



NORTH EAST (OUTER) AREA COMMITTEE

**Meeting to be held in the Civic Hall, Leeds on
Monday, 3rd December, 2012 at 5.30 pm**

MEMBERSHIP

Councillors

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

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

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

**Agenda compiled by:
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**East North East Area Leader:
Rory Barke
Tel: 33 67627**

A G E N D A

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

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
5			<p>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</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>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES OF THE PREVIOUS MEETING</p> <p>To confirm as a correct record the minutes of the meeting held on 22nd October 2012 and to formally ratify the decisions taken in minutes 43 and 44 inclusive.</p>	1 - 8

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8			<p>CHILDREN'S SERVICES</p> <p>To consider a report of the East North East Area Leader on outstanding children's services issues raised at the last meeting.</p>	9 - 22
9			<p>EAST NORTH EAST HOMES LEEDS GROUNDS MAINTENANCE REPORT</p> <p>To consider a report of the Head of Partnerships, East North East Homes, Leeds on the East North East Homes Leeds Grounds Maintenance.</p>	23 - 28
10			<p>ENVIRONMENTAL SERVICES - SIX MONTH PERFORMANCE UPDATE ON THE SERVICES LEVEL AGREEMENT</p> <p>To consider a report of the Locality Manager (East North East Area) which provides an half year update on the performance against the Service Level Agreement between Outer North East Area Committee and the East North East Environmental Locality Team</p>	29 - 42
11			<p>WELL-BEING FUND BUDGETS</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>	43 - 52
12			<p>WETHERBY AND HAREWOOD TOWN AND PARISH COUNCIL FORUM</p> <p>To consider a report of the East North East Area Leader providing the Area Committee with the minutes from the meeting of the Wetherby and Harewood Town and Parish Council Forum a held on 18th October 2012.</p>	53 - 60

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13			<p>ENVIRONMENTAL SUB GROUP REPORT</p> <p>To consider a report of the East North East Area Leader on the Environmental Sub Group.</p>	61 - 64
14			<p>AREA CHAIRS FORUM MINUTES</p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) on the Area Chairs Forum minutes held on 11th September 2012.</p>	65 - 72
15			<p>DATE AND TIME OF NEXT MEETING</p> <p>Monday 4th February 2013 at 5.30pm in the Civic Hall, Leeds.</p>	

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Agenda Item 7

NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 22ND OCTOBER, 2012

PRESENT: Councillor G Wilkinson in the Chair

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

32 Chair's Opening Remarks

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

33 Late Item

There were no formal late items of business to consider, however the Chair agreed to accept the following as supplementary information:-

- Well-being fund – Additional Project – Grit bins – refilling existing and purchase of new bins (Agenda Item 10) (Minute 41 refers)

The document was not available at the time of the agenda despatch, but subsequently made available to the public on the Council's website.

34 Apologies for Absence

An apology for absence was received on behalf of Councillor M Robinson.

35 Declaration of Disclosable Pecuniary and Other Interests

The following other significant interest was declared at the meeting:-

- Councillor R Procter in her capacity as managing a team of Under 7 players at Grange Park Sports Club (Agenda Item 10) (Minute 41 refers)

36 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.

37 Minutes of the Previous Meeting

RESOLVED - That the minutes of the meeting held on 10th September 2012 be confirmed as a correct record.

38 **Matters Arising from the Minutes**

a) Delegation of Environmental Services – 2012/13 Service Level Agreement (Minute 23 d) refers)

Rory Barke, East North East Area Leader informed the meeting that he had met with Mr J Woolmer, East North East Locality Manager to discuss the current position regarding fleet hire costs. It was noted that the issue was currently under a city-wide review with a procurement exercise pending.

The Chair agreed to raise this issue at the next Area Chairs Forum.

b) Children's Services Update Report to Area Committees – Outer North East (Minute 25 refers)

The Chair informed the meeting that a report on this issue was included on today's agenda.

c) Open House 979/81 Lingfield Drive)

Carole Clark, East North East Area Officer informed the meeting that the Open House Community Centre had now closed and that the issue had been referred to Commercial Asset Management. All services who had previously operated from the building had now been relocated.

Councillor D Cohen raised his concerns that there had been no clear lines established regarding the provision of youth service sessions in the Lingfield area.

In concluding, the East North East Area Leader informed the meeting that the building would be let to a Funeral Director.

39 **East North East Health and Wellbeing Partnership Report**

The Health and Wellbeing Improvement Manager (East North East) submitted a report on progress made in relation to East North East Health and Wellbeing issues.

Lucy Jackson, Consultant in Public Health, NHS Airedale, Bradford and Leeds Cluster presented the report and responded to Members' comments and queries.

Detailed discussion ensued on the contents of the report.

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

- To welcome the fact that smoking levels were starting to come down, but to raise concerns regarding the increase in obesity in the area *(The Consultant in Public Health responded and shared her concerns about obesity which was becoming a real issue with supportive measures in place)*
- Clarification if the twenty eight day October campaign to stop smoking had been a success *(The Consultant in Public Health responded and confirmed that results had yet to be analysed)*

- Concerns expressed about the high number of alcohol specific admissions in the MSOA which included Wetherby East, Thorp Arch and Walton
- Clarification if the figures contained in the report included people living in the Wetherby ward who used Harrogate Hospital services
(The Consultant in Public Health responded and confirmed that the figures did include those people living in the Wetherby ward who used Harrogate Hospital services)
- Clarification of the budget arrangements in relation to the Health and Wellbeing Board and the need for the authority to have one central budget
- Clarification as to why the uptake was lower in Wetherby and Harewood in relation to Wrap Up Leeds
(It was noted that the campaign ended in November 2012)
- Clarification as to why cavity wall insulation was not suitable in certain properties
(The East North East Area Leader responded and agreed to investigate this issue further)
- The need for the Area Committee to acknowledge that more people were drinking within their own homes
- The need for the Area Committee to be provided with more detail on the figures in relation to alcohol related illness or A&E admissions as a result of alcohol related accidents
(The Consultant in Public Health responded and agreed to provide this information to the East North East Area Leader for distribution to Elected Members)

RESOLVED –

- a) That the contents of the report be noted.
- b) That the work undertaken to date in relation to building on and further developing health improvement work in the Outer North East area by the Health and Wellbeing Improvement Manager be noted and welcomed.

(Councillor J Procter joined the meeting at 5.45pm during discussions of the above item)

(Councillor A Lamb joined the meeting at 5.55pm during discussions of the above item)

40 East North East Welfare Reform Project Team Update

The East North East Area Leader submitted a report 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.

The East North East Area Leader presented the report and responded to Members' comments and queries.

Detailed discussion ensued on the contents of the report.

Draft minutes to be approved at the meeting
to be held on Monday, 3rd December, 2012

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

- Clarification of Debt Management and bank accounts and whether or not the authority were promoting any Debt Management products
(The East North East Area Leader responded and confirmed that that the authority was not undertaking this practice and were treating data with extreme caution)
- Clarification of Data Sharing and whether or not teachers had a route to convey their concerns within the process
(The East North East Area Leader responded and confirmed that teachers did have a route to convey concerns within the process)

RESOLVED –

- a) That the contents of the report be noted.
- b) That this Committee notes the work ongoing to mitigate the impact for residents within east north east Leeds in accordance with the report now submitted.

41 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.

Appended to the report was a copy of a document entitled 'Outer North East Area Committee Well-Being Budget 2012-13' (Appendix 1 refers) for the information/comment of the meeting.

In addition to the above documents, the East North East Area Officer circulated a copy of an e mail received from Inspector P Dwyer, West Yorkshire Police dated 22nd October 2012 on current funding issues within the Wetherby and Harewood Policing Team

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.

Specific reference was made to the wellbeing projects submitted by West Yorkshire Police, together with the issues referred to in their e mail dated 22nd October 2012.

While Members were supportive of the proposals outlined in both projects, they were concerned that no real dialogue had taken place between the Police and the Wetherby Ward Members and that further information was now required, especially regarding the Wetherby and Harewood NPT Winter Crime Reduction Plan.

The East North East Area Leader outlined the wellbeing budget process recently agreed with the Assistant Chief Executive (Planning, Policy and Improvement) for the remainder of the financial year and to assist the Area Committee he also agreed to prepare an estimated profile of existing schemes and projects within the new financial year for future consideration by the Area Committee.

In concluding this item and at the request of the Chair, Mr S Robinson and Mr A Everard from Wetherby Community Radio Ltd (tempo fm) provided the meeting with a brief overview of the work of the Barleyfields Radio Project and on the recent studio move of tempo fm from the Engine Shed to the Wetherby One Stop Centre. The Barleyfields Radio Project had received £1,000 wellbeing funding from the Area Committee in 2012/13.

At the end of the presentation, the Committee acknowledged the excellent work carried out by Wetherby Community Radio Ltd (tempo fm) within the community on the limited funds available and requested the East North East Area Leader to look at projects which could be shared with other areas of the city in conjunction with other Area Leaders in order to share expertise, knowledge and best practice.

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:-

Organisation	Project	Amount
East Keswick Wildlife Trust	Elliker Fields	Agreed £2,500 (i.e. £1,000 from wellbeing and £1,500 from Ward MICE monies)
Shadwell Independent Library	Shadwell Library repair and refurbishment	Agreed £10,000 over two years, subject to funds being available in the new financial year
West Yorkshire Police	Wetherby and Harewood NPT Winter Crime Reduction Plan	Agreed, in principle, and that the delegated decision/amount of funding be delegated to the East North East Area Leader via the Chair and for a meeting to be held between Inspector P Dywer and Wetherby Ward Members

West Yorkshire Police	Wetherby and Harewood NPT Winter Crime Reduction Plan – Farmwatch Patrols	Deferred for further information
Grange Park Sports Club	New clubhouse	Agreed £7,000 (i.e. £5,000 from Wetherby ward and £2,000 from Harewood ward, plus £5,000 MICE monies from Wetherby ward) and that the monies be only spent on the physical structure of the building
Wetherby Methodist Church	Reaching Out	Refused
Leeds City Council	Grit bins – refilling existing, and purchase of new bins	Agreed £2,816.90 for ten bins of which £1,000 was from the wellbeing capital fund for the purchase of new bins

42 **Area Committee Business Plan Priorities and Performance Monitoring**

The East North East Area Leader submitted a report providing a summary of key activities and projects in the Outer North East area which supported the Area Committee business plan priorities. The report also provided an outline of how the priorities for 2012/13 would be prepared.

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

RESOLVED –

- a) That the contents of the report be noted.
- b) That approval be given to the arrangements for the preparation of the business plan priorities for 2013/14 in accordance with the report now submitted.

(Councillor A Castle and R Procter left the meeting at 6.55pm at the conclusion of this item and in accordance with paragraph 6.12 of the Area Committee Procedure Rules, the meeting was no longer quorate)

43 Children's Services - Update

Referring to Minute 25 of the meeting held on 10th September 2012, the East North East Area Leader submitted a report on an update on Children's Services issues.

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

- Scrutiny Board (Children and Families) – 23rd August 2012 - Scrutiny Inquiry Private Care Homes (Children and Young People) – Report of the Director of Children's Services (Appendix A refers)
- Briefing Note from the Chief Officer, Partnership Development Business Support, Children's Services on the funding arrangements for clusters (Appendix B refers)

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

Arising from discussions of the report, Councillor A Lamb requested further details on how much funding was topsliced from the dedicated schools grant for EPOSS Schools and how much they gave back to the EPOSS clusters, in pounds rather than percentages.

In concluding discussions, it was agreed to invite the Director of Children's Services to attend the next meeting in December 2012 to report this information.

RECOMMENDED –

- a) That the contents of the report and appendices be noted.
- b) That the East North East Area Leader be requested to invite the Director of Children's Services to attend the next meeting in December 2012 to report on how much funding was topsliced from the dedicated schools grant for EPOSS Schools and how much they gave back to the EPOSS clusters, in pounds rather than percentages.

44 Area Chairs Forum Minutes

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on the Area Chairs Forum minutes held on 13th July 2012.

Appended to the report was a copy of the minutes of the meeting held on 13th July 2012 for the information/comment of the meeting.

Councillor A Lamb made reference to the Youth Service Review and raised his concerns that Elected Members had not been involved with the review process and of the fact that specific areas within North East Outer had been missed from the consultants review.

The East North East Area Leader provided the meeting with an update of the work undertaken to date by the Youth Service Review officer working group led by the Deputy Director of Children's Services (Learning, Skills and Universal Services).

Following a brief discussion, the following courses of action were agreed:-

- to request the Chair to write to the Director of Children's Services expressing this Committee's concerns about the review process undertaken to date
- to invite the Director of Children's Services, together with the Deputy Director of Children's Services (Learning, Skills and Universal Services) and the Head of Service, Young People and Skills to attend the next meeting in December 2012 to discuss this issue in more detail

RECOMMENDED –

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the contents of the Area Chairs Forum minutes held on 13th July 2012.
- c) That the Chair, in consultation with the East North East Area Leader, be requested to write to the Director of Children's Services expressing this Committee's concerns about the review process undertaken to date.
- d) That the Director of Children's Services, together with the Deputy Director of Children's Services (Learning, Skills and Universal Services) and the Head of Service, Young People and Skills be invited to attend the next meeting in December 2012 to discuss this issue in more detail.

45 Date and Time of Next Meeting

Monday 3rd December 2012 at 5.30pm in the Civic Hall, Leeds.

(The meeting concluded at 7.05pm)

Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 3 December 2012

Subject: Children's Services

Are specific electoral Wards affected? Yes If relevant, name(s) of Ward(s): Alwoodley, Harewood, Wetherby	<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 10th September. Arising from the discussions on this item, the Director of Children's Services provided a briefing note to address the specific concerns raised by the Area Committee regarding cluster funding arrangements. This briefing note, presented to the October area committee, prompted further questions; therefore the Director of Children's Services has been invited to this area committee.

The Area Committee also has some issues they wish to raise with the Director of Children's Services on the Youth Service Review arising from a discussion prompted by the Area Chair's minutes at the October area committee.

Recommendations

2. Members are asked welcome the Director of Children's Services to the area committee meeting and take the opportunity to receive a response on the issues raised, and raise any further questions or concerns they may have.

1 Purpose of this report

- 1.1 The purpose of this report is to provide an opportunity for the Director of Children's Services to respond to the questions raised at the Outer North East Area Committee on 22 October concerning two issues – EPOSS cluster funding, and the Youth

Service review, and for the Area Committee to raise any further concerns they have on these issues.

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 October area committee two issues were raised.
- 3.2 Firstly, concerns were raised in relation to the information provided in the briefing note from the Director of Children's Services on the funding arrangements for clusters. The Area Committee agreed to invite the Director to attend the December meeting to provide further information, specifically how much funding is top sliced from the dedicated schools grant for EPOSS schools and how much is then given back to the school clusters. The briefing note provided for the October area committee is attached as appendix A for information.
- 3.3 Secondly, the Youth Service Review which was reported as part of the Area Chair's minutes item. The Area Committee expressed concerns that the review seemed centred on experiences from the urban centre of Leeds and not enough had been done to consult with elected members from the outer areas. It was agreed that the Director of Children's Services should be asked to attend the December area committee with the Head of Service, Young People and Skills, to discuss the issue in more detail. The relevant excerpt from the Area Chairs minutes presented to the October area committee is attached as appendix B. The minutes from the Scrutiny Board (Children and Families) Youth Services working group are attached at Appendix C for information.

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 has raised concerns about two issues relating to Children's Services – Cluster funding arrangements and the Youth Service review. From the discussions at the October area committee they agreed to invite the appropriate officers to attend this December meeting to respond to the concerns raised.

6 Recommendations

6.1 Members are asked welcome the Director of Children's Services to the area committee meeting and take the opportunity to receive a response on the issues raised, and raise any further questions or concerns they may have.

7 Background documents

7.1 Minutes of the Outer North East Area Committee, September 10th and October 22nd.

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Date:	28/09/2012
Author:	Sue Rumbold
Contact Number:	0113 2475574
Email:	Sue.rumbold@leeds.gov.uk

Subject:	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 18th 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.

Excerpt from Area Chair's minutes 13th July 2012

8.0	Youth Service Review Update	
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.	SW

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Scrutiny Board (Children and Families)

Youth Services: Working Group Meeting: 18th October 2012

Appendix 4

Jacqueline Ward

Cllr Alan Lamb

Cllr Bob Gettings

Officers and Representatives

Ken Morton – Head of Service Young People and Skills

Paul Brennan – Deputy Director Children’s Services

Sandra Newbould – Principal Scrutiny Advisor

Apologies Taira Kayani
Cllr Alex Sobel
Cllr Pat Latty
Christine Raftery
Celia Foote

No.	Item	Action
1	<p>Attendance</p> <p>The attendance and apologies as above were noted.</p> <p>The Chair welcomed everyone to the meeting.</p>	
2	<p>Minutes of previous Meetings</p> <p>Accepted with amendment to paragraph 2 on page 3 which now reads ‘With regard to places to go and things to do, the method of funding, which could be via grant allocation, has yet to be decided.’</p>	
3	<p>Matters Arising</p> <p>None</p>	
4	<p>Introduction</p> <p>The Chair requested that the working group be advised on the updated position since the meeting on the 2nd of October and requested that the working group focus on the following.</p> <ul style="list-style-type: none"> • Whether sufficient and robust consultation had been undertaken. • The content of the report itself, particularly the main findings, principles, propositions, stakeholder feedback and recommendations specified. <p>The working group were advised that the Damian Allen report with a report of the Director of Children’s Services is now scheduled to be presented to Executive Board December 2012.</p>	

5	<p>Questions, Statements and Outcomes</p> <p>The method for gathering evidence was explained to the working group with a full list of stakeholders visits and interviews listed at appendix 1. The working group were further advised that more detailed discussions at a local level and cluster level would be undertaken once Executive Board had been presented with the Damian Allen report in December.</p> <p>The working group made the following observations:</p> <ul style="list-style-type: none"> • Elected member consultation was inadequate and not representative of the political spectrum. It was suggested that further consultation be undertaken with the following: <ul style="list-style-type: none"> ○ Chair of the Children and Families Scrutiny Board ○ Children’s Champions ○ Shadow Exec/Lead members in opposition groups. ○ Members who sit of the Children’s Trust Board <p>It was also suggested that consultation be extended to charitable organisations who work extensively with young people such as the Salvation Army.</p> <ul style="list-style-type: none"> • The working group felt that the Council should not commit to any further expenditure with the Damian Allen for the additional consultation work identified. • Further consultation needed to take place as quickly as possible to avoid further delays in the process. • The report as it stands is considered to be incomplete until further consultation has taken place and therefore it is recommended that it is not yet shared with the wider public. <p>It was explained to the working group that consultation was scheduled to occur at an all party working group session. However the meeting did not taken place and a subsequent meeting was never arranged.</p> <p>The Damian Allen report this was perceived as a ‘starting block’ for transformation by the working group. The working group stated that it contained information that some may disagree with depending on knowledge of provision in their locality and their experience of the youth service, however the working group stated that they were broadly in agreement with the content of the report which reflected many of the observations made by working group in previous meetings.</p> <p>The working group also made the following statements and observations with regard to the content of the report :</p>	

	<ul style="list-style-type: none"> • That the recommendations should be prioritised. The working group considered that recommendations 8,13,14,15,16,20 and 22 are of greatest importance. • Provision of service managed by Area is welcomed to supply a service that meets local need. • There is a lack of clarity in the governance, relationships and linkages that would exist between Clusters and Area Committees/Management and also Children’s Services. • The working group agreed that universal and targeted services need to be clearly defined. • More importantly the working group stressed the importance of getting the transformation right and taking the appropriate time to do this. <p>The working group stated that where responsibility for service delivery is to be devolved to the localities that the appropriate resource, staff or financial, should be allocated to support this. It was felt that Area Management team resources are already stretched. The group were reassured that this would be provided and that work has already started to look at how resources may be allocated. Officers were advised that some areas already work well and therefore would require a ‘lighter touch’ in the change process.</p> <p>The working group highlighted that there needs to be a balance in meeting the needs of an area and the needs of a child, stating that there are children who need intensive support in wards that are perceived to be the more affluent areas, therefore support networks are required across the whole city.</p> <p>The group welcomed the suggestion of Youth Work Improvement Units and expanding the number of advanced practitioners within the Youth Service.</p>	
6	<p>Further Action</p> <ul style="list-style-type: none"> • The working group concluded that the outcome of this meeting should be reported to the full Scrutiny Board at its meeting on the 8th of November 2012. It will be raised under the work programme. • The working group also resolved that their conclusions from this meeting be reported to the December Executive Board for their consideration. These are as follows: <ul style="list-style-type: none"> ○ The Scrutiny Board are broadly in agreement with the observations and recommendations made by Damian Allen. ○ The Scrutiny Board consider that further consultation is required with a wider range of Elected Members and VCFS organisations. ○ The Scrutiny Board does not recommend any 	SN

	<p>further expenditure should be made in consultancy fees to undertake the recommended consultation.</p> <ul style="list-style-type: none"> ○ That the report is not circulated to the wider public until such time as further consultation is undertaken and feedback has been evaluated. ○ That recommendations are prioritised. The Scrutiny Board recommend that these are 8,13,14,15,16,20,and 22 in the consultants report. ○ That the Executive Board is clearly advised of the proposed responsibilities, relationships and governance arrangements of Clusters, Area Management and Children’s Services with regard to Youth provision. ○ That the Executive Board are provided with a defined overview of Universal and Targeted Youth provision and clarity on who will be responsible for the provision of services. 	
7	<p>Future Meeting Dates</p> <p>No future meeting arranged.</p>	

Report of Steve Vowles, Head of Partnerships, East North East Homes Leeds.

Report to Outer North East Area Committee

Date: 3rd December 2012

Subject: East North East Homes Leeds Grounds Maintenance report

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

Summary of main issues

1. The quality of service has been of good standard considering the wet weather conditions.
2. East North East Homes Leeds Estate Services section has targeted resources to monitor this area of work, regularly monitoring 30 to 80% of assets cut.
3. East North East Homes Leeds monitor customer contacts and have not seen any increased activity concerning Grounds Maintenance.
4. Sheltered housing sites are being cut more frequently from June 2012.
5. Due to the severe weather conditions there have been increased levels of weed growth in shrub and rose beds, a schedule of additional maintenance visits has therefore been implemented.
6. An additional cut has been agreed by partners and this took place over a 3 to 4 week period during October and November.

Recommendations

1. Area Committee are requested to note the content of this report.

2 Purpose of this report

- 2.1 The purpose of this report is to inform Area Committee of the work and progress made by the Grounds Maintenance contractor, Continental Landscapes, from April to November 2012.

3 Background information

- 3.1 The citywide grounds maintenance contract was awarded to Continental Landscapes Ltd in August 2011 following a thorough procurement process. The contract is delivered on behalf of five clients, LCC Highways, Leeds ALMOs and Belle Isle Tenant Management Organisation.
- 3.2 The contract is overseen by a Grounds Maintenance Project Board comprising managers from the clients and Strategic Landlord.

4 Main issues

- 4.1 The prolonged wet weather caused the grass to grow much faster than normal during the summer and ground conditions made mowing slower with some areas not being accessible at all. The amount of grass cuttings left when the grass was cut gave the appearance of a poor quality cut in some areas. In particular the wet conditions had made some areas, such as banks, unsafe to cut
- 4.2 Continental Landscapes introduced additional teams and offered overtime to staff to maintain service. This was at no additional cost to East North East Homes Leeds (ENEHL) & partners, it delivered a better quality of cut as there was no undue delay between cuts.
- 4.3 Overall the quality of service has been of good standard considering the wet weather conditions. Continental Landscapes have been proactive in communicating with stakeholders such as Locality Management and local resident groups. They have also developed good working relationships with Britain In Bloom groups and Parish and Town Councils. They have provided a quick response to customer complaints and issues.
- 4.4 Residents may have noticed issues at some LCC Highways assets where there had been delays cutting adjacent to main roads and along high speed roads.
- 4.5 The quality of cutting at some sheltered housing sites had been an issue, these were being cut 13 times in the growing season. Many residents felt that it should be more frequent and this has subsequently been increased. Continental Landscapes have established dedicated teams to carry out this work.
- 4.6 The wet weather conditions encouraged unusual levels of weed growth in many of the shrub and rose beds. A schedule of additional maintenance visits was therefore agreed and completed by September 2012. This included removal of established weeds followed by a herbicide application when the weather

conditions were more favourable. Continental Landscapes have employed additional teams to carry out this work.

- 4.7 There have been some service quality issues, litter not being removed from grassed areas prior to being cut resulting in shredded litter, and grass cutting's not being cleared from hard surfaces following grass cutting. Both were raised with Continental Landscapes who carried out further training with staff and took formal action. We continue to monitor service quality, any issue are reported to the contractor and failure to respond results in contract deductions.
- 4.8 East North East Homes Leeds monitor customer contacts and have not seen any increased activity concerning Grounds Maintenance.
- 4.9 We work with Continental Landscapes to ensure that they maintain a satisfactory standard of grass cutting across the area.
- 4.10 New specialist bank mowing machines were purchased by Continental Landscapes to ensure that all banked areas were cut safely.
- 4.11 The contract has been successful to date taking into account the difficult weather conditions, the appearance of green space is good and we need to ensure it is well maintained going into winter. An additional cut was therefore agreed by partners and this took place over a 3 to 4 week period during October and November.
- 4.12 At its meeting in June 2012, Leeds City Council's Safer and Stronger Communities Scrutiny Board acknowledged a request for Scrutiny made by Councillor Wadsworth in relation to the new grounds maintenance contract. The Scrutiny Board agreed to hold a working group meeting to discuss progress with the contract.
- 4.13 This working group meeting took place in August 2012. The meeting discussed key issues, the reasons for these and noted the actions taken to help address such issues in the future.
- 4.14 The key issues that may have affected residents in the Outer North East area included litter picking; this was identified as an important issue and is managed through the monitoring processes. Continental Landscapes ensure that litter picking and cutting is completed in the same working day for each asset. However, it was highlighted that in some parts of the city litter was not being removed from grassed areas prior to being cut, resulting in shredded litter. However there were very few instances of this on Outer North East assets.
- 4.15 Continental Landscapes have carried out further training with staff and where appropriate, taken formal action. We monitor any issues of this nature which are passed back for rectification.
- 4.16 Another common enquiry related to grass cutting's not being cleared from hard surfaces following grass cutting. The public perception is that grass cuttings should be collected, this is despite the fact that the collection of grass cuttings has never featured in any Leeds City Council grounds maintenance contract.

Leeds City Council's Call Centre staff are being trained to respond effectively to such complaints by explaining what is actually expected from the grounds maintenance staff in accordance with the contract.

- 4.17 Through the summer we increased the level of monitoring as we were not receiving many enquiries about the contract and not generally experiencing the issues reported by some Councillors at the working group. We are required to monitor 10% of assets completed during each cut cycle. Because of the Scrutiny working group, and the issues identified by some Councillors, it was decided to target resources in the Estate Services section to monitor this area of work. During cut 11 we monitored over 80% of assets cut (see appendix A).
- 4.18 Any non-compliance identified during the first monitoring visit is passed to the contractor for rectification. Any failures to rectify issues at the second monitoring visit results in a financial deduction from the contractor's payment.
- 4.19 ENEHL have a positive relationship with Continental, with 'first time right' rates being at very high levels. (Appendix A).
- 4.20 Performance monitoring is supported by estate walkabouts which give residents the chance to work with us to make our estates a better place to live. Residents are joined by their Housing Support Officer and other key staff who can help make improvements to the estate. They walk the estate together looking for anything which may make the estate look unsightly and can be improved. Walkabouts pick up any issues relating to the Grounds Maintenance contract as part of this work.
- 4.21 Continental Landscapes work closely with the Leeds City Council's Locality Teams to deal with issues around litter picking. They are keen to work more effectively together to deliver joined up services.

5 Corporate Considerations

5.1 Consultation and Engagement

- 5.1.1 Continental Landscapes staff and ENEHL Estate Services attend resident group meetings to promote issues and raise awareness. East North East Homes Leeds Area Panels receive briefings from Continental Landscapes staff and ENEHL Estate Services officers.

5.2 Equality and Diversity / Cohesion and Integration

- 5.2.1 Equality Assessments were carried out throughout the Procurement process

5.3 Council policies and City Priorities

- 5.3.1 The service delivered by Continental Landscapes contributes to themes in the City Priority Plan, best city for communities & best city to live.

It also makes a major contribution to ENEHL Decent Places agenda.

5.4 Resources and value for money

- 5.4.1 The contract is delivering savings on the previous contract.
- 5.4.2 A key element of Continentals Landscapes tender submission was to have three operational depots, one in each area of the city. Having a depot in each of the areas delivers efficiencies in terms of reduced travel time to site and more localised teams. In addition this approach encourages a locality based approach to service delivery and allows Continental Landscapes to deliver its commitment to providing locally sourced staff. It also improves working relationships with partners such as LCC's Locality teams and ENEHL.

5.5 Legal Implications, Access to Information and Call In

- 5.5.1 East North East Homes Leeds has delegated responsibility for taking decisions and monitoring of activity relating to utilisation of budgets.

5.6 Risk Management

- 5.6.1 Risk assessments were carried out throughout the procurement process. A Risk Register remains in place and is reviewed by Grounds Maintenance Project Board

6 Conclusions

- 6.1 The contract has been successful to date taking into account the difficult weather conditions, the appearance of green space is good.

7 Recommendations

- 7.1 Area Committee are requested to note the content of this report

8 Background documents¹

- 8.1 Appendix A, summary of performance monitoring.

¹ The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

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Report of Locality Manager (East North East)

Report to Area Committee (Outer North East)

Date: 3rd December 2012

Subject: Environmental Services – Six Month Performance Update on the Service Level Agreement

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 the main issues:

This report provides a half-year update on performance against the Service Level Agreement (SLA) between Outer North East Area Committee and the East North-East (ENE) Environmental Locality Team. It covers the period from May to October 2012.

Recommendations:

That the Outer NE Committee note the report, comment where progress in delivering the SLA is good/not so good and identify any service developments/priorities it would like to see included in service planning for 2013/14.

Purpose of this report

- 1 This report provides an update on performance against the Service Level Agreement between Outer NE Area Committee and the ENE Environmental Locality Team.
- 2 This report covers the six month period from May to October 2012 (i.e. a half-year report).
- 3 The report sets out to give the Area Committee information of the range of functions being delivered across the area during this period against the priorities and commitments set out in the SLA, and how they are helping make a difference on the ground/at the front line.
- 4 The report also provides an opportunity for the Area Committee to influence the service and budget planning process for 2013/14. Views on service developments and continued top priorities for Outer NE are sought, particularly in light of the expected further financial pressures.

Background information

- 5 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 6 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
 - the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 7 Services included in the delegation are:
 - Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Gully cleaning
 - Graffiti removal
 - Needle removal
 - Ginnel clearance
 - Dog warden services (excluding responsibilities for dangerous dogs);
 - Littering & flytipping regulation;
 - Domestic & commercial waste (storage & transportation issues);
 - Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
 - Graffiti enforcement; and
 - Overgrown vegetation controls.

- 8 To enable this to happen, a restructuring of the previous Streetscene service was undertaken and completed by September 2011. Importantly this separated out the local street cleansing functions from the city's refuse and recycling functions and created for the first time local supervisory/support roles for a key front line service. At the same time, Environmental Action Teams that had previously just focused on enforcement and regulatory practices were brought together with the street cleansing function to create new Locality Teams.
- 9 This "enforcement" element of the Locality Team is currently undergoing a restructure to rationalise the various grades/posts and modernise/strengthen the job descriptions to better reflect the needs of Area Committees identified through the locality based/focused work so far. This is planned to be completed by Christmas 2012.
- 10 The delegation of the specified environmental services to Area Committee mean that the majority of service resources, mainly staffing, are devolved to a locality level to a Locality Manager. These resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to Locality Teams. The Service Level Agreement sets out the how those resources will be used to meet the requirements of each Area Committees in order to achieve the outcome of clean streets.

Main issues – performance against the SLA commitments

- 11 The SLA sets out how the service will be developed, organised and delivered in four key sections. Progress over the first six months of the current SLA against each section is summarised below and in the appendices referred to:
 - a) **Service Principles and Priorities**
- 12 The SLA sets out our service principles (inc values and culture change) and priorities. This summarises what we will do to change the way the service delivers, to increase efficiency and become more responsive to local needs.
- 13 Work has continued during the reporting period to work with staff to understand what will help improve their productivity, efficiency and wellbeing at work. This has included:
 - Quality appraisals over June/July with all staff across the Locality Team, with an emphasis on the values of the council.
 - Improvements to the provision of personal and protective equipment (PPE) for staff to ensure they are properly equipped to do the job in a variety of conditions
 - Day to day involvement of staff in decisions about new litter bins, work practices etc
 - Team away half-days held in October bringing together our streets operational staff with enforcement staff – with discussions on closer working together on issues such as flytipping and presentations from each element of the team on what they do etc.
 - Completion of the move of streets staff from Cross Green depot to Seacroft Depot (where Highways are based). Including a new staff dry room and storage facilities.

- 14 Work began in the reporting period to restructure the enforcement/regulatory part of the Locality Teams in the service. This element of the Locality Teams was not included in the initial restructure/rewriting of job descriptions etc when the teams were first established last year. The restructure will deal with inherited anomalies in the number of grades/JDs that exist between enforcement staff and update their roles and responsibilities to better respond to the needs of localities/Area Committees. The new structure also responds to the demands that the success of locality working/delegation has brought in terms of casework management and engagement with Members and the day to day planning of how resources are best deployed. The restructure was signed off in early November and is in the process of being implemented.

(b) Delivering the Service Activities

- 15 Appendix A provides an update on progress actually delivering the different strands of service activity and provides analysis and examples for each ward to evidence delivery.
- 16 Appendix B provides an analysis of the service requests, legal notices and fixed penalty notices dealt with by the enforcement and regulatory staff in the three Outer NE wards during this reporting period.
- 17 A key performance measurement is how many mechanical sweeping blocks we have been scheduled to clean have we actually managed to do in the reporting period, and how that compares to previous reporting periods (i.e. is there an change in service efficiency/reliability?). This is a summary for Outer NE:

Summary of Completion Rates for Mechanical Sweeping Blocks				
Ward/Area	Sept-Nov 2011		May-Oct 2012	
	No of blocks scheduled	No of blocks completed (%)	No of blocks scheduled	No of blocks completed (%)
Alwoodley	13	10 (77%)	To be provided	To be provided
Harewood	17	17 (100%)	To be provided	To be provided
Wetherby	16	15 (94%)	To be provided	To be provided
Outer NE Area	46	42 (91%)	240	225 (94%)

b) Outcomes

- 18 Revised versions of surveys measuring levels of litter and detritus have been taking place across the city since late 2011. These were initially planned as quarterly but have been revised to half-yearly as they were considered too resource intensive/costly for the value of the data collected. Outer NE Members have previously questioned the validity of this measure at a more local level. The results gathered are still considered statistically sound to be looked at as a general citywide measure, but not robust enough to be analysed at locality or Area Committee level. It

therefore only provides the Area Committee (and Executive Board) with sufficient information to aid judgement on whether the delegation of the service has had an effect on the overall cleanliness of the city as a whole. The figures are provided below but may be of limited interest to the Area Committee in terms of making their own judgements on the delivery of their SLA.

Percentage of clean streets as measured through sample surveys (city wide measure)	
Year	% of Acceptable Streets
2010-11 full year	86.7*
2011-12 full year	85.9*
2012-13 (late summer survey)	91.5

*note: this is a figure re-calculated using data from a previous methodology of doing the surveys, based on the now obsolete national indicator, NI195.

- 19 The city's citizens' panel was recently asked a variety of questions relating to environmental cleanliness as part of a "Parks, opens spaces and environmental services" survey. At the time of producing this report the results were not available and will therefore be reported through the Environmental sub group at a later date.
- 20 The Locality Manager continues to primarily use the judgement of the ward members/Area Committee, the Environmental Sub Group and feedback from the Town and Parish Council Forum to assess whether satisfaction levels are acceptable and where outcomes need improvement. Feedback over the reporting period from these sources has continued to be positive.
- 21 The Area Committee is asked to confirm this view and make any suggestions as to what further information would be useful in future performance reports to help it make judgements.

c) Accountability and Member Influence

- 22 The Locality Team continues to ensure senior manager representation at each of the 3 ward member meetings. The meetings provide opportunity for members to be action on priorities/issues that they raise for their wards to be tracked and have discussions on how sweeping routes could be altered and where new litter bins could be best placed. In this particular period there has also been discussion on the 2012 de-leafing and what streets/paths need programming.
- 23 Examples of how Ward Members have changed service delivery during the reporting period include:
 - Tarn Lane and Wyke Ridge Lane – added regular checks and clean up
 - Carr Lane, Thorner – added regular checks and clean ups
 - Paradise Way, Bramham – added regular check and clean up
 - Sandbeck Lane - added regular checks and clean ups
- 24 The service also responded to Member requests for extra support during this reporting period for:
 - Additional clean up activities for the Britain in Bloom judging events in various villages across Outer NE.
 - Olympic torch pre and post clean ups

- Thorner jubilee celebrations pre and post clean up
 - Responses to a number of flooded highway incidents, for example in Collingham and Boston Spa (including joint working with the Parish Council to coordinate gully clearance with notices to residents to move cars etc) .
 - Planning and commencement of the autumn de-leafing programme
- 25 The Environmental Sub-Group meets quarterly and considers/raises services issues with the Locality Manager. It also receives updates and questions other services that have an influence on the environmental condition of the area, such as ENE Homes, Continental Landscapes. The group ensures there is appropriate coordination in place between the Locality Team and these services.
- 26 Individual ward members are referring issues direct to the Locality Team where they are deemed a significant issue that needs a quick response. Feedback from Members continues to be positive and that most issues are being responded to and resolved quickly. There are some issues though that Members still feel are not always being responded to quick enough, for example requests for new litter bins.
- 27 The Locality Manager has attended and updated on actions/took questions at the May and October Wetherby and Harewood Parish and Town Council Forum meetings. Feedback from Parish Councils continues to be positive, with particular improvements reported in responses to reports of gully blockages. Discussion about how the Locality Team could work with Parishes in reintroducing a lengthsman style arrangement across a number of villages, possibly with match funding from all parties, have yet not resulted in any further Parish Councils wanting to take this on.
- 28 The Locality Manager also made a presentation to the May Wetherby Town Council meeting, explaining the role of the Locality Team and the accountability/delegation to Area Committee. This was well received.
- 29 In terms of accountability for the use of financial management of resources, an updated financial statement for 2012/13 is provided in Appendix B. This shows the revised forecast for spend delivering the service across the ENE locality and provides explanation for budget/spend variations.
- 30 The Area Committee has previously raised concerns about the cost of hiring mechanical sweeping vehicles. This is currently subject to a full options appraisal being coordinated by the Council's Procurement Unit, working with Fleet/Transport Services and finance officers. The results of which will be fed through the Environmental Sub Group. All options are being looked at and costed – from buying the fleet and managing ourselves to spot hiring to short/medium or long term contracts.
- 31 In October the Locality Team launched its own Facebook page to provide another way for interested Members, professionals, groups and residents to learn more about what is being done by the service across the locality and improve it's public accountability. Members are asked to help publicise the Facebook page – it can be found at <http://www.facebook.com/LCCEnvServENE> .

Recommendations

- 32 That Outer NE Area Committee note and comment on:

- a. what aspects of the service they feel are working well and delivering against the commitments made in the SLA;
- b. what aspects of the service do they feel are not working as well as they should against the commitments made in the SLA and would like to see improvements made;
- c. what additional information Members would find useful in future performance reports to help make judgements about the delivery against the SLA commitments.
- d. what the Area Committee's views are what the key service developments and continued top priorities for Outer NE should be in planning for 2013/14, particularly in light of the expected further financial pressures.

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APPENDIX A

Analysis of Service Requests Responded to by ENE Locality Team During the Reporting Period: May to October 2012

DESCRIPTION	ALWOODEY	HAREWOOD	WETHERBY	TOTAL
A Board		4	7	11
Abandoned Caravan/Trailer			1	1
Abandoned Vehicle		1	1	2
Bin not Returned	1	1	6	8
Bulky request	3	2	6	11
Commercial Premises Duty of Care Inspect		3		3
Commercial Waste Issues	1	3		4
Damage to Highway	5	4		9
Dangerous Tree		1		1
Dead Animal Removal	2	13	1	16
Dog Fouling	4	5	9	18
Dog Fouling Enforcement Signage Request	1	4	4	9
Domestic Waste Issues	2		1	3
Drainage	2	5	2	9
Environ Protection - Request for Advice	2	6	2	10
Fly Tip (investigation)	10	36	18	64
Flytipping (removal)	7	23	8	38
Footpath Sweeping	2	2	4	8
Ginnel		2	5	7
Graffiti	3		2	5
Gully	19	82	54	155
Housing - Defect	1	1		2
Housing - Other	2	1		3
Housing - Vacant	3	2		5
Illegal Advertising	1	7	11	19
Illegal Vehicle Crossing			1	1
Leafing	2			2
Litter Bin Empty		4	6	10
Litter Bin Request	1	1	6	8
Litter Complaint	2	3	1	6
Litter Problems	1	2	3	6
Mud etc on Road		4		4
Nuisance - Accumulation/Deposit		2	1	3
Nuisance - Light	2			2
Nuisance - Other	1	3	1	5
Obstruction	3	3	3	9
Odour - Other	2		2	4
Overgrown Vegetation	9	44	31	84
Road Sweeping	2	16	4	22
Rodents	1		1	2
Smoke from Bonfire		3	2	5
Trading on Highway		1	3	4
Vehicle - Stop and Search		1		1
Waste in Gardens	2		2	4
TOTAL	99	295	209	603

** does not inc dog warden figures

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**Analysis of Legal Notices and FPNs Issued by the ENE Locality Team
During the Reporting Period: May to October 2012**

LEGAL NOTICES	ALWOODEY	HAREWOOD	WETHERBY	TOTAL
Drainage issue		1	1	2
Produce waste transfer notes / carriers license		4		4
Domestic waste / receptacles	1		2	3
Commercial waste / receptacles		2		2
Waste in gardens	1	1		2
Trading on Highway			1	1
Abandoned Caravan/Trailer			1	1
Mud on Road		1		1
offences		1	1	2
Illegal advertising		1	4	5
Overgrown Vegetation	1	4	3	8
Housing - Vacant	2			2
TOTAL	5	15	13	33
FIXED PENALTY NOTICES	ALWOODEY	HAREWOOD	WETHERBY	TOTAL
Littering		1	1	2
Failing to comply with a notice re commercial waste		1	1	2
Waste in gardens	1			1
TOTAL	1	2	2	5

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Budget Heading	Original Estimate	Projected Outturn	Cover costs inc. in Outturn	Reason for variance	What this pays for
	£	£	£		
Staff Functions					
Management & Business Support	219,240	235,857	(10,900)	Additional support to improve processes/case management Out-turn now includes cost of cover (shown in brackets in the separate column). This is overtime paid to staff who are off-shift to cover for sickness, annual leave, TOIL and any emergency or additional work that require extra staff being brought in. Vacancy savings used to offset streets cover Cost of cover now split out into each staff service heading £27,200 moved in from a central account	Locality Manager, Service and Team Managers and Admin Support 2 Supervisors working shifts to cover the 7 day/wk service 2 drivers + 2 street attendants working shifts to deliver 7 day/wk service 10 drivers working shifts to deliver a 7 day/wk service 4 drivers working shifts to deliver a 7 day/wk service 4 drivers + 4 street attendants working shifts to deliver 7 day/wk service 17.4 street attendants working shifts to deliver a 7 day/wk service 2.6 environmental health and technical staff 12 community enforcement staff Operational cover for annual leave, sick leave and TOIL Driver (agency) + 4 staff (Continental Landscapes)
Streets Supervisors	67,720	81,716	(28,920)		
Bulk/Fly tipping team	83,730	116,811	(39,400)		
Pathsweepers	216,130	257,899	(9,270)		
Roadsweepers	84,700	95,701	(45,240)		
Litter bins emptying	163,550	215,537	(23,940)		
Street Litter	338,930	359,345			
Senior Enforcement Staff	104,080	95,540			
Community Enforcement Staff	322,830	257,660			
Cover for streets operatives (leave etc)	100,130	8,100			
De-leafing team	18,400	45,600			
Insurance, training & travel	4,700	6,580			
	1,724,140	1,776,346	(157,670)		
Premises Costs	85,000	86,760			Incl. £75k rent/service for Reginald Centre office, £10k Works in Default
Supplies and Services	45,910	47,370			Operational materials/equipment
Fleet & Transport Costs					
Fleet Hire	170,060	170,060		(note: procurement options appraisal underway)	Contract hire of 5 x pathsweepers
Leasing costs	17,050	17,050			
Maintenance/repairs	112,080	112,080		Fuel price rises	Running costs for 2x Road Sweepers, 2x Caged tipper, 1x Tipper, 1x operational van
Fuel	97,230	113,080			
Vehicle insurance	3,360	3,360			
Staff travel	6,840	8,230			
	406,620	423,860			
Legal Costs	22,770	14,530			Cost of prosecutions and advice
Prudential Borrowing costs	4,500	4,500			Financing costs of litter bin replacement capital scheme
TOTAL EXPENDITURE	2,288,940	2,353,366			
INCOME	- 29,890	- 41,330		Recovery of works in default through prosecutions	Ad hoc cleansing, Court Costs and recovery of 'Works in Default'
SUB TOTAL	2,259,050	2,312,036		No plans to achieve this in 2012/13	Closer working with Parks & Countryside - corporate efficiency target
Targeted efficiency	- 50,000	-			
NET LOCALITY BUDGET	2,209,050	2,312,036			
				£50k due to unachieved efficiency target for closer working with P&C £27k relates to increase in budget for deleafing team previously held centrally £16k due to increased fuel prices/costs £26k due to staff overspend on cover costs and extra admin to improve case management netted against enforcement vacancy savings £11k extra income (successful prosecutions) helps offset some of the extra costs	

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Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 3 December 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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. This report 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:

Alwoodley Community Association	Extension of equipment storage facilities	£10,000
Slaid Hill in Bloom	Environmentally Friendly Planting	£1,419
West Yorkshire Police	Farmwatch Patrols	£6000
East North East Homes Leeds	Moss Syke verge improvements	£5000

Endorse the following wellbeing decision which was approved as a delegated officer decision due to the timescales for the project.

West Yorkshire Police Winter Crime Reduction
£2000 to be used to provide additional patrols in Wetherby Town Centre

3 Purpose of this Report

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

4 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.
- 3.2 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 (2011/12)

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 2011/12 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 to list clearly the schemes approved (i.e. committed) in 2011/12 and which are still to be paid for in 2012/13.

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 In considering these applications members are asked to take into account timescales for the projects. If projects are continuing after 31 March 2013, members are asked to decide if the appropriate proportion of the grant should be set aside from the 2012/13 budget and carried forward, or be drawn from the 2013/14 budget. This is of course subject to confirmation of the wellbeing budget for 2013/14.

3.2.2 **Project:** Extension of equipment storage facilities
Organisation: Alwoodley Community Association
Amount: £10,000
Ward: Alwoodley

The construction of a new storeroom to augment an existing small storeroom which was built over 40 years ago. The additional space is required to accommodate sports and leisure equipment plus chairs. Equipment is currently stored in the main building, which takes up floor space and causes hazards for users of the building.

The total construction costs are £14,250, and the Association are seeking a grant of £10,000.

The project would run from December 2012 – January 2013.

Community Charter Priority: Communities

3.2.3 **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.

This funding is to cover the period from January to December 2013.

Community Charter Priority: Tackling crime and anti-social behaviour

- 3.2.4 **Project:** Environmentally Friendly Planting in an urban area
Organisation: Slaid Hill in Bloom
Amount: £1,419
Ward: Alwoodley

Slaid Hill in Bloom are seeking a grant of £1,419 for shrubs, bedding plants, hanging basket plants, bark chippings, compost and the design and print of a newsletter. The planting will contribute to the continuous improvement of the environment at Slaid Hill parade and surrounding area. All the work is undertaken by volunteers.

If funding is approved the project will run from February to December 2013.

Community Charter Priority: Improving the Environment

- 3.2.5 **Project:** Verge Improvements, Moss Syke
Organisation: East North East Homes Leeds
Amount: £5,000
Ward: Harewood

Moss Syke in Scarcroft is a narrow cul de sac with limited parking. Local residents and their visitors park on the grass verges which are constantly churned up and muddy, or they park on the road leading in which creates access problems.

The purpose of this project is to remove the grassed areas in front of the properties and create car parking facilities.

The estimated total cost for the scheme from the Council's highways department is £25,000, it is anticipated that this can create between 10 and 12 spaces. The ENEHL Area Panel have agreed to contribute up to £20,000, but have asked for some alternative quotes to try and reduce costs.

This scheme can be completed by March 2013.

Community Charter Priority: Improving the Environment

3.3 Schemes delegated to the Area Committee chair for approval.

- 3.3.1 An application from Wetherby & Harewood Neighbourhood Policing Team for funding for a Winter Crime Reduction Plan was considered at the October Area Committee and was delegated to the Chair for a decision to allow for further discussions with the Neighbourhood Policing Inspector.
- 3.3.2 The Chair decided to award a grant of £2000 specifically for additional patrols in Wetherby Town Centre during the lead up to Christmas and through the New Year holiday period. The area committee is asked to endorse this decision. This project will be complete during the current financial year.

3.4 Small grants and skips

- 3.4.1 Each of the wards has a pot set aside for community groups to apply into for small grants and skips. The following small grants have been agreed for this financial year.

Organisation / Department	Project	Total Project Cost	Grant Approved
West Yorkshire Fire Service	Operation Firefly – a scheme to highlight the location of vulnerable members of the community within their homes to Fire Fighters in the event of a fire	500.00	500.00
Festival of Sport	Fun family sports day at Allerton High School	1,000.00	500.00
Alwoodley in Bloom	Replacement wall for King Lane shops plus planting and adjacent landscaping	648.20	500.00
Scholes in Bloom	Plants for 110 hanging baskets	1,650.00	500.00
Bramham Community Action Group	Bramham Gala – provision of tables chairs and toilets	752.27	500.00
Thorp Arch Village Society	Bulb planting	100.00	100.00

4. Well-being Capital Funding 2011/12

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

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 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 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:

Alwoodley Community Association	Extension of equipment storage facilities	£10,000
Slaid Hill in Bloom	Environmentally Friendly Planting	£1,419
West Yorkshire Police	Farmwatch Patrols	£6000
East North East Homes Leeds	Moss Syke verge improvements	£5000

Endorse the following wellbeing decision which was approved as a delegated officer decision due to the timescales for the project.

West Yorkshire Police Winter Crime Reduction
£2000 to be used to provide additional patrols in Wetherby Town Centre

8. Background documents¹

8.1 Area Committee Roles and Functions 2011/12

8.2 Report to Executive Board, 11 February 2011, Revenue Budget 2011/12 and Capital Programme.

¹ 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.

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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	10,170.29	14,100.00	24,765.00	49,035.29
Amount of b/f budget available for new schemes 2012-13	12,798.61	16,599.00	24,414.77	53,812.38
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	54,462.61	50,311.00	61,038.77	165,812.38

2011-12 Schemes to be paid for in 2012-13

Open House Moving Again - Underspend	- 1,000.00	-	-	- 1,000.00
Wetherby Site Based Gardener (Mar 11)	-	-	19,900.00	19,900.00
Shadwell Conservation Area Review (Oct 11)	-	6,000.00	-	6,000.00
Wetherby Road Plantation (Apr 11)	-	-	1,000.00	1,000.00
Scholes Parking Restrictions (LCC Highways)	-	3,000.00	-	3,000.00
MAECare - Promoting Partnerships	133.00	2,000.00	-	2,133.00
Northcall (Quarter 4)	2,500.00	-	-	2,500.00
St Barnabas Central Heating	5,000.00	-	-	5,000.00
Tree Tops and Open House Community Centre Pot	1,700.00	-	-	1,700.00
Farm Watch	-	3,000.00	3,000.00	6,000.00
Slaid Hill in Bloom - Troughs, Tools and Trugs	925.09	-	-	925.09
Grit Bin Refills	912.20	-	-	912.20
Boston Spa Youth Group	-	-	800.00	800.00
Localism Officer - Consultation Pot	-	100.00	65.00	165.00
Total of schemes approved in 2011-12	10,170.29	14,100.00	24,765.00	49,035.29

Approved 2012-13 Schemes

Small Grants	3,000.00	3,000.00	3,000.00	9,000.00
Skips	1,000.00	1,000.00	1,000.00	3,000.00
Community Engagement	200.00	250.00	250.00	700.00
North Call	13,000.00	-	-	13,000.00
MAECare - Promoting Partnerships	1,000.00	423.00	-	1,423.00
High Ash Drive Allotments	5,485.00	-	-	5,485.00
Golden Acre Park Car Park Improvements	1,000.00	-	-	1,000.00
WISE Memory Cafes, socials and carers Support	-	500.00	1,200.00	1,700.00
Barleyfields Radio Project	-	-	1,000.00	1,000.00
Aberford COE School Playground Project	-	1,000.00	-	1,000.00
Localism Officer	-	19,000.00	19,000.00	38,000.00
Alderton Place Allotments	500.00	-	-	500.00
Great North Road Logs	-	200.00	-	200.00
Safer Leeds Trembler Alarms	487.50	-	-	487.50
Aberford Jubilee Field	-	7,000.00	-	7,000.00
Treetops Community Centre Pot	1,250.00	-	-	1,250.00
WYP Off Road Motor Cycles	170.00	-	-	170.00
Moor Allerton Care Line Dancing&Music Therapy	500.00	-	-	500.00
Wetherby Community Annual Events	-	-	3,000.00	3,000.00
Open House Pot	4,000.00	-	-	4,000.00
Shadwell Recreation Centre internal refurbishment	-	2,000.00	-	2,000.00
Elliker Fields Community Land Purchase Project	-	1,000.00	-	1,000.00
Shadwell Library Repair & Refurbishment	-	5,000.00	-	5,000.00
Wetherby & Harewood NPT Winter Crime reduction plan	-	-	2,000.00	2,000.00
Alwoodley Grit Bins	1,514.74	-	-	1,514.74

Total Projected Spend 2012-13 New Schemes	33,107.24	40,373.00	30,450.00	103,930.24
Budget for 2012-13	54,462.61	50,311.00	61,038.77	165,812.38
Remaining Budget Unallocated	21,355.37	9,938.00	30,588.77	61,882.14

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Report author: Carole Clark
Tel: 0113 336 7629

Report of the East North East Area Manager

North East (Outer) Area Committee

Date: 4 December 2012

Subject: Wetherby & Harewood Town and Parish Council Forum

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

Summary of main issues

1. The Outer North East Area Committee supports the Wetherby & Harewood Town and Parish Council Forum which is held quarterly with the venue and chair alternating between Wetherby and Harewood Wards. All Town and Parish Councillors are welcome to attend the forum.

2. This report provides the minutes of the forum for the area committee to note, and highlights any issues raised where the forum needs support in resolving them from the Area Committee.

Recommendations

3. The Area Committee is requested to note the minutes of the forum and, where appropriate, support the Parish Council Forum in resolving any issues raised.

1 Purpose of this report

- 1.1 The purpose of this report is to provide the Area Committee with the minutes from the meeting of the Wetherby & Harewood Town and Parish Council Fora on 18th October 2012.

2 Background information

- 2.1 Wetherby & Harewood Town and Parish Council Forum provides an opportunity for the parish councillors from Wetherby and Harewood wards to:
 - Receive presentations and hold discussions on issues of common interest;
 - Share information and good practice;
 - Raise any issues of concern;
- 2.2 The forum meets quarterly, with the position of chair rotating between the six Harewood and Wetherby ward members. Ward members have agreed that they will ensure that both wards are represented at the forum through the attendance of at least one member from each of the wards.

3 Main issues

- 3.1 The latest meeting of the forum took place on 18th October at Boston Spa Children's Centre and was chaired by Cllr John Procter.
- 3.2 The minutes of the meeting are attached at Appendix 1.

Corporate Considerations

4 Consultation and Engagement

- 4.1 In their role as democratically accountable bodies, local councils offer a means of shaping the decisions that affect their communities. Parish and town councillors and officers possess local knowledge which can help decision makers in the City Council to make more informed decisions and parishes have made it clear that they would like more influence on services which affect their communities. They offer a means of decentralising the provision of certain services and of revitalising local communities. In turn, the local councils recognise the strategic role of the Leeds City Council and the equitable distribution of services which it has to achieve.

5 Equality and Diversity / Cohesion and Integration

- 5.1 Attendance at the meeting is open to all parish councillors and the meetings are held a variety of venues throughout the two wards.

6 Council Policies and City Priorities

- 6.1 Leeds City Council and the local councils within its area share the common belief that working closely together plays a vital contribution to the well being of the communities they serve.

- 6.2 To this end, Leeds City Council and the local councils in the Leeds City Council area have a Charter which sets out how they aim to work together for the benefits of local people.
- 6.3 Leeds City Council and the local councils are committed to the principles of democratic local government. They are keen to see continued efforts made to improve our system of local democracy and to see greater public participation in and appreciation of this system.

7 Resources and Value for Money

- 7.1 The Town and Parish Council Forum is supported by an officer from the East North East Area Support Team.

8 Legal Implications, Access to Information and Call In

- 8.1 There are no significant legal implications but the report is subject to call in.

9 Risk Management

- 9.1 There are no significant risks identified in this report.

10 Conclusions

- 10.1 The Wetherby & Harewood Town and Parish Council Forum provides a place for the local councils to discuss issues of common interest and concern. It is supported by ward members and the Area Support Team.

11 Recommendations

- 11.1 The Area Committee is requested to note the minutes of the forum and, where appropriate, support the Parish Council Forum in resolving any issues raised.

12 Background documents

- 12.1 None

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East North East Area Support Team
The Reginald Centre
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Leeds
LS7 3EX

Contact: Carole Clark
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Email: carole.clark@leeds.gov.uk

**Wetherby & Harewood Town and Parish Council Forum
Thursday 18 October, 2012, Boston Spa Children's Centre**

Attendance

Cllr John Procter (chair)	Wetherby Ward Member
Cllr Ann Castle	Harewood Ward Member
George Hall	SHLAA Partnership
Ben Hogan	Barwick and Scholes PC
Claire Hassell	Barwick and Scholes PC
Colin Pool	Walton Parish Council
Derek Armitage	Collingham with Linton PC
Glyn Robins	Collingham with Linton PC
Ruth Reed	Aberford and District PC
Ian Forster	Aberford and District PC
Kevin Sedman	Harewood PC
Nicolas Fawcett	Clifford PC
Sheila Humphreys	Thorp Arch PC
Debbie Potter	Shadwell PC
Val Whitbread	Bramham PC
David Thomson	Boston Spa PC
Judith Pentith	East Keswick PC
Linda Flockton	Bardsey Cum Rigton
Gwen Brown	Thorner PC
Kate James	Thorner PC clerk
Peter Hart	Scarcroft Parish Council
Paddy Procter	Scarcroft Parish Council
Carole Clark	LCC Area Support Team
John Woolmer	LCC Environmental Locality Team
Steve Lake	LCC Area Support Team
Andrew Birkbeck	LCC Area Support Team

Apologies: Gaynor Anning, East Keswick

- 1.00** Cllr John Procter welcomed everyone to the meeting and introductions were made.
- 2.00** **Apologies** given as above.
- 3.00** **Minutes of last meeting** agreed as a true record.

4.00 Matters arising

- 4.01 Meeting held 12 July CC
Item 4.01 - Metro have not been back in touch with Boston Spa. Letter to be sent from Cllr Procter to Metro. CC to arrange with group office. CC
Item 5.03 Club Mark accreditation. CC to get an update from Cllr Robinson on his meeting with Paul Senior (Sports service).
- 4.02 Meeting held 23 August on Highways issues Ward members
Item 1.06 2013/14 maintenance programme. Linton Road is still not in the schedule. Ward members will circulate the long list of roads on the maintenance programme with ward member comments.

5.00 Home Security, secure locks – Maureen Brewer, Wetherby Crime Prevention Panel

- 5.01 Maureen Brewer attended to provide an overview of the home security initiative to raise awareness of how easy it is to break into properties with Euro cylinder locks that do not conform to the Sold Secure Diamond standard and BSI TS007 3 star rating ratings. Most original fitted locks will fall short of this standard.

Maureen has met with Alec Shelbrooke MP and senior staff at Wetherby Police Station to discuss the problem and solutions. She is also hoping to hold a meeting with Alec Shelbrooke MP, Timothy Kirkhope, MEP, and the Police and Criminal Justice Minister to raise awareness of this issue within government and the EU Parliament and to seek possible solutions such as funding and legislation.

- 5.02 A representative from Avocet locks gave a demonstration on how easy it was to break into a property with a Euro cylinder lock.
- 5.03 Wetherby Crime Prevention Panel are working in partnership with Wetherby and Harewood Neighbourhood Policing team to raise awareness of this security issue. They can offer new locks at a reduced rate of £37.50 for anyone that is interested. A member of Wetherby Crime Prevention Panel will measure and order the locks.

For further information contact Maureen Brewer at [Wetherby and District Crime Prevention Panel](#), c/o Wetherby Police Station, email ifo@kalsom.co.uk

6.00 Derelict and Eyesore Properties

- 6.01 Steve Lake, from the ENE Area Support Team attended to brief members on the councils Derelict and Eyesore Property strategy which aims to deal with both private and council owned property. The council has compiled a list of the worst properties, and aims to manage existing powers and options available to deal with such properties in a more coordinated way. Any councils wanting to put

forward details of nuisance and derelict properties in their parish to email details to carole.clark@leeds.gov.uk who will pass them on the Council's working group.

- 6.02 Properties put forward at the meeting were one in Clifford, 2 in Scarcroft, and one in Collingham.

7.00 Environmental Service – John Woolmer

- 7.01 50 litter bins on order which will be arriving during the next 4 weeks. Current issue is de-leafing. A replacement vehicle has been brought in. Takes about 1 month to do one cycle of leaf clearing. 4 staff from Continental Landscapes are being used to assist with leaf clearing. Parishes can email john.woolmer@leeds.gov.uk if there are any specific problem areas.
- 7.02 Grass cutting now finished until February 2013; the areas in the grass cutting contract won't be litter picked. Let John know if any of these areas become a problem for litter. John reminded everyone that where parishes are not getting a satisfactory response to any problems with the grounds maintenance contract they can contact him.
- 7.03 Derek Armitage said the parish are delighted with what has been achieved by John Woolmer's Team, and this was endorsed by Cllr Procter. Peter Hart complimented John Woolmer on the gully clearing work, and Paddy thanked him for the work at Elmwood Lane and Village Hall.

8.00 Localism

- 8.01 The local council's confirmed their agreement to George Hall representing them on the SHLAA partnership.
- 8.02 Some Councillors attended the citywide Neighbourhood Planning seminar. The Localism Officer, via a discussion with a representative from Planning Aid, discovered that two planning applications for supermarkets in Wiltshire have been delayed pending the completion of Malmesbury Parish Council's neighbourhood plan. See link for more details:
http://www.wiltsglosstandard.co.uk/news/9907382.Controversial_Malmesbury_supermarket_plans_put_back_on_the_shelf_until_May/
- 8.03 Cllr Procter referred to the email sent to all parishes which expressed thanks to for their feedback on the site assessment process. The work undertaken allowed Andy Birkbeck to develop a Town and Village by Village overview of 156 sites. All 6 ward members spent two hours either confirming their support or amending the views submitted; very few amendments were made. Members then spent three hours with senior planning officers, comparing our combined views with those of officers who had assessed each site. Agreement

was reached on 80% of the sites, this is a very reassuring first engagement with officers.

- 8.04 Ward members don't take the decision on sites, they can only put forward their views - the majority of which confer with those of the parishes.
- 8.05 Neighbourhood Plans are still important to fix the position of parishes.
- 8.06 George Hall gave an update on CIL. Guidance from the government is for communities to be involved in setting the CIL. Currently developers are being consulted but local communities are not. Housing developments will generate substantial sums of money but this may not meet infrastructure needs locally if pulled centrally for a big project.

**9.00 Update from parishes
Shadwell**

WE were delighted to be joint winners of the Yorkshire in Bloom competition - Large Village category, and also to receive a Gold Award.

The Asset Transfer of the Library to the community continues and, although not finalised, we are confident that we will take over running our Library in January.

10.00 Any Other Business

- 10.01 The forum supported the suggestion from Carole Clark that Alwoodley Parish Council be invited to join the meetings.

11.00 Date and time of meetings for 2013:

January 24th
April 25th
July 11th
October 17th

All Thursday at 7:30pm



Report author: Carole Clark
Tel: 0113 336 7629

Report of East North East Area Leader

Report to Outer North East Area Committee

Date: 3rd December 2012

Subject: Environmental sub group

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

1. The Area Committee has nominated one member from each ward to form an Environmental sub-group. The sub-group focuses on issues relating to the delegated Environmental Service plus other issues concerning the Environment. It meets four times a year. This report sets out the key points from the sub-group's latest meeting.

Recommendations

2. The Outer North East Area Committee is asked to note the contents of the report.

1 Purpose of this report

- 1.1 The purpose of this report is to inform members of the issues discussed at the Environment sub-group.

2 Background information

- 2.1 The Outer North East Environmental sub group meets quarterly. Agenda items focus on issues relating to the delegated Environmental Service and any other services or issues of relevance to the environment in Outer North East Leeds.
- 2.2 Membership comprises one nominated member from each of the three wards, Alwoodley, Harewood, and Wetherby, including the Chair of the Area Committee who also chairs the sub-group. Officers attending include the Area Officer, ENE Locality Manager (Street Cleansing and Enforcement), plus representatives from Continental Landscapes, East North East Homes Leeds, Parks and Countryside and other services as appropriate.
- 2.3 The sub-group meets four times per year in March, May, September and November.

3 Main issues

- 3.1 The latest meeting of the sub group took place on 15th November 2012. In attendance were Cllrs Wilkinson and Buckley, John Woolmer (ENE Locality Team), Rob Double, (ENEHL), Paul Ackroyd (Parks and Countryside). Apologies were received from Cllr Robinson, and Continental Landscapes.

- 3.2 The sub group received an update on the following issues:

3.2.1 Parks and Countryside

- Wetherby Ings, problems with litter and dog fouling – new signage has been ordered. Any fixed penalties issued by the Environmental Locality Team will be publicised in the local press.
- Wetherby Wilderness cliff movement – contractors are starting on site to remove dangerous rocks;
- Works are progressing well on Whinmoor Cemetery, the first burials should begin in January 2013;
- Yorkshire in Bloom - Leeds won gold in the city category and Barwick in Elmet won gold in the large village category;
- Ash dieback – information was circulated on how to spot the disease, and the members requested further information on what action would be taken if the disease is found in a private garden.

3.2.2 Grounds Maintenance

- Continental Landscapes provided an update report on the contract. Members agreed that they are generally happy with the first year of the contract. They

recognised that it was an exceptional year for rainfall, which inevitably caused problems for the contract. Members also acknowledged that Continental Landscapes had responded well to issues raised.

3.2.3 Environmental Delegation

- The sub-group discussed the proposed format and content of the six monthly report to this area committee. They also discussed litter picking arrangements, ordering and placement of litter bins and leaf clearance.

3.2.4 Other issues

- Officers agreed to look at clearing the undergrowth from two copses in Alwoodley, behind Buckstone Avenue, with a view to Alwoodley Parish Council then taking over the maintenance, and also adjacent to the play area on Nursery Lane where the undergrowth is creeping across the grass.
- Wheelie bins - alternate green and black weekly bin collections from spring 2013 are being introduced over the next two years starting in South Leeds.
- Brown bins - collections from March – November; ward members have received feedback from residents that it stops too early as leaves are still falling, and it would help if the service could continue longer.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Ward members bring issues to the sub-group which have been raised by Town and Parish Councils, and by members of the public.

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 Council's Constitution was amended, approved at Executive Board in March 2011 and ratified at the Annual Council meeting held on 26th May 2011, to include the environmental services delegation within the Area Committee Function Schedule. This sub group acts as the monitoring forum for that delegation in the first instance.

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

4.6 Risk Management

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

5 Conclusions

5.1 The Outer North East Environmental sub-group meets four times a year. Key points from the discussion are reported to the area committee.

6 Recommendations

6.1 The Outer North East Area Committee is asked to note the contents of the report.

7 Background documents

7.1 Minutes of the Full Council Meeting held on 26th May 2011

7.2 Council Constitution

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

Report to Outer North East Area Committee

Date: 4th December 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 26th 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 2012/13 are:
 - Friday 13th July 9:00 – 11:00
 - Tuesday 11th September 13:00 – 15:00
 - Friday 2nd November 13:00 – 15:00
 - Thursday 10th January 9:00 – 11:00
 - Thursday 7th March 10:00 – 12:00
- 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 26th 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 26th May 2011

7.2 Council Constitution

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**Area Chairs Forum
Friday 11th September 2012
West Room, Civic Hall**

Attendance:

Councillors: P. Gruen (Chair), G. Hyde, G. Wilkinson, A. McKenna, J. Akhtar, P. Wadsworth, J. McKenna, J. Jarosz

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

Minutes: S. Warbis

Attending for specific items: Cllr J. Blake, K. Morton, D. Allen, H. Freeman, A. McMaster

Item	Description	Action
1.0	Apologies	
1.1	Cllr G. Hussain, Cllr A. Gabriel, Cllr K. Bruce, Beth Logan.	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 13 th July 2012 were agreed as an accurate record.	
2.2	<u>5.5 of previous minutes – Review of Area Working – Next Steps</u> Regarding community engagement, Chris Dickinson is linking in with Matt Lund and Jenny Hill to look at ways of optimising engagement of members of the citizen’s panel within local areas. Recruitment to the citizen’s panel is progressing well however there are difficulties in certain areas of the city and amongst certain demographic groups.	
2.3	<u>6.1 of previous minutes – Equality Improvement Priorities 2011-2015</u> Work is ongoing between Lelir Yeung and the Area Leaders on developing Equality Improvement Priorities for localities.	
3.0	Youth Service Review	
3.1	Cllr. Judith Blake (Lead Executive Member Children’s Services), Ken Morton (Head of Service Young People and Skills) and Damian Allen (Consultant - NOHA Associates Ltd) attended to provide an update on the review of Youth Services.	
3.2	Cllr Blake introduced the item by saying that although some members are pleased with youth service provision, some members have expressed concerns. The aim is to provide the widest youth provision within the resource envelope and Area Committees and Area Support Teams will be key in bringing proposals forward. Leeds City Council is committed to maintaining it’s influence over youth services, which is not the case in all authorities, and it is hoped that a report will go to Executive Board in November detailing proposals.	
3.3	Damian Allen has been brought in as a consultant to carry out an independent assessment of challenges facing the Leeds “Youth Offer” to be used in developing proposals for a review of the service.	
3.4	Damian Allen gave a comprehensive presentation detailing a series of findings and propositions drawn from interviews with a range of stakeholders including; elected members, senior council officers, youth offer partners, providers, staff, secondary and primary school councils and young people in youth offer settings.	
3.5	Areas covered within the presentation included:	

- Universal and targeted provision
- In house and external commissioning
- Age range for the Youth Offer
- Links between Area Committees and Clusters
- Local devolvement of funding
- Performance and quality monitoring
- Review of service structure and job roles

3.6 In the debate that followed Area Chairs expressed an interest in having more access to funding at a local level but that they needed more details over what funding is available and what can be devolved. There was general support for increasing the use of school facilities but it also needed to be recognised that this would not meet the needs of all areas.

3.7 The question was raised as to which budgets were being considered as part of the review. It was stressed that all youth offer budgets were on the table, although it needed to be recognised that a large proportion of resources are tied up in staffing and it may take longer to implement changes in this area, as part of any recommendations. It was hoped that some funding for “places to go, things to do” activities could be reorganised by April 2013 but that wider restructuring is unlikely before 2014/15.

3.8 It was felt that Area Committees would need to have further influence over the review and any proposals emanating from it. It was suggested that a working group of selected Area chairs should be set up to look at the youth offer.

KM

4.0 Environmental Delegation SLA2 Feedback

4.1 Helen Freeman attended with a report summarising feedback from Area Committees around the approval of SLA2 by all Area Committees in June / July.

4.2 While SLA1 gave changes to street cleaning schedules and the focusing of resources locally, the discussion has now moved from cleansing to enforcement. Locality managers are having conversations with Area Chairs regarding the restructuring of enforcement teams, and discussions are ongoing with staff and unions.

4.3 The aim is to strengthen the approach locally to include cleansing, enforcement and education. There is also evolving work to strengthen links with parish councils, voluntary groups and businesses and build a joined up approach to environmental issues locally.

4.4 SLA2 shows a maturing of SLA1 but it was acknowledged that this was an evolving picture. The ability for Area Committees to hold the service to account relies on good performance information from the service, and this is better in some areas than in others. There is also an expectation that there should be better coordination between partners within the local authority. There is the potential that findings from the budget plus exercise currently being carried out may lead to service reorganisations and potentially more services becoming devolved.

4.5 The ongoing restructure of environmental enforcement is wide and deep and is causing some concern amongst staff members. It was pointed out that the review was not about saving money, would not impact on the locality team budgets and would not lead to a reduction in frontline staff. The review is looking at the roles of local staff. Currently there are 7 differing job descriptions and the intention is to streamline this to 2 roles that will be able to carry out a wider range of duties including enforcement. There will also be increased supervisor capacity to quality assure performance and have more contact with staff.

4.6 Concerns were raised by Area Chairs over the speed of the restructure and the

impact that this is having on staff. There were also concerns expressed about a potential reduction in environmental health officers. Helen Freeman stated that staff had been given a full month for consultation and had been given notice when this would commence. Trade Unions had been involved in the process which was still ongoing. Environmental Health Officers did not fall within the remit of the restructuring of local teams, however there may be amendments to their job descriptions going forward, although they would still have an environmental health remit.

- 4.7 There was praise for the links that have been established with the environmental service Locality Managers but it was felt that some of the Environmental Sub Groups could be more effective. This was a matter for individual Area Committees and particularly Area Chairs to address.
- 4.8 There was a general satisfaction with the direction of travel for SLA2 and there was a feeling that the service had been transformed. There was a feeling that there was more honesty within the service regarding service provision, but it was also stressed that the Area Committees needed to individually hold the service to account and maintain their monitoring role.

5.0 Community First Update

- 5.1 Anne McMaster attended with a report providing an update on the development of the Community First programme in Leeds.
- 5.2 Community First panels have been set up in all of the areas that they should have been and are receiving good support from elected members and area teams. Local Authorities are not encouraged to become too involved with panels however they can provide assistance if the panels request this. In most cases panels are linking with the local authority.
- 5.3 For year one all panels have accessed practically all of their funding. Year two funding is starting to be available but future funding will be dependant on panels having a Community First Plan in place by 31st March 2013. Guidance on developing these plans is expected shortly.
- 5.4 Community Organisers are now in place and should be deployed to support communities shortly.
- 5.5 Area Chairs commented on the differing involvement of elected members with panels in different areas. Some panels had invited members onto them, some had established links with members, and some had excluded members entirely. It is down to the discretion of the panels themselves how much contact / coordination with elected members and council departments they have.

6.0 Wellbeing Mid-Budget Update

- 6.1 Cllr Gruen stated that the levels of under-spend of wellbeing funds at the end of last year will not be acceptable this year in the current climate. Area Chairs and Area Leaders need to have discussions about how to utilise their budgets this year.
- 6.2 There needs to be an understanding of what is happening to existing commitments and where blockages are occurring in releasing funds. There also needs to be a plan in place to re-assign committed funding where it is clear that it will not be spent in the current financial year.
- 6.3 It was pointed out that some Area Committees had used wellbeing funds to support posts dealing with new emerging areas such as neighbourhood planning and this might be a route that other Area Committees might want to take.
- 6.4 It was suggested that there needed to be a detailed look at all individual cases where funds have been allocated and not spent and that action plans needed to

be put in place to resolve issues.

- 6.5 It was pointed out that in some areas there are issues over funds allocated to wards not being spent, and that Area Chairs had a role in encouraging those wards to release money. It was stressed that wellbeing funds needed to be spent wisely and appropriately.

7.0 Area Working Review

- 7.1 James Rogers gave a verbal update on progress to date for the Review of Area Working.
- 7.2 Many issues had been raised during the series of member drop in sessions held in August and early September. These included areas relating to geography, finance and service delegation / influence. These had been fed into the All Party Working Group (APWG) who had come to a view on a number of options.
- 7.3 The APWG have recommended that the current formula for distributing wellbeing funds based on 50% per capita and 50% on deprivation is the appropriate formula and that this should remain in place. Work is continuing regarding other funding streams to identify how a locality perspective should influence the distribution and control of new funding streams.
- 7.4 The view from the member consultation, and confirmed by the APWG, is that current boundaries are appropriate and that there is no need to make changes where they are not needed. There was however an issue identified with the West Inner Area Committee covering only 2 wards and proposals are being developed to tackle this issue.
- 7.5 There were also issues raised regarding the links between Area Committees and clusters and a need was identified to strengthen the role and influence of Area Committees in this respect.
- 7.6 The issue of influence over services at a local level has been high on the agenda and there is a desire among members to increase influence over a number of services. The APWG discussed this at some length and felt that some prioritisation was needed. The areas given priority were:
- Youth Services
 - Jobs and Skills
 - Neighbourhood Planning

There was also a recognition that the existing delegation for community centres was in need of some attention and that the current review of community centres needed to be closely linked with the review of area working.

- 7.7 Concerns were raised that only 35 members had attended the drop in sessions, although it was pointed out that consultation with members will also take place through other routes. It was pointed out that certain wards had not had any member participation in the consultation so far. The APWG had so far formed a consensus on most of the issues being addressed.
- 7.8 A set of recommendations are due to be taken to the executive board in November with the aim to implement in April 2013.

8.0 Any Other Business

- 8.1 There was no other business.

9.0 Date of Next Meeting

- 9.1 Friday 2nd November 2012, 09:00 – 11:00, West Room - Civic Hall