters to the October area committee meeting. This is attached as Appendix B to this report.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Not applicable to this report.

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

- 4.2.1 There are no equality and diversity issues in relation to this report.

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

- 4.3.1 The inclusion of this item is in accordance with the Council's Constitution, Part 4, Area Committee Procedure Rules.

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

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

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

- 4.5.1 There are no legal implications or access to information issues. This report is not subject to call in.

## **4.6 Risk Management**

4.6.1 There are no risk management issues relating to this report.

## **5 Conclusions**

5.1 The Area Committee is being provided with a copy of the Scrutiny Board (Children and Families) report on Independent Children's homes and a briefing note on cluster funding arrangements in accordance with the resolution at the September area committee.

## **6 Recommendations**

6.1 Members are asked to note the content of the briefing note on cluster funding and the Scrutiny Board (Children and Families) report on Independent Children's homes.

## **7 Background documents**

7.1 Minutes of the Outer North East Area Committee, September 10<sup>th</sup> 2012.

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**Report of Director of Children's Services**

**Report to Scrutiny Board (Children and Families)**

**Date: 23<sup>rd</sup> of August 2012**

**Subject: Scrutiny Inquiry into Private Care Homes (Children and Young People)**

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

**1 Purpose of this report**

1.1 This report provides written evidence to the Scrutiny Board (Children and Families) enquiry in relation to this Inquiry into Private and Independent Care Homes for children.

**2 Background information**

2.1 A private or independent care home can be defined as one that is not owned or managed by a local authority.

2.2 There is no legal requirement for a person planning to open a small private or independent home to inform the local authority of their plans or to consult with local residents or elected members. This has led some authorities experiencing large numbers of small private or independent homes being opened in their area, with a significant impact on the local community and resources.

2.3 Following a number of recent cases, most notably in Rochdale, the Government has expressed concern about both the number of private or independent homes in some local authorities and children living in private or independent homes some distance from their home authority. In a press release on Tuesday 3<sup>rd</sup> July 'Urgent Reforms to protect Children in residential care homes from Sexual exploitation and to overhaul the wider system', the government expressed their intention to instruct Ofsted to share information with the police and other relevant parties on the location of Children's homes. It is expected that further regulation and guidance will follow.

### **3 Main issues**

- 3.1 All Children's homes, whether local authority, private or independent must register with Ofsted. Registration criteria are included as Appendix 1. Ofsted are responsible for ensuring that a children's home meet all regulatory requirements under The Children Act 1989 Guidance and Regulations Volume 5: Children's homes and the national minimum standards for children's homes.
- 3.2 Ofsted also undertake a full (Key) inspection of a Children's Home and a progress inspection every year. There is an inspection framework for children's homes with quality of care and outcomes for children at the centre. The outcome of every inspection is published on the Ofsted website.
- 3.3 Should an individual or agency have concerns about the management of a children's home they should contact Ofsted.
- 3.4 Planning regulations in relation to residential provision for both adults and children were simplified to make it easier for small group homes to be opened as part of the move away from large residential institutions. In practice this means that where an existing residential dwelling that accommodates less than 6 residents (staff and children) is used for a children's home planning permission is not required.
- 3.5 As planning permission is not required for most homes, community consultation is also not required. However, good practice would be to inform and consult with local residents and the community to ensure that the location is suitable and ensure local support.
- 3.6 Similarly, as planning permission is not required anyone opening a small children's home does not have to inform the host local authority of their plans and the local authority has no right to refuse a children's home in their area (other than the rare occurrences where planning permission is required).
- 3.7 The relaxation of planning regulations has led to some local authorities experiencing large numbers of children's homes being opened in their area. This has caused concern to elected members in these local authorities and the issue was the subject of a parliamentary debate on the 1<sup>st</sup> of February 2010 [<http://www.publications.parliament.uk/pa/cm200910/cmhansrd/cm100201/debtext/100201-0024.htm>]. This debate suggested that it may be possible to interpret planning regulations differently, so that planning permission was required. Children's Services are discussing these possibilities with colleagues in Planning. However, it is important that any potential reinterpretation is considered very carefully as it will have implications beyond children's homes.
- 3.8 Where a local authority decides to place a child in a private or independent children's home they remain responsible for safeguarding and promoting the child's welfare and for ensuring that the placement continues to meet the child's needs. All looked after children must receive regular statutory visits from their social worker, during which the child should be seen and spoken to alone and their accommodation inspected. In addition the care plans for every looked after child is subject to external scrutiny by an Independent Reviewing Officer at least

every six months to ensure that it is appropriate to their needs. This will include whether the placement is appropriate and is offering a satisfactory standard of care.

- 3.9 In addition where a local authority places a looked after child in a private or independent home (or with a foster or kinship carer) outside of their local authority they must inform the host local authority. We have recently strengthened our arrangements in Leeds so that we write to local authorities to check information we have received and to ensure that it is up to date and accurate. Where a child from Leeds is placed in another local authority in addition to informing the local authority on placement we also provide an annual update.
- 3.10 Where safeguarding concerns arise in relation to a child placed in a private or independent children's home it is the responsibility of the local authority in which the children's home is located to investigate these concerns.
- 3.11 Ofsted have recently provided local authorities with a list of all children's homes in their area. The information provided is limited but in practice Children's Services were aware of the homes. There are currently ten private or independent homes in Leeds and Children's Services works hard to established positive relationships with providers. As part of the Child Friendly City Initiative Children's Services are looking to develop a residential children's home charter that all homes in Leeds will be invited to sign up to.
- 3.12 Children's Services has used eight of the ten homes but before placing a child in addition to reviewing the inspection reports from Ofsted, Children's Services will visit the home to assess its suitability and has developed considerable knowledge of local resources.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 Where we are aware of private or independent children's homes in Leeds, Children's Services makes every effort to consultant and engage with them. All looked after children from Leeds placed in a private or independent children's home are consulted with and involved in developing and reviewing the plan for their care.

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

- 4.2.1 The Equality Improvement Priorities 2011 to 2015 have been developed to ensure our legal duties are met under the Equality Act 2010. The priorities will help the council to achieve its ambition to be the best city in the UK and ensure that as a city work takes place to reduce disadvantage, discrimination and inequalities of opportunity.
- 4.2.2 Equality and diversity has been considered in completing this report and where an issue has been identified it has been highlighted in this evidence.

4.2.3 This inquiry will assist in achieving outcomes and priorities as defined in the Children and Young Peoples Plan 2011-15 and the Child Friendly City Priority Plan.

#### **4.3 Resources and value for money**

4.3.1 There are no resource or value for money implications relating to this report

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

4.4.1 None

#### **4.5 Risk Management**

4.5.1 None

### **5 Conclusions**

5.6 There is no legal requirement for a person planning to open a small private or independent home to inform the local authority of their plans or to consult with local residents or elected members.

5.7 Children's Services are in discussions with the planning department about the local interpretation of planning regulations.

5.8 Ofsted are responsible for the regulation and inspection of all children's homes.

5.9 There are robust arrangements in place in Leeds for children from Leeds who are placed in a private or independent home.

### **6 Recommendations**

6.1 The Scrutiny Board (Children and Families) are invited to note the contents of this report.

### **7 Background documents<sup>1</sup>**

7.1 <http://www.publications.parliament.uk/pa/cm200910/cmhansrd/cm100201/debtext/100201-0024.htm>

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<sup>1</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.



## Appendix 1

### Registration with Ofsted

Children's home providers and managers must meet a range of legal requirements; this includes a requirement to register with Ofsted. Ofsted expects providers and managers to show how they have taken account of the national minimum standards for children's homes and The Children Act 1989 Guidance and Regulations Volume 5: Children's Homes.

### What is a children's home?

1. The Care Standards Act 2000 says that 'an establishment is a children's home...if it provides care and accommodation wholly or mainly for children'.
2. The law also says that children are people who are aged under 18 years. A children's home must mainly care for children. This means that most or all of the people who live or stay there must be children. Young people who are aged 18 and over may live or stay there, but they must be in a minority.
3. Children's homes are diverse. Examples include:
  - n homes for children who are looked after by a local authority either as a short-term measure or more long term
  - n homes for disabled children and young people, including those with physical and learning disabilities
  - n homes for children and young people who have emotional and/or behavioural difficulties
  - n homes for children and young people who have a mental health condition
  - n homes that provide short breaks
  - n residential schools that provide accommodation for pupils for more than 295 days each year, including specialist and mainstream schools (a school must register as a children's home if, within any two-year period, one child or more who boards at the school, or in lodgings arranged by the school, stays for more than 295 days over any 12-month period within that two years; this also applies if the school intends to offer such an arrangement)
  - n establishments that provide holidays, leisure, sporting, cultural or educational activities wholly or mainly for disabled children, even where each individual child stays there for less than 28 days in any 12-month period.
4. Independent schools and residential special schools registered as children's homes have one registration with Ofsted as a children's home and one registration with the Department for Education as a school. When a new school intends to provide

accommodation for more than 295 days, inspectors try and carry out the two registration visits at the same time.

5. The law sets out some types of accommodation that are not children's homes and do not have to register with Ofsted. These include:
  - n a place where children live with their parents, relatives or foster carers
  - n bail or probation hostels
  - n hospitals or clinics
  - n schools, unless children live there for more than 295 days a year
  - n young offender institutions and secure training centres
  - n places where children live while on holiday or taking part in leisure, sporting, cultural or educational activities where each individual child stays there for less than 28 days in any 12-month period<sup>2</sup>
  - n places where young people of 16 or 17 live while undergoing training or apprenticeships, while on holiday or taking part in leisure, sporting, cultural or educational activities.<sup>3</sup>

## Registration

6. Any establishment that can be defined as a children's home must register with Ofsted before it can open. It is an offence to run a children's home without registration. This helps to prevent unsuitable people from owning, operating, managing or working within children's homes.
7. A person, partnership or organisation that wishes to open a children's home must demonstrate how they meet a number of legal requirements and minimum standards for children's homes. They must also take account of *The Children Act 1989 Guidance and Regulations Volume 5: Children's Homes* issued by the Department of Education.
8. In summary, a children's home must have:
  - n a registered provider and, where the provider is a partnership or an organisation such as a company or local authority, a person known as a 'responsible individual' who represents the partnership or organisation to Ofsted
  - n a registered manager
  - n a statement of purpose that sets out the overall aims of the children's home and the objectives for children who live there – the law sets out the information that the statement must contain in regulations.

- n a children's guide, which is a summary of the statement of purpose, the complaints procedure and contains the address and telephone number of Ofsted in a form that is appropriate to the age, understanding and communication needs of the children.
  - n a number of policies and procedures – these are set out The Children's Homes Regulations 2001 and 2010 amendments.
9. Each children's home must hold a separate registration. Occasionally a children's home may have a 'satellite' home. This is normally where buildings occupy the same site or are next to one another

### **Inspection**

10. Ofsted inspects every children's home once within the first seven months of it being registered. Every financial year Ofsted carries out a minimum of one full inspection and one interim inspection of every children's home. This frequency of inspections is set in regulation.
11. At inspection, inspectors will evaluate the outcomes for children. The evaluation schedule and the judgements made on inspection are underpinned by the regulations and the national minimum standards and are intended to test compliance and support improvement.

### **Complaints and concerns about providers**

12. If individuals or organisations have concerns about the operation of a children's home they may complain to Ofsted. When considering complaints, Ofsted does not act as a complaint adjudicator. The organisation does not decide if complaints are upheld, partially upheld or are unsubstantiated. Instead Ofsted investigate concerns to make sure that the provider continues to meet regulations and to take account of the associated national minimum standards, and remains suitable for registration. Where providers and/or managers do not, Ofsted may take enforcement action as described in the 'Compliance and enforcement' section below.

### **Compliance and enforcement**

13. Children's home providers and managers must comply with the requirements of the regulations and take account of the national minimum standards for children's homes and statutory guidance for children's homes.
14. Ofsted investigates all instances that suggest a children's home does not meet its legal obligations. Where they find non-compliance they take action to ensure children's safety and compliance with the law. The action taken is based on an 'escalating tariff'. Put simply this means that we begin with the minimum possible measures to bring about compliance. In most cases we achieve this by simply telling providers and/or managers in writing what they need to do to put things right: these requirements are called 'statutory requirements'. Where providers and or managers cannot or will not improve, a range of powers are used including restricting admissions to a home, issuing a compliance notice, cancelling a provider's registration or prosecuting an offence.



"All proposals for new buildings for children's homes will require planning permission. Frequently, however, the proposal is to use an existing residential dwelling house for the purpose. In such instances it will be necessary to determine whether a change of use of the building, requiring planning permission, is involved. This requires a judgement, having regard to the provisions of the latest government advice and guidance and any relevant case law. The Use Classes Circular updated in March 2005, clarifies that proposals for small care homes should be assessed/determined as a class C2, 'Residential Institutions', use class, distinct from the Class C3 'Dwelling Houses' class. Accordingly, in most cases, planning permission will be required for the change of use".

This will be welcomed by all my constituents. I congratulate Stockport council on issuing this new planning advice.

However, the problem is not just a Stockport problem. It is a national issue. Last week I tabled a parliamentary question asking how many planning applications for children's homes under C2 had been submitted, granted and refused in each local authority in England and Wales in the past five years, but I was told that this information was not held centrally. This makes it very difficult to establish the extent of the problem.

It is right that, in the interests of the welfare of the young people placed as well as the wider community, the suitability of the location be considered. That can be done only through a planning application and the process of consideration of that application. My right

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hon. Friend the Secretary of State for Children, Schools and Families said last week that the Government response on the draft national minimum standard is due in June. If standard 23 is accepted, the presumption that all applications for children's homes will have been through a thorough planning application will have implications for the current interpretation that children's homes are C3 use and no planning approval is required to open one.

I agree that the use classes order must strike a balance between the categories that are too broad, which leave local planning authorities with too little control of changes, and the categories that are too narrow, which increase the number of planning applications. I understand that tension, but, if planning authorities try to deal with the difficulties of community opposition to a children's home by simply not introducing a planning process, local people's hostility to children's homes will continue.

Although avoiding a planning process may be less difficult in the short term, it will not be easier in the long term if children's homes turn out to be in unsuitable locations, because the residents will blame the local council for failing to consider their interests. The best way of getting community support for children's homes is to ensure that there is a proper planning process, and that local residents' comments are taken into account and reflected in planning conditions. The wider community would then feel that it had some influence and control over the process, because it clearly does not have any at the moment. A proper planning process would also mean that any failure to comply with planning conditions could be reported to Ofsted, which would take that into account in its inspection of the home. That would help raise standards.

There should be a proper planning process for children's homes. A Greater Manchester police analysis showed that 81 per cent. of children missing from home in Stockport are missing from children's homes, compared with a conurbation average of 65 per cent. of children running away having gone missing from children's homes.

**Helen Southworth (Warrington, South) (Lab):** I congratulate my hon. Friend on securing this important debate and recognise her contribution to the Government's support for children who either go missing or run away from care or from home. Would planning approval for a change of use provide police forces with the information that they need on the number and location of children's homes in their area? A senior police officer told me last week that he had not been able to obtain from the registration authority the information on the location and number of children's homes in his police force area, and that he had had to resort to checking the Yellow Pages and other advertising media in order to identify their location. Would my hon. Friend's proposals have any wider benefits than those that she has already identified by virtue of their helping those authorities that needed to work together?

**Ann Coffey:** I thank my hon. Friend for that intervention. She is absolutely right: it is very important that the inspection of children's homes take into account the widest possible range of comments from the local agencies that are involved with the children from the home in question. A proper planning process would enable the police and other local agencies to comment on what

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was happening in that neighbourhood and provide better details to inform the planning decision on whether the location was appropriate for a home. Furthermore, the owners of a home would therefore try their very best to ensure that a proper management system was in place, because without one they would break their planning conditions, and that in turn would affect their registration. That process would be important in raising standards.

Our local authority has a larger number of children missing from home, compared with the conurbation average of 65 per cent. of children running away having gone missing from children's homes. That reflects the complex difficulties of those young people, the high level of private provision in Stockport and the difficulty that those private homes have in managing such children. It also gives some indication of the pressure on local agencies. I welcome the measures in the Children and Young Persons Act 2008 to restrict out-of-borough placements. That should help, but it will not resolve planning process issues.

Young people in the care system face huge challenges and often come from very dysfunctional families. Children's homes must have proper management systems and provide the high-quality care that is needed to improve the life chances of those young people. The registration process is integral to the establishment of those high standards, and so is the planning process. The Government have consulted on planning responses to HMOs and recognised the problems caused by high concentrations of those homes. However, I urge my hon. Friend the Minister to undertake a similar consultation on the possible planning responses to children's homes, and to remove the current ambiguities of the single household—a singularly unhelpful definition that has had its time. That would also ensure that people, wherever they live, have the protection of planning laws that respond to the challenges of providing high-quality children's homes in appropriate locations. Times have changed since 1987, and the planning laws need to be adapted. I urge my hon. Friend to bring about the necessary changes.

9.24 pm

**The Parliamentary Under-Secretary of State for Communities and Local Government**

**(Mr. Ian Austin):** I thank my hon. Friend the Member for Stockport (Ann Coffey) for securing this important debate on planning and children's homes. She has spoken eloquently of the issues that arise in providing accommodation for looked-after children. It is clear that this matter is of particular concern in Stockport because of the relatively high concentration of such children in that area.

I am very sympathetic to the problems that my hon. Friend has described. While we must address the needs of vulnerable children, we must also assess the needs of the community in which they live. The aim of the Government's policy on looked-after children is to ensure that all children's homes are properly run and situated in locations that take into account the safety and protection not only of the children living there but of the local community. As she said, all children's homes are subject to national minimum standards that are underpinned by regulations governing the running of the home. I understand that she has been active in commenting on the draft national minimum standards that were the subject of recent consultation, and she is to be commended for that.

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The standards call for those running children's homes to prepare and implement a policy that sets out measures of control, restraint and discipline and to show how the home will promote appropriate behaviour. They also require a home and its registered manager to maintain appropriate links with the local community to ensure good relations with neighbours. The regulatory system thereby aims to tackle problems of the sort that my hon. Friend has described by ensuring that children's homes are run in a way that promotes good behaviour and addresses antisocial behaviour when it occurs and maintains links with the host community to foster good relations.

Children's homes must be registered with Ofsted, which is responsible for registering and inspecting care homes. In considering an application for registration, Ofsted will look carefully at the fitness of the applicant and the skills and experience of the proposed manager. Where homes do not meet the required standards, Ofsted has a range of enforcement powers at its disposal. Action needs to be taken against poor homes, in the interests not only of local communities that may be affected but of the children living there. Ofsted has a key role to play in driving up standards through the inspection of children's homes.

Through the Children and Young Persons Act 2008, Ofsted has been given further powers to take action against homes that do not meet standards or regulations. These include new powers such as restricting new admissions to a home. Further provisions will ensure that all local authorities are notified of enforcement action being taken by a home in cases where the chief inspector has brought proceedings or where a notice to cancel registration has been issued. These measures should lead to greater transparency and will improve the information available to local authorities in making decisions about commissioning placements. I would expect any local authority to investigate instances where a children's home has been badly run or is the subject of complaints from the local community.



My hon. Friend has raised the planning aspects of providing accommodation for looked-after children, particularly in relation to concerns about the operation of the Town and Country Planning (Use Classes) Order 1987. The planning system is primarily concerned with the use of land and the effect on amenity of any alteration or changes to the use of land. It may be helpful if I explain briefly how the order works. It operates by grouping together into classes land uses that have similar amenity impacts. The order allows changes between certain land uses where the amenity impacts of such would be minimal, without the need for planning permission. In most cases, the permissible change of use is within the same class, but there are cases where movement between classes is permitted. For example, premises currently used as a restaurant-class A3-could be converted to a shop, which would be class A1, without the need to seek planning permission, because the impact of a shop on the surrounding area would be likely to be the same or less than that of a restaurant.

The order is intended to be a deregulatory mechanism that allows changes of use with minimal impact in terms of land use and amenity. This removes the need

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for the time and expense of making a planning application and allows local authorities to concentrate their planning resources where they are most needed. However, it is for local planning authorities to decide on a case-by-case basis which class a particular use falls into. When a change of use occurs, the local planning authority must consider whether a material change has occurred that would require planning permission. The planning guidance from Stockport council, which my hon. Friend quoted, recognises that. It is an important principle that material change of use is the test for whether planning permission is required.

Under the use classes order, I would expect most children's homes to fall into the same use class as other residential institutions, such as nursing homes or training centres-class C2. It applies when there are more than six occupants, or when the occupants are not considered to be living together as a single household.

However, as my hon. Friend said, it is also possible that some smaller children's homes could fall into the same class as dwelling houses-class C3. That use class provides for dwelling houses used by a single person or a family, but also for small groups of people living together as a single household, including cases where there is an element of care. As she has been advised, there is discretion in the way in which local planning authorities apply that. It is important to retain some discretion to avoid unintended consequences, given the variety of living arrangements that broadly have the same planning impact.

Depending on the particular circumstances, there may be occasions when a house previously occupied by a family could be changed to a children's home, which would take the premises into class C2 and so require planning permission. There could also be instances of such a change resulting in a children's care home that would still be classified as C3 in planning terms. For example, it would be difficult to argue that significantly different planning impacts arise from a family of six living in a house on the one hand, and four or five children with a carer living there on the other.

My hon. Friend has drawn attention to the need to consider carefully the location of a home for looked-after children, in relation to the needs of children and young people and to those of the host community. I absolutely agree that such considerations should be carefully applied, and they can take place in other ways, in addition to the planning system.



For example, the draft standards that my colleagues in the Department for Children, Schools and Families are considering include draft standard 23, which says among other things that

"location is carefully considered at the planning stage for a new home",

and that

"the home is situated in a location which takes into account the safety and protection of children living there and the community."

The importance of that is already stated in the "Children Act 1989 Volume 4: Statutory Guidance on Residential Care". Those provisions are not about blanket planning requirements, but are intended to make providers of children's homes consider the location when setting up a children's home.

For example, particular thought should be given to the suitability of the location for providing an environment helpful to each child's development, by giving access to

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schools, shops and amenities. The standard also lays down that thought should be given at the planning stage to any aspects of design and location which might assist in maintaining a responsible, positive relationship with the neighbourhood.

As my hon. Friend pointed out, the nature of children's homes has changed over the years and I am sure that it will continue to change. It is therefore right that local authorities have the discretion to determine on a case-by-case basis whether a material change of use has occurred basis so that we can achieve a balance between giving local authorities strong powers to shape their local areas and not being unduly burdensome on users of the planning system.

**Helen Southworth:** Will my hon. Friend give particular consideration to the point that I made earlier? It is so important that local authorities and police forces work together to protect vulnerable children. An aspect of that, considering the police of the 24/7 authority, to which missing children are reported, is that they know where children's homes are located in their area and can build up a relationship with them. Will the Minister consider how he can use the levers in his Department to help with that?

**Mr. Austin:** I thank my hon. Friend for raising that important point, which she mentioned earlier. I hope that she accepts that I am not an expert in the way in which the police and local authorities react to those matters. I am surprised, because I would have thought that, if the standards require proper management, it is reasonable to expect what my hon. Friend suggests to happen automatically. I will ask ministerial colleagues

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who are responsible for those matters to contact my hon. Friend and perhaps meet her to discuss them.

**Helen Southworth:** I should also like to mention comments that have been made in the past few weeks on national indicator 71, in which my hon. Friend's Department has a key interest, on support for runaway and missing children. It has been in place since April last year, and the evidence I am getting from local authorities, police forces and charities working with vulnerable children is that it is driving change very effectively. Will he consider how he can support that?

**Mr. Austin:** My hon. Friend is an acknowledged expert on such issues and probably knows more than any other hon. Member about how those things work. I would be happy to look at the details and perhaps to arrange for her to meet officials in my Department so that she can provide evidence as to how those measures are working on the ground.

**Ann Coffey:** Will the Minister and some of his officials meet me to explore further how the planning responses to the HMO document might impinge on the planning applications for children's homes, particularly as they are clear that the single household definition is unhelpful? As he knows, the definition also applies to whether a children's home application is determined as C2 or C3 use. It would be helpful if I had the opportunity to discuss the matter further with him.

**Mr. Austin:** I would be very happy to meet my hon. Friend to discuss this matter and also to ensure that she can have proper discussions with officials.

*Question put and agreed to.*

**9.36 pm**

*House adjourned.*

<b>Date:</b>	28/09/2012
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<b>Subject:</b>	In response to the request from the Outer North East area committee, please find a note to explain the current formula arrangements.
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### Cluster Funding 2011/12 and 2012/13

- The funding allocated to clusters from the Dedicated Schools Grant (£5.2m which is 1.03% of the total dedicated schools grant), an average of £51 per pupil, is the same cash value as in 2010/11. The funding attached to clusters was previously paid to the Local Authority as a separate grant up until 2011/12.
- The previous grants were allocated to Local Authorities with a brief that much of the funding should be targeted. The formula is a simple continuation of the formula used to distribute the previous grants, and is based on 23% of the funding being allocated on a lump sum and amount per pupil, and 77% being based on more targeted methods. The allocation to each cluster is therefore the same as under the previous grant requirement.
- The formula used to allocate the funding to clusters is based on the pupil numbers and their attributes attending each school. Allocations therefore reflect the needs of pupils attending each school, and not the location of the school itself. Other than the lump sum for each school, the funding received by each cluster is based on the needs of the pupils attending schools within the cluster. The funding allocated per pupil on the formula is related to where the pupil lives, this funding then follows the pupil to the cluster where they go to school.
- Allocations per pupil between clusters ranges from £26 to £88, reflecting the range of relative deprivation, e.g. the free school meal eligibility rates range from 6.4% to 42.8% of pupils between clusters.
- The Formula is based on the latest data drawn from PLASC at January 2012, or as used in the main school funding formula for 2012/13.
- The £5.2m is all allocated out to clusters, other than an amount of £50,000 that has been centrally retained in order to pay for any cases of maternity amongst staff employed to work within clusters, as requested by the

Headteacher Forum.

- The Schools Forum was consulted on options in both 2011/12 and 2012/13 to reduce the proportion of funding allocated on targeted needs, and increasing the proportion based purely on pupil numbers, but has expressed a view that the funding should remain targeted as under the previous grant.

### **Cluster Funding 2013/14 onwards**

In respect of the funding arrangements for 2013-14 onwards, the Local Authority has a continuing commitment to clusters and their funding but the Schools Forum has only agreed that the funding may be held centrally and devolved to clusters as a contribution to combined budgets in 2012/13, with a review to take place this year. The views of all schools is currently being obtained as to whether funding should continue to be held centrally and devolved to clusters for the next three years, or whether the funding should be delegated to individual schools and therefore the decision as to the continuation of cluster funding left to individual schools. The results of this will be reported to the Schools Forum on 18<sup>th</sup> October where a vote will be taken as to whether the funding remains from the end of this financial year.

Schools Forum will also be consulted on the formula for the devolution of funding to clusters, if the decision is to remove the continuing commitment to the funding of clusters, the forum will also give a view about the delegation of funding to individual schools.

Any decision to delegate funding is binding on the Local Authority, but the view of the Schools Forum on the formula is recommended to the Director of Children's Services.

The allocation of resource could be calculated on a per pupil basis, this is an option that we have presented to schools forum each year to consider, however this would remove the targeting of resource to the most deprived areas, Schools Forum have not supported this approach.

### **Strategic approach**

Schools forum have supported the targeting of a proportion of the funding to the clusters where the children attend school receiving additional funding through the formula. Clusters are focusing on building systems to identify those most in need through the top 100 methodology and investing in the right service provision for their area.

The refreshed Children and Young Peoples Plan (CYPP) 2011-2015 is endorsed by the council and re-iterated the importance of developing strong clusters of multi-agency resources across the city that effectively target and direct resources to those most in need and support the readiness of children and young people to learn. The refreshed CYPP articulated the ambitions of the Leeds Education Challenge (LEC) that:

- every child and young person of school age will be in school or in learning
- every school will have an achievable plan to being recognised as a great school
- we will improve achievement for every young person year on year
- every school will benefit from a fully qualified, skilled, committed and well led staff team
- every child will move confidently through their education.

The report on clusters presented to School forum in September described the resource allocation across the clusters from the local authority, with the alignment of social care teams and targeted services. Also there is increasing alignment of early start services with health provision being organised on a cluster level. This approach will continue as we embed early intervention provision across the city, enhancing the cluster arrangements to increase the impact of locality working in improving outcomes for children and young people.

I understand that the resource allocation when analysed per pupil appears to be lower in the O.N.E. area, however, I am confident that the students who live in areas of deprivation and attend school in the O.N.E are funded at a higher level and that this resource follows the student to the cluster.

The local area partner and targeted services leader for the clusters in this area will support the cluster manager in ensuring that there is the right level of provision for the students who require additional support to access and be successful in their learning.

We will feedback to elected members following Schools Forum in mid October on the decision to continue and delegate the funding and also the recommendation on funding formula.

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**Report of** The Assistant Chief Executive (Planning, Policy and Improvement)

**Report to** Outer North East Area Committee

**Date:** 22 October 2012

**Subject:** Area Chairs Forum Minutes

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

### Summary of main issues

1. This report formally notifies members of the decision made by full council that Area Chairs Forum minutes should be considered by Area Committees as a regular agenda item at future Area Committee meetings.
2. The report also includes background information regarding the Area Chairs Forum meetings.

### Recommendations

3. The Outer North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

## **1 Purpose of this report**

- 1.1 The purpose of this report is to formally notify Members that the minutes of Area Chairs Forum meetings will be brought to Area Committee meetings as a regular agenda item, and to give a brief overview of the Area Chairs Forum meetings.

## **2 Background information**

- 2.1 Area Chairs Forum meetings take place on a bi-monthly basis and are chaired by the Deputy Leader of Council and Executive Member for Neighbourhoods, Housing and Regeneration.
- 2.2 Meetings are attended by the ten Chairs of the Area Committees, the Assistant Chief Executive (Planning, Policy & Improvement), the three Area Leaders and the Neighbourhood Services Co-ordinator in Leeds Initiative.
- 2.3 Agenda items focus on issues relating to services delegated to Area Committees, future delegations of services, locality working and any other issues that can be influenced by, or have an impact on, Area Committees.

## **3 Main issues**

- 3.1 Following recommendations by the General Purposes Committee, full council approved on 26<sup>th</sup> May 2011 that minutes of the Area Chairs Forum meetings should be considered by Area Committees, and that this should be a regular agenda item for Area Committee meetings.
- 3.2 Area Chairs Forum minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting.
- 3.3 The scheduled Area Chairs Forum meeting dates for 2011 / 12 are:
  - Friday 17<sup>th</sup> June 2011, 10:00am – 12:00pm
  - Monday 5<sup>th</sup> September 2011, 10:00am – 12:00pm
  - Friday 11<sup>th</sup> November 2011, 9:00am – 11:00am
  - Friday 13<sup>th</sup> January 2012, 10:00am – 12:00pm
  - Friday 2<sup>nd</sup> March 2012, 10:00am – 12:00pm
- 3.4 Attempts will be made to include Area Chairs Forum minutes in papers issued prior to Area Committee meetings, however due to some tight deadlines between meetings, it may be necessary to table the minutes at certain Area Committee meetings.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

- 4.1.1 There has been no need to publicly consult on the inclusion of Area Chairs Forum Minutes on Area Committee Agendas, however the matter has been discussed by the General Purposes Committee.



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

4.2.1 There are no equality and diversity issues in relation to this report.

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

4.3.1 The inclusion of Area Chairs Forum minutes on Area Committee Agendas is a revision to the Area Committee Procedure Rules within the Constitution agreed by full council on 26<sup>th</sup> May 2011.

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

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

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

4.5.1 There are no legal implications or access to information issues. This report is not subject to call in.

## **4.6 Risk Management**

4.6.1 There are no risk management issues relating to this report.

## **5 Conclusions**

5.1 Full Council has approved the recommendations of the General Purposes Committee to include the Area Chairs Forum minutes as a regular item at future Area Committee meetings.

## **6 Recommendations**

6.1 The Outer North East Area Committee is asked to note the contents of the report and to consider the minutes from the Area Chairs Forum meetings at this and future Area Committee Meetings.

## **7 Background documents**

7.1 Minutes of the Full Council Meeting held on 26<sup>th</sup> May 2011

7.2 Council Constitution

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**Area Chairs Forum  
Friday 13<sup>th</sup> July 2012  
Committee Room 3, Civic Hall**

**Attendance:**

Councillors: P. Gruen (Chair), G. Hyde, G. Hussain, G. Wilkinson, A. Gabriel, K. Bruce, J Akhtar, J. Jarosz

Officers: J. Rogers, K. Kudelnitzky, R. Barke, S. Mahmood

Minutes: S. Warbis

Attending for specific items: Steve Carey, Lelir Yeung, Cllr Blake, Cllr Dowson

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1.0</b>	<b>Apologies</b>	
1.1	Cllr A McKenna, Cllr J McKenna, Cllr Wadsworth, Jane Maxwell, Beth Logan	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	The minutes of the previous Area Chairs Forum meeting on 12 <sup>th</sup> March 2012 were agreed as an accurate record.	
2.2	<u>6.13 of previous minutes – Apprenticeships</u> North East outer will be looking at the apprentice option at their meeting in September and if proceeding will be looking to take on someone living in their area. South Inner, while supporting the idea of apprentices have reservations over whether wellbeing money is the most appropriate way to fund posts. South Inner will be revisiting in September but looking at options for the following financial year. Outer West are doubtful they have funding for this year but will be looking at the options for 2012/13. East Inner are looking to directly support a NEET in their area and see this as part of a wider programme for apprentices involving the ALMO. It was clarified that in the option being proposed to Area Committees the apprentice post would be managed by officers in the Area Teams but would gain experience through placements with other partners such as the police. It was re-emphasised that Area Committee involvement in supporting apprentices would show their commitment to the council wide ambitions for apprentices.	
<b>3.0</b>	<b>Area Chairs Forum Terms of Reference</b>	
3.1	Draft terms of reference were brought to the meeting and were adopted by the forum.	
<b>4.0</b>	<b>Update on Presupposing for Welfare Reforms</b>	
4.1	Steve Carey, Chief Revenues and Benefits Officer, attended and brought a report to provide an update on the implementation of the Government's Welfare Reforms and the approach being taken in Leeds to address the issues caused by the reforms.	
4.2	The focus has been on preparing for the reforms at a local level and looking at what we can do as an authority to help those most vulnerable to the impact of the reforms. There has been targeting of advice to people who we know will be affected through mail shots and followed up by visits.	
4.3	The view has been taken to inform people of what the likely impact will be now, although the implications will not take effect for another 8 months in some cases. General information has been displayed in One Stop Centres, GP	

	surgeries, Libraries etc.	
4.4	Voluntary Sector organisations have been briefed on the impact of the reforms and work has also been carried out amongst clusters and head-teachers forum and other organisations that will have contact with vulnerable groups.	
4.5	There will however be groups of people for who it is more difficult to predict the implications of the reforms, and other groups for who it is harder to get information to. There is therefore a need to involve the Area Support Teams and Area Committees to identify these groups and assist in getting advice and information to them.	
4.6	It is anticipated that the introduction of Universal Credit will lead to problems including access to online systems and support, and payments being made in arrears, including those to cover rent. The Department of Work and Pensions (DWP) is looking at providing support in exceptions which may include rent support going straight to landlords in some cases, however in principal the DWP wants people to take responsibility for paying their own rent.	
4.7	Leeds is looking to develop a wrap around service for support tailored to individuals and move away from the rigid prescribed approach taken by the DWP. Executive Board has given approval for a council tax support scheme for certain groups but further consultation is required to establish what other support may be appropriate.	
4.8	The ALMOs in Leeds are also identifying which of their tenants will need support in the transition to Universal Credit payments, and work is also being carried out to assess the councils capacity for online access for Universal Credit claims.	
4.9	There are some concerns about how Jobcentre Plus will be accountable locally for it's provision of benefits support. At the moment there is no process in place.	
4.10	Concerns were raised by Area Chairs over the impact that would be seen in inner city areas and large council estates as rents become less affordable and pressures are put on people to move out of areas into smaller properties / houses of multiple accommodation. Also the issue of tenants being in arrears as benefit payment schedules change, and the move to monthly payments. It was agreed that Third Sector organisations would be vital in providing support and that the council should be promoting services such as credit unions and local support networks.	
4.11	It was pointed out that although the council will have the ability to provide some discretionary housing payments, this would need to be targeted, and it would be impossible to provide support to everybody that needed it. Members of the public would be looking to the council for help and it needs to be made clear that difficulties that occur are not the result of Local Authority policies, and communications on what options are available needs to be clear.	
4.12	LCC and the ALMOs are monitoring the increase in customer contacts regarding Welfare Reforms and the impact that this is having on resources and capacity.	
4.13	Concerns were raised as to how effective information distribution had been so far. There was a feeling that particularly private tenants were not taking in the messages of how they could be affected. It was recognised that mail shots would not always be read and it was pointed out that joint work with the Citizen's Advice Bureau was taking place to raise awareness with their customers, and that commissioning of support services for targeted groups was being looked at.	
4.14	The issue was raised of increased vulnerability of members of the community with mental health problems and particularly those being discharged from	

	hospitals. Steve Carey said that there had been sessions with the NHS but agreed that there could be a focus on providing information to those discharging patients and those providing outreach care.	
4.15	Area Chairs mentioned that local Elected Members are likely to get an influx of individual cases and that they needed to be armed with the information of what support is available and what the options are. Steve Carey mentioned that there is an intention to contact all elected members when the policy on discretionary rent support is finalised to make councillors aware of the policy and the routes for referral. There will also be briefings to the local MPs.	
4.16	There have been constructive sessions with Steve Carey and the Area Leaders to look at how Area Support Teams can provide intelligence on communication strategies, vulnerable groups, third sector partners and other local approaches to supporting people vulnerable to Welfare Reforms.	
4.17	It was agreed that a report is needed for Area Committees on the impact of Welfare Reforms and how Area Support Teams and Area Committees can play their part in helping local people. The report needs to be tailored to the individual circumstances of each Area.	<b>SC/ALs</b>
4.18	CLlr Gruen asked for a report to be considered for Cabinet on Welfare Reforms, detailing the options for support that are available and detailing a communication plan for reaching vulnerable people.	<b>SC</b>
<b>5.0</b>	<b>Review of Area Working – Next Steps</b>	
5.1	James Rogers gave a verbal update on initial progress of the Review of Area Working – Next Steps.	
5.2	The All Party Members groups had met twice, the second meeting having taken place yesterday, and have signed off the project plan outline and the communication plan.	
5.3	Engagement will commence with a number of sessions open to all Elected Members to explore their views of what is currently working and what isn't, what functions they feel are appropriate for Area Committees, how we can improve local engagement etc. Invitations will be sent in the next few days.	
5.4	In September there will be wider consultation with partners, community groups etc. There will also be an examination of finances to look at how budgets are allocated and potential for using section 106 money and capital receipts locally.	
5.5	A community engagement plan will be developed and it was suggested that, regardless of the review, more work should be undertaken to optimise the ongoing engagement of members of the Citizen's Panel within local areas.	<b>ALs</b>
5.6	Geography will be looked at to examine issues relating to boundaries for Area Committees, Parishes, Clusters, Neighbourhood Policing Teams etc. although this is not the emphasis of the review.	
5.7	The delegations and responsibilities of Area Committees will be looked at and it is vital that members views area at the heart of this. There will also be a consideration of local partnership arrangements.	
5.8	The review will look at different models from other parts of the country and will also look to build on and share good practice that is evident in the different areas of Leeds.	
<b>6.0</b>	<b>Equality Improvement Priorities 2011-2015</b>	
6.1	Lelir Yeung, Head of Equalities, attended to present a report on the Equality	

	Improvement Priorities 2011-2015.	
6.2	The Equality Improvement Priorities and revised Equality and Diversity Policy are going through Executive Board and Scrutiny Boards and there is a view to also take them to Area Committees. Lelir Yeung invited comments from Area Chairs on the priorities and how these could be taken into the Areas.	
6.3	Member Champions have been involved in ensuring that the right priorities have been set and part of their role is to update and inform members of their respective parties.	
6.4	It was explained that these are the high level equality priorities linked to the City Priority Plan and that it is necessary to get beneath issues to look at specific areas such as access to employment for specific communities.	
6.5	Reference was made to the underperformance at school of children in ethnic minority groups and the knock on effect that this can have for opportunities in adult life.	
6.6	It was acknowledged that there continue to be some significant issues for the city, which is why plans need to be in place to attempt to get at the root of problems.	
6.7	It was mentioned that the Members Champion group was a good forum to challenge services on what actions are being taken to address problems. Performance measurement has been carried out but there needs to be more appraisal of what has had the most impact and how this can be built on.	
6.8	Cllr Hussain mentioned that he had been involved when the equality unit was set up in the 1980s and had hoped that approaches agreed then would have been embedded within 5 years. It is right that there are city wide plans but it is also important to have area plans that target need at a local level. It is also important to bring in partners to develop plans and to measure what difference is made.	
6.9	It was mentioned that there was a need to have an equality focus locally, and that this was in all likelihood built into the devolved functions already. It was stated all cabinet members should be conversant with the plan and it should be influencing every portfolio.	
6.10	It was agreed that a piece of work needs to be carried out by Lelir Yeung and the Area Leaders to identify how the Equality Improvement Priorities are reflected in localities and how action can be identified and progressed at a local level with member support. It was agreed that Lelir Yeung would work with the Area Leaders to determine how the Equality Improvement Priorities can be made more relevant within local areas.	<b>LY / ALs</b>
<b>7.0</b>	<b>Scrutiny Enquiry Report – Fuel Poverty</b>	
7.1	Kathy Kudelnitzky, Chief Officer Localities and Partnerships, tabled a paper outlining a recommendation from the Scrutiny Board (Safer and Stronger Communities) relating to the establishment of Fuel Poverty Champions for each Area Committee. A draft response was tabled and views were asked from attendees for suggested amendments.	
7.2	It was raised that if Area Committees were to take on new functions there would be a need for Area Committees to operate differently in terms of sub groups and champions and that it was important for any roles to be effective. It was also noted that more roles and functions would add to the workload of Area Committee members.	
7.3	It was mentioned that there was a limited resource with an increasing remit. 10	

	Area Committees, 3 Area Leaders, one Chief Officer. There needed to be shared practice amongst the Area Committees and an efficient model needed to be developed, allowing for the differing needs of each area.	
7.4	It was also mentioned that there needed to be a level of political coordination with better links between the work of Executive Board and Area Committees.	
7.5	Area Leaders referred to the timeliness of the Review of Area Working. Pressures will be put on the Area Support Teams and the Area Committees and there will be a need for services to respond and the organisation to mature to meet the demands.	
7.6	In light of the ongoing review it was agreed that a response for the Scrutiny Board Fuel Poverty report recommendations should be drafted to state that Area Committee Fuel Poverty Champions will be considered in the Review of Area Working along with the wider issue of members roles and links to services and partnerships.	<b>SW</b>
<b>8.0</b>	<b>Youth Service Review Update</b>	
8.1	A discussion took place amongst attendees at the forum meeting prior to the arrival of Cllr Blake who was attending to provide an update on the Youth Service Review.	
8.2	Area Committees have previously expressed that they feel that they can have a beneficial impact on Youth Services in their areas and are keen to be involved in the review of the service and to have more of an influence in the future.	
8.3	Cllr Gabriel mentioned that she had been interviewed by the appointed consultant and her view was that the service would need to become a more targeted and specialised service. It was important to utilise voluntary and community based groups to deliver activities in their area. Area Committees could have a role in influencing this.	
8.4	Cllr Hyde had also been interviewed by the consultant. He felt that there was potential for commissioning to be carried out at three levels: local, intermediate and city wide and that Area Committees could be heavily involved in this. Parameters could be set centrally but Area Committees have insight into the local priorities and should have the ability to influence or commission provision from the youth service and also private and community organisations.	
8.5	Rory Barke had also been interviewed by the consultant and felt that there was scope for the expertise within Youth Services to be used to develop and support local providers.	
8.6	Cllr Blake joined the meeting with Cllr Dowson to provide an update on the Youth Services Review.	
8.7	There is a lot of history to the agenda involving different experiences in different parts of the city. There has been a lack of satisfaction from members over aspects of provision, but specifically around a lack of awareness of intended provision and a lack of information regarding the impact of the service.	
8.8	Many Local Authorities have withdrawn from providing Youth Service provision but this is not the view taken in Leeds. LCC needs to be able to influence approaches for the youth of the city or there is a danger that children will be poorly served in the future.	
8.9	There have been cross party talks about Youth Services issues. There have previously been changes to the formula for allocating resources and this needs to be looked at again in light of the changing population in Leeds.	

8.10	There is a will to devolve resources down to a local level, to clusters and beyond, and there is a will to empower Area Committees and move some commissioning down to a local level. To meet the differing needs in differing areas.	
8.11	A consultant has been brought in with an objective eye and he will be interviewing all of the Area Chairs individually. He will also be collecting local views through interviews in the patches to get a view on past experiences, future aspirations, and how local people can be involved in developing the service.	
8.12	A report will be pulled together which will be subject to further consultation with members and eventually for Executive Board approval. It will be important to acknowledge that all areas are different, with differing dynamics of youths, differing degrees of community infrastructure and differing opinions of how provision should be run, and these views need to be reflected in the report.	
8.13	It was agreed that Ken Morton should be invited to the next Area Chairs Forum meeting to provide an update on the Review of Youth Services and provide feedback on the consultation carried out by the consultant.	<b>SW</b>
<b>9.0</b>	<b>Any Other Business</b>	
9.1	<u>Items for Future Area Chairs Forum Meetings</u> Area Chairs were invited to suggest items for future forum meetings. Items suggested were: <ul style="list-style-type: none"> <li>• Review of Area Working</li> <li>• Update and Overview of Clusters</li> <li>• Third Sector Review</li> <li>• Sharing Good Practice Between Area Committees</li> <li>• Welfare Reform further update</li> </ul>	
9.2	Cllr Gabriel gave her apologies for the next meeting.	
<b>10.0</b>	<b>Date of Next Meeting</b>	
10.1	Tuesday 11 <sup>th</sup> September 2012, 13:00 – 15:00, West Room - Civic Hall	