



**NORTH EAST (OUTER) AREA COMMITTEE**

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**Meeting to be held at Treetops Community Centre, Squirrel Way, Moortown Leeds LS17 6DP  
on Monday, 18th March, 2013 at 6.00 pm**

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**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;

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Rory Barke  
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# A G E N D A

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

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3			<p><b>LATE ITEMS</b></p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p><b>APOLOGIES FOR ABSENCE</b></p> <p>To receive any apologies for absence.</p>	
5			<p><b>DECLARATION OF DISCLOSABLE PECUNIARY AND OTHER INTERESTS</b></p> <p>To disclose or draw attention to any disclosable pecuniary interests for the purposes of Section 31 of the Localism Act 2011 and paragraphs 13-16 of the Members' Code of Conduct.</p>	
6			<p><b>OPEN FORUM</b></p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p><b>MINUTES/NOTES OF PREVIOUS MEETINGS</b></p> <p>a) To confirm as a correct record the minutes of the following meetings:-</p> <ul style="list-style-type: none"> <li>• 3<sup>rd</sup> December 2012</li> <li>• 6<sup>th</sup> March 2013 (<b>copy to follow</b>)</li> </ul> <p>b) To confirm as a correct record the notes of the meeting held on 4<sup>th</sup> February 2013 and to formally ratify the recommendations made thereon</p>	1 - 16

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8			<p><b>CHILDREN'S SERVICES AREA COMMITTEE UPDATE REPORT</b></p> <p>To consider a report of the Director of Children's Services providing the meeting with an update on Children's Services developments.</p>	17 - 40
9			<p><b>DEVELOPMENT OF AREA LEAD ROLE</b></p> <p>To consider a report of the Assistant Chief Executive Customer Access and Performance developing initial proposals to Area Committees for their input, shaping and feedback with a view to introducing the revised Area Lead roles in the new municipal year.</p>	41 - 48
10			<p><b>ENVIRONMENTAL SERVICES - CONSULTATION ON THE 2013/14 SERVICE LEVEL AGREEMENT</b></p> <p>To consider a report of the ENE Locality Manager, Environment and Neighbourhoods on consultation measures in relation to the 2013/14 Service Level Agreement which will be presented for approval at the June meeting cycle.</p>	49 - 58
11			<p><b>WELL-BEING FUND BUDGETS</b></p> <p>To consider a report of the East North East Area Leader providing Members with an update on the current position of the wellbeing capital and revenue budget for the Outer North East area and setting out applications made for consideration by the Area Committee.</p>	59 - 78
12			<p><b>AREA COMMITTEE BUSINESS PLAN PRIORITIES AND PERFORMANCE MONITORING</b></p> <p>To consider a report of East North East Area Leader providing a summary of key activities and projects in the Outer North East area which support the Area Committee business plan priorities.</p>	79 - 118

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13			<p><b>MOOR ALLERTON PRIORITY NEIGHBOURHOOD UPDATE REPORT</b></p> <p>To consider a report of the East North East Area Leader providing an update on the progress and action being undertaken in the Moor Allerton Priority Neighbourhood.</p>	119 - 130
14			<p><b>WETHERBY AND HAREWOOD TOWN AND PARISH COUNCIL FORUM</b></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 24<sup>th</sup> January 2013.</p>	131 - 142
15			<p><b>AREA CHAIRS FORUM MINUTES</b></p> <p>To consider a report of the Assistant Chief Executive (Planning, Policy and Improvement) on the Area Chairs Forum minutes held on 9<sup>th</sup> January 2013.</p>	143 - 152
16			<p><b>DATES, TIMES AND VENUES OF AREA COMMITTEE MEETINGS 2013/14</b></p> <p>To consider a report of the Chief Officer (Democratic and Central Services) seeking the Area Committee's formal approval of a meeting schedule for the 2013/2014 municipal year.</p> <p>In addition, Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they would like to request any amendments to such arrangements.</p>	153 - 158

Item No	Ward	Item Not Open		Page No
17			<p><b>DATE AND TIME OF NEXT MEETING</b></p> <p>Tuesday 14<sup>th</sup> May 2013 at 6.00pm in the Civic Hall, Leeds.</p> <p><b><u>Map of Today's Meeting</u></b></p> <p>Treetops Community Centre, Squirrel Way, Moortown, Leeds LS17 6DP</p>	159 - 160

# Agenda Item 7

## NORTH EAST (OUTER) AREA COMMITTEE

MONDAY, 3RD DECEMBER, 2012

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

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

### 46 Chair's Opening Remarks

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

### 47 Late Items

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

- Well-Being Fund Budgets – Revised Outer North East Area Committee Well-being Budget 2012-13 Appendix (Agenda Item 11) (Minute 55 refers)
- Well-Being Fund Budgets – Revised Well-being Fund Large Project Application – Wetherby and Harewood Farmwatch Patrols (Agenda Item 11) (Minute 55 refers)
- Well-Being Fund Budgets – Late Application – Wetherby and District Development Fund Project (Agenda Item 11) (Minute 55 refers)
- Environmental Services – Six Month Performance Update on the Services Level Agreement – Appendix C – Leeds Citizens Panel – Environmental Services satisfaction results (Agenda Item 10) (Minute 56 refers)

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

### 48 Apologies for Absence

Apologies for absence were received on behalf of Councillors A Castle, A Lamb and R Procter.

### 49 Declaration of Disclosable Pecuniary and Other Interests

There were no disclosable pecuniary and other interests declared at the meeting.

### 50 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.

**51 Minutes of the Previous Meeting**

**RESOLVED** - That the minutes of the meeting held on 22<sup>nd</sup> October 2012 be confirmed as a correct record and that this Committee formally ratifies the decisions taken at that meeting in relation to Minute numbers 43 and 44.

**52 Matters Arising from the Minutes**

a) East North East Health and Wellbeing Partnership Report (Minute 39 refers)

Carole Clark, East North East Area Officer referred to the above issue and updated the meeting on progress.

It was noted that additional information had been circulated to Members of the Area Committee in relation to Wrap Up Leeds and cavity wall insulation.

In concluding, the East North East Area Officer informed the meeting that the figures in relation to alcohol related illness or A&E admissions were as a result of long term related illness and not as a result of alcohol related accidents.

b) Children's Services – Update (Minute 43 refers)

The Chair referred to the above issue and informed the meeting that a decision had been taken to defer consideration of this item on today's agenda until the next meeting in February 2013 in view of the fact that the information contained within the report failed to provide the specific detail requested by Members at the last meeting. Also Councillor A Lamb, who had requested this information on behalf of the Area Committee, was unavailable at today's meeting.

**53 Children's Services**

(This item was withdrawn from the agenda and rescheduled for consideration at the next meeting on 4<sup>th</sup> February 2013)

**54 East North East Homes Leeds Grounds Maintenance report**

The Head of Partnerships, East North East Homes, Leeds submitted a report informing the Area Committee of the work and progress made by the Grounds Maintenance contractor, Continental Landscapes, from April to November 2012 on the East North East Homes Leeds Grounds Maintenance.

Steven Vowles, Head of Partnerships, East North East Homes, Leeds presented the report and responded to Members' comments and queries.

He informed the meeting that the summary of performance monitoring (Appendix A refers) was still outstanding and he agreed to provide a copy to Members of the Area Committee via the East North East Area Leader for their information/retention.



Discussion ensued on the contents of the report.

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

- Clarification of how much extra monies had been paid to Continental Landscapes for work undertaken over and above the terms and conditions outlined in the contract  
*(The Head of Partnerships responded and informed the meeting that the extra monies paid was minimal. He agreed to supply this information to the East North East Area Leader for dissemination to Members of the Area Committee. In the interim period, it was noted that Councillor P Harrand would raise this issue at the appropriate Scrutiny Board)*
- Clarification of the number of cuts undertaken by Continental Landscapes within the period of the contract and details of where the savings had gone  
*(The Head of Partnerships responded and provided a breakdown of cuts undertaken. He agreed to supply a copy of the financial information to the East North East Area Leader for dissemination to Members of the Area Committee)*

**RESOLVED** -That the contents of the report be noted.

(Councillor J Procter joined the meeting at 5.40pm during discussions of the above item)

## **55 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 a revised appendix of the Outer North East Area Committee Well-Being Budget 2012-13, together with a revised copy of the Wetherby and Harewood Farmwatch Patrols project application as supplementary information.

Also circulated, as supplementary information, was a copy of a late Wellbeing application regarding the Wetherby and District Development Fund Project.

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

Inspector Paul Dwyer, West Yorkshire Police was also in attendance to provide the meeting with background information in relation to the Wetherby and Harewood Farmwatch Patrols project.

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

**RESOLVED –**

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

<b>Organisation</b>	<b>Project</b>	<b>Amount</b>
Alwoodley Community Association	Extension of equipment storage	Agreed £10,000 (2012/13)
Slaid Hill in Bloom	Environmentally Friendly Planting in an urban area	Agreed £1,419 (2012/13)
West Yorkshire Police	Wetherby and Harewood Farmwatch Patrols	Agreed £6,000 (Harewood £3,000/Wetherby £3,000) (2012/13) towards the daily running costs of two landrover 4x4 vehicles, namely fuel and tyres
East North East Homes Leeds	Verge Improvements, Moss Syke	Deferred for more information
Leeds City Council	Wetherby and District Development Fund	Agreed £20,000 (2012/13) for future projects in Wetherby

- d) That the following Wellbeing decision which was approved as a delegated officer decision due to the timescales for the project be endorsed:-

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

- e) That in relation to the issue raised regarding skips and small grants within the Harewood ward, the East North East Area Officer be

requested to provide an update on progress at the next meeting in February 2013.

(Councillor P Harrand left the meeting at 6.00pm after consideration of the Verge Improvements, Moss Syke project)

**56 Environmental Services - Six Month Performance Update on the Services Level Agreement**

Referring to Minute 11 of the meeting held on 3<sup>rd</sup> July 2012, the Locality Manager (East North East Area) submitted a report which provided a half year update on the performance against the Service Level Agreement (SLA) between Outer North East Area Committee and the East North East Environmental Locality Team.

The report also provided the Area Committee with 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 were helping to make a difference on the ground/at the front line.

It was noted that the Area Committee had an opportunity to influence the service and budget planning process for 2013/14 and that views on service developments and continued top priorities for Outer NE were sought, particularly in light of the expected further financial pressures.

Appended to the report was a copy of the following documents for the information/comment of the meeting:-

- Analysis of service requests responded to by ENE Locality Team during the reporting period May to October 2012 (Appendix A refers)
- Analysis of legal notices and Fixed Penalty Notices issued by the ENE Locality Team during the reporting period May to October 2012 (Appendix B refers)
- ENE Locality Team – Financial Position 2012/13 (half year update) (Appendix B refers)

In addition to the above documents, a copy of Appendix C - 'Leeds Citizens Panel – Environmental Services satisfaction results' was circulated as supplementary information.

John Woolmer, East North East Locality Manager, Environment and Neighbourhoods Directorate presented the report and responded to Members' comments and queries.

Beverley Kirk, Technical Enforcement Officer, Environment and Neighbourhoods Directorate was also in attendance to provide background details around enforcement.

Prior to discussing the report, the Area Committee were requested to consider the following specific issues:-

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

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

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

- Clarification of the locations identified for new litter bins within the three NE (Outer) wards  
*(The East North East Locality Manager responded and agreed to forward the relevant site location details to the East North East Area Leader for dissemination to Members of the Area Committee)*
- Clarification of the process in relation to the team away half-days held in October
- Clarification as to why the figures in relation to overgrown vegetation were significantly different within the three wards
- Clarification of the financial information in relation to cover for streets operatives (leave) as outlined in Appendix B
- The need to reduce flooding in certain areas i.e. Collingham and to ensure that Highways and Yorkshire Water were taking measures to replace gullies that had collapsed or become damaged  
*(The East North East Locality Manager responded and outlined the contracted arrangements that were currently in place. He made reference to regular meetings held with Highways and agreed to raise this issue at future meetings. Following discussions, it was also agreed to discuss this issue in more detail at the next Environmental Sub Group)*
- Clarification of the financial contribution received from Highways in relation to gullies and on the discussions being undertaken to date at the Environmental Sub Group regarding Area Committees taking on this delegated responsibility
- Clarification of the number of appraisals undertaken with all staff across the Locality Team  
*(The East North East Locality Manager responded and confirmed that 100% of all appraisals had been undertaken across the Locality Team with half yearly reviews pending. Arising from discussions, the Area Committee commended the East North East Locality Manager and his support team on such a high percentage rate of appraisals undertaken during the June/July period)*
- The need to prevent dog fouling and to try and prosecute those people who commit this offence

- Clarification if there had been a significant difference in prosecutions and levels resulting from dog control orders  
(*The East North East Locality Manager responded and agreed to look at the figures with a report back in due course*)

**RESOLVED-**

- a) That the contents of the report and appendices be noted and welcomed.
- b) That the follow up issues raised above be addressed by the East North East Locality Manager and the East North East Area Leader.

(Councillor D Cohen left the meeting at 6.10pm during discussions of the above item)

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

The East North East Area Leader submitted a report providing the Area Committee with the minutes from the meeting of the Wetherby and Harewood Town and Parish Council Forum a held on 18<sup>th</sup> October 2012.

Appended to the report was a copy of the notes of the Harewood and Wetherby Town and Parish Council Forum held on 18<sup>th</sup> October 2012 for the information/comment of the meeting.

**RESOLVED -**

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

**58 Environmental Sub Group Report**

The East North East Area Leader submitted a report on the issues discussed at the Environmental Sub Group.

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

Discussion ensued on the contents of the report.

Councillor N Buckley made reference to 3.2.4 'Other issues' and informed the meeting that 'Nursery Lane' should have read as King Lane in the body of the report.

Carole Clark responded and apologised for this administrative error.

**RESOLVED** –That the contents of the report be noted.

**59 Area Chairs Forum Minutes**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on the Area Chairs Forum minutes held on 11<sup>th</sup> September 2012.

Appended to the report was a copy of the minutes of the meeting held on 11<sup>th</sup> September 2012 for the information/comment of the meeting.

**RESOLVED –**

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the contents of the Area Chairs Forum minutes held on 11<sup>th</sup> September 2012.

**60 Date and Time of Next Meeting**

Monday 4<sup>th</sup> February 2013 at 5.30pm in the Civic Hall, Leeds.

(The meeting concluded at 6.30pm)

## **NORTH EAST (OUTER) AREA COMMITTEE**

**MONDAY, 4TH FEBRUARY, 2013**

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

Councillors N Buckley, D Cohen, A Lamb  
and J Procter

### **61 Chair's Opening Remarks**

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

It was noted that the quorum of an Area Committee was satisfied when at least one third of the Elected Members, and at least one Elected Member from each ward within the areas was present. It was further noted that this meeting was inquorate (due to the non-attendance of the Harewood Ward Councillors) and therefore the Committee was unable to make any formal decisions.

For the record, notes of the meeting were detailed below and it was noted that a copy would be submitted to the next meeting on 18<sup>th</sup> March 2013 for approval as a correct record and also to formally ratify the recommendations which had been made.

### **62 Late Items**

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

- A copy of remaining balances for the small grants and skips pots, plus the other pots which were set aside i.e. Treetops Community Centre and Community Engagement/Localism (Appendix 2 refers)(Agenda Item 13)(Minute 72 refers)
- A copy of a late Wellbeing application regarding a request for a new tennis court for Alwoodley Tennis Club (Agenda Item 13)(Minute 72 refers)

### **63 Apologies for Absence**

Apologies for absence were received on behalf of Councillors A Castle, P Harrand, M Robinson and R Procter.

### **64 Declaration of Disclosable Pecuniary and Other Interests**

There were no disclosable pecuniary and other interests declared at the meeting.

Draft notes of the meeting to be approved as a correct record,  
with the recommendations being formally ratified at the meeting  
to be held on Monday, 18<sup>th</sup> March, 2013

**65 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.

**66 Minutes of the Previous Meeting**

**RECOMMENDED** – That consideration of the minutes of the meeting held on 3<sup>rd</sup> December 2013 be deferred until 18<sup>th</sup> March 2013 meeting.

**67 Children's Services**

The East North East Area Leader submitted a report updating the meeting on various Children's Services issues previously discussed at the Area Committee.

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

- Briefing Note on Cluster Funding 2011/12 and 2012/13 (Appendix A refers)
- Youth Service Review Update – Excerpt from Area Chair's minutes 13<sup>th</sup> July 2012 (Appendix B refers)
- Scrutiny Board (Children and Families) – Youth Services – Working Group meeting held on 18<sup>th</sup> October 2012 (Appendix C refers)
- Children's Services Finance team – Top sliced funding from the dedicated schools grant for EPOS schools and how much was then given to EPOS clusters (Appendix D refers)
- Cluster funding options 2013/14 to 2015/16 (Appendix E refers)

Mr Ken Morton, Head of Service, Young People and Skills, Children's Services was in attendance and responded to Members' comments and queries.

Prior to discussing the issue, Members raised their concerns that the Director of Children's Services was not in attendance to discuss the EPOS Cluster funding issue raised at the previous meeting, and the Youth Service Review arising from a discussion prompted by the Area Chair's minutes at the October Area Committee.

Councillor J Procter put forward a proposal to convene a Special Meeting of the Area Committee prior to the next meeting in March to discuss this issue in detail with the Director of Children's Services in attendance. The Committee were of the opinion that this was a very important issue for Ward Members and that an explanation of the decision making process was now required.

Draft notes of the meeting to be approved as a correct record, with the recommendations being formally ratified at the meeting to be held on Monday, 18<sup>th</sup> March, 2013



The proposal was agreed and Mr S Robinson agreed to make the necessary arrangements.

At the request of the Chair, Mr K Morton reported on the latest developments in relation to cluster funding which had been discussed at a recent meeting of the Schools Forum. Members noted that the Schools Forum had looked at options which included a best fit with the existing formula and less targeted options which were put forward in light of changes to the overall balance of targeted funding going to schools via the pupil premium. The School Forum had voted 21 to 1 in favour of the option which was the best fit to the existing formula. At a previous meeting the School Forum had made the decision to retain the devolved funding for clusters, a decision which was within its remit.

Mr K Morton then updated the meeting on the Youth Service Review and the budgetary proposals. The meeting noted that a report on this issue would be submitted to the Executive Board in March 2013 detailing various options around re-designing the service, the need for a more local direction through Area Committees and services not necessarily delivered by the Council with a commissioning team to be established to support Elected Members with the re-design. Proposals to date envisaged an allocation to Area Committees to stimulate and leverage with partners a local Breeze activities programme starting in 2013/14 and a new targeted youth work service with a commissioning specification designed through Area Committees in partnership with the Lead Member.

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

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

- Clarification of the Director of Children's Services delegated decisions in relation to the Schools Form.
- Clarification of the budgetary elements and the plans to meet those targets and principles re the Youth Review.  
*(The Head of Service, Young People and Skills responded and informed the meeting that the actual formula regarding allocation to Area Committee level had not yet been determined. He agreed to supply the Committee with details on those organisations he had consulted via the East North East Area Officer)*

#### **RECOMMENDED-**

- a) That the contents of the report and appendices be noted.
- b) That a Special Meeting of the Area Committee be held prior to the next meeting in March to discuss the cluster funding issue in more detail, including the Youth Service Review, with the Director of Children's Services in attendance.

**68 Update on Development of Integrated Neighbourhood Health and Social Care Teams and the use of risk satisfaction**

The Director of Adult Social Services submitted a report providing the meeting with an update on the roll out of integrated neighbourhood health and social care teams, together with describing the progress to date and future plans for development.

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

- Integrated Neighbourhood Team Rollout Plan (Appendix 1 refers)
- Risk Stratification Project – Update to Scrutiny Board (Appendix 2 refers)
- Timebanks (Appendix 3 refers)
- Power point presentation slides – Transforming health and adult social care in Leeds – Next Steps for Neighbouring Teams (Appendix 4 refers)

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

- Ms Megan Rowlands, Leeds Community Healthcare
- Ms Lucy Jackson, Leeds North Clinical Commissioning Group
- Ms Liz Ward Adult Social Care

Discussion ensued on the contents of the report and appendices.

Members related to their own personal circumstances involving family members and neighbours and raised their concerns that the service was failing and that their experience had been that there was a zero procedure for delivering care and support for those people who had been discharged from hospital. It was also noted that there had been a phased approach across the city to starting to work in a new way with the integrated health and social care team starting to be implemented for the Harewood and Wetherby wards in December 2012, whereas Alwoodley ward was covered by the Meanwood based team who have been co located since March 2012.

Clarification was also sought on the impact of Leeds being a “dementia friendly” city and the need for an acceptable protocol for a single point of contact i.e. Social Workers etc when visiting people’s homes, especially the elderly and vulnerable people.

**RECOMMENDED –**

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the progress in developing integrated health and social care services in Leeds, endorses the direction of travel in developing and delivering improvements in how health and social care services were provided to Leeds residents and offers their support to these developments.

Draft notes of the meeting to be approved as a correct record, with the recommendations being formally ratified at the meeting to be held on Monday, 18<sup>th</sup> March, 2013

(Councillor D Cohen left the meeting at 6.05pm during discussions of the above item)

**69 Annual Report for the Parks and Countryside Service**

The Chief Officer of Parks and Countryside submitted a report providing the meeting with an area profile of key assets, information on park usage and a customer based perspective of the quality of the assets and services provided.

Appended to the report was a copy of a document entitled 'Detailed residents survey information' (Appendix 1 refers) for the information/comment of the meeting.

Ms Joanne Clough, Trading and Operational Manager, Parks and Countryside was in attendance and responded to Members' queries and comments.

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

- Clarification of the action proposed action in relation to Cranmer Bank which had not met the required standard
- Clarification of the location of Scotland Wood
- Clarification as to the ownership of Adel Woods and why Adel Woods was not included in the list of assets within the report  
*(The Trading and Operational Manager responded and agree to look into the ownership issue with a report on progress to the East North East Area Leader)*

**RECOMMENDED-**

- a) That the contents of the report and appendices be noted.
- b) That the Chief Officer of Parks and Countryside be requested to re-address Scotland Wood and Cranmer Bank as a priority.
- c) That Members of the Area Committee be requested to e mail their priorities to the Chief Officer of Parks and Countryside for consideration.

**70 Welfare Reform Impact on Council Tenants**

The Chief Executive East North East Homes Leeds submitted a report updating the meeting on Welfare Reform changes that impact on Council Tenants and were due to be implemented in April 2013. The report also summarised work that was currently being undertaken to prepare Tenants for those changes and for future changes that would impact later in the year.

Appended to the report was a document entitled ' Social Sector Size Criteria – Update on Contacts/Visits and Option Outcomes to Date End of December 2012' for the information/comment of the meeting.

Draft notes of the meeting to be approved as a correct record, with the recommendations being formally ratified at the meeting to be held on Monday, 18<sup>th</sup> March, 2013

Steve Hunt, Chief Executive, East North East Homes Leeds presented the report and responded to Members' comments and queries.

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

- Clarification of the Social Sector Size criteria and cover shortfall from income/benefits as detailed in Appendix 2 of the report
- Clarification if there were any other income streams available in relation to those families who had more bedrooms than they needed but wanted to stay at the property
- Clarification of the protocol and follow action undertaken in relation to tenants who were abusing the system or had no ability to pay
- Clarification of the Council's flexibility in relation to the benefits around changes to welfare
- Clarification of the Council tax benefit in relation to withdrawal favours *(The Chief Executive responded and agreed to follow up this issue with a report back on the outline to the East North East Area Leader)*
- To note the suggestion from Councillor M Robinson to refer this report to the Town and Parish Forums within the North East Outer ward

**RECOMMENDED-**

- a) That the contents of the report and appendices be noted.
- b) That this Committee notes the work done to date by East North East Homes Leeds and the Council to prepare for the introduction of Welfare Reform changes affecting Council tenants in accordance with the report now submitted.

**71 Business Plan Priorities**

The East North East Area Leader submitted a report setting out the draft priorities for the Area Committee business plan for 2013/14 with details of how the priorities and associated actions were prepared.

Appended to the report was a copy of a document entitled 'Outer North East Area Committee – Draft Priorities 2013' (Appendix A refers) for the information/comment of the meeting.

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

Discussion ensued on the contents of the report and appendices.

**RECOMMENDED-**

- a) That the contents of the report and appendices be noted.
- b) That approval be given to the Area Committee priorities for 2013/14 in accordance with the report now submitted.
- c) That the East North East Area Leader be requested to add Bramham Sports pavilion to the list of priorities.

Draft notes of the meeting to be approved as a correct record, with the recommendations being formally ratified at the meeting to be held on Monday, 18<sup>th</sup> March, 2013

## **72 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 the following document for the information/comment of the meeting:-

- Outer North East Area Committee Well-Being Budget 2012-13 (Appendix 1 refers)

Also circulated, as supplementary information, were copies of the following documents:-

- Remaining balances for the small grants and skips pots, plus the other pots which were set aside i.e. Treetops Community Centre and Community Engagement/Localism (Appendix 2 refers)
- Copy of a late Wellbeing application regarding a new tennis court at Alwoodley Tennis Club.

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

Discussion ensued on the contents of the report and appendices.

### **RECOMMENDED –**

- a) That the contents of the report and appendices be noted.
- b) That consideration of the report be deferred until the 18<sup>th</sup> March 2013 meeting.
- c) That, subject the approval of the Alwoodley Ward Councillors, approval be given to funding £6,000 to Alwoodley Tennis Club for a new tennis court.

## **73 Area Chairs Forum Minutes**

The Assistant Chief Executive (Planning, Policy and Improvement) submitted a report on the Area Chairs Forum minutes held on 2<sup>nd</sup> November 2012.

Appended to the report was a copy of the minutes of the meeting held on 2<sup>nd</sup> November 2012 for the information/comment of the meeting.

### **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 2<sup>nd</sup> November 2012.

**74 Date and Time of Next Meeting**

Monday 18<sup>th</sup> March 2013 at 6.00pm at Treetops Community Centre, Shadwell Lane, Leeds 17.

(The meeting concluded at 7.20pm)

Draft notes of the meeting to be approved as a correct record,  
with the recommendations being formally ratified at the meeting  
to be held on Monday, 18<sup>th</sup> March, 2013

## Report of Director of Children's Services

### Report to Outer North East area committee

**Date: 18 March 2013**

**Subject: Children's Services area committee update report**

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 checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If relevant, Access to Information Procedure Rule number:		
Appendix number:		

## Summary

1. Children's Services directorate provides six-monthly area committee reports, in February/March and September. These reports inform members on local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the Children's Services Directorate and of the Leeds Children's Trust. The progress made against local and national agendas is also highlighted. Emphasis in this report is given to the ongoing development of targeted and early intervention services.
2. The report provides a summary of performance at area committee level with a broader summary of city level performance, and builds on previous reports with additional local context and tracking of local indicators. The majority of education results are presented in this report, including tables of headline results for all Leeds schools and links to additional information.
3. 18 (1.3 per cent - the lowest of all area committees) of the children looked after population come from the Outer North East area committee. This figure is unchanged from June 2012. The level of NEET (3.1 per cent) is significantly lower than the city average of 6.0 per cent. Primary school attendance was 96.7 per cent, higher than the Leeds average. One primary school in the area has been inspected by Ofsted and has improved its rating from good to outstanding.

## Recommendations

4. Area committees are requested to note the content of this report.

5. Area committees are asked for feedback on the report.
6. Area committees are asked to consider providing financial support to young people wanting to access the National Citizen Service programme who are unable to self-fund.

## **1.0 Background information**

- 1.1 This is the first of two reports in 2013 that provide elected members with an update on Children's Services developments. Updates include:
  - Key developments concerning Children's Services in Leeds, including the development of targeted services and locality provision.
  - Performance against the Children and Young People's Plan (CYPP); information is provided at an area committee level where possible.
  - Headline school results for the 2011-12 academic year.
- 1.2 Our ambition is for Leeds to be a Child Friendly City, with high aspirations and strong outcomes for children and young people and families. To achieve this we are:
  - Delivering the CYPP with a focus on three obsessions: keeping families safe from harm through reducing the need for children to enter care; ensuring children and young people are attending school and learning; and promoting young people's engagement in education, employment and training.
  - Focusing efforts on a shared commitment to developing a Child Friendly City, supported by all communities and sectors. This is not only about good outcomes for children and young people, it is also about ensuring that their voice is heard and their influence is real. This is underpinned by a commitment to achieving reductions in child poverty.
  - Developing the Leeds Education Challenge, to ensure that Leeds' children and young people are engaged in learning, and that they are achieving good results. This includes addressing the gaps in achievement that exist in Leeds and ensuring that Leeds results compare well with national results.
  - Supporting the above with effective partnership working delivered through the Children's Trust and through local cluster partnerships. The principles of restorative practice and Outcomes Based Accountability underpin the working of both the directorate and the partnership arrangements.
- 1.3 Member involvement is crucial to the above agendas. Through the presentation of performance data, this report supports an informed discussion on local challenges, needs, and progress against the CYPP. This is intended to help area committees take forward these priorities at a local level and to gain an understanding of how these issues relate to the needs of the communities in their areas, including the local children's clusters.
- 1.4 Further, more detailed information is available via the following websites:
  - The West Yorkshire observatory (<http://www.westyorkshireobservatory.org/>).
  - The Department for Education's 'in your area' website (<http://www.education.gov.uk/cgi-bin/inyourarea/areasearch.pl?search=Leeds>).
  - The cluster profile (<https://www.leedsinitiative.org/ClusterDataProfile.aspx>).



## **2.0 Key developments in Children's Services**

### **Child Friendly Leeds**

- 2.1 The ambition is to establish a consensus across the city that everyone can do something to play a part in improving children and young people's lives, so that children and young people are at the heart of everything that is done.
- 2.2 Following the successful launch event and 'thumbs up' brand development in 2012, there has been growing interest in and support for this work. In December, a strong Child Friendly Leeds presence at a 'Yorkshire Mafia' event (a major consortium of regional businesses), resulted in a number of pledges of specific support; for example, one organisation has offered to send its 200 employees into Leeds schools as part of their annual paid volunteering days. Child Friendly Leeds has now received over 120 specific pledges of action, and has attracted nearly 100 ambassadors and over 250 supporters. An increasingly strong web presence is being established through social media, and the Child Friendly Leeds brand is increasingly prominent in promotional materials for services and events relevant to children and young people.
- 2.3 Underpinning the Child Friendly Leeds ambition is a strong citywide focus on the areas of work where the biggest difference can be made - the obsessions. On each of these three areas, Leeds is seeing significant improvements. Whilst there is much more to do across the obsessions, the improvements demonstrate that a relentless focus on a small number of key priorities can deliver real impact on outcomes. This focus will continue in the coming months, and much of the work with businesses as part of the Child Friendly Leeds initiative will encourage them to support this by, for example, building links with a local school, or children's centre, offering entrepreneurial opportunities to more young people, and supporting Leeds foster carers.

### **New ways of working**

- 2.4 The major restructure of Children's Services is now embedded, with some of the key changes beginning to generate real benefits, including strengthening local partnership working. Examples include the new localised arrangements for social work service teams, the development of specific children looked after teams, and the introduction of the targeted services leader posts.
- 2.5 A current focus is the roll out of more restorative approaches - working with children, young people and families, rather than doing things for them or to them, and providing them with the tools and support to solve their own problems and to become more resilient about the pressures they face. Many staff have already received restorative practice training and are developing this approach in their daily work with families and colleagues. A cornerstone of the Leeds approach to working more restoratively is the roll out of family group conferencing across the city.
- 2.6 Restorative practice is underpinned by values of empathy, respect, honesty, acceptance, responsibility, and mutual accountability, and it provides a common approach and language across agencies, creating consistency across services. Its main goals are:

- Building and repairing relationships to work in ways that are respectful and engaging, enabling participants to develop understanding and empathy about the impact of their behaviour, both positive and negative.
- Empowerment of individuals, groups, and communities.
- Cultural sensitivity.
- Shared responsibility; outcome- and solution-focused.

2.7 Linked to this is Families First Leeds, the local response to the national Troubled Families initiative. This sees the use of a multi-agency and restorative approach to support many of the city's most vulnerable families.

### **Partnership with schools**

2.8 Critical to the success of all of this work is the continuing evolution of strong partnerships with and across Leeds schools. There continues to be a citywide commitment to working together as a city, supported and facilitated by the local authority, to raise standards and share best practice. The Leeds Education Challenge, and the 'For Heads' model - which puts a representative group of head teachers at the centre of a strong partnership with officers - are providing the framework and confidence for a more co-ordinated approach, whilst also enabling more challenge within the system. The impact is evidenced by the strong set of results across Ofsted inspections of Leeds schools since the new inspection framework (September 2012) and by the co-ordinated response to the GCSE English results debate during late 2012.

2.9 Schools are continuing to engage with and invest in the cluster model of local partnership. It remains critical that this continues at a time when schools are gaining more autonomy and freedoms, to maintain a citywide collective focus on our shared priorities for children and young people.

### **National Citizen Service 2013-14**

2.10 The youth service will be delivering the National Citizen Service programme to benefit young people aged 16 and 17 in Leeds across two years. The programme aims to achieve:

- A more cohesive society, by mixing participants of different backgrounds.
- A more responsible society, by supporting the transition into adulthood for young people.
- A more engaged society, by enabling young people to work together to create social action projects in their local community.

2.11 Young people in the most deprived lower super output areas will be targeted, although the programme will be inclusive. The programme offers a structured delivery model, including residential, to engage young people, build their confidence, improve teamwork and develop other skills to enable them to work together successfully. A more detailed report will be submitted to area committees later this year, detailing both the financial elements and the social action projects involved in the programme.

2.12 The cost of the programme to a young person is £50 per place. Area committees are asked to provide financial support for those young people who are unable to

cover the costs themselves, to ensure that no young person will be prevented from participating through hardship.

### **Continuous improvement**

- 2.13 The ongoing journey of improvement for Children's Services is critical in light of the intensive inspection regime faced by the directorate. Leeds is awaiting an unannounced Ofsted inspection of our child protection services. An 'improvement hub' has been established to co-ordinate the various strands of improvement activity taking place and a 'nine point plan' has been developed and shared widely with staff to set the direction for the next stage of development work needed to move towards the delivery of outstanding social work services.
- 2.14 Furthermore, Children's Services have agreed to work with Ofsted to enable them to test out some of the tools and methodology for the new looked after children and care leavers inspection. Leeds is the only authority that has been approached by Ofsted, and is an indication of Leeds' growing reputation within Ofsted.

### **3.0 Development of locality, targeted, and early support services**

- 3.1 Children's Services delivers work and services locally through 25 clusters. Each cluster has a local authority partner (LAP) and one or more elected members assigned to them. Elected members provide a vital role in supporting and challenging clusters to form the widest possible partnerships to support the local delivery of the CYPP. The role of the LAP is to support the cluster to deliver the CYPP locally, with particular reference to turning the curve on the three obsessions. There are a number of models of cluster governance, and some clusters are working with LAPs to review their existing governance structures. Elected members are welcome to be involved in these reviews. A list of cluster contacts is in appendix four (page 22).
- 3.2 Substantial efforts have been made to support clusters to develop services that identify and support vulnerable children, young people and families as early as possible in the life of the problem. A schools forum decision in 2012 means that clusters will continue to receive financial support for the next three years. In addition, services such as early start teams (partnerships between council early years staff and health) and children's social work teams have reorganised, to operate from/on a cluster-based geography.
- 3.3 From the first week of January 2013, a targeted services leader (TSL) was attached to each of the 25 clusters; this time last year, there were five. TSLs support the early identification of vulnerable families and utilise the top 100 methodology, and guidance and support, to co-ordinate services to vulnerable families. They are also responsible for the local co-ordination of the Families First cohort. The top 100 methodology for identifying and working with children and families is now established and well embedded in most clusters. A top 100 methodology support and guidance package has been developed to support emerging clusters.
- 3.4 The September 2012 report to area committees incorporated details of the development of targeted services within Children's Services. Targeted services consists of attendance services, support to clusters, intensive family support, and youth offending services. These services, and the early start services, work with

children, young people and families to ensure appropriate support is offered in a timely manner.

- 3.5 Targeted services has restructured to work more closely with clusters to support the attendance agenda. This has been very well received by clusters, with some outstanding feedback on the new relationships. This has contributed to Leeds reporting its best attendance figures ever across the city.
- 3.6 Common assessment framework (CAF) systems have been overhauled. The quality of most CAFs is good, and independent experts agree that Leeds has some of the most coherent CAF systems in the country. A comprehensive training programme for practitioners has been undertaken. Children's Services Scrutiny Board, the Children's Trust Board, and the Leeds Safeguarding Children's Board (LSCB) have endorsed the direction of travel. There is a continued focus on ensuring a consistency of practice in the city, as some families are not being offered CAFs as early in the life of the problem as they might.
- 3.7 Families First Leeds (the local response to the national Troubled Families programme) has been established, delivered in large part through our locality arrangements. A year-one, citywide cohort of 750 families has been identified for inclusion in the programme. Each of these families will have a quality assessment and named lead practitioner. Leeds is viewed as being at the forefront of this work: clusters, TSLs, and a willingness to work in partnership means that practitioners are well placed to work with the identified families.
- 3.8 Additional funding was claimed in January 2013 from the Department for Communities and Local Government through their payment by results scheme, as Leeds had demonstrated a reduction in offending, antisocial behaviour, and improved school attendance with 135 families from this cohort. There is confidence that further payment by results monies will be claimed on most other families within the cohort later.
- 3.9 At the core of the restorative approach is family group conferencing (FGC). Substantial new resources have been secured for this service providing a confidence that better outcomes will be achieved for families with children on child protection plans, at risk of becoming looked after or at risk of other poor outcomes.
- 3.10 The family intervention service has adopted a new framework for the delivery of services to vulnerable families. There are many case studies evidencing de-escalation from care or child protection plans, engagement in evidence-based parenting programmes, and better attendance at school.
- 3.11 Multi-systemic therapy (MST) continues to be recognised as delivering effective high quality interventions to some of the most challenging families in Leeds. A fourth team is being established, which will be one of the UK's first MST child abuse and neglect teams.
- 3.12 The youth offending service (YOS) can evidence a substantial reduction in the use of custody, and Leeds has continued to receive a national profile because of its participation in the custody payment by results pathfinder. The YOS continues to provide restorative services that have enabled victims of youth crime to achieve closure and reduce the risk of repeat victimisation.

3.13 Early start is an integrated, family-based offer for children zero to five years old, supporting all children and their families to have the best possible start in life. Working in partnership with GPs, midwives and other health and early years services, the early start service will help families play a positive role in their children's development, through reducing social isolation, promoting wellbeing, increasing parenting capacity, and supporting access to training and employment. The early start team uses restorative practice to support practitioners working with children, families and the community. The service will:

- Ensure that families from pregnancy to five years are offered the healthy child programme.
- Ensure that families from pregnancy to five years are offered a children's centre core purpose, including early years foundation stage curriculum.
- Identify children and families where additional preventative programmes and interventions will reduce their risks and improve future health and wellbeing.
- Promote and protect health, wellbeing, learning, and school readiness.
- Provide a gateway into specialist services.

#### **4.0 Performance update**

4.1 Appendix one (page 13) provides data and commentary on current performance for the area committee, which is summarised below. The previous report established baselines from which progress over the last six months is assessed. Where a measure is cumulative over the year, it is not possible to highlight progress in this report; in future reports, comparison to the previous year will be available.

4.2 Numbers of active foster carers and NEET (not in employment, education, or training) by area committee are presented for the first time. Improving the recruitment and retention of foster carers is a key focus for Children's Services and embedded in the Child Friendly City initiative. A geographical breakdown of the number of council-employed foster carers is provided for the first time in this report, based on carers' home postcode.

4.3 Education data are provided for the 2011-12 academic year. Information on foundation stage, key stage two, and key stage four was disaggregated to a ward level when last reported to area committees (March 2012), so an area committee comparison is not possible. However, the data in this report will be used as a baseline to provide a progress update in 12 months. Appendices two (page 17) and three (page 20) contain school level information.

#### **Outer North East area committee commentary**

4.4 The Outer North East area committee has 7.4 per cent of the city's 0-19 population, which represents 12,664 children and young people. There are 23 primary schools, three secondary schools, and three children's centres located within the area committee boundary.

**Children and young people are safe from harm** - obsession: number of children in care

4.5 1.3 per cent (18) of the children looked after population come from the Outer North East area committee, which is the lowest of all area committees. This figure is

unchanged from the June 2012 figure, although the overall city figure has declined by 37. 1.4 per cent of children and young people entering care between April and December 2012 come from the Outer North East area committee.

- 4.6 3.4 per cent of all CAFs initiated across the city come from the Outer North East area committee. 816 requests for service, of which 217 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. These figures suggest lower levels of need in the Outer North East area committee when compared to other area committees. The current number of children and young people subject to a child protection plan is 13, one higher than June, and is the lowest figure of all area committees.

**Children and young people do well at all levels of learning and have the skills for life** - obsession: young people in education employment or training  
- obsession: attendance

- 4.7 The number of NEET young people in the Outer North East area committee at the end of December was 44, 12 higher than the June figure. The level of NEET in the Outer North East area committee is 3.1 per cent, 1.1 percentage points higher than the June level, but significantly lower than the December city average of 6.0 per cent. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the East North East area in December 2011 was 481.
- 4.8 Primary school attendance was 96.7 per cent in the Outer North East area committee, higher than the Leeds average, but marginally lower than the autumn 2011 figure for the area committee. Secondary school attendance also dropped slightly, to 93.6 per cent, just below the Leeds average. 52 (3.2 per cent of the city cohort - the lowest percentage of all area committees) children were persistently absent (missing at least 15 per cent of school) from primary schools in the area, and 258 (8.2 per cent) children and young people were persistently absent from secondary schools in the area.

**Children and young people choose healthy lifestyles, and voice and influence**

- 4.9 There is no update to the teenage conception data presented in the last area committee report.

**Local Ofsted inspections**

- 4.10 There have been no inspections of children's centres since the last report.
- 4.11 One Outer North East area committee primary school has improved its Ofsted rating from good to outstanding (Crossley Street). This has not impacted on the overall percentage of primary schools rated good or better (which is already above the city average), but should be noted. There has been no change in either the percentage of secondary schools, or children's homes rated good or better, with both percentages above city averages.

## **City commentary**

- 4.12 The following paragraphs summarise partnership progress against the CYPP indicators, including the three obsessions.

### **Children and young people are safe from harm**

- 4.13 *Obsession:* the number of children looked after has decreased by 80 (5.4 per cent) since the end of the 2011-12 financial year, with December's number of 1,395 being a 30-month low. Fewer children are becoming looked after, and there is greater focus on safely supporting more children to achieve permanence - children returning to their parents, being adopted, or becoming subject to a special guardianship order.
- 4.14 There were 956 children subject to a child protection plan in December. Whilst lower than at the beginning of 2012, the number is higher than the figure reported to area committees in June. Practice improvement is ongoing, including the embedding of restorative principles.

### **Children and young people do well at all levels of learning and have the skills for life**

- 4.15 *Obsession:* during the course of the last academic year, Leeds' schools made substantial improvements in attendance rates. Attendance in Leeds primary schools improved by 1.1 percentage points in 2011-12 and Leeds is now ranked in the top quartile of local authorities. There was also a good 1.4 percentage point improvement in secondary attendance. Whilst the gap is narrowing, secondary attendance remains lower in Leeds than nationally, with unauthorised absence being an ongoing challenge.
- 4.16 *Obsession:* with 16 to 19 year olds who are NEET, the gap to national performance is closing, down to 0.9 percentage points at the last point when comparative data were available. Youth contract funding will be used to enable access for 16 and 17 year olds who are NEET, to provide support such as a key worker; mentoring from business or peer mentoring; a work placement or volunteering opportunity; or support with employability and interview skills.
- 4.17 The trend of improving outcomes at the foundation stage continued in 2012, with a five-percentage point increase in the proportion of children achieving a good level of development. Leeds is now in the second quartile of local authorities for this indicator, but continues to have a large gap between the bottom 20 per cent of children and the rest of the cohort.
- 4.18 Changes in statutory assessment arrangements at the end of key stage two make comparison with previous years difficult. With this caveat in mind, there has been a four-percentage point improvement in the proportion of children achieving a level four or better in the combined English and maths indicator. However, Leeds is two percentage points below national. Pupil progress between key stages one and two is good, with Leeds' performance against this measure being in the top quartile for English and in the second quartile for maths.

- 4.19 The 2012 results at key stage four were affected by the decision to change GCSE grade boundaries for the summer round of examination entries. Whilst there was a slight improvement, with 55 per cent of young people achieving 5+ A\*-C GCSE including English and maths, this was a smaller than expected increase. Partnership improvement activity continues however, with school-based lead professionals supporting teaching and learning networks.
- 4.20 No further data are available since the last report for level three qualifications at 19.
- 4.21 There has been a 12.9 per cent increase in apprenticeship starts from the same period last year, compared to a 1.5 per cent decrease nationally. Success rates by 16 to 18 year olds in Leeds for completing apprenticeships continue to be above national success rates. Innovative new projects such as the apprenticeship training agency<sup>1</sup>, and an apprenticeship hub, are being developed.
- 4.22 Projections for 2012-13 show an increase in children and families accessing short breaks. A new, targeted short breaks service began in April 2012, delivered by a partnership of providers led by the northeast specialist inclusive learning centre.

### **Children and young people choose healthy lifestyles**

- 4.23 There is no update to either the teenage conception data, or the free school meal uptake data, presented in the last area committee report.
- 4.24 Although rates of childhood obesity have plateaued, they remain too high, with nearly one in five children in year six (age 11) obese. Children in deprived parts of Leeds are more likely to be obese than children in non-deprived Leeds. Data are only available at city level.

### **Children and young people are active citizens who feel they have a voice and influence**

- 4.25 The number of young people convicted of one or more offences continues to fall. Data on the number of 10 to 17 year olds committing an offence between April and September show that there were 507 offenders, with one quarter of these concentrated in one area committee area.
- 4.26 With children and young people's influence in the community, a wide range of development work is being undertaken through the voice and influence service.

### **Ofsted inspections**

- 4.27 Ofsted changed their schools inspection framework in September 2012, removing the 'satisfactory' rating and replacing it with 'requires improvement'. Despite this change, the percentages of both primary and secondary schools in Leeds rated as good or better by Ofsted have improved since the previous area committee report. Primary schools are at 76 per cent (a rise of seven percentage points); secondary schools are at 61 per cent (a rise of three percentage points).

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<sup>1</sup> <http://www.apprenticeships.org.uk/Employers/Steps-to-make-it-happen/GTA-ATA.aspx>



- 4.28 There are eleven directly managed local authority children's homes providing residential places for children looked after. These receive annual full inspections and six-month interim inspections. 45 per cent of the council's children's homes are currently rated good or better (based on full inspections) by Ofsted, which is unchanged from the previous report. One home is now rated as 'outstanding' after its most recent inspection, rising from its previous rating of 'good'.
- 4.29 There have been no inspections of children's centres since the last report. 81 per cent remain rated good or better by Ofsted.

## **5.0 Corporate considerations**

- 5.1 There are no corporate considerations in this report, which provides information and updates to area committees. This information will be available elsewhere in corporate reports.

## **6.0 Consultation and engagement**

- 6.1 This report is going to area committee meetings that involve a wide range of partners and stakeholders. Consultation and engagement is integral to the work of Children's Services and the Children's Trust, as evidenced in Child Friendly City work.

## **7.0 Equality and diversity/cohesion and integration**

- 7.1 Equality issues are implicit in the information provided in this report. The differences shown illustrate that there are different levels of need and of outcomes across the city. Additional equality analysis of the information provided is undertaken.

## **8.0 Council policies and city priorities**

- 8.1 A significant proportion of the information included in this report relates to the city priorities for children and young people and the outcomes contained in the CYPP 2011-15.

## **9.0 Resources and value for money**

- 9.1 There are no resource implications in this report.

## **10.0 Legal implications, access to information, and call in**

- 10.1 This report is not eligible for call in, due to being a Council function.

## **11.0 Risk management**

- 11.1 There are no risk management implications in this report. The priorities reflected in this report are monitored through Leeds City Council performance and, where appropriate, risk management processes.

## **12.0 Conclusions**

12.1 Not applicable, as this report is information based.

## **13.0 Recommendations**

13.1 The Outer North East area committee is requested to note the content of this report.

13.2 The Outer North East area committee is asked for feedback on the report.

13.3 Area committees are asked to consider providing financial support to young people wanting to access the National Citizen Service programme who are unable to self-fund.

## **14.0 Background documents<sup>2</sup>**

14.1 There are no background documents to accompany this report.

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<sup>2</sup> 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.

## Appendix one: performance data for Outer North East area committee

<b>Area Committee: Outer North East</b>								
Spring 2013 Children's Services performance update								
<b>Measure</b>	<b>Leeds</b>	<b>Outer NE</b>	<b>Current data period</b>	<b>Highest</b>	<b>Average</b>	<b>Lowest</b>		
1. Number of children and young people 0-19	171,127	12,664	Jan 2012	23,910	17,113	11,581		
2. Percentage of children and young people	n/a	7.4%	Jan 2012	14.0%	10.0%	6.8%		
3. Number of primary schools	218	23	Current	28	22	15		
4. Number of secondary schools	36	3	Current	6	4	2		
4a. Number of through schools	2	0	Current	2	0	0		
5. Number of children's centres	58	3	Current	11	6	3		
<b>Commentary</b> The Outer North East area committee has 7.4% of the city's 0-19 population, which represents 12,664 children and young people. There are 23 primary schools, three secondary schools, and three children's centres located within the area committee boundary.								
<b>Keeping children safe from harm</b>	<b>Leeds</b>	<b>Outer NE</b>			<b>Current data period</b>	<b>Highest</b>	<b>Average</b>	<b>Lowest</b>
		<b>Current reporting period</b>	<b>Previous reporting period</b>	<b>Direction of travel</b>				
6. Number of children looked after	1,395	18	18		31 Dec 2012	384	134	18
7. Number of children entering care	281	...	...	(Cumulative)	Apr-Dec 2012	71	28	6
8. Number of children subject to a child protection plan	956	13	12	↔	31 Dec 2012	188	93	13
9. Number of CAFs initiated	648	22	12	(Cumulative)	Apr-Dec 2012	128	63	22
10. Number of requests for service	24,862	816	259	(Cumulative)	Apr-Dec 2012	5,254	2,305	816
11. Number of requests for service leading to a referral	8,281	217	62	(Cumulative)	Apr-Dec 2012	1,937	786	217
12. Number of LCC-employed foster carers	550	21	n/a	(New data item)	31 Dec 2012	81	48	21

12a.	Number of family placement foster carers	104	6	n/a	(New data item)	31 Dec 2012	16	11	5
<p>Commentary</p> <p>1.3% (18) of the children looked after population come from the Outer North East area, which is the lowest of all area committees. This figure is unchanged from the June 2012 figure, although the overall city figure has declined by 37. 1.4% of children and young people entering care between April and December 2012 come from the Outer North East area.</p> <p>3.4% of all CAFs initiated across the city come from the Outer North East area. 816 requests for service, of which 217 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. These figures indicate low levels of need in the Outer North East when compared to other area committees. The current number of children and young people subject to a child protection plan is 13, one higher than June, and is the lowest figure of all area committees.</p>									
<b>Do well in learning and have the skills for life</b>		<b>Leeds</b>	<b>Outer NE</b>			<b>Current data period</b>	<b>Highest</b>	<b>Average</b>	<b>Lowest</b>
			<b>Current reporting period</b>	<b>Previous reporting period</b>	<b>Direction of travel</b>				
13.	Primary school attendance levels	95.8%	96.7%	97.0%		2011-12 HT 1-5	97.0%	95.8%	94.6%
14.	Secondary school attendance levels	93.7%	93.6%	94.2%		2011-12 HT 1-5	94.7%	93.4%	90.8%
15.	Number of pupils persistently absent at primary	1,589	52	71		2011-12 HT 1-5	377	159	52
16.	Number of pupils persistently absent at secondary	3,142	258	245	æ	2011-12 HT 1-5	598	314	194
17.	Number of NEET <sup>i</sup>	1,374	44	32	æ	31 Dec 2012	270	117	44
17a.	Percentage of NEET <sup>i</sup>	6.0%	3.1%	2.0%	æ	31 Dec 2012	8.6%	4.9%	1.8%
18.	Number of 'not knows'	2,056	109	n/a	(New data item)	31 Dec 2012	461	246	109
18a.	Percentage of 'not knows'	10.9%	7.6%	n/a	(New data item)	31 Dec 2012	17.3%	10.3%	7.0%
19.	Foundation Stage good level of development	62.8%	75.0%	n/a	(Annual data item)	2011-12 AY	76.7%	63.0%	49.6%
20.	Key Stage 2 level 4+ English and maths	77.3%	87.6%	n/a	(Annual data item)	2011-12 AY	87.6%	77.3%	67.5%
21.	5+ A*-C GCSE inc English and maths	54.3%	59.6%	n/a	(Annual data item)	2011-12 AY	66.0%	52.4%	36.8%
<p>Commentary</p> <p>Primary school attendance was 96.7% in the Outer North East area, marginally lower than the autumn 2011 figure, but higher than the Leeds average. Secondary school attendance also dropped slightly, to 93.6%, just below the Leeds average. 52 (3.2% of the city cohort - the lowest percentage of all area committees) children were persistently absent (missing at least 15% of school) from primary schools in the area, and 258 (8.2%) children and young people were persistently</p>									

absent from secondary schools in the area.

The number of NEET young people in the Outer North East area at the end of December was 44, 12 higher than the June figure. The level of NEET in the Outer North East is 3.1 per cent, 1.1 percentage points higher than the June level, but significantly lower than the December city average of 6.0 per cent. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the East North East area in December 2011 was 481.

Choose healthy lifestyles	Leeds	Outer NE			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
22. Teenage pregnancy <sup>ii</sup>	1,145	43	n/a	(No new data)	Jun 09-Jun 10	233	115	43
Commentary There are no new data since the last report.								
Voice and influence	Leeds	Outer NE			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
23. 10 - 17 year olds committing an offence	507	13	28	(Not comparable)	Apr-Sept 2012	126	45.9	13
Ofsted inspections	Leeds	Outer NE			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	87%	87%		31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	67%	100%		31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better <sup>iii</sup>	81%	100%	100%		31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%	67%	67%		31 Dec 2012	100%	42%	0%
Ofsted judgement - Outer North East	Current period: 31 Dec 2012				Previous period: 31 July 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	9	11	3	0	8	12	3	0
29. Secondary schools	0	2	1	0	0	3	0	0

30.	SILCs (citywide)								
31.	Pupil referral units (citywide)								
32.	Children's centres	0	1	0	0	0	1	0	0
33.	Children's homes	0	2	1	0	0	2	1	0
<p><b>Commentary</b>  One Outer North East primary school has improved its rating from good to outstanding. This has not impacted on the overall percentage of primary schools rated good or better (which is already above the city average), but should be noted. There has been no change in either the percentage of secondary schools, or children's homes rated good or better, with both percentages above the city average.</p>									
Secondary schools		Current period		Previous period		Direction of travel			
		Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance		
Allerton High School		2	93.8%	2	95.1%				
Boston Spa School		2	92.9%	2	93.1%				
Wetherby High School		3	94.0%	2	94.8%				
<p><b>Key:</b> <b>AY</b> - academic year <b>FY</b> - financial year <b>HT</b> - half term ... data below five (suppressed for confidentiality)</p> <p><b>Ofsted grades:</b> 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate</p> <p><sup>i</sup> The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'</p> <p><sup>ii</sup> No new data available since the last report</p> <p><sup>iii</sup> No further children's centres inspections have been undertaken since the last report</p>									

## Appendix two: individual school Foundation Stage and Key Stage 2 results 2012

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
ENE	Inner East	All Saints C of E Primary School	50	75.0	96.4	92.9
ENE	Inner East	Bankside Primary School	42.7	81.7	100.0	94.4
ENE	Inner East	Beechwood Primary School	42.4	68.6	94.1	82.4
ENE	Inner East	Brownhill Primary School	29.5	48.7	80.6	90.0
ENE	Inner East	Cross Gates Primary School	53.6	79.2	100.0	100.0
ENE	Inner East	Ebor Gardens Primary School	75.9	67.9	91.7	100.0
ENE	Inner East	Grange Farm Primary School	50.8	78.7	83.0	93.6
ENE	Inner East	Harehills Primary School	48.9	55.6	77.9	74.1
ENE	Inner East	Hovingham Primary School	47.5	57.1	88.3	85.0
ENE	Inner East	Oakwood Primary School	47.5	45.0	81.1	75.0
ENE	Inner East	Our Lady of Good Counsel Catholic Primary School	60	80.0	89.7	96.6
ENE	Inner East	Parklands County Primary School	51.3	78.6	92.9	89.3
ENE	Inner East	Richmond Hill Primary School	42.4	57.1	78.9	84.2
ENE	Inner East	Seacroft Grange Primary School	35.5	87.5	100.0	95.5
ENE	Inner East	Shakespeare Primary School	38.6	62.8	100.0	96.9
ENE	Inner East	St Augustine's Catholic Primary School	49.2	76.5	93.8	89.4
ENE	Inner East	St Nicholas Catholic Primary School	50	77.5	97.5	100.0
ENE	Inner East	St Patrick's Catholic Primary School	63.3	74.2	93.1	82.8
ENE	Inner East	St Peter's C of E Primary School	76.7	89.7	100.0	96.4
ENE	Inner East	Victoria Primary School	41.7	44.2	88.1	85.7
ENE	Inner East	Woodlands Primary School	66.7	41.7	80.0	69.1
ENE	Inner East	Wykebeck Primary School	51.1	81.3	87.5	93.8
ENE	Inner North East	Bracken Edge Primary School	40	55.6	85.0	89.2
ENE	Inner North East	Carr Manor Primary School	86.9	83.1	86.2	87.9
ENE	Inner North East	Chapel Allerton Primary School	56.7	73.7	96.3	77.8
ENE	Inner North East	Gledhow Primary School	72.6	85.2	96.6	94.1
ENE	Inner North East	Hillcrest Primary School	43.9	46.7	96.4	85.5
ENE	Inner North East	Holy Rosary and St Anne's Catholic Primary School	53.3	75.0	100.0	96.3

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
ENE	Inner North East	Immaculate Heart of Mary Catholic Primary School	75	90.9	96.2	89.4
ENE	Inner North East	Kerr Mackie Primary School	75	70.9	94.3	88.7
ENE	Inner North East	Meanwood C of E Primary School	63.3	96.3	100.0	95.8
ENE	Inner North East	Mill Field Primary School	49.1	64.7	92.9	100.0
ENE	Inner North East	Moor Allerton Hall Primary School	55.4	60.6	97.0	75.8
ENE	Inner North East	Moortown Primary School	76.7	93.5	96.4	91.7
ENE	Inner North East	Roundhay St Johns C of E Primary School	73.3	83.9	100.0	93.1
ENE	Inner North East	St Matthew's C of E Primary School	54.2	74.5	80.4	93.5
ENE	Inner North East	St Urban's Catholic Primary School	80	83.9	100.0	90.0
ENE	Inner North East	Talbot Primary School	71.2	98.4	100.0	100.0
ENE	Outer North East	Aberford C of E Primary School	76.5	16.7	33.3	16.7
ENE	Outer North East	Allerton C of E Primary School	57.1	66.7	88.0	96.0
ENE	Outer North East	Alwoodley Primary School	70.2	88.3	93.2	96.4
ENE	Outer North East	Bardsey Primary School	66.7	87.0	100.0	85.7
ENE	Outer North East	Barwick-in-Elmet C of E Primary School	77.3	95.0	90.0	90.0
ENE	Outer North East	Boston Spa C of E Primary School	76.2	83.3	91.7	91.7
ENE	Outer North East	Bramham Primary School	76.9	100.0	100.0	100.0
ENE	Outer North East	Brodetsky Primary School	100	77.1	94.1	96.8
ENE	Outer North East	Collingham Lady Elizabeth Hastings C of E Primary	66.7	93.8	100.0	96.4
ENE	Outer North East	Crossley Street Primary School	83.9	100.0	96.7	100.0
ENE	Outer North East	Harewood C of E Primary School	86.7	93.3	91.7	100.0
ENE	Outer North East	Highfield Primary School	76.7	81.4	94.9	86.1
ENE	Outer North East	Primrose Lane Primary School	79.3	100.0	100.0	100.0
ENE	Outer North East	Scholes (Elmete) Primary School	73.2	100.0	93.3	96.3
ENE	Outer North East	Shadwell Primary School	83.3	95.5	100.0	93.8
ENE	Outer North East	St Edward's Catholic Primary School	100	84.6	87.5	95.8
ENE	Outer North East	St Joseph's Catholic Primary School Wetherby	89.3	96.6	93.1	95.8
ENE	Outer North East	St Paul's Catholic Primary School	56.7	96.7	96.6	100.0
ENE	Outer North East	Thorner C of E Primary School	83.3	95.2	77.8	94.4
ENE	Outer North East	Thorp Arch Lady Elizabeth Hastings C of E Primary	70	73.7	93.3	73.3



Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	<b>Leeds</b>	<b>62.8</b>	<b>76.7</b>	<b>91.9</b>	<b>88.8</b>
-	-	<b>National</b>	<b>64</b>	<b>79</b>	<b>89</b>	<b>87</b>
ENE	Outer North East	Wetherby Deighton Gates Primary School	68.8	90.2	89.7	92.3
ENE	Outer North East	Wetherby St.James' C of E Primary School	58.3	70.0	100.0	100.0
ENE	Outer North East	Wigton Moor Primary School	73.3	90.4	96.2	93.8

## Appendix three: individual school Key Stage 4 results 2012

Area	Area committee	Secondary school	Per cent achieving 5+ A*-C including English and maths GCSE	Per cent making expected progress in English	Per cent making expected progress in maths
-	-	<b>Leeds results</b>	<b>55</b>	<b>62.4</b>	<b>66.3</b>
-	-	<b>National results</b>	<b>59.4</b>	<b>69.2</b>	<b>69.8</b>
ENE	Inner East	David Young Community Academy	50	58	48
ENE	Inner East	E-ACT Leeds East Academy	39	52	58
ENE	Inner East	Mount St Mary's Catholic High School	40	40	56
ENE	Inner East	Primrose High School (now The Co-operative Academy)	28	44	55
ENE	Inner North East	Allerton Grange School	47	54	65
ENE	Inner North East	Cardinal Heenan Catholic High School	56	53	77
ENE	Inner North East	Carr Manor Community School, Specialist Sports College	33	47	60
ENE	Inner North East	Roundhay School	70	77	81
ENE	Outer North East	Allerton High School	62	71	62
ENE	Outer North East	Boston Spa School	48	47	61
ENE	Outer North East	Wetherby High School	80	80	81
South	Inner South	Cockburn	57	74	73
South	Inner South	South Leeds Academy	33	43	42
South	Outer East	Brigshaw High School and Language College	59	66	64
South	Outer East	Corpus Christi Catholic College	49	50	64
South	Outer East	Garforth Academy	74	74	86
South	Outer East	John Smeaton Community College	40	50	50
South	Outer East	Temple Moor High School Science College	67	80	73
South	Outer South	Bruntcliffe School	45	57	59
South	Outer South	Rodillian School	63	75	71
South	Outer South	Royds School Specialist Language College	45	58	59
South	Outer South	The Morley Academy	62	64	87
South	Outer South	Woodkirk Academy	68	66	82
WNW	Inner North West	Abbey Grange Church of England Academy	64	73	69
WNW	Inner North West	City of Leeds School	25	36	33
WNW	Inner North West	Lawnswood School	54	67	70
WNW	Inner West	Leeds West Academy	57	83	59

Area	Area committee	Secondary school	Per cent achieving 5+ A*-C including English and maths GCSE	Per cent making expected progress in English	Per cent making expected progress in maths
-	-	<b>Leeds results</b>	<b>55</b>	<b>62.4</b>	<b>66.3</b>
-	-	<b>National results</b>	<b>59.4</b>	<b>69.2</b>	<b>69.8</b>
WNW	Inner West	Swallow Hill Community College	28	43	33
WNW	Outer North West	Benton Park School	61	68	61
WNW	Outer North West	Guiseley School	64	66	75
WNW	Outer North West	Horsforth School	63	59	81
WNW	Outer North West	Otley Prince Henry's Grammar School Specialist Language College	73	77	79
WNW	Outer North West	Ralph Thoresby School	47	61	55
WNW	Outer North West	St Mary's Catholic Comprehensive School, Menston	89	80	91
WNW	Outer West	Crawshaw School	61	66	75
WNW	Outer West	Farnley Park Maths and Computing College	57	66	74
WNW	Outer West	Priesthorpe School	63	74	69
WNW	Outer West	Pudsey Grangefield School	61	68	63

## Appendix four: clusters - member leads; cluster chairs; cluster managers; LAPs

Cluster	Elected member	Ward	Cluster chair	Cluster chair job	Cluster contact	Local authority partner	Local authority partner job title
<b>East North East</b>							
Alwoodley	Cllr D Cohen	Alwoodley	Jeremy Dunford	Head Teacher (Brodetsky Primary School)	Julie Cooke	Jody Sheppard	Family Support and Parenting Lead
CHESS	Cllr J Dowson Cllr A Hussain	Chapel Allerton Gipton and Harehills	Sarah Ruddy	Head Teacher (Bankside Primary School)	Steve Lake (TSL)	Marcia Harding	Closing the Gap Lead
EPOS	Cllr A Lamb Cllr M Robinson	Wetherby Harwood	Chris Walsh	Head Teacher (Boston Spa School)	Philip Harper	Paul Bollom	HOS Commissioning and Market Management
Inner East	Cllr R Harington Cllr A Khan	Gipton and Harehills Burmantofts and Richmond Hill	Ann Nicholl	Governor (JCC Chair)	Diane Walker	Jim Hopkinson	HOS Targeted Services
NEXT	Cllr C Macniven Cllr S Hamilton	Roundhay Moortown	John McCall	Deputy Head Teacher (Allerton Grange High School)	Jo Odu	Gillian Mayfield	Area Targeted Service Lead ENE
NEtWORKS	Cllr E Taylor	Chapel Allerton	Jane Farrer	Deputy Head Teacher (Carr Manor High School)	Steve Lake (TSL)	Sal Tariq	HOS - Children's Social Work
Seacroft Manston	Cllr V Morgan Cllr P Gruen	Killingbeck & Seacroft Crossgates and Whinmoor	Ken Morton	Children's Services	Mark Smith	Ken Morton	HOS - Young People and Skills
<b>South East</b>							
Ardsley and Tingley	Cllr K Renshaw Cllr J Elliot	Ardsley & Robin Hood Morley South	Duncan Grant	Head Teacher (Hill Top)	Helen Kerr	Izabella Atraszkiewicz	Support for Leadership and Governance
Beeston, Cottingley and Middleton	Cllr K Groves Cllr A Ogilvie	Middleton Park Beeston and Holbeck	Siobhan Roberts	Assistant Head At Cockburn	Joanne Hainsworth	Martyn Stenton	Targeted Service Area Manager - SE
Brigshaw	Cllr J Lewis	Kippax and Methley	Kirsty Moleele	Head Teacher (Kippax Greenfield Primary)	Shelagh Tompkinson	Ken Morton	HOS - Young People and Skills
Garforth	Cllr T Murray	Garforth & Swillington	Jane Addy	Parent Governor	Sharon Elliott	Mary Armitage	Integrated Processes Head of Service
JESS	Cllr J Blake Cllr M Iqbal Cllr A Gabriel	Middleton Park City and Hunslet Beeston and Holbeck	Patrick Wilkins	Head Teacher (New Beverley Primary School)	Maggie Hartley	Andrea Richardson	HOS - Early Help
Morley	Cllr N Dawson Cllr B Gettings Cllr S Varley	Morley South Morley North Morley South	Heather Scott	Head Teacher (Bruntcliffe High School)	Helen Kerr	Gail Webb	Head of Service Learning Development

Cluster	Elected member	Ward	Cluster chair	Cluster chair job	Cluster contact	Local authority partner	Local authority partner job title
Rothwell	Cllr L Mulherin Cllr S Golton	Ardsley & Robin Hood Rothwell	Bernadette Young	Head Teacher (Royds)	Jo-Anne Shiffer	Gerry Hudson	Contracting and Strategic Investment Service Lead
Templenewsam Halton	Cllr M Lyons	Temple Newsam	Nadine Good	Barnardo's	Lisa Oxley	Mark Hopkins	Culture Lead
<b>West North West</b>							
Aireborough	Cllr P Latty Cllr S Lay	Guiseley and Rawdon Otley and Yeadon	Paul Morrissey	Head Teacher (Guiseley School Technology College)	Simon Toyne	Alun Rees	Head of the Virtual College
ACES	Cllr Alison Lowe	Armley	Pauline Gavin	Head Teacher (St Bartholomew's C of E Voluntary Controlled Primary School)	Lucy Britton	Anne Kearsley	Children's Centres and Early Help Lead
Bramley	Cllr T Hanley	Bramley and Stanningley	Danny Kenny	Head Teacher (Hollybush Primary School)	Julia Pope	Vanessa Huws-Jones	0-11 Lead for Teaching and Learning
ESNW	Cllr B Anderson Cllr J Bentley	Adel and Wharfdale Weetwood	Ian Blackburn	Head Teacher (Ireland Wood)	Gill Wyatt	Jean Davey	Youth Offer Lead
Farnley	Cllr A Blackburn	Farnley and Wortley	Jan Toothill Barbara Giles	Head Teacher Ryecroft Head Teacher Lower Wortley	Jenny Pashley	Andy Lloyd	Head of Service - Children's Workforce Development
Horsforth	Cllr B Cleasby	Horsforth	Jill Rowett	Assistant Head (Horsforth School Specialist Science College)	Tessa Freer	Louise Snowden	Complex Needs Area Lead
Inner NW Hub	Cllr J Illingworth Cllr M Hamilton	Kirkstall Headingley	Irena Riley	Children's Centre Manager - Hawksworth Wood CC	Pat Spedding	Barbara Newton	HOS - Complex Needs
OPEN XS	Cllr J Akhtar	Hyde Park and Woodhouse	Mo Duffy Emma Manners	Head Teacher (Blenheim Primary School) Cardigan Centre	Dee Lazenby	Stuart Gosney	Capacity Planning and Sufficiency Lead
Otley/Pool/ Bramhope	Cllr S Lay	Otley and Yeadon	Janet Sheriff	Head Teacher (Otley Prince Henry's Grammar School)	Phil Temple	Claire Walker	Head of Service - Policy Planning Information and Procedures
Pudsey	Cllr J Jarosz Cllr A Carter	Pudsey Calverley and Farsley	Dave Foxton	Vice chair - no chair currently in post	Elizabeth Hardaker	Jancis Andrew	Area Targeted Service Lead WNW

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## Report of Assistant Chief Executive Customer Access and Performance

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

**Date: 18<sup>th</sup> March 2013**

### Subject: Development of Area Lead Role

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

### Summary of main issues

1. A review of area working was completed in Dec 2012 with a number of recommendation agreed by Executive Board. One of the recommendations was to develop and strengthen the existing local "Champion role" and re-launch this as an Area Lead role. The main aims being to clarify the role itself, strengthen links to the Executive member and Council services, improve training and support and encourage both formal and informal links to relevant partners. This paper brings initial proposals to Area Committees for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

### Recommendations

2. Members are asked to give their views on these proposed arrangements for Area Committees to appoint a set of Area Leads across a number of themes from the next municipal year. In particular Members are asked to comment on the following:
  - Is the area lead role as described right – what changes / additions / amendments might be needed? What might need to go into the more detailed job description?
  - Is the list of core functional areas that each area committee should appoint to right?
  - Do the broad elements of training/support make sense or are there gaps – what role is there for peer support?
  - Any other comments / suggestions particular around the key issues highlighted?

## **1 Purpose of this report**

- 1.1 A review of area working was completed in Dec 2012 with a number of recommendation agreed by Executive Board. One of the recommendations was to develop and strengthen the existing local “Champion role” and re-launch this as an Area Lead role. The main aims being to clarify the role itself, strengthen links to the Executive member and Council services, improve training and support and encourage both formal and informal links to relevant partners. This paper brings initial proposals to Area Committees for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

## **2 Background information**

- 2.1 One of the recommendations of the review of area working was to develop and strengthen the exiting member “champion role” and re-launch this enhanced role as an “Area Lead”. This paper sets out proposals for discussion which seeks to define the role itself, identify the training and support required and the linkages to both the Portfolio holder and key officers. The effectiveness of this approach will be monitored through Area Chairs and Area Leaders with updates provided within the Area Working Annual Report to Executive Board (first report due Autumn 2013).
- 2.2 Overall this role is seen as important in providing a local “lead” perspective on various issues and has great potential to do more in driving democratic accountability by providing area committee based leadership on key issues. The Area Lead role would also support Executive Members and Directors to better align city wide and local policy making, share best practice, provide support and challenge and help embed the locality working design principles.
- 2.3 It also links to the Commission for Local Government which identified the critical importance of local democratic leadership in driving the way in which local government responds to a changing and ever more challenging environment. Within the current financial context where budgets are shrinking and difficult decisions need to be made in terms of service delivery the importance of ensuring a strong local perspective and driving more local decision making is seen as an essential ingredient to making the right decisions.

## **3 Main issues**

### **Defining the Area Lead Role**

- 3.1 Building on the discussions so far, through the Review of Area Working consultation process and with the All Party Working Group which oversaw the review, it is proposed that the Area Lead role is defined as follows:
- Working closely with area committee chairs to identify and lead relevant debates at area committees supported by officers as required.
  - Representing the area committee at local project or partnership meetings, and in the commissioning process to ensure the needs and interest of the area are represented. As required, issues will need to be brought back to



the area committee for further consultation/discussion and for formal decision making.

- Developing informal opportunities and networks with council services and key partners to build understanding, drive closer partnership working, provide challenge and bring a local democratic perspective to a wider range of service delivery.
- Supporting the relevant executive portfolio holder and officer lead(s) to ensure a locality dimension to policy development, disseminating and building local understanding of the overall policy/strategy, highlight any service issues/failures, drive service improvement, to share best practice and capture and learn from innovative approaches developed through area committees.
- Working with officers to ensure progress is monitored through regular performance updates especially for any delegated functions.
- Using local forums and local community engagement mechanisms to develop a good understanding of the local needs and feeding these into policy development and service improvement processes.

3.2 The Area Review All Party Working Group felt it important that a standard or core set of area lead roles were nominated by every area committee. These should be focused on the delegated functions as this is where the role can have the greatest impact. But it was agreed that there were also some other important areas where a local lead was needed like health and wellbeing. Over and above this minimum others could be nominated by area committees to reflect key local issues. However, support and links to the centre via the portfolio holder and officer leads for these additional areas may not be as comprehensive. Consideration should also be given to the appointment of time limited “area leads” in response to a specific issue eg implementation of new legislation with a significant local impact eg welfare reform.

3.3 The list of core area leads needs to be developed and agreed with a view to having these in place from the new municipal year. A proposed list for further debate is as follows:

- Environment – including current street cleansing and environmental enforcement services delegation and in the future local parks and greenspace. Or could this be something broader around environment neighbourhoods – this depends a little upon the ALMO review and any impacts on the Area Panels.
- Children’s Services – including Youth Services. NB There may need to be more than one area lead for Children’s Services where there are two or more clusters as the area lead should also be the elected member representative on the cluster.
- Community Safety – to include CCTV delegation but with a potential for broadening this out depending upon further work in this area.
- Employment, skills and the local economy.

- Health and wellbeing/Reducing health inequalities – to include adult social care and fuel poverty.
- Neighbourhood Planning – including liaison links with Parish and Town Councils NB to be further explored depending upon the role for Area Committees in this area and the outcome of the Scrutiny inquiry.

3.4 Once the broad principles are agreed this needs to be further developed and defined into a more detailed job description which would set out in more detail the mechanisms for influencing or advocating eg meetings the Area Lead attends, liaison arrangements with the Portfolio holder(s), how the Area Lead interacts with other Area Leads from across the city etc. It is proposed to pilot this with the Health and Wellbeing and Community Safety Area Lead role.

### **Training and Support**

3.5 Support, training and liaison arrangements will be important in making this work. Clearly these will need to be tailored to the particular functional areas but the following broad elements are proposed:

- Core Skills Training – provided through Member Development (linked to Inlogov research on what a good community leader looks like) to ensure area leads have key skills in areas like negotiation, partnership working, listening etc
- Area Lead Induction Training – facilitated by the Area Support Teams with service staff (eg Environmental Service Locality Managers, Health and Wellbeing Improvement Managers) and partners as appropriate. The aim to provide a broad understanding of the service provision in place, link members to the key partners, local partnerships and networks relevant to their functional area. For existing champions this might not be needed or could be more tailored.
- On-going Development/Support and Advice - briefings and informal meetings and updates to support Area Leads in fulfilling their role. This would also aim to build on-going links with service staff in the local area including meet the team and work shadowing. Briefings/updates on key policy issues – some of these would be on a city wide basis in conjunction with the portfolio holder and officers leads.
- Peer mentoring/support or action learning?

### **Other relevant issues**

3.1 There are a number of key issues which will need to be considered, explored and debated:

- Some area committees have reported difficulties in appointing to the current champion roles. But on the flip side some backbench members have raised concerns about a lack of influence. Overall the Area Lead role provides an opportunity for backbench members to have more influence which might encourage individuals to come forward. Is there a need to

provide guidance/best practice on how area committees appoint to these roles?

- It will require members to take on a wider role across the geography of the area committee not just their ward; and for other area committee members to endorse/support the area lead in representing the area committees views. This may present some difficulties where Area Committees are politically split and Area Leads might be from another party.
- For the 2 ward area committee – Inner West – it needs to be considered whether co-optees to the Area Committee who are not elected members could fulfil an area lead role. Is this an option others might take up as well?
- Key to the success of the role will be the area lead keeping the area committee apprised of debates/actions from partnership bodies, bringing back key issues for debate and formal decision by the area committee as required. The area leads will also need to work closely with the area committee chairs in scheduling debates and to ensure appropriate time is set aside on agendas. Area Chairs will need to support Area Leads in this regard.
- Consideration should be given to appointing area leads for a minimum of term of two years to enable the development of local networks, relationships and expertise. However, this would still be subject to election outcomes.
- A key success factor for the area lead role is that we do actively consult, engage and liaise with them. In the past we have nominated champions but then not used them effectively or they haven't been fully aware of the requirements upon them. To be effective this requires portfolio holder to meet regularly (at least twice per year?) with area leads ideally with key officers as well. It will also require the relevant Directorates / Services / Partners to buy in to these arrangements particularly in terms of training and support.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

4.1.1 This recommendation falls directly out of the recent review of area working which was subject to significant consultation with a range of stakeholders including members and officers. A series of drop in sessions were held for elected members over the summer 2012 and their views were influential in shaping the recommendations including the change proposed in this paper. An all party working group also further debated and shaped the review findings. Officer consultation was initiated through discussions with each directorate leadership team but were followed up with further specific discussions as required. The area support teams were a particularly important stakeholder as they are directly involved in the work of area committees and their views were gathered through team meetings and individual discussions.

4.1.2 It was recognised that the development of some of the proposals within the area review would require further more specific consultation and engagement and this

report brings to Committee further information on the area lead role for consultation and input.

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

4.2.1 Equality is clearly represented within a number of the formally stated roles of an area committee. These include: to act as a focal point for community involvement, help members listen to and represent their communities and help members understand the specific needs of the community in their area. The development of the area lead role aims to support members in undertaking this role of championing local needs by providing clear links to both the Executive Member, council service staff and to partners agencies. In addition it provides the mechanism for, and encourages, the negotiation and development of local solutions that suit local circumstances which will in turn address any issues of inequality.

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

4.3.1 These arrangements aim specifically to support in the delivery of improved outcomes in line with the City Priority Plan and Council Business Plans with many of the proposed roles lining directly to key priorities. The aim being to ensure that local needs are represented better in policy/strategy setting, decision making, service design and delivery and partnership working through this key role. The development of the area lead role provides an opportunity for members to further develop their community leadership role as set out within the Commission for Local Government and within the developing Council Business Plan.

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

4.4.1 This is essentially replacing an existing role and can be seen as a sensible way to divide up work between members of the area committee with an expectation that each member would take on a lead role. However, there remain concerns about the capacity issues for Area Committees that might arise from implementing this and other elements of the area review. This will continue to be monitored.

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

4.5.1 There are no specific legal implications and the report is available to the public. In line with the Council's Executive and Decision Making Procedure Rules, the power to Call in decisions does not extend to those decisions taken by Area Committees.

## **4.6 Risk Management**

4.6.1 The proposal in this report implements a recommendation made by Executive Board and as such there are no direct risks arising from the proposals. Improving the governance and accountability of local partnerships through challenge and support from area leads is seen as important in delivering improved outcomes and tailoring services to local needs. There are also clear links to a number of the budget and financial risks and the development and strengthening of our locality

working arrangements and local decision making will help to minimise key financial risks going forward.

## **5 Conclusions**

- 5.1 This report sets out initial proposals for the implementation of an area lead role following the review of area working in 2012. The role is seen as crucial in providing a local “lead” perspective on various issues and in driving democratic accountability by providing area committee based leadership on key issues. This paper begins to clarify the role and is brought to the Committee at this early stage for their input, shaping and feedback with a view to introducing the revised roles in the new municipal year.

## **6 Recommendations**

- 6.1 Members are asked to give their views on these proposed arrangements for Area Committees to appoint a set of Area Leads across a number of themes from the next municipal year. In particular Members are asked to comment on the following:

- Is the area lead role as described right – what changes / additions / amendments might be needed? What might need to go into the more detailed job description?
- Is the list of core functional areas that each area committee should appoint to right?
- Do the broad elements of training/support make sense or are there gaps – what role is there for peer support?
- Any other comments / suggestions particular around the key issues highlighted?

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

- 7.1 None

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<sup>1</sup> 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 the ENE Locality Manager, Environment and Neighbourhoods

### North East (Outer) Area Committee

Date: 18<sup>th</sup> March 2013

### Subject: Environmental Services – Consultation on the 2013/14 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 consults on which existing and new priorities the Area Committee would like to see addressed in a refreshed Service Level Agreement (SLA) for 2013/14. The new SLA will be presented for approval at the June meeting cycle.

### Recommendations

The Area Committee is asked to:

- a. agree the main service principles for 2013/14 as set out in section 20
- b. identify the continuing existing priorities and any new service issues it would like to see a focus on, within existing levels of resource;
- c. identify issues that it would like to see enhanced services delivered through the buying in additional local resources;
- d. agree the development of the new SLA for 2013/14 to be brought to the June meeting for approval based on refreshed Elected Member and Area Committee local priorities;
- e. note the intention for the new SLA to be complemented by improved locality focused performance reports from the Waste Management Service, with a particular focus on supporting local improvements to recycling rates and reduction in land-fill.
- f. note the work ongoing with other complementary services such as Environmental Health and Highways to use the SLA mechanism to improve local influence and accountability on issues affecting the environmental condition and cleanliness of neighbourhoods.

## **Purpose of this report**

- 1 The purpose of this report is for the Area Committee to consider the following and where necessary refer discussion on detail to local ward member meetings and Environmental Sub Group to be fed into the SLA report scheduled for the June meeting:
  - a) agree the local operational principles and service improvements Members wish to see included in the 2013/14 Service Level Agreement (SLA) to be agreed between the ENE Locality Team and the Outer NE Area Committee at the June meeting;
  - b) what, if any, enhanced services the Area Committee would like to buy-in for 2013/14 and see added to the SLA;
  - c) consider proposals to develop performance information relating to Waste Management Services provided in the area to complement the Environmental Services SLA; with a view sought on what information would be useful to Members in helping to support local increases in recycling rates and reductions in land-fill.
  - d) note the work ongoing with other complementary services such as Environmental Health and Highways to use the SLA mechanism to improve local influence and reporting.

## **Background information**

- 2 At its meeting of 30<sup>th</sup> 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.
- 3 The Executive Board approved further delegations to be covered by this Function Schedule at its meeting of 10<sup>th</sup> February 2012: these being “ancillary street cleansing functions including graffiti removal, gully and ginnel cleansing”. The relevant Function Schedule is provided as Appendix A of this report.
- 4 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.
- 5 Services included in the original delegation were:
  - Street cleansing (mechanical and manual);
  - Leaf clearing;
  - Litter bin emptying;
  - Dog warden services (then managed at a city level, now at locality level);
  - 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.

- 6 The delegation of the specified environmental services to Area Committees means that service resources, mainly staffing, which were previously managed centrally, are now devolved and managed by Locality Managers.
- 7 To enable this to happen, a restructuring of the previous “Streetscene” service was undertaken in 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.
- 8 These resources are organised into three locality based teams for East North East, South East and West North West. They are geographically aligned to and work closely with the new Area Support Teams (formerly Area Management).
- 9 The Service Level Agreements set out for each Area Committee how resources will be used in their area to meet local needs and achieve the outcome of clean streets.
- 10 The Locality Managers are accountable for the use of that resource and performance of the service to the Area Committees through the approved SLAs. The Area Committees are accountable to Executive Board.
- 11 Following extensive work with Elected members and consultation through the Area Committee, the 2011/12 SLA for Outer NE East Area Committee was approved in October 2011.
- 12 The new Locality Team went live as a service in early September 2011.
- 13 The first full-year SLA was then approved for 2012/13 at the July 2012 meeting. This included the new delegated services of dog wardens, graffiti removal, gully and ginnel cleansing.
- 14 In early 2013 a restructuring of the enforcement part of the Locality Teams took place to deal largely with historical anomalies/varieties of grades/job descriptions inherited from the transfer in 2011 and to bring the role up to level required to deliver an effective and efficient enforcement service. This included the transfer of the management of Dog Wardens to Locality Teams (1.5 fte per locality).
- 15 This restructuring also took the opportunity to review the streets operations and as a result introduced a new Resource/Caseworker post for each Locality Team. As well as making sure staffing and vehicle resources are being deployed as effectively as possible so that local issues are being quickly responded to, this post will work along side the streets supervisors to release capacity for more front line supervision and support.

### **Progress made in the 2012/13 SLA**

- 16 The first half-year update was provided to the Area Committee at the November meeting and progress monitored and discussed at the Environmental Sub Groups meetings.
- 17 The second half update will be provided at the June 2013 meeting.
- 18 A senior manager from the Locality Team has been available for all Ward Members meetings where required to focus in on local street cleansing and enforcement issues.
- 19 Examples of progress/further service improvements in the Outer North East area made in 2012/13 are:
- a. Gully cleaning – the Locality Team now directly manages the gully tanker and it's two shift crews for ENE. A ward based cyclical programme of cleaning has been established, with every gully visited in each ward in that cycle. The service has also dealt with the wettest year on record, responding as required and with very little reports of flooding caused by blocked gullies. The service has also responded to all requests for cleaning of blocked gullies irrespective of which ward they are currently working on. Referrals from Parish Councils have been dealt with promptly.
  - b. Litter bins – the Locality Team purchased and installed a further 21 litter bins across the Outer North East area (4 were paid for by a Parish Council). The majority of these were added to existing collection routes and absorbed by improved efficiency/capacity within existing staff resource.
  - c. Ginnels - the Locality Team has cleaned ginnels that have been highlighted by Members as causing greatest concern in their wards.

## **2013/14 Service Level Agreement**

### ***Service Principles the SLA is Based Upon***

- 20 This section sets out refreshed principles that will underpin the new SLA for 2013/14. The Area Committee is asked to consider these and agree any it would want to see the Locality Team focus on in making further improvements.
- (a) **Outcome focused:**  
The ENE Locality Team will focus on delivering the best outcome for residents across the Outer North NE area - so that the streets and neighbourhoods in which they live are of an acceptably clean standard. It is this equality of standard that every resident will be entitled to, not necessarily the same quantity of service. For example, not everyone will get their street swept every x weeks, but everyone will be entitled to get their street swept as and when needed if it is the best solution to making sure it doesn't fall to an unacceptable standard of cleanliness.
- (b) **Responsive to local needs:**  
The service will be more responsive to local needs. There will be greater capacity built in to react to current hotspots, plan for known local events that may affect the cleanliness of neighbourhoods and go where the problem is at that time. We will respond to all requests for new litter bins or relocating existing ones to more effective locations, if the requests can not be met we will explain why.

(c) **Common sense approach:**

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

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

The service will work as part of the “team neighbourhood” approach and contribute towards tackling problems identified in the agreed priority neighbourhood of Moor Allerton (inc Lingfields and Fir Trees). We will provide a lead at tasking meetings on environmental issues and make sure coordinated action is being taken against the local priority.

(e) **Supporting community action:**

We will work better with Parish and Town Councils and other community based organisations that: add value to what we do, provide eyes and ears in villages/communities, contribute towards making our streets and neighbourhood cleaner and have a role to play in making our service more accountable.

(f) **Education and Enforcement:**

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems. For example; we will develop a better relationship with schools to work together to prevent litter on school routes, and, have a clearer policy around the cleaning of shop frontages that works in partnership with local businesses to make local shopping centres/main streets clean and pleasant places to visit; for example Wetherby and Collingham main streets.

(g) **Working with ENE and Aire Valley Homes to deliver more effectively:**

We will work in partnership with ENE and Aire Valley Homes to make more effective and efficient use of our combined resource; focusing initially on joint approaches to cleaning open land/spaces and developing a maintenance programme for ginnels.

(h) **Planning for seasonal and annual events:**

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

***Specific commitments to be made in the SLA***

- 21 Discussions will take place through ward member meetings and at the Environmental Sub Group to ensure that the SLA that is presented to the Area Committee includes how the service will:
- engage and work with Wetherby Town and Parish Councils (inc Alwoodley PC)
  - reactively and proactively deal with litter problems on arterial/main roads
  - improve litter picking arrangements across Outer NE to better respond to the needs in Alwoodley (particularly the priority Lingfields estate), outer villages and litter hotspots such as lay-bys.

### **Scope for Enhanced Local Provision**

- 22 The 2013/14 SLA will be delivered through use of existing resources allocated to the Locality Manager to manage across the ENE area. This will deliver the agreed level of service as set out in the SLA to be presented to the June meeting.
- 23 However, there is opportunity for Area Committees to enhance the provision within their area through use of local budgets available to them. This is already being done in WNW and SSE localities. For example the Area Committee could “buy-in” additional services such as:
- Weekend/out of hours enforcement patrols (inc dog wardens)
  - Additional one-off litter picks/mechanical sweeps over and above those scheduled
  - Additional scheduled litter picks (i.e. taking on more staff)
  - Additional enforcement staff
  - Additional litter bins
  - Additional de-leafing capacity in autumn
- 24 If this is something the Area Committee would like adding to their 2013/14 SLA then the Locality Manager will investigate and provide a menu of costs with the SLA at the June meeting. Discussions will take place at ward member meetings and through the Environmental Sub Group prior to any proposals reaching Area Committee.

### **Proposed Supplementary Reporting to Area Committee**

- 25 Significant progress has been made in joint working with the Parks and Countryside service. The transfer of the management of the grounds maintenance contract to P&C provides further opportunity to ensure that the “litter picking” element of the contract is effective and works to complement the Locality Team’s programmes.
- 26 Work is also being done with other complementary services within the Environmental and Neighbourhoods Directorate that have a significant impact on the environmental condition of neighbourhoods. Primarily the Waste Management and Environmental Health Services.
- 27 Although this may not immediately result in such services being added to the formal delegation, it is hoped to bring forward proposals alongside the SLA to provide performance reports to Area Committees that helps Members understand where opportunities to encourage and support improvements are greatest (e.g. recycling/landfill rates from the Waste Management Service) and propose elements of services there could be greater local linkages with (e.g. environmental health services).
- 28 To assist these discussions, the Area Committee is asked to consider which elements of these services have an impact on the environmental condition of neighbourhoods and influence related civic responsibilities of residents. As a first step, what performance information would Members like to receive that would allow them to better understand where the problems are and help develop local solutions to improve things such as recycling rates? It is suggested that these discussions take place at the next ward member and Environmental Sub Group meetings.

- 29 In addition to this, there have been discussions with Highways colleagues about how services they provide that have a significant impact on the environmental condition of neighbourhoods could be better linked to the SLA reporting and accountability mechanism. Proposals will be brought back to Area Committee later in the year.

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

- 30 The Council's Constitution was amended, approved at Executive Board in March 2011 and ratified at the Annual Council meeting held on 26<sup>th</sup> May 2011, to include the environmental services delegation within the Area Committee Function Schedule.
- 31 Amendments were also made at that time to the Area Committee Procedure Rules to make allowance for the decision making powers being devolved to Committees, which will run concurrent to the same authority given to the Director of Environment & Neighbourhoods.
- 32 At its 10th February 2012 meeting, the Executive Board approved the following further additions to the delegation: "Ancillary street cleansing functions including graffiti removal, gully and ginnel cleansing".
- 33 The delegation of environmental services to Area Committees significantly contributes towards the Stronger Leeds section of the Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.

### **Legal and Resource Implications**

- 34 The SLA for 2013/14 will be delivered mainly through the resources delegated to the Locality Manager to manage across the East, North-East area. A summary of the approved 2013/14 Locality Team budget will be provided as an appendix to the SLA.
- 35 The SLA will also set out how partnership resources will complement and add value to the Locality Team resources in helping jointly deliver the outcome of cleaner streets and neighbourhoods. For example closer working with the Parks and Countryside service on sharing facilities, addressing problem ginnels/rights of ways and litter bins around park perimeters, and, work with ENE Homes on coordinated enforcement activity and sharing responsibility for collection of white bags.

### **Recommendations**

- 36 The Area Committee is asked consider the following and where necessary refer discussion on detail to local ward member meetings and Environmental Sub Group to be fed into the SLA report scheduled for the June meeting:
- a. agree the main service principles for 2013/14 as set out in section 20
  - b. identify the continuing existing priorities and any new service issues it would like to see a focus on, within existing levels of resource;
  - c. identify issues that it would like to see enhanced services delivered through the buying in additional local resources;

- d. agree the development of the new SLA for 2013/14 to be brought to the June meeting for approval based on refreshed Elected Member and Area Committee local priorities;
- e. note the intention for the new SLA to be complemented by improved locality focused performance reports from the Waste Management Service, with a particular focus on supporting local improvements to recycling rates and reduction in land-fill.
- f. note the work ongoing with other complementary services such as Environmental Health and Highways to use the SLA mechanism to improve local influence and accountability on issues affecting the environmental condition and cleanliness of neighbourhoods.

### **Background Papers**

*Leeds City Council Constitution*

*Report: Delegation of Environmental Services. To Area Committees, Jan/Feb cycle 2011.*

*Report: Delegation Of Executive Functions In Relation To Street Scene Management To Area Committees. To Executive Board. 30<sup>th</sup> March 2011*

*Report: Delegation of Environmental Services. To Area Committees, March cycle 2011.*

**Report: Environmental Services Delegation – Update and Progress, to Area Committee June 2011**

**Report: Delegation of Environmental Services – Service Level Agreement, to Area Committee October 2011**

**Report: Environmental Services - Performance Update on the Service Level Agreement, to Area Committee December 2011**

**Report: Towards More Integrated Locality Working 2: An early review of the Environmental Services delegation. To Executive Board, 10<sup>th</sup> February 2012**

*Report: Delegation of Environmental Services – Service Level Agreement, to Area Committee July 2012*

**Report: Environmental SLA – 6 month update, to Area Committee December 2012**

# APPENDIX A

## SECTION 3D: AREA COMMITTEE FUNCTION SCHEDULES

### Well-Being Schedule

Function	
<b>To promote and improve the economic, social and environmental well-being of the Committee's area.</b>	To take decisions about, and monitor activity relating to the use of the annual capital and revenue allocation to each Committee.

### Area Functions Schedule

Function	
<b>Community Centres</b>	<p>In relation to each community centre identified by the Director of Environment and Neighbourhoods as within the Committee's area, to:</p> <ul style="list-style-type: none"> <li>oversee controllable revenue budgets, operational arrangements and the use of the centres;</li> <li>agree and implement a schedule of charges and discounts for directly managed centres;</li> <li>make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</li> </ul>
<b>CCTV</b>	To maintain an overview of the service in the Committee's area and receive regular information about it.
<b>Neighbourhood Management Co-ordination</b>	<p>In relation to the Committee's area:</p> <ul style="list-style-type: none"> <li>to agree priority neighbourhoods (through the approval of the Area Delivery Plan); and</li> <li>to agree and monitor Neighbourhood Improvement Plans for the Committee's area.</li> </ul>
<p><b>Street cleansing &amp; Environmental Enforcement Services:</b></p> <ul style="list-style-type: none"> <li>Litter bin emptying</li> <li>litter picking and associated works</li> <li>Street sweeping and associated works</li> <li>Leaf clearing</li> <li>Ancillary street cleansing functions including Graffiti removal, Gully</li> </ul>	<p>To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level Agreement, to determine the principles of deployment of the available resources by:</p> <ul style="list-style-type: none"> <li>the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)</li> <li>The agreement of the most appropriate</li> </ul>

<p>and Ginnel cleansing.</p> <ul style="list-style-type: none"> <li>• Dog Controls (fouling, straying, dogs on leads, dog exclusions)</li> <li>• Fly tipping enforcement</li> <li>• Enforcement of domestic &amp; commercial waste issues</li> <li>• Litter-related enforcement work</li> <li>• Enforcement on abandoned &amp; nuisance vehicles</li> <li>• Overgrown vegetation</li> <li>• Highways enforcement (placards on streets, A boards, cleanliness)</li> <li>• Graffiti enforcement work</li> <li>• Proactive local environmental promotions.</li> </ul>	<p>approaches to be taken to achieve local environmental cleanliness and quality.</p> <p>To be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA.</p> <p>To be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.</p>
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**Report of East North East Area Leader**

**Report to Outer North East Area Committee**

**Date: 18 March 2013**

**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 Area Committee.
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 2012/13 financial year;
  - Note the budget allocation and spending plan for 2013/14 and approve the proposed sums set aside for small grants, skips and community engagement.
  - Ratify the following grant which was agreed at the February area committee which was in quorate:

Alwoodley Tennis Club	New Tennis Court	£7000
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- Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

MAECare	Partnership and Wellbeing for older people	£15375
Northcall	Northcall Community Centre	£19,273
Safer Leeds	Trembler alarms	£487.50
Treetops Community Centre	Volunteer expenses	£1500
LCC Sport and Active Lifestyles	Lifestyles and Multi sport activities	£2445
	Leadership awards	£2498.50
	Family Activity	£1488.20
East North East Homes Leeds	Moss Syke verge improvements	£4000
Aberford and District Community Interest Company	A1/M1 Noise Abatement Study	£4000
Leeds City Council	Purchase of road safety signs	£669.75
Wetherby in Support of the Elderly	Memory cafes, Socials and Carers Support Group	£3400

## 1. Purpose of this Report

- 1.2 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.

## 2. Background Information

- 2.1 Each of the ten Area Committees receive an annual allocation of revenue funding to commission projects and offer grants to organisations in the local area. The amount of funding for each Area Committee is determined by a formula based on 50% population and 50% deprivation in each area, as agreed by the Council's Executive Board. The Area Committees also have the balance of any revenue Well-being budget which was allocated to them in previous years.
- 2.2 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

3.1.1 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.

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

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

3.1.3 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 Well-being Revenue 2013/14

3.2.1 The council has agreed the Well-being budgets for the 2013/14 financial year and the allocations are the same as for 2012/13. A proposed spending plan is attached for the area committee's consideration at Appendix 2. This includes proposed sums to set aside for small grants, skips and community engagement, plus projected balances should all the well-being applications contained in this report be approved. Members are asked to approve the proposed sums set aside for small grants, skips and community engagement.

#### 3.3 New schemes for consideration

3.3.1 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.

3.3.2	<b>Project</b>	New tennis court
	<b>Organisation</b>	Alwoodley Tennis Club
	<b>Amount</b>	£7,000

	<p>Alwoodley Tennis Club is run by volunteers. The club has raised funds to improve their facilities and build a third tennis court. The additional court is needed to accommodate the dramatically increasing junior numbers as they are they are turning people away as they cannot accommodate them all.</p> <p>S106 funding, £27,627, was secured from Leeds City Council with the agreement that the courts can be used by the general public on a timetable. The S106 funding was awarded in September 2011 with the condition that this funding was only available for twelve months.</p> <p>There have been a number of issues to overcome with the planning application especially relating to the layout and impact on the nearby tree preservation area and agreement on additional planting. This has caused delay and additional expense on the project, and has extended it beyond the deadline for spending the S106 funding.</p> <p>Because of the delays, costs have increased, and the club are applying for £7000 to cover the shortfall. This application was agreed at the February Area Committee, but as the meeting was not quorate, a formal decision is required at the this committee. The project will be complete by July 2013.</p>
	<p><b>Community Charter Priorities:</b>  Tackling crime and anti-social behaviour; Improving the environment;  Activities and services for children and young people;  Volunteering opportunities;  Promoting healthy lifestyles;</p>

3.3.3	<b>Project:</b>	Partnership and Wellbeing for older people
	<b>Organisation:</b>	Moor Allerton Elderly Care
	<b>Amount:</b>	£15375
	<b>Wards:</b>	Alwoodley, Harewood, Moortown
	<p>The aim of this project is to improve the quality of life for older people by continuing to improve partnership working in the area. The grant will be used to support the work of a partnership co-ordinator whose role will be to:</p> <ul style="list-style-type: none"> <li>• Maintain and strengthen links with key organisations in the area to support older people to be involved in the community, keep healthy, and reduce social isolation.</li> <li>• Support older people who want to be volunteers in the community;</li> <li>• Develop the idea of a dementia friendly community through building links with local organisations, and providing information to raise awareness.</li> </ul> <p>The project has also been submitted to the Inner North East Area Committee as it covers Moortown. The breakdown of service users is estimated at Alwoodley 75%, Harewood 10% and Moortown 15%.</p>	

<p>The main outputs of the project will be to:</p> <p>Consolidate volunteering work with Allerton Church of England, Wigton Moor and Shadwell Primary School;</p> <p>Participation of a number of members in partnership schemes - working with East North East homes to reduce social isolation and working with Leeds Jewish Welfare Board to support volunteering;</p> <p>Closer working with GPs, district nurses and other health services;</p> <p>Involvement of older people in giving their voice to Leeds Community Health Care trust;</p> <p>Joint activities and events to promote dementia friendly communities including working with parish councils, businesses, local councillors and other local groups;</p> <p>Promoting improved health of older people by providing health information through a healthy living day;</p> <p>The project will run from April 2013 – March 2014.</p>
<p><b>Community Charter Priorities:</b> Supporting Moor Allerton Partnership; Promoting healthy lifestyles;</p>

3.3.4	<b>Project:</b>	Northcall
	<b>Organisation:</b>	Northcall Community Centre
	<b>Amount:</b>	£19,273
	<b>Ward:</b>	Alwoodley
	<p>NORTHCALL provides a focal point for the community where people of all ages come to meet others and avoid isolation and learn new skills, which helps with self confidence, self esteem, employability, mental and physical health and community cohesion. They strive to provide programmes that work on building people's self confidence and reducing barriers to participating in wider society. Numbers of service users continues to grow year on year and some of the activities are inter generational, which improves community cohesion, tolerance and understanding.</p> <p>This year Northcall are proposing are to start an alternative educational programme for young people, which will generate more income and create jobs for people, as well as engaging young, local people and getting them involved in their community. This will be a full time term only programme for young people aged 14 – 16.</p> <p>The funding will be used to cover Freelance teachers/tutors, learner registration and management costs.</p> <p>The project will run from April 2013 – March 2014.</p>	
<p><b>Community Charter Priorities:</b> Supporting Moor Allerton Partnership; Activities and services for children and young people; Training and job</p>		

	opportunities; Volunteering opportunities;
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3.3.5	<b>Project:</b>	Trembler Alarms
	<b>Organisation:</b>	Safer Leeds
	<b>Amount:</b>	£487.50
	<b>Ward:</b>	Alwoodley
	<p>Trembler alarms are provided to victims of burglary on revisits by the PCSO's in the Roundhay, Alwoodley, Moortown (RAM) tasking area. Feedback from residents is that they have deterred burglars and they are effective, easy to use and provide some reassurance that they won't become a repeat victim of crime. Safer Leeds would like to continue to provide trembler alarms during 2013/14.</p> <p>The application is for funding to purchase 250 alarms per ward @ 1.95 each, total £487.50 per ward. Therefore an application has been made to Inner North East Area Committee for £975 and Outer North East for £487.</p>	
<p><b>Community Charter Priorities:</b> Supporting Moor Allerton Partnership; Tackling crime and anti-social behaviour;</p>		

3.3.6	<b>Project:</b>	Treetops Community Centre
	<b>Organisation:</b>	Leeds City Council
	<b>Amount:</b>	£1500
	<b>Ward:</b>	Alwoodley
	<p>The Area Committee is asked to approve a further sum of £1500 to continue the arrangement for paying volunteer expenses to a keyholder who opens up for users of Treetops Community Centre who are not keyholders themselves. This arrangement was put in place in January 2012 and has proved to be very successful.</p>	
<p><b>Community Charter Priorities:</b> Volunteering opportunities; Supporting local events;</p>		

3.3.7	<b>Project:</b>	Lifestyles and Multi sport activities
	<b>Organisation:</b>	LCC Sport and Active Lifestyles
	<b>Amount:</b>	£2445
	<b>Ward:</b>	Alwoodley
	<p>The Sport and Active lifestyle team and Developing xcellence in Youth (DXY)<sup>1</sup> are proposing to deliver a range of sporting activities and lifestyle</p>	

<sup>1</sup> Developing Xcellence in Youth Ltd' was established in 2002 as a company providing personal development coaching services for young people.

classes for children and young people who live in Crammer Bank, Fir Trees, and the Lingfields neighbourhoods. They will be targeting children and young people that are pre NEETs, ( at risk of becoming Not in Education, Employment or Training). These can also be tailored for NEET young people too!

Children and young people will be offered 6 weeks of multi sport activities to increase their physical activity levels whatever their ability. These multi sports activities will be delivered for 2 hours during the week at Allerton High School. There will be separate sessions for juniors (8 – 13 years) and the seniors (14 – 19 years) .

The children will also be provided with some lifestyles classes to support them through life-changing experience, promoting positive communication, building stronger relationships and equipping individuals with effective thinking skills that act as a springboard to a successful future. Qualified tutors will deliver these courses accordingly to the needs and requirements of the young people in small groups of 7 to 10 participants. The courses will consist of practicals and short theory sessions that will be run at Allerton High School. All candidates that complete the course/s will be presented with a certificate and a resource pack for additional support.

The grant will be used to pay for use for tutor’s fees, resources packs, hiring of the facility and promotion and marketing of the lifestyle courses.

**Community Charter Priority:**

Activities and services for children and young people;  
Supporting Moor Allerton Partnership;

3.3.8	<b>Project:</b>	Leadership awards
	<b>Organisation:</b>	LCC Sport and Active Lifestyles
	<b>Amount:</b>	£2498.50
	<b>Ward:</b>	Alwoodley
	<p>The Sport &amp; Active Lifestyles team in partnership with 3 National Governing Bodies (NGB’s) - Yorkshire Cricket Board (YCB), England Netball and UK athletics would like to offer local young people aged 13+ living in the Crammer Bank, Fir Trees, and Lingfields neighbourhoods the opportunity to gain some valuable skills, knowledge and experience in achieving some young leader’s awards in three different sports and also in emergency first aid.</p> <p>These young leader’s awards would provide the young people with an insight into how to deliver a fun, safe and productive sports session of they chosen sport and also to learn how to administrate first aid safely on individuals. The first aid qualification is a life skill that can be taken anywhere and it’s looked on favourable with employees.</p> <p>The qualified NGB’s tutors will deliver the awards accordingly to the needs and requirements of the young people. The awards will consists of practical and short theory sessions that will be run at Allerton High School.</p>	

	<p>All candidates that complete the course/s will be presented with a certificate and a young leaders resource pack.</p> <p>The young leader's awards will be free, however a deposit of the cost of the resources of £15, to ensure that the young people attend and complete the course. Once they complete the award they will receive the deposits back.</p> <p>The grant will be used to pay for use for tutor's fees, resources packs, hiring of the facility and promotion and marketing of the young leader's awards.</p>
	<p><b>Community Charter Priority:</b>          Activities and services for children and young people;          Supporting Moor Allerton Partnership;</p>

3.3.9	<b>Project:</b>	Family Activity
	<b>Organisation:</b>	LCC Sport and Active Lifestyles
	<b>Amount:</b>	£1488.20 (£1000 Outer North East, £488 Inner North East)
	<b>Ward:</b>	Alwoodley
<p>Sport and Active Lifestyles would like to run a weekly informal family multi sports and physical activity session within the Moor Allerton area (to target MAP Area, including Crammer Bank, Fir Trees, Lingfields, and Queenshills neighbourhoods).</p> <p>The weekly sessions will take place on an evening after school. The session will aim to engage children and young people, as well as parents, guardians, carers and other family members (grandparents, aunties, uncles etc) to try various fun games, sports and physical activities. As the sessions progress other healthy lifestyle messages will be introduced, utilising Change 4 life games which encourage families to move more and learn to eat well within a fun and relaxed environment.</p> <p>The project is proposed to take place at Allerton High School, Due to the unpredictable nature of the weather, costs for an indoor facility are being requested to help prevent sessions having to be cancelled, which could lead to drop off from families attending the sessions, particularly at the early stages of the programme.</p> <p>Throughout the project we will look to identifying community leaders, parents, guardians and volunteers who could be trained on how to deliver a fun and safe sports and physical activity session for children and young people.</p> <p>Sport and Active Lifestyles team will work with a number of key agencies in the area to identify key families who may benefit most in the programme, as well as promoting via local primary schools, and Moor Allerton Partnership networks, and on the Leeds City Council and Family hub websites.</p> <p>The grant will be used to pay for facility hire, coaches' fees, some equipment for future sustainability, and some promotional material for the activity.</p>		



	<b>Community Charter Priority:</b> Activities and services for children and young people; Supporting Moor Allerton Partnership;
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3.3.10	<b>Project:</b>	Verge Improvements, Moss Syke
	<b>Organisation:</b>	East North East Homes Leeds
	<b>Amount:</b>	£4,000
	<b>Ward:</b>	Harewood
	<p>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.</p> <p>The purpose of this project is to remove the grassed areas in front of the properties and create car parking facilities.</p> <p>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. Bardsey Parish Council are contributing £1000 as this falls within their boundary. The remaining £4000 is sought from this area committee.</p> <p>This scheme can be completed by the end of March 2013.</p>	
<b>Community Charter Priority:</b> Improving the Environment		

3.3.11	<b>Project:</b>	A1/M1 Noise Abatement Study
	<b>Organisation:</b>	Aberford and District Community Interest Company
	<b>Amount:</b>	£4000
	<b>Ward:</b>	Harewood
	<p>Aberford CIC are proposing to undertake a noise abatement study to demonstrate the need to reduce the noise impact upon Aberford of the A1/M1 motorway. The proposal utilises a combination of technology to provide quantitative evidence and residents to provide qualitative evidence. The total cost of the project is £15000, which includes employment of noise monitoring consultants, hiring of specialist monitoring equipment, project management and evaluation, research and stakeholder meetings, report writing and production, development of research material and training volunteers. £10,000 has been secured from Awards for All and £1000 from Aberford Parish Council, leaving a balance of £4000.</p> <p>The study will produce a full report with appendices setting out the impact of the road on the community and potential measures to improve the situation. One public meeting to present findings and develop a strategy for taking the proposals forward.</p>	

	The project will run from April – November 2013.
	<b>Community Charter Priorities:</b> Supporting town and parish councils; Improving the Environment

3.3.12	<b>Project:</b>	Road safety signs
	<b>Organisation:</b>	Leeds City Council
	<b>Amount:</b>	£669.75
	<b>Ward:</b>	Harewood
	<p>Purchase of 24 freestanding pavement signs at £27.50 per sign plus delivery costs. The signs will be placed outside schools at the start and end of the school day at strategic places on the roads surrounding the school to deter vehicles from parking too close to school entrances.</p> <p>Each of the 8 primary schools in Harewood Ward will be offered 3 signs. The total cost of the project is £669.75.</p> <p>The signs can be purchased during this financial year.</p>	
	<b>Community Charter Priority:</b> Activities and services for children and young people;	

3.3.13	<b>Project:</b>	Memory cafes, Socials and Carers Support Group
	<b>Organisation:</b>	Wetherby in Support of the Elderly
	<b>Amount:</b>	£3400
	<b>Ward:</b>	Harewood, Wetherby
	<p>Wetherby in Support of the Elderly provide a range of support and advice services for dementia sufferers and the carers. To enable them to continue providing their services, WISE are seeking £1000 towards the cost of continuing the Sunshine Café, £1000 towards the cost of continuing the Boston Spa Café, £800 towards providing social activities at Northgates House (Wetherby), Walton, Bramham and Clifford, £300 to provide activities in residential and nursing homes, and £300 towards the cost of providing a carer's support group in Boston Spa.</p> <p>The Sunshine café, based in Collingham, has been running successfully for five years; the Boston Spa café opened in April 2011 based on the Collingham model. The social activities are very popular, and provide a way for elderly people to develop new friendships.</p> <p>The project will run from April 2013 – March 2014.</p>	
	<b>Community Charter Priority:</b> Promoting healthy lifestyles; Supporting local events;	

### 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
Leeds Youth Service	Barleyfields Youth Club – equipment	500.00	500.00
MAECare	Cameo Group – a ‘come and meet each other group’ for people over 60 with long term conditions.	2270.00	634.00

3.4.2 Appendix 3 provides details of the remaining balances for the small grants and skips pots, plus the other pots of funding which were set aside, Treetops Community Centre, and Community Engagement/Localism.

## 4 Corporate Considerations

### 4.1 Consultation and Engagement

4.1.1 Area Committees now have an enhanced role in Community Engagement and have responsibility for overseeing and monitoring the work of the Area Support 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.

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

4.2.1 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.

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

4.3.1 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.

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

4.4.1 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.

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

4.5.1 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.

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

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

## **4.6 Risk Management**

4.6.1 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.

## **5. Conclusions**

5.1 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.

## **6. Recommendations**

6.1 Members are asked to:

- Note the spend to date and current balances for the 2012/13 financial year;
- Note the budget allocation and spending plan for 2013/14 and approve the proposed sums set aside for small grants, skips and community engagement.
- Ratify the following grant which was agreed at the February area committee which was inquorate:

Alwoodley Tennis Club	New Tennis Court	£7000
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- Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

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Leeds City Council	Purchase of road safety signs	£669.75
Wetherby in Support of the Elderly	Memory cafes, Socials and Carers Support Group	£3400

## 7. Background documents<sup>2</sup>

### 7.1 Area Committee Roles and Functions 2011/12

<sup>2</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.

7.2 Report to Executive Board, 15 February 2013, Revenue Budget and Council  
Tax 2013/14

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
<b>Total of schemes approved in 2011-12</b>	<b>10,170.29</b>	<b>14,100.00</b>	<b>24,765.00</b>	<b>49,035.29</b>

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	100.00	150.00	150.00	400.00
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
Grange Park Sports Club - New Clubhouse	-	2,000.00	5,000.00	7,000.00
Wetherby Community Annual Events	-	-	3,000.00	3,000.00
Open House Pot	200.00	-	-	200.00
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 Farmwatch Patrol	-	3,000.00	3,000.00	6,000.00
Wetherby & Harewood NPT Winter Crime reduction plan	-	-	2,000.00	2,000.00
Alwoodley Grit Bins	1,514.74	-	-	1,514.74
Alwoodley Community Association storage facilities extension	10,000.00	-	-	10,000.00
Slaid Hill in Bloom Environmentally Friendly Planting	1,419.00	-	-	1,419.00
Wetherby & District Development Fund	-	-	20,000.00	20,000.00
Alwoodley Tennis Court	7,000.00	-	-	7,000.00

<b>Total Projected Spend 2012-13 New Schemes</b>	<b>47,626.24</b>	<b>45,273.00</b>	<b>58,350.00</b>	<b>151,249.24</b>
<b>Budget for 2012-13</b>	<b>54,462.61</b>	<b>50,311.00</b>	<b>61,038.77</b>	<b>165,812.38</b>
<b>Remaining Budget Unallocated</b>	<b>6,836.37</b>	<b>5,038.00</b>	<b>2,688.77</b>	<b>14,563.14</b>

2013/14 Forward Planning

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Shadwell Library Repair & Refurbishment		5,000.00		
<b>TOTAL</b>	<b>-</b>	<b>5,000.00</b>	<b>-</b>	<b>5,000.00</b>

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## OUTER NORTH EAST AREA COMMITTEE WELL-BEING BUDGET 2013-14

Estimated projections

Funding / Spend Items	Alwoodley	Harewood	Wetherby	Total
Balance b/f 2012-13	6,836.37	5,038.00	2,688.77	14,563.14
New Allocation for 2013-14	41,664.00	33,712.00	36,624.00	112,000.00
Total available for new schemes in 2013-14	48,500.37	38,750.00	39,312.77	126,563.14

Proposed 2013-14 spend				
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	150.00	150.00	150.00	450.00
Shadwell Library Repair & Refurbishment(approved 2012/13)		5,000.00		
MAECare	13,838.00	1,537.00		15,375.00
Northcall	19,273.00			19,273.00
Trembler alarms	487.50			487.50
Lifestyles and multi sport activities	2,445.00			2,445.00
Leadership awards	2,498.50			2,498.50
Family activity	1,000.00			1,000.00
Moss syke verge improvements		4,000.00		4,000.00
Noise abatement study		4,000.00		4,000.00
Treetops volunteer expenses	1,500.00			1,500.00
Road Safety signs		669.75		669.75
WISE		1,000.00	2,400.00	3,400.00

<b>Total Projected Spend 2013-14 New Schemes</b>	<b>45,192.00</b>	<b>20,356.75</b>	<b>6,550.00</b>	<b>67,098.75</b>
<b>Budget for 2013-14</b>	<b>48,500.37</b>	<b>38,750.00</b>	<b>39,312.77</b>	<b>126,563.14</b>
<b>Remaining Budget Unallocated</b>	<b>3,308.37</b>	<b>18,393.25</b>	<b>32,762.77</b>	<b>54,464.39</b>

These projections assume that all the grant applications for March are awarded in full, so figures may change depending on actual amounts awarded.

The carry forward figures and current balances are subject to change, dependant on the final year end budget position.

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<b>Alwoodley</b>	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
Small Grants	3,000.00	1,983.66	1,016.34
Skips	1,000.00	970.54	29.46
Treetops Pot	1,250.00	860.00	390.00
Open House Pot	200.00	170.83	29.17

<b>Harewood</b>	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
Small Grants	3,000.00	983.66	2,016.34
Skips	1,000.00	790.00	210.00

<b>Wetherby</b>	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
Small Grants	3,000.00	1,266.66	1,733.34
Skips	1,000.00	550.00	450.00

<b>Area Wide</b>	<b>Budget</b>	<b>Spent</b>	<b>Remaining</b>
Community Engagement & Localism Officer Pot	700.00	337.86	362.14

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## Report of East North East Area Leader

## Report to North East (Outer) Area Committee

**Date: 18 March 2013**

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

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

### **Summary of main issues**

This report provides a summary of key activities and projects in the Outer North East area which support the area committee business plan priorities.

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

#### **1.0 Purpose of this report**

- 1.1 This report provides the Area Committee with an update on the business plan priorities for 2012/13 and looking forward to 2013/14 presents the revised Area Committee business plan for final approval by the Area Committee .

#### **2.0 Background information**

- 2.1 Area Committee Business Plans were developed to provide a consistent approach and framework across the City.
- 2.2 The Area Committee Business plan provides comprehensive information about the Area committee and the area it serves, including the area committee's priorities for the year. It is refreshed annually. The priorities are monitored at the Area Committee meetings and are performance managed quarterly.

3.1 The priorities for the Area Committee provided a local interpretation on the City Priority Plan 2011 - 2015 which supports the long term vision for Leeds to be locally and internationally recognised as the best city in the UK.

### 3.0 Business plan priority update 2012/13

#### 3.1 Support for Town and Parish Councils

3.1.1 There are fifteen parish councils plus Wetherby Town Council in the Outer North East area.

3.1.2 The Wetherby & Harewood Town and Parish Council forum provides an opportunity for discussion and consultation with the parish councils in the Outer North East area.

3.1.2 Four Town and Parish Council forum meetings are held each year. All four have now been held, plus an additional meeting specifically on Highways issues was held in August. The table provides details of meetings held:

<b>Date</b>	<b>Venue</b>	<b>Chair</b>	<b>Agenda items</b>
April 19 2012	Wetherby Town Hall	Cllr Lamb	Grounds maintenance Environmental Locality Team Localism
July 12 2012	East Keswick Village Hall	Cllr Castle	Sport and active lifestyles Environmental Locality Team Localism
August 23 2012	Boston Spa Village Hall	Cllr Robinson	Highways
October 18 2012	Boston Spa Children's Centre	Cllr Procter	Home security Derelict and eyesore properties Environmental Locality Team Localism
January 24 2012	Scarcroft Village Hall	Cllr Robinson	Superfast broadband Parish precepts Wetherby and Harewood Neighbourhood Policing Environmental Locality Team Localism Area Committee business plan priorities

3.1.3 The Localism Act 2011 includes new rights for local communities, including the Community Right to Buy, the Community Right to Challenge and the introduction of Neighbourhood Development Plans aimed at giving local communities greater say over the design and location of new development in their local area.

3.1.4 In response to this new legislation, the Area Committee funded a Localism Officer to support the Wetherby & Harewood Town and Parish Councils prepare for, and take advantage of the new legislation, and to advise on fundraising activities to contribute to the improvement of the local economy, services and infrastructure.

- 3.1.5 The postholder started on Monday 25th July 2011. Originally for one year to July 2012, the post was subsequently extended for a further year to July 2013. However, the postholder is currently on a secondment which will end on 31 March, and given the progress made since July 2011, and the support now available from the Council's Planning Service, there are no plans to continue the post beyond 31 March 2013.
- 3.1.6 Initially the key objective of the localism project was to get up-and-running two Neighbourhood Development Plans in the Outer North East locality and thus provide a template for remaining Town and Parish Councils to follow. Specifically it was mooted in the Localism Project Plan that there should be a Neighbourhood Development Plan established in Harewood Ward (involving Barwick-in-Elmet and Scholes Parish Council) and one in Wetherby Ward (involving Boston Spa/Bramham/Clifford Parish/Thorp Arch and Walton Parish Councils – this being a joint planning venture).
- 3.1.7 The full detail of how this objective would be delivered was set out in the Localism Project Plan which was endorsed by the Outer North East Area Committee on 19 September 2011.
- 3.1.8 In October 2011, a Neighbourhood Planning Project Board was established to oversee the formation of the pilot Neighbourhood Development Plans. The board, which includes representatives from Barwick-In-Elmet & Scholes, Boston Spa, Bramham-cum-Oglethorpe, Clifford, Thorp Arch and Walton Parish Councils, has met eight times. This forum arrangement has successfully ensured that any emerging best practice on neighbourhood planning has been shared amongst the six pilot parishes, and in turn, the remaining nine Town and Parish Councils in both Harewood and Wetherby Wards.
- 3.1.9 A second Neighbourhood Planning Project Board has also been established involving Aberford and District, Bardsey-cum-Rigton, Collingham-with-Linton, East Keswick, Harewood, Scarcroft, Shadwell and Thorner Parish Councils and also Wetherby Town Council. At the time of writing, this board has met twice.
- 3.1.10 To date, twelve Town and Parish Councils from the Outer North East area have officially had their neighbourhood planning areas designated, with three more likely to follow suit in the near future. More details are available on the Council's neighbourhood planning webpage.
- 3.1.11 The aspiration to have a joint Neighbourhood Development Plan involving the five parishes in Wetherby Ward has not come to fruition, but across the Outer North East area cross-parish working has been encouraged and, to a large extent, has been successfully embedded.
- 3.1.12 The ambition to have a two Neighbourhood Development Plans nearing completion by July 2012 was not achieved although many parishes have made significant progress on their plans over the last 18 months.
- 3.1.13 The second strand of the localism project was help secure additional funding for Town & Parish Councils and community groups to use on projects that will benefit

the local community. In September 2011, Town and Parish Councils were asked to identify a Priority Project they would like assistance with.

3.1.14 A rolling research project was then instigated by the Localism Officer to help identify funding sources that could be used by the Town and Parish Councils with some success, most notably helping to secure funding from Grantscape, POCA<sup>1</sup>, Leeds Community Foundation's Jubilee Fund and £20,000 from the Department for Communities and Local Government (DCLG) for a Neighbourhood Planning Frontrunners Grant for Boston Spa Parish Council.

3.1.15 The third strand of the localism project was to ensure that the Town and Parish Councils in both Harewood and Wetherby Wards have suitable levels of information, guidance and support to take advantage of the localism agenda as and when the relevant legislation comes on-stream. The Localism Officer has delivered this by:

- A powerpoint presentation on neighbourhood planning given to all the Town and Parish Councils and to 17 public meetings held on the subject of neighbourhood planning.
- Attending over 150 meetings involving the areas 15 Town and Parish Councils (including the Harewood and Wetherby Town and Parish Council Forum); ward members and various neighbourhood plan steering groups.
- Being a member of Leeds City Council's strategic Neighbourhood Plan steering group and being involved in two city-wide seminars held on neighbourhood planning.
- Successfully establishing a good working relationship with the council's planning department including fortnightly meetings with the Team Leader, Local Planning East.
- Facilitating meetings on the emerging site allocations process in December 2011, June 2012 and finally September 2012. These meetings involved all the Town and Parish Councils in the Outer North East area as well as Harewood and Wetherby Ward Members.
- Holding meetings with all the Outer North East Town and Parish Councils to ascertain their initial views on both SHLAA<sup>2</sup> and non-SHLAA sites.
- Facilitating three Ward Member meetings that have taken place with council officers on the site allocations process. It anticipated that the initial proposals for site allocations will go to public consultation later in 2013.

3.1.16 In terms of an exit strategy, the following steps have been taken to ensure continuity for the Town and Parish Councils once the Localism Officer post comes to an end on 31 March.

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<sup>1</sup> Proceeds of Crime Act Funding

<sup>2</sup> Strategic Housing Land Availability Assessment



- Meetings have been held between Town and Parish Councils in the ONE area and the council's planning team to discuss a package of support moving forward.
- It has been agreed that both Neighbourhood Plan Project Boards will continue to meet and will be facilitated by the East North East Area Support Team.
- A proforma will be circulated to the Town and Parish Councils asking for feedback on progress with their Neighbourhood Development Plans, in a bid to identify any areas where further support is needed. These forms and their findings will also be shared with officers in the planning department to help inform any packages of support offered.
- The Localism Officer will identify any free potential sources of advice and support that the Town and Parish Councils can access over the next twelve months.

### **3.2 Moor Allerton Partnership**

3.2.1 Further information on the Moor Allerton Partnership is contained in a separate report to this Area Committee.

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

- MAECare - Promoting Partnerships, services for older people, £1423
- Northcall - Northcall activities for children and families, £13000
- Moor Allerton Care Centre - Line dancing and music therapy for older people with extra care needs, £500

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

3.3.1 The Area Committee receives an annual performance report from the Divisional Community Safety Partnership each July.

3.3.2 Tasking meetings take place every six weeks, and provide an opportunity for agencies to share information and problem solve crime, anti-social behaviour and environmental issues.

3.3.3 The communities in Alwoodley ward are in the Roundhay, Alwoodley Moortown Neighbourhood Policing area. The priorities for this area are to tackle anti-social behaviour and drug dealing at Cranmer Bank shops and down the ginnels at the rear of the shops, and to tackle anti-social behaviour on Deanswood Garth.

3.3.4 Wetherby and Harewood Neighbourhood Policing Team covers all the communities within Wetherby and Harewood wards. The priorities for all the villages this area are:

- Anti social use of vehicles including excessive speed, driving on land and inconsiderate parking

- Burglary of domestic outbuildings, farm buildings and crime relating to agriculture and equestrian pursuits
- Poaching & fly tipping

The priorities for Wetherby Town are:

- Supporting vulnerable people and other agencies who work with such people within our community.
- Anti social behaviour and vehicle use including litter and fly tipping within the town and residential areas including Sandringham Park, other public recreational areas and roadside parking places.
- Supporting local retail traders by tackling shop theft and purse theft within the Town Market area and Horsefair retail centre.

3.3.5 The team have two off road vehicles, provided by private business and supported by the area committee which enable them to tackle rural crime. Recently the team have been effective in bringing three men to court who have pleaded guilty to digging out a badger set on land at Harewood.

3.3.7 The Environmental Locality Team manager provides a twice yearly performance report to the Area Committee.

3.3.8 The Area Committee environmental sub-group oversees the strategic direction for the improvement of service delivery and the quality of the environment for Alwoodley, Harewood and Wetherby wards. It has held four meetings this year. The purpose of the group is to oversee the Environmental delegation and other environmental issues in the area.

3.3.9 The sub-group are happy with the way the new Grounds Maintenance contract has gone in its first year. They recognised that this was an exceptional, if not unique, year in terms of rainfall and therefore the problems that caused. They acknowledged that Continental Landscapes had responded well to issues that had been raised.

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

- A contribution towards the cost of retaining 2 off road motorcycles within the North East Police division for 12 months. The aims of this service are to reduce complaints of anti social behaviour relating to nuisance motorbikes and noise, increase public confidence and contribute towards increased safety in green spaces and public places. £170.
- Purchase of trembler alarms, which detect sudden movements or vibration, for victims of burglary in the Roundhay, Alwoodley Moortown neighbourhood Policing team area. £487.50.
- Fuel for two off road vehicles leased to West Yorkshire Police for patrols in Wetherby and Harewood NPT, £6000

- Additional police patrols in Wetherby Town Centre over the Christmas and New Year period, £2000.
- Grant to East Keswick Wildlife Trust towards the cost of purchasing a Elliker Fields to extend and protect a valuable nature reserve on the edge of East Keswick, £1000. The Trust have raised £20,000 from local contributions.
- Purchase of large logs to restrict access to two areas of land on Great North Road between Aberford and Micklefield which are frequently used by travellers and have also been fly tipped extensively. £200.
- Grant to Slaid Hill in Bloom for an environmentally friendly planting scheme, £1419.
- Contribution towards improvements to Golden Acre car park, £1000.

### **3.4 Community Organisations, events and activities**

3.4.1 The Area Committee has delegated responsibility for Treetops Community Centre in Alwoodley Ward and Barleyfields Community Centre in Wetherby Ward.

3.4.2 There are a large number of voluntary organisations including village hall committees, in bloom groups, sports and leisure clubs providing local activities and events.

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

- Volunteer keyholder expenses for Treetops Community Centre - £1500;
- External works to improve access to Treetops Community Centre - £1980;
- Costs to keep Open House Community Centre Open whilst it was directly managed by the council - £200;
- Internal refurbishment of Shadwell Recreation Centre - £2000;
- Grant to Shadwell Independent Library towards the cost of refurbishing the library which is being transferred over from Leeds City Council;
- Wetherby Christmas lights - £3000;
- Grant to Aberford Parish Council towards the cost of turning some redundant tennis courts and adjacent grassed area into a community park that can be enjoyed by all - £7000; The Parish Council have also secured £39,000 from Grantscape for this project.
- Survey to support a planning application to change a former garage site to allotments at Alderton Place, £500.
- Grant to Grange Park Sports Association towards the construction of a new sports pavilion, £7000. The Association have secured £440,000 from other funders for the pavilion.
- Purchase of 11 new grit bins, and refilling existing grit bins purchased by the area committee.
- Small grants - £1500

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

- 3.5.1 The Area Committee receives a detailed report on the delivery of Children's Services in March and September each year.
- 3.5.2 The Boston Spa and Villages South and Wetherby and Villages West EPOSS clusters are within the Outer North East area committee. About three quarters of the population of the Alwoodley cluster are also in this area's committee area.
- 3.5.3 Wetherby and Boston Spa Children's Centres are providing a range of activities for families including toddler groups, grandparent groups, parenting courses and Job Centre Plus sessions.
- 3.5.4 The Council's Youth Service offer youth clubs at Boston Spa Children's Centre, Barleyfields Centre, Moor Town Methodist Church, Bardsey Village Hall and Thorner Victory Hall, plus detached and mobile youth provision.
- 3.5.5 The voluntary, community and faith sector also provide support and services for young people in the area.
- 3.5.6 The Area Committee has funded the following projects which support this priority:
- Grant to Tempo FM Radio to cover the Ofcom Licence, PPL<sup>3</sup> Music Licence and IRN<sup>4</sup> Licence for Barleyfield Radio Project which has been actively assisting young people with their media studies every Thursday evening - £1000;
  - Grant for Aberford School play area so that it can be opened up for the wider community to use. - £1000;
  - Grant for Boston Spa Youth Club activities - £800;

### **3.6 Business Plan 2013/14**

- 3.6.1 The Area Committee Business plan provides a complete set of papers relating to the area, which are refreshed annually. The actions and priorities will be monitored at the Area Committee meetings and performance managed.
- 3.6.2 The priorities are prepared in consultation with ward members, officers from the council and partner agencies, local residents and voluntary and community groups.
- 3.6.3 Feedback on the draft priorities presented to the February area committee has been received from ward members, and parish councils, and this has been taken into account in preparing the final draft.
- 3.6.4 The proposed business plan for 2013/14, with refreshed priorities is attached at Appendix A. The plan includes information about the Area Committee role and

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<sup>3</sup> Phonographic Performance Limited

<sup>4</sup> Independent Radio News

functions, wellbeing fund, ward information, parish councils together with the Area Committee priorities.

## **4 Corporate Considerations**

### **4.1 Consultation and Engagement**

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

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

4.2.1 Consideration is given to the equality impact of projects to deliver the business plan priorities through light touch equality impact assessments and the completion of project planning documentation.

4.2.2 Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

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

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

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

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

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

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

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

4.5.2 There are no legal implications relating to this report.

### **4.6 Risk Management**

4.6.1 Not applicable under this section.

## **5 Conclusions**

5.1 The Area Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for the spend of the Wellbeing Budget. This report

provides highlights of key activities since July and shows how the wellbeing budget has been used to support projects.

## **6 Recommendations**

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

## **7 Background documents<sup>5</sup>**

- 7.1 Area Committee Roles and Functions June 2011

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<sup>5</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential information, or any published works. Requests to inspect any background documents should be submitted to the report author.



# Outer North East Area Committee Business Plan 2013/14

## Outer North East Area Committee Business Plan 2013/14

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For more information about this business plan please contact:  
East North East Area Support Team  
Tel 0113 3367644  
Email: [east.north.east@leeds.gov.uk](mailto:east.north.east@leeds.gov.uk)



## **1. Executive Summary**

This business plan brings together a range of documents relating to the work of the area committee. It provides details of the roles and responsibilities of the area committee, information on the wellbeing budget, and information about the communities it serves.

An action plan sets out how the priorities for the Outer North East Area Committee will be achieved.

There is one priority neighbourhood within the Outer North East Area which is Moor Allerton, and this has an action plan to address the priorities agreed by the council, its partners and local residents.

Finally the plan sets out our commitment to equal opportunities and community cohesion. The council achieved an 'Excellent Standard' for equalities in May 2011, and the Area Committee has a role to play in supporting the council in maintaining this standard.

The useful reference section at the end provides links to key strategic documents for Leeds

## 2. Foreword by Outer North East Area Committee Chair

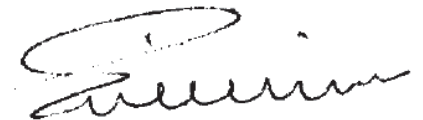
Welcome to our Outer North East Area Committee Business Plan for 2013/14. The Area Committee has produced this plan to let people know what the priorities for the period are and give some of the detail about how we have come to those decisions.

The Outer North East area of Leeds is made up of a number of local communities, rural villages and Wetherby Town. The Area Committee is working hard to deliver services which meet the needs of these diverse local communities.

The overarching vision for 2030 is that Leeds will be the best city in the UK. This means:

- Leeds will be fair, open and welcoming.
- Leeds' economy will be prosperous and sustainable.
- All Leeds' communities will be successful.

This business plan sets out the work being undertaken by the Outer North East Area Committee to ensure that our local communities are involved in shaping services to meet their needs and to help deliver this vision at a local level. They need to influence what the council does and help us to make Leeds' ambitions to be the best city realised. The plan will be revised and refreshed every year to ensure the priorities and outcomes are still relevant.



Cllr Gerald Wilkinson  
Outer North East Area Committee Chair

### Section 3

#### Area Committee Role and Responsibilities

The Outer North East Area Committee is one of ten covering the city of Leeds. Its purpose is to improve the delivery and co-ordination of local council services and improve the quality of local decision making. The priorities for the Area Committee are based on local consultation and engagement with partners and are published annually.

The council has given specific responsibilities to the Area Committees known as Area Functions. These include:

- Area Well-being budgets – a budget to be spent on local priorities
- Community centres
- CCTV
- Neighbourhood management co-ordination
- Street Cleansing & Environmental Enforcement Services

#### Membership of the Area Committee:

Alwoodley Ward	Harewood Ward	Wetherby Ward
Cllr Dan Cohen Cllr Peter Harrand Cllr Neil Buckley	Cllr Ann Castle Cllr Rachael Procter Cllr Matthew Robinson	Cllr Alan Lamb Cllr John Procter Cllr Gerald Wilkinson (Chair)

The area committee meets at least six times per year. The forward plan sets out the area committee meetings with the planned agenda items for the year. It is subject to change.

Date	14 May	8 July	16 Sept	21 Oct	2 Dec	3 Feb	17 March
<b>Venue</b>	Civic Hall	To be confirmed	To be confirmed	Civic Hall	Civic Hall	Civic Hall	To be confirmed
Annual election of Chair	x						
Annual appointments to Outside Bodies		x					
Meeting Dates and Forward Plan		x					
Area Committee Function Schedule		x					
Business Plan approval, draft and final						x	x
Business Plan Priority update			x		x		x
Management of Wellbeing Fund		x	x	x	x	x	x
Community Centre Portfolio Update							

Date	14 May	8 July	16 Sept	21 Oct	2 Dec	3 Feb	17 March
Environmental Delegation		x					
Town and Parish Council Forum minutes		x	x		x		x
Area Chairs minutes		x	x	x	x	x	x
NE Divisional Community Safety Partnership (DCSP) and CCTV report		x					
ENE Health & Well Being Partnership Performance Report				x			
Children's Services Performance Report			x				x
Parks and Countryside Annual Report					x		
East North East Homes Leeds Performance Report			x			x	
Welfare Reform						x	

## Function Schedules

This section sets out the Area Committee Function Schedules which the Council's Executive Board delegates to the Area Committees in accordance with the Council's Constitution (Part 3, section 3c). Decisions taken by Area Committees, in relation to executive functions, remain subject to call in.

### Well-Being Schedule

#### Function

**To promote and improve the economic, social and environmental well-being of the Committee's area.**

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

The wellbeing fund is used to support the Area Committee's priorities. It is administered by the Area Support Team on behalf of the Area Committee. New spending proposals are discussed at ward member meetings and decisions on spending are made by the Area Committee.

At each Area Committee meeting, members will:

- be asked to consider new proposals for wellbeing funding
- receive updated budget positions
- receive feedback on completed projects

### Area Functions Schedule

#### Function

**Community Centres**

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

- oversee controllable revenue budgets, operational arrangements and the use of the centres;

	<ul style="list-style-type: none"> <li>• agree and implement a schedule of charges and discounts for directly managed centres;</li> <li>• make asset management and investment proposals to ensure the portfolio is sustainable and meets local needs.</li> </ul>
<p>The Outer North East Area Committee oversees the following community centres:</p> <ul style="list-style-type: none"> <li>• Barleyfields Community Centre, Barleyfields Road, Wetherby LS22 4PN (Wetherby Ward)</li> <li>• Treetops Community Centre, Squirrel Way, Moortown, Leeds LS17 6DP (Alwoodley Ward)</li> </ul> <p>Progress reports will be provided to the Area Committee which will include information from Corporate Property Management on budget and maintenance issues and the corporate review of the Market Rental Assessments.</p> <p>The centres are currently managed by the Area Support Team on behalf of the Area Committee. It has delegated powers to act on behalf of the Area Committee and the policies and strategies developed by the group are brought back to the Area Committee for final approval.</p> <p>Each Community Centre will be provided with an action plan and steering group. The action plan monitors improvements to the centres and reports will be provided to the Area Committee to report on progress, which will include information from Corporate Property Management on budget and maintenance and the corporate review of the Market Rental Assessments.</p>	
<b>CCTV</b>	To maintain an overview of the service in the Committee's area and receive regular information about it.
The Area Committee receives an annual report each July to provide an update in relation to CCTV.	
<b>Neighbourhood Management Co-ordination</b>	<p>In relation to the Committee's area:</p> <ul style="list-style-type: none"> <li>• to agree priority neighbourhoods; and</li> <li>• to agree and monitor Neighbourhood Improvement Plans for the Committee's area.</li> </ul>
<p>The priority Neighbourhood for the Outer North East has been agreed as Moor Allerton.</p> <p>Neighbourhood Improvement Plans are approved on an annual basis and will set out actions to target the priorities identified within each priority neighbourhood.</p> <p>Reports are provided three times a year to highlight achievements and provide performance management information. For further information on Neighbourhood Management please refer to section 7.</p>	

<p><b>Street cleansing &amp; Environmental Enforcement Services:</b></p> <ul style="list-style-type: none"> <li>• Litter bin emptying</li> <li>• litter picking and associated works</li> <li>• Street sweeping and associated works</li> <li>• Leaf clearing</li> <li>• Dog Controls (fouling, straying, dogs on leads, dog exclusions)</li> <li>• Fly tipping enforcement</li> <li>• Enforcement of domestic &amp; commercial waste issues</li> <li>• Litter-related enforcement work</li> <li>• Enforcement on abandoned &amp; nuisance vehicles</li> <li>• Overgrown vegetation</li> <li>• Highways enforcement (placards on streets, A boards, cleanliness)</li> <li>• Graffiti enforcement work</li> <li>• Proactive local environmental promotions.</li> </ul>	<p>To develop and approve annual Service Level Agreements to achieve as a minimum, the service standards set by Executive Board. Via the Service Level Agreement, to determine the principles of deployment of the available resources by:</p> <ul style="list-style-type: none"> <li>• the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)</li> <li>• The agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.</li> </ul> <p>To be responsible for monitoring and reviewing the delegated activities in relation to the service outcomes specified in the SLA.</p> <p>To be responsible for negotiating amendments to the SLA with service providers to accommodate unforeseen events or patterns of service failure, during the course of the SLA.</p>
<p>The Area Committee has establishing a sub-group with member representative from each ward to meet on a regular basis to oversee the development and implementation of the SLA, feedback from these meetings will form part of the regular reporting to the Area Committee to performance manage the delegation. Further information is included in a separate report to this area committee.</p> <p>Reports and performance information will be provided to every Area Committee meeting to enable members to review the implementation and delivery of the SLA.</p>	

<p><b>Priority Advisory Functions</b> Details of services where Area Committees have an enhanced role in influencing, developmental and consultative responsibilities.</p>	
Role	Summary
Community Engagement	Each Committee agrees a local community engagement plan as part of their business plan. Information on how Area Committees have delivered on their community engagement plans will be included in an annual report to the Executive Board, which outlines achievements from the previous year to deliver the Area Committee's priorities.
Community Greenspace	This covers 73 citywide community parks vested with the Parks and Countryside Service. These include a wide variety of recreation

	<p>facilities, sports pitches, play areas, formal and informal horticultural features.</p> <p>Area Committees will influence the development and use of community parks and be consulted about proposals for the development and use of them, for example proposals for refurbishment and installation of new play equipment.</p>
PCSOs, Neighbourhood Policing Teams and Multi Agency Crime and Grime Operations	This covers the deployment of PCSOs, the work of Neighbourhood Policing Teams (which are now aligned to ward and Area Committee boundaries) and multi agency crime and grime initiatives to tackle local priorities and hot spots. The arrangements enable staff to work more closely together on the ground and improve consultation with and reporting arrangements to the Area Committees.
Highways Maintenance	Area Committees will be asked to comment on annual and forward programme of planned maintenance of local roads, on traffic management proposals affecting local roads and minor maintenance schemes to keep highway safe.
Local Children and Young People Plans	<p>Area Committees will continue to influence the strategic direction of actions within the area delivery plan in relation to the 5 Every Child Matters outcomes and local need.</p> <p>The committees will have a local democratic oversight, demonstrated by endorsing the plan and local priorities identified within it. Committees will have a monitoring function, ensuring the 5 Every Child Matters outcomes and the improved integration of children's services are embedded as part of the delivery objectives of the Children Leeds Area Partnership expressed through Area Delivery plans and extended service cluster plans.</p>
Health and Well Being. (including Adult Social Care)	As part of their responsibility to promote local well being, Area Committees have an important role in helping to improve health and tackling health inequalities by ensuring coordinated and focused activity across Council services and with key partners such as the Leeds PCT at the local level. Adult Services and the PCT are organising their resources to work more effectively at a local level helping Area Committees through regular reporting arrangements to influence local priorities and action, and monitor the health and well-being targets linked to the Leeds Strategic Plan.
Area Based Regeneration Schemes and Town and District Centre Projects	Also consistent with the promotion of well-being, Area Committees will have a role in relation to influencing, assisting and endorsing key aspect of area based regeneration schemes and town and district centre projects. They will be supported in this by officers in the Regeneration Service.

Conservation Area Reviews	This function covers a programme of reviews in 17 designated conservation areas commencing 2008/09 – to 2010/11. In each case to assess its special character, to propose any changes to its boundary and to make proposals for its management. Area Committees agreed reviews in these areas and ward members have been directly involved in consultation work.
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## Section 4

### Well-being budget

The wellbeing fund is used to support the Area Committee's priorities. It is administered by the Area Support Team on behalf of the area committee. New spending proposals are discussed at ward member meetings, and decisions on spending are made by the area committee.

The Area Support Team work in partnership with agencies and service providers to ensure an efficient and effective use of the funding, and where possible, request match funding to be secured to ensure leverage is achieved.

Wellbeing funding is used to provide something new or significantly enhance and add value to an existing project. It cannot be used to fund the everyday running costs of a community organisation, pay for costs relating to projects with religious or political aims or pay for any projects/part of projects that have already taken place.

Organisations applying for wellbeing funding must be able to demonstrate that they:

- Have appropriate management arrangements and finance controls in place
- Have relevant policies to comply with legislation and best practice including equal opportunities and child protection
- Demonstrate they have the experience and/or ability to undertake the project
- Are clear on how you will measure the success of the project
- Are not able to fund all of the costs for the project themselves or from other grants

The table below shows revenue expenditure for 2012/13.

	<b>Alwoodley</b>	<b>Harewood</b>	<b>Wetherby</b>	<b>Total</b>
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	100.00	150.00	150.00	400.00
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
Grange Park Sports Club - New Clubhouse	-	2,000.00	5,000.00	7,000.00
Wetherby Community Annual Events	-	-	3,000.00	3,000.00
Open House	200.00	-	-	200.00
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 Farmwatch Patrol	-	3,000.00	3,000.00	6,000.00
Wetherby & Harewood NPT Winter Crime reduction plan	-	-	2,000.00	2,000.00
Alwoodley Grit Bins	1,514.74	-	-	1,514.74
Alwoodley Community Association storage facilities extension	10,000.00	-	-	10,000.00
Slaid Hill in Bloom Environmentally Friendly Planting	1,419.00	-	-	1,419.00
Wetherby & District Development Fund	-	-	20,000.00	20,000.00
Alwoodley Tennis Court	7,000.00	-	-	7,000.00

## Section 5 Ward Profiles

### ALWOODLEY WARD

#### Ward Members:



**Councillor Dan Cohen**



**Councillor Peter Harrand**



**Councillor Neil Buckley**

#### The ward as a place:

Alwoodley is a geographically diverse ward, half residential, half rural, situated 5 miles north of the city centre. The rural area includes Eccup reservoir which is the largest area of water in West Yorkshire, a large amount of rural land and Adel Woods which has an active “Friends of” group. The ward covers 2,012 hectares and has a population density of 11.3 persons per hectare

The residential areas include Alwoodley Lane and Wigton Lane which are among the most exclusive in Leeds. The Primley Parks, Sandhills, Plantations, Turnberrys, Sunningdales, Birkdales, Buckstones and Wentworths are sought after neighbourhoods for house buyers. The Fir Trees, Lingfields, Cranmer Bank and Deanswood neighbourhoods form part of the Moor Allerton Priority Neighbourhood and are predominantly areas of local authority housing managed by East North East Homes.

Figures from the 2001 census show that 54% of the population are Christian, 17.5% belong to the Jewish Community, 3% of the population are Muslim, 3% Sikh, and 1% Hindu. There are a number of different denomination churches in the area including Catholic, Church of England and Methodist. Two of Leeds' Synagogues are in Alwoodley.

The northern western area of the ward is covered by Alwoodley Parish Council. The Parish Council employs a lengthsman to “maintain a cared for feel within Alwoodley Parish”. They link with the active Alwoodley in Bloom group and help run a regular Farmers Market. The High Ashes, Plantations, Wike Ridges and the properties on the north side of Wigton Lane all fall

within Harewood Parish Council area. There is an active in Bloom Group at Slaid Hill which works to sustain and improve the local environment at the Slaid Hill Shopping Parade and surrounding areas. The north eastern side of the ward is covered by Harewood Parish Council.

### **Socio-economic/demographic description of the Ward:**

The 2011 Census shows a ward population of 22,766 people living in 9,931 households which is a slight increase of 0.5% from 2001. The ward can be broken down into three Middle-layer Super Output Areas (MSOAs):

#### *Alwoodley West:*

- Contains approximately 7,680 people living in 3,000 households.
- Ranked 104<sup>th</sup> out of 108 in the neighbourhood index for Leeds MSOAs.
- The age breakdown shows a higher than average proportion of older people.
- 92% of households are owner occupied and 35% are detached. The average house price is £317,709, compared to the Leeds average of £180,530). 74% of properties are classified in Council Tax Bands D-H.

#### *Alwoodley East*

- Contains approximately 8,200 people living in 3,400 households.
- Ranked 92<sup>nd</sup> out of 108 in the neighbourhood index for Leeds MSOAs.
- The age breakdown shows a higher than average proportion of older people.
- 83% of households are owner occupied – 30% are detached and 25% are purpose built flats. The average house price is £244,485 compared to the Leeds average is £180,530. 79% of properties are classified in Council Tax Bands C-H.

#### *Moor Allerton*

- Contains approximately 6,280 people living in 2,780 households.
- It is ranked 36<sup>th</sup> out of 108 in the neighbourhood index for Leeds MSOAs with economic activity and low Income being the lowest domains. The percentage of people claiming incapacity benefit is almost twice the city average.
- The age breakdown shows slightly higher than average proportions of both children and of older people.
- 46% of households are in owner-occupation and 41% are rented through East North East Homes. The average house price is £123,343 compared to the Leeds average of £180,530. 79% of properties are classified in Council Tax Band A-B.

### **Schools**

- Six primary schools: Alwoodley, Allerton C of E, Brodetsky Primary, St Paul's Catholic, Highfield, and Wigton Moor.
- Allerton High School which moved to a new building in September 2008 as part of the Building Schools for the Future programme.
- The Grammar School at Leeds, an independent school for girls and boys aged 3-18.

- The government has given the go ahead to establish the Leeds Jewish Free School as an extension to Brodetsky Primary School. Subject to final ratification from the government, the school will accept its first Year 7 cohort of 25 pupils in September 2013. It will have a strong Jewish ethos but would be open to the whole community.

**Main council facilities**

- Moor Allerton library - which underwent refurbishment in spring 2009.
- Alwoodley Children’s Centre (in the grounds of Allerton C of E Primary School).
- Herd Farm Activity Centre, a converted farm which provides a base for activities for young people, away days and educational courses.
- Treetops Community Centre.

**Main non-council facilities:**

- Lineham Farm Children’s Centre – a charity run activity and residential facility/working farm used by Leeds schools.
- Alwoodley Community Centre, run by Alwoodley Community Association.
- Moor Allerton Elderly Care (MAECare) - provides a range of support services for older people including reminiscence sessions for people with dementia, intergenerational activities involving local schools, volunteer visiting, trips and computer training.
- Northcall Centre - provides a range of services and activities which include family learning courses, film making, school holiday playschemes, exercise classes, dancing, a café and a pantomime.
- There are a number of golf clubs including Moortown which hosted the 1929 Ryder Cup!
- Several successful sports and social clubs including Old Leodiensians (Rugby and Cricket), Alwoodley Cricket Club, Moortown Rugby Club.
- There is also a retail park, including a large Sainsburys, that is well used by people from outside the ward and the second largest employer after the Grammar School at Leeds

**HAREWOOD WARD**

**Ward Members:**



**Councillor Ann Castle**



**Councillor Rachael Procter**



**Councillor Matthew Robinson**

## **The ward as a place**

Harewood ward is mainly rural with several affluent villages and extensive farm land. The villages include Scholes, Barwick-in-Elmet, Aberford, Thorner, Shadwell, Scarcroft, Bardsey, East Keswick, Collingham, Linton, Lotherton and Harewood itself.

Housing in the ward is primarily privately owned, although there is some local authority and social landlord housing in the villages: 70 properties in Aberford and 121 sheltered bungalows in Barwick-in-Elmet and Scholes are managed by Aire Valley Homes. East North East Homes Leeds is responsible for only 25 properties in the ward.

Each of the villages has its own parish council who are all very active. For more information on Parish Councils please see page 19.

There are a number of "In Bloom" groups looking after the environment of their villages; Barwick-in-Elmet, Scholes and Shadwell. In the Yorkshire in Bloom competition 2012 (large village category) Scholes was awarded a silver gilt, and Barwick in Elmet and Shadwell were awarded a gold; Shadwell was the overall category winner.

The ward is served by the Wetherby and Harewood Neighbourhood Policing Team (NPT).

### **Socio-economic/demographic description of the Ward:**

The 2011 Census shows a ward population of population of 18,363 of which 18,356 are household residents and 7 are people living in communal establishments. The population shows a slight increase (0.8%) from 2001. There are 7,797 households with at least 1 usual resident.. The ward can be broken down into three Middle-layer Super Output Areas (MSOAs):

#### *Bardsey, East Keswick, Collingham, Linton and Harewood:*

- This area is ranked 103 out of 108 in the neighbourhood index for Leeds MSOAs.
- This is the geographically largest MSOA in Leeds, covering over 20sq miles.
- It contains approximately 7,600 people living in 3,040 households.
- The age breakdown shows a much higher than average proportion of older people.
- 85% of households are owner occupied (with just under half of these being owned outright).
- Detached housing accounts for 61% of the stock and semi-detached for 23%.
- 83% of properties are classified in Council Tax Bands D-H.
- The average property purchase price is £390,216 compared to the Leeds average of £180,530.
- The area has four parish councils which are able to raise their own precept and spend money on local projects.

#### *Scarcroft, Scholes and Shadwell:*

- This area is ranked 100 out of 108 in the neighbourhood index for Leeds MSOAs.
- It contains approximately 5,500 people living in 2,300 households.
- The age breakdown shows a higher than average proportion of older people.

- 90% of households are in owner-occupation (with just over half of these being owned outright).
- Detached housing accounts for 47.5% of the stock and semi-detached for 40.5%.
- 89% of properties are classified in Council Tax Bands C-H.
- The average property purchase price is £307,437 compared to the Leeds average of £180,530.
- The area has three parish councils which are able to raise their own precept and spend money on local projects.

*Aberford, Barwick-in-Elmet, Lotherton and Thorer:*

- This area is ranked 94 out of 108 in the neighbourhood index for Leeds MSOAs.
- This is a large rural area. The area contains the Lotherton Hall estate.
- It contains approximately 6,600 people living in 2,800 households.
- The age breakdown shows a higher than average proportion of older people.
- 80% of households are in owner-occupation and 10% are rented from the local authority through an ALMO.
- Detached housing accounts for 45% of the stock and semi-detached for 34.5%.
- 78% of properties are classified in Council Tax Bands C-H.
- The average property purchase price is £345,431 compared to the Leeds average of £180,530.
- The area has three parish councils which are able to raise their own precept and spend money on local projects.

**Schools**

- 8 primary schools: Aberford C of E, Bardsey Primary, Barwick-in-Elmet-in-Elmet C of E, Collingham Lady Elizabeth Hastings C of E, Harewood C of E, Scholes, Shadwell and Thorer C of E.
- Gateways Independent School in Harewood provides education for girls aged 2 – 18, and boys aged 2 – 11;

**Main council facilities (including parks, visitor attractions etc)**

- Shadwell has a library which has been transferred from the council to the community on a 99 lease with a peppercorn rent, plans for Shadwell Independent Library include a community and arts centre with a café.
- Scholes has a library operated by the the council;
- There is a small swimming pool attached to Scholes Primary school which is used mainly by young children;
- Wetherby and Boston Spa Children’s Centres provide services in Harewood Ward. They run a number of groups for children and families including parenting advice, family support, and health advice;
- Lotherton Hall is an Edwardian country house, gardens and estate run by the council. It is a popular visitor attraction, with a bird garden, children’s playground, café and a herd of red deer.

## Main non-council facilities

- Harewood House and bird garden is in Harewood village. Harewood House is an 18<sup>th</sup> century stately manor house used as a venue for arts, entertainment, shows, day trips and other public events throughout the year. It is also home to the UK's longest motorsport hill climb, known as Harewood Speed Hill Climb. The exterior set for the soap opera "Emmerdale" is also located within the Harewood estate.
- Barwick-in-Elmet is a historic village with earthworks created as an Iron Age fort and used later as the site of a Norman castle and a World War II observation post. It also has a maypole which is raised and lowered every three years.
- Many villages have local cricket and football clubs.
- Golf Clubs in the ward include Scarcroft, Moor Allerton, Leeds Golf Centre at Wike, Garforth Golf Club and Garforth Golf Range.
- Many privately or community run sports and art sessions are run from village and community halls.
- Barwick-in-Elmet, Thorner, Scholes, Bardsey, and Aberford all have children's playgrounds.

## WETHERBY WARD

### Ward Members:



**Councillor Alan Lamb**



**Councillor John Procter**



**Councillor Gerald  
Wilkinson**

### The ward as a place:

Wetherby Ward is a mainly rural area situated on the outer north eastern edge of Leeds. The ward is bordered by Harewood Ward to the West, with North Yorkshire to the North and East/South.

The residential areas which make up the Wetherby Ward are Wetherby Town, Boston Spa, Clifford, Bramham, Thorp Arch and Walton.

Within Wetherby and the surrounding villages there are 1,027 local authority properties managed by East North East Homes Leeds. The social housing estates in Wetherby and



Boston Spa show a greater level of need and disadvantage in contrast with the rest of the area. Families can further be disadvantaged through the lack of services on their doorstep and consequent difficulties with access.

Wetherby has a town council and each of the villages within the ward has its own Parish Council.

Wetherby Neighbourhood Policing Team have their own Farmwatch scheme and have two four wheel drive landrovers donated to assist them in reaching the more rural parts of the ward.

There is a strong private sports club scene and many active In Bloom groups.

Wetherby town stands on the banks of the River Wharf. It originated as a staging post for travellers and is 198 miles equidistant from London to Edinburgh. In 1240 the Knights Templar were granted by Royal Charter of Henry III the right to hold a market in Wetherby (known then as Werreby). The Charter stated that the market should be held on a Thursday. Today Wetherby is a charming, historic market town which attracts a number of visitors.

### **Socio-economic/demographic description of the Ward:**

The 2011 Census shows a ward population of population of 19,979 of which 18,855 are household residents and 1,124 are people living in communal establishments. The population shows a slight increase (0.4%) from 2001. There are 8,491 households with at least 1 usual resident. The Ward can be broken down into three Middle-layer Super Output Areas (MSOAs):

#### *Wetherby West*

- The area is located in the Outer North East and covers the west of Wetherby (west of the B6164). The area also includes the northern part of the village of Linton.
- This area is ranked 107 out of 108 in the neighbourhood index for Leeds MSOAs.
- It contains approximately 6,830 people living in 2,770 households.
- The population is predominantly White British and the age breakdown shows a higher than average proportion of older people.
- 92% of households are in owner occupation. Detached housing accounts for 62% of the stock and semi-detached for 26%. 73% of properties are classified in Council Tax Bands D-H.
- The average property purchase price is £348,460 compared to the Leeds average of £180,530.

#### *Wetherby East, Thorp Arch, Walton*

- The area is located in the Outer North East close to the A1 motorway. It contains the eastern side of Wetherby (east of the B6164). It also includes large tracts of rural land, Thorp Arch village and the nearby trading estate.
- It is ranked number 81 in the Leeds Neighbourhood Index.
- It contains approximately 6,500 people living in 2,680 households.

- The population is predominantly White British and the age breakdown shows a much higher than average proportion of older people.
- 66% of households are in owner occupation and 20% are renting from the local authority (through an ALMO). Semi-detached housing accounts for 30% of the stock, terraced housing for 27%, and detached housing for a further 25%. 33% of properties are classified in Council Tax Band B and 47.5% in Bands C-E.
- The average property purchase price is £228,935 compared to the Leeds average of £180,530.
- The area includes Wetherby Town Council plus two parish councils;

#### *Bramham, Boston Spa, Clifford*

- Located in the Outer North East, this area is largely rural and follows the western Leeds boundary from the River Wharfe down to the junction of the A1 and A64. The area contains the villages of Boston Spa, Bramham and Clifford.
- It is ranked number 97 in the Leeds Neighbourhood Index.
- It contains approximately 7,380 people living in 3,110 households.
- The population is predominantly White British and the age breakdown shows a much higher than average proportion of older people.
- 79% of households are owner occupied and 11% are renting from the local authority (through an ALMO). Detached housing accounts for 41.5% of the stock, semi-detached for 31% and terraced housing for a further 20%. 77% of properties are classified in Council Tax Bands C-H.
- The average property purchase price is £313,559 compared to the Leeds average of £180,530.
- The area has three parish councils which are able to raise their own precept and spend money on local projects.

#### **Schools**

- 2 high schools: Wetherby and Boston Spa;
- 10 primary schools: Bramham Primary, Crossley Street Primary, Deighton Gates Primary, Lady Elizabeth Hastings' Church of England Primary, Primrose Lane Primary, St Edward's Catholic Primary, St James' Church of England Voluntary Controlled Primary, St Joseph's Catholic Primary, and St Mary's Church of England Controlled Primary;
- West Oaks - North East Specialist Inclusive Learning Centre;
- St John's Catholic School for the Deaf;

#### **Main council facilities (including parks, visitor attractions etc)**

- Wetherby One Stop Centre;
- Wetherby Children's Centre;
- Wetherby Leisure Centre;
- Boston Spa Children's Centre;
- Deepdale play area;
- Barleyfields Community Centre;

### Main non-council facilities:

- Wetherby has a Town Hall, Police Station; Health Centre; Market; Racecourse; Golf Club; and a small cinema;
- Tempo FM 107.4, a community radio station for Wetherby and the surrounding area, based in Wetherby One Stop Centre.
- Two independent sports organisations - Wetherby Sports Association and Grange Park Sports Club;
- The old Leeds to Wetherby railway line which was closed down in 1964, now used by cyclists and walkers;
- Wealstun (HM) Prison;
- The British Library;
- Thorp Arch Trading Estate which is built on a former Royal Ordnance Factory and produced munitions for WWII and the Korean war;
- St John's Catholic School for the Deaf is a day and boarding school for hearing impaired pupils aged 3 – 19;
- Martin House, a purpose built children's hospice which cares for children and young people with progressive life-limiting illnesses and provides support to their families.
- Bramham Country House built in 1698 surrounded by a landscaped park laid out in the 18th century landscape tradition; it hosts Leeds Music Festival and Bramham Horse Trials;

### Town and Parish Councils

There are 16 Town and Parish Councils within the Outer North East Area.

These are:

**Alwoodley**  
Alwoodley

**Harewood**  
Aberford and District  
Bardsey cum Rigton  
Barwick in Elmet &  
Scholes  
Collingham with Linton  
East Keswick (QS)  
Harewood  
Scarcroft  
Shadwell  
Thorner (QS)

**Wetherby**  
Boston Spa  
Bramham cum  
Oglethorpe (QS)  
Clifford  
Thorp Arch  
Walton  
Wetherby Town Council

QS denotes that the parish has achieved quality status. The Quality Parish and Town Council Scheme was launched in 2003. The aim of the Scheme is to provide benchmark minimum standards for parish and town councils.

The parishes raise funds to support their activities by adding an extra cost known as a precept to each householder's council tax bill.

The Harewood and Wetherby Town and Parish Councils hold a quarterly forum where they can discuss issues of common interest. These are chaired by a ward councillor and are held at local venues within the area.

### **Localism Act**

The Localism Bill was first presented to Parliament on 13th December 2010. It gained Royal Assent on 15th November 2011 and is now an Act of Parliament. The regulations governing neighbourhood planning came into force in Spring 2012.

The key aspects of the Localism Bill for town & parish councils are:

- New planning powers
- Community Right to Challenge
- Community Right to Buy
- Community Right to Build
- New local code of conduct

Town and Parish Councils or newly designated Neighbourhood Forums can now officially register their intention to produce a Neighbourhood Development Plan (NDP) with their local council (via the Leeds City Council website for a statutory period of 28 days).

To date, eleven Town and Parish Councils from the Outer North East area have officially had their neighbourhood planning areas designated, with four more likely to follow suit in the near future. More details are available on the Council's [neighbourhood planning webpage](#).

## Section 6 Priorities and Actions for 2013/14

Each year the Area Committee produces agrees its priorities. These are the extra things that will be done in response to priorities identified through community consultation and analysis of neighbourhood statistics.

The table below outlines the area committee's priorities.

<b>Best city...health and wellbeing</b>	<p>Support voluntary organisations including MAECare, Northcall and Wetherby in Support of the Elderly, who provide services for vulnerable people;</p> <p>Support people to live safely in their own homes through promotion of schemes such as home security checks, and fire safety checks;</p> <p>Encourage healthy and active lifestyles for everyone through supporting and promoting advice sessions and activities;</p>
<b>Best city...business</b>	<p>Improve the opportunities for people seeking work by offering local information and advice;</p> <p>Link up with local businesses to encourage their support for local communities;</p> <p>Encourage people to broaden their horizons and develop new skills through volunteering opportunities;</p> <p>Encourage shoppers and visitors to the historic market town of Wetherby by promoting the town and improving car parking;</p>
<b>Best city...children and young people</b>	<p>Offer young children the best start in life through the services and activities offered by Alwoodley, Wetherby and Boston Spa Children's Centres.</p> <p>Reduce the numbers of young people at risk of becoming NEET (not in education, employment or training) through providing appropriate advice and guidance in learning, training and employment;</p> <p>Improve children's behaviour, school attendance and academic results through the provision of support and activities for children, young people and their families;</p> <p>Provide opportunities for young people to have fun;</p>

	<p>Give young people the opportunity to have a say about what happens in their community.</p>
<p><b>Best city...for communities</b></p>	<p>Provide support to local organisations to enable them to offer a range of sports, arts and leisure activities for everyone;</p> <p>Work with the community of Bramham to ensure the completion and opening of the new sports pavilion.</p> <p>Reduce crime and anti-social behaviour levels through a partnership approach to problem solving and information sharing in the Wetherby &amp; Harewood and Roundhay, Alwoodley Moortown Neighbourhood Policing areas;</p> <p>Work in partnership with the local community to sustain a clean and tidy streetscape and high quality public green spaces that the whole community can enjoy and take pride in;</p> <p>Provide regular support for town and parish councils through servicing the quarterly Wetherby &amp; Harewood forums, and providing information on activities and funding;</p> <p>Support the Moor Allerton Partnership (MAP) to deliver services to address the needs of communities in Moor Allerton.</p>
<p><b>Best city...to live</b></p>	<p>Support Town and Parish Councils in the production of Neighbourhood Development Plans which enable local communities to shape and influence future development.</p> <p>Encourage efficient, reliable public transport to improve access to services and employment for local people.</p> <p>Improve the business and leisure environment for local communities through working with partners to improve broadband connectivity;</p>

## **Section 7**

### **Moor Allerton Priority Neighbourhood**

The Area Committee has agreed to establish and support one priority neighbourhood in the Outer North East area with effect from April 2010, this is the Moor Allerton Partnership.

This priority neighbourhood has also been agreed at city level through the corporate Neighbourhood Policy Group, at the East North East Officer Coordination Group and through area based partnerships such as the Divisional Community Safety Partnership and Children Services Leadership Teams.

### **Neighbourhood Improvement Plans (NIPs)**

The Area Management Team is responsible for pulling together a Neighbourhood Improvement Plans (NIP) for the priority neighbourhood. The NIP identifies the key domains that the Neighbourhood Index is showing as having the most urgent need to address and where appropriate target the super output areas (SOAs) that are demonstrating the greatest inequalities.

Each NIP includes:

- An introduction.
- The top local priorities for the year from which the detailed action plan will be developed and implemented. These will be the main focus of partnership activity/actions for the year ahead and relate to the key inequalities that the Area Committee are seeking to make the greatest impact on.
- Map of the area.
- A summary of the neighbourhood index analysis and where available annual neighbourhood surveys.
- A framework for roles and responsibilities in delivering and overseeing the NIPs.
- Action Plan.

### **Community Leadership Team**

The other Area Committees in East North East Leeds are introducing a Community Leadership Team (CLT) for each priority neighbourhood. The key aims and purpose of each CLT is:

- To bring together residents from different parts of the community to form a team that can share knowledge and skills and build relationships between active residents;
- To support and develop existing civic roles of residents in the neighbourhood;
- To oversee the development and implementation of a Neighbourhood Improvement Plan (NIP) on behalf of the Area Committee;
- To report progress on the NIP to the Area Committee and raise concerns where it feels agreed priorities are not being adequately addressed;

- To provide opportunity for public debate on agreed local priorities;
- To provide a mechanism for local consultation to be steered through;

This is something to consider for the future for Moor Allerton.

### **Local Management Team**

Local Management Teams with representatives from service providers, including the voluntary and community sectors have responsibility for delivering the agreed Neighbourhood Improvement Plan (NIP).

This team takes responsibility for ensuring the delivery of the various actions, projects and initiatives taking place in the priority neighbourhood and support to the development of Team Neighbourhood.

The Moor Allerton Partnership fulfils this role.



## **Section 8**

### **Partnership and Integrated Working**

Locality Working is about working better with a wide range of services, organisations and residents to improve the 'offer' in local communities. It focuses on better coordination and cohesive service delivery which is able to best meet the needs of local people.

The new locality working approach is outlined in the design principles agreed by Executive Board in December 2010 (a copy of the design principles is available on request).

The development and successful implementation of local integrated services that improve outcomes in neighbourhoods in the East North East is overseen by the East North East Leadership team which is chaired by a member of the council's corporate leadership team.

The Area Committee nominates champions for partnership roles to support this locality agenda.

## **Section 9**

### **Community Engagement**

Area Committees have an enhanced role in Community Engagement and have responsibility for overseeing and monitoring the work of the Area Support Team in relation to local engagement activities. This involves:

- Raising the profile of the area committee using local media, and through publishing key messages after each meeting;
- Offering an 'Open Forum' section where members of the public are invited to raise matters.
- A Community Profile of local data and intelligence, with information about the local communities, identified key contacts and routes to reach local neighbourhood and interest communities;
- Regular liaison with the Town and Parish Councils;
- Servicing of a Wetherby & Harewood Town and Parish Council forum which meets four times per year.
- Undertaking community consultation and involvement through the Moor Allerton Partnership.
- Community engagement activities within particular neighbourhoods and communities as required;
- Provision of small grants offers an engagement opportunity to support local groups to build their capacity and skills base.

## **10. Commitment to Equalities and Cohesion:**

Building on and simplifying the existing legal framework the Equality Act 2010 requires public bodies to have:

- due regard to eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Act;
- advance equality of opportunity, and
- foster good relations across all protected characteristics.

The ambition for Leeds is to be the best city council in the UK. By adopting the Equalities Review definition of an equal society we place people at the heart of all that we do and value the contribution diversity has in all aspects of our lives. We recognise that there are still areas of inequalities. To help tackle these, our approach to equality, diversity, cohesion and integration focuses on:

- the effects organisational barriers can have on a diverse population, and
- practical ways of removing or reducing those barriers.

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

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

Project planning documents are completed for projects undertaken in the area which follow the Delivering Successful Change project management principles and also incorporate equalities screening.

All projects funded by wellbeing 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.

## **Section 11**

### **Useful Links**

#### **Leeds City Council**

Homepage

<http://www.leeds.gov.uk/Pages/default.aspx>

#### **City and Council Strategic Plans**

Vision for Leeds 2011 to 2030 is the Leeds Sustainable Community Strategy which sets out the long term ambition and aspirations for the city.

The City Priority Plan, Leeds 2015, outlines what the key priorities are for the city over the next four years which contribute to the delivery of the long-term plan for the city, the Vision for Leeds 2011 to 2030.

The Council Business Plan 2011 to 2015 is the single plan for the council that brings together all the priorities for the council alongside the medium term financial plan.

Webpage link: <http://www.leeds.gov.uk/council/Pages/City-plans.aspx>

#### **Local Development Framework**

The Local Development Framework (LDF) (the local plan) is the name for the collection of documents that together make up the overall development plan for the city.

Webpage link: [http://www.leeds.gov.uk/council/Pages/Introduction%20to%20Local-Development-Framework-\(LDF\)-.aspx](http://www.leeds.gov.uk/council/Pages/Introduction%20to%20Local-Development-Framework-(LDF)-.aspx)

#### **Neighbourhood Planning**

Information about Neighbourhood Planning in the Leeds area

Webpage link: <http://www.leeds.gov.uk/council/Pages/Neighbourhood-planning.aspx>

#### **Strategic housing land availability assessment (SHLAA)**

A key component of the evidence base to support the delivery of sufficient land for housing to meet the community's need for more homes.

Webpage link: [http://www.leeds.gov.uk/council/Pages/Strategic-housing-land-availability-assessment-\(SHLAA\)-.aspx](http://www.leeds.gov.uk/council/Pages/Strategic-housing-land-availability-assessment-(SHLAA)-.aspx)

#### **Leeds Parish and Town Councils**

Information about the parish and town councils in the Leeds area.

Webpage link: <http://www.leeds.gov.uk/council/Pages/Parish-and-Town-Councils.aspx>

#### **Leeds Observatory**

Statistics and information about communities and geographies in Leeds

Webpage link: <http://www.westyorkshireobservatory.org/home>



Report author: Carole Clark  
Tel: 0113 336 7629

**Report of East North East Area Leader**

**Report to Outer North East Area Committee**

**Date: 18<sup>th</sup> March 2013**

**Subject: Moor Allerton Priority Neighbourhood Update Report**

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

**Summary of main issues**

1. To provide an update to the committee on the progress and action being undertaken in the Moor Allerton Priority Neighbourhood.
2. To provide an overview and context to the 2012 Neighbourhood Index information.
3. To provide an update on the work completed in 2012/13 financial year
4. To provide the committee with refreshed Neighbourhood Improvement priorities for 2013/14.

**Recommendations**

5. That the committee note the content of this report and agree the refreshed Neighbourhood Improvement priorities.

## **1 Purpose of this report**

- 1.1 The aim of this report is to discuss the priority neighbourhood of Moor Allerton, and provide context to the 2012 Neighbourhood Index information supporting the contents of the draft Neighbourhood Improvement Plan.
- 1.2 It is further the aim of this report to provide a refreshed Neighbourhood Improvement Plan (NIP) for the priority neighbourhood and allow the committee to comment and examine this plan.

## **2 Background information**

- 2.1 The Moor Allerton Priority Neighbourhood includes the Lingfields, Firtrees, and Cranmer areas in Outer North East Leeds bounded by Harrogate Road to the east, Nursery Lane to the north, and Black Moor Road to the east. To the south it extends over the ring road to Stonegate Road to include the Queenhills/Leafields area which is in Inner North East Leeds.
- 2.2 Delivery of the NIP action plan is the responsibility of the Moor Allerton Partnership (MAP), a partnership of statutory and voluntary organisations. The MAP partners include Leeds City Council, East North East Homes Leeds (ENEHL), Leeds Jewish Housing Association, West Yorkshire Police, Job Centre Plus, MAECare, Northcall, IGEN<sup>1</sup>, Churches Together and Groundwork Leeds.

## **3 Moor Allerton Neighbourhood Management Achievements**

- 3.1 The focus of the Partnership during 2012/13 has been on mental health services, employment and benefit advice, and improving communication and information sharing between the partners.
- 3.2 Moor Allerton Partnership hosted a Health and Money awareness day at Moor Allerton Library on Friday 28th September. On offer was advice from Job Centre Plus, Trading Standards, CAB, the Council's Sports Service, MAECare, East North East Homes and the NHS. Manicures and face painting were provided by Northcall. Overall about 40 people attended the event, and for some it was a first visit to Moor Allerton Library.
- 3.3 MAECare's Gizzajob project, delivered in partnership with Jobcentre Plus, was particularly successful with nearly all the participants gaining employment.
- 3.4 Information sessions on employment and training opportunities are available for lone parents, carers and incapacity benefit claimants at Alwoodley Children's Centre.
- 3.5 Leeds has pledged to be a dementia friendly city, and MAECare are taking the lead on making Moor Allerton a dementia friendly community. They are working with local residents, Alwoodley Parish Council, local community and voluntary organisations and local businesses to raise awareness about the issues faced by people with dementia.

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<sup>1</sup> Careers and Personal Development Service for young people and adults

- 3.6 In August MAECare announced that they had been awarded Big Lottery Funding of £206,594 to deliver a five year Mind and Body project which aims to maintain and improve the physical and mental health of older people. The project will offer service users the opportunity to participate in a wide and varied range of activities, depending on their interests and will also enhance the capacity of the community to support people with mental health problems by training volunteers and developing support groups.
- 3.7 MAECare's singing group for people with dementia and their carers is going from strength to strength. Singing has been proven to help with memory function and the group includes reminiscence activities.
- 3.8 In October ENEHL organised an event at St Paul's Church Hall for International Day of Older People to celebrate the diversity of the area and facilitate learning about different cultures and religions, targeting people over 60 and incorporating older people sharing their skills with others.
- 3.9 The mental health promotion work of Northcall and MAECare has been complimented by a Changing Minds course. Changing Minds is a six week course delivered in once weekly sessions of 3 hours, developed by Community Links with Funding from NHS Airedale, Bradford and Leeds to train front line workers as trainers. Learning outcomes are to improve mental health and well-being through increasing self-awareness, social skills and confidence to express emotions.
- 3.10 The course was delivered as a partnership project between Northcall who recruited participants and provided the venue and two Trainers from Leeds City Council Health Improvement and The Feel Good Factor. It was the beginning of a year long weekly group session encompassing various activities to improve mental health and well-being, a health need previously identified by the Moor Allerton Partnership. The course can be beneficial to anyone regardless of whether or not they have a diagnosis of a mental health problem.
- 3.11 6 people in total attended the course with a core group of eight people emerging who attended regularly to form a cohesive group, participating fully to mutual benefit. One participant commented "I have been aggressive to different people – I wanted to know why. This has been answered today. It has been really positive". The course is facilitated to create a safe confidential space for people to develop emotional wellbeing. Each weekly session has a different topic to increase knowledge around resilience, relationships, constructive communication and positive activities as well as structured time to express emotions and situations, share experiences and gain support. Other comments included "Helpful, structured session. Can see that interacting with other people is helpful, enjoyed it". One participant even reported that she is waiting for a referral to the Community Mental Health Team and that as a result of attending the course which "feels like a safe group" she is not sure if she now really needs additional clinical help. The Changing Minds participants are now looking forward to maintaining their new support network and friendships with the continuing weekly sessions at Northcall.

- 3.12 Alwoodley Children's Centre staff are now part of the Early Start Team. Early Start teams bring staff from children's centres and health visiting services together to make support for local more joined up and focused.
- 3.13 The youth service successfully engaged with 24 young people from Allerton High and Cardinal Heanon High Schools on a fun day; they also provided trips to Herd Farm, Blackpool and Paint balling during the summer holidays, funded by the Alwoodley Cluster.
- 3.14 The Youth Service also delivered detached youth work session in the Queens Hills, supporting young people and sign posting them to current youth provision in the area, lunchtime and after school detached sessions at Allerton High School, a youth group at Moortown Methodist Church, sessions at Open House, and following its closure, detached youth work in the Lingfield area. Youth work sessions will be commencing shortly in the FY20 room at Moor Allerton Library to replace those lost by the closure of Open House.
- 3.15 The Council's Sports officers have led on some fact finding on the available of physical activities in with youth service, Alwoodley Extended Services and West Yorkshire Police. which The findings are being used to put together some detailed proposals for developing activities with outcomes to reduce anti social behaviour, improve knowledge, self esteem and confidence, reduce health inequalities, create more positive role models and create a stronger community.
- 3.16 Leeds Library Service undertook a community engagement project in December aimed at making library services in Leeds as relevant and useful as possible for their local areas. In Moor Allerton the focus was on increasing the use of the library by children and young people. In response to the findings of this consultation they are starting new activities at the library will include a monthly book club for young people aged 13 – 17, and a monthly Family Club; plus a 'Horrible Histories' session during February half term.
- 3.17 Targeted work has taken place in the Queenhills area involving West Yorkshire Police, Leeds Anti-Social Behaviour Team, Leeds Jewish Housing and East North East Homes Leeds to tackle drug crime.
- 3.18 In July 2012 the inspector for Roundhay, Alwoodley, Moortown Neighbourhood Policing Team made a guest appearance on BBC Crimewatch Roadshow talking about Operation Bobby - tackling anti-social behaviour at Cramner Bank Shopping Parade. Covert cameras have been installed and police officers have also been working alongside those using the shops as well as local business leaders, to ensure that high visibility police patrols are taking place across the area during times when problems have occurred. Since Operation Bobby began incidents of anti-social behaviour have continued to fall with April seeing a 60% cut in reports of anti-social behaviour when compared with the same month last year.
- 3.19 A directory has been produced and circulated which provides information on the services available in Moor Allerton. This has been produced to enable service providers to signpost people to the support they need. The directory has been well received, and is about to be updated.



## 4 Neighbourhood Index Assessment 2012 Statistics

- 4.1 The Neighbourhood Index comparisons have now been completed and are included in the Neighbourhood Improvement Plan.
- 4.2 The Lingfields, Firtrees, Cranmers areas form part of the Moor Allerton Middle Layer Super Output Area (MSOA), reference E02002347. The 2012 statistics show that Moor Allerton is ranked 35th out of 108 MSOAs in the city. This is a drop of one place from 2011 overall. Economic activity and health are performing at or below the city average with community safety, education, environment, and housing all perform at or above the city average.
- 4.3 Economic activity is ranked 27 out of 108 MSOAs:
- 261 people (6.55%) of working age are claiming job seekers allowance (city average 4.71%);
  - 430 (10.79%) are claiming incapacity benefit (city average 5.77%);
  - 279 children (23.60%) live in a workless household (city average 20.16%);
  - 251 households (9.05%) are receiving in work benefits (city average 5.76%);
  - 410 households aged 60+ (14.78%) are in receipt of benefits (city average 10.32%);
- 4.4 Health is ranked 42, showing a drop of 7 places with significant increases in circulatory disease mortality, and the incidence of low birthweight.
- 4.5 Community safety is ranked 52 and showing continual improvement over the past four years, with the numbers of incidences of crime and anti-social behaviour well below the numbers recorded in the baseline year of 2009.
- 4.6 Education, ranked 42, includes absenteeism, pupil achievement and NEETs<sup>2</sup>. Performance dipped in 2010, but has recovered in subsequent years.
- 4.7 Environment performs persistently well.
- 4.8 The Queenhills/Leafields neighbourhood falls within the Carr Manor Super Output Area; this MSOA covers a much wider neighbourhood, so the statistics do not necessarily reflect the current picture for the Queenshills/Leafields.
- 4.9 However the MAP area breaks down into four Lower Level Super Output Areas (LSOA) and data is available at this level. LSOA reference E01011510 covers Stonegate Road/ Queenshills/Fieldhouse Drive & Close.
- 4.10 The available data shows that 70 people of working age (7.3%) are claiming job seekers allowance, and 145 (15.1%) are claiming Employment Support Allowance/Incapacity Benefits.<sup>3</sup>

## 5 Neighbourhood Improvement Priorities 2013

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<sup>2</sup> NEET – not in employment, education or training

<sup>3</sup> Source Dept of Work & Pensions, 2012

5.1 The Neighbourhood Improvement Plan (NIP) for Moor Allerton has been updated to reflect the changes in the Neighbourhood Index data. A copy is attached at Appendix A. For 2012, the focus of MAP will be on the following priorities:

- Reduce the % of working age people in receipt of benefits;
- Reduce health inequalities;
- Increase opportunities for young people;
- Reduce crime and anti-social behaviour;
- Ensure vulnerable people have access to the services and support they need;
- Improve community cohesion.

5.2 Subject to the Area Committee sign off, these priorities will form the basis of a new action for the Moor Allerton priority for 2013 which will be developed with MAP partners.

## **6 Corporate Considerations**

### **6.1 Consultation and Engagement**

6.1.1 Consultation and engagement for this process is completed through the Moor Allerton Partnership.

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

6.2.1 Equality and Diversity are monitored through the NIP and in identifying inequalities and looking to resolve these; this information forms a crucial part of all work in priority neighbourhoods.

### **6.3 Council Policies and City Priorities**

6.3.1 The work links directly to overall city wide plans through the Vision for Leeds.

### **6.4 Resources and Value for Money**

6.4.1 This project looks to better integrate and streamline existing resources creating an integrated approach to issues with associated improvements in value for money.

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

The 2011/12 Function Schedule, included in the Council's Constitution (Part 3, section 3c), the Area Committee has delegated responsibility to oversee all neighbourhood management programmes in their area.

### **6.6 Risk Management**

6.6.1 Not applicable in this instance.

## **7 Conclusions**

7.1 Moor Allerton is the only priority neighbourhood in Outer North East Leeds. A Neighbourhood Improvement Plan has been updated, and the action plan has been revised to reflect the latest information from the 2012 Neighbourhood Index.

## **8 Recommendations**

- 8.1 That the committee note the contents of this report and the updated NIP in appendix A.
- 8.2 That the committee agree the neighbourhood improvement priorities within the NIP for the next twelve months.

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

- 9.1 Area Committee Roles and Functions 2011/12

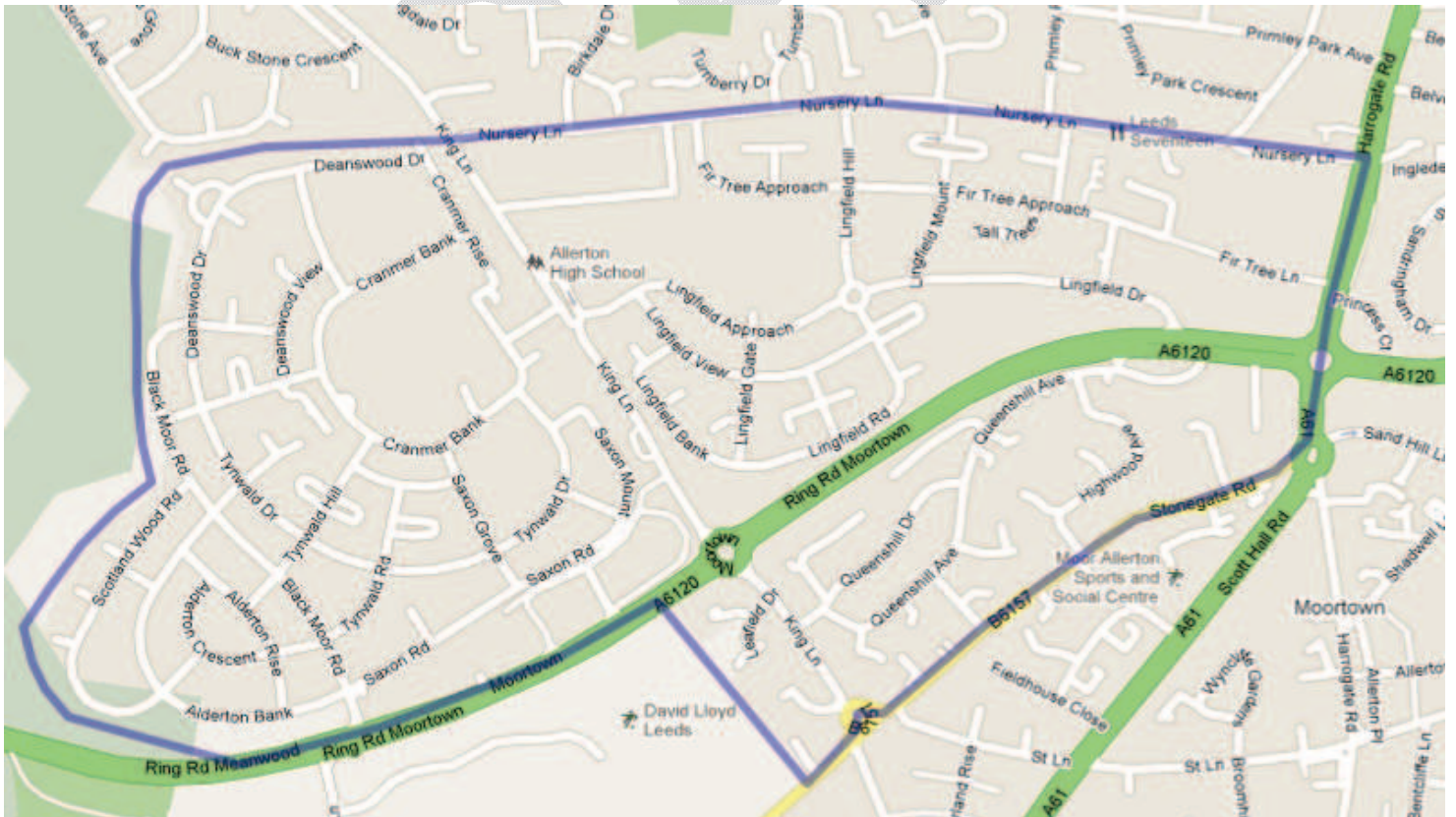
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<sup>4</sup> The background documents listed in this section are available for inspection on request for a period of four years following the date of the relevant meeting. Accordingly this list does not include documents containing exempt or confidential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

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## Moor Allerton Partnership Neighbourhood Improvement Plan

2013/14



## Introduction

Moor Allerton is one of the priority neighbourhoods in East North East Leeds. Each priority neighbourhood has a Neighbourhood Improvement Plan (NIP) This document provides the statistical information and improvement objectives for the area which is reviewed and refreshed annually.

Delivery of the NIP action plan is the responsibility of the Moor Allerton Partnership (MAP), a partnership of statutory and voluntary organisations. The MAP partners include Leeds City Council, East North East Homes Leeds (ENEHL), Alwoodley Extended Services, Leeds Jewish Housing Association; West Yorkshire Police, Job Centre Plus, MAECare, Northcall, IGEN, Churches Together and Groundwork Leeds.

The Outer North East Area Committee and Inner North East Area Committee provide a strategic reporting mechanism and democratic accountability for the Neighbourhood Improvement Plan. They are responsible for signing off the NIP for a twelve month period and can assist in ensuring the buy in of partner agencies.

### The Area

The Moor Allerton Priority Neighbourhood includes the Lingfields, Firtrees, Cranmers, Tynwalds Aldertons, Queenshills and Leafields neighbourhoods. It is bounded by Harrogate Road to the east, Nursery Lane to the North, and Black Moor Road to the East. To the South it extends over the ring road to Stonegate Road. The area contains approximately 6,446 people living in 3,148 households.

There are two primary schools within the MAP area, Alwoodley Primary, and Allerton C of E Primary, plus one high school, Allerton High. These schools are part of the Alwoodley Extended Services, a group of eight schools and partners who have chosen to work together to deliver the Extended Services Core Offer for children, young people and families in our community.

Alwoodley Children's Centre is located in Allerton C of E primary school and provides assistance to families with children up to 5 years old – from midwives, health visitors to parenting support and activities, out of school clubs, training and support with employment. The Children's Centre is also part of Alwoodley Extended Services.

Moor Allerton District Centre is located on the A1620 ring road; the anchor store is Sainsburys, with an adjoining Homebase, plus there are a number of other small shops, a private orthodontist, a library, and substantial car parking space. Cranmer Bank, the Lingfields and the Firtrees all have small shopping parades.

Moor Allerton Elderly Care (MAECare), based on Cranmer Bank provide a range of support services for older people; Northcall are located next door to MAECare and provide advice services, activities and a community café for people of all ages. Cranmer Court Care Home also on Cranmer Bank provides residential accommodation for people with learning and physical disabilities.

East North East Homes have offices on Queenshill Approach that serve their immediate clientele.

Leeds Jewish Housing Association (LjHA), based on Stonegate Road, is a Jewish led, minority ethnic housing association, providing homes primarily for the local Jewish Community.

The Marjorie and Arnold Ziff Centre on Stonegate Road provides a high quality environment with a wide-ranging programme of activities and events for all ages and tastes. It has a Kosher restaurant, meeting spaces for community events, office space, and link corridors to the neighbouring elderly persons accommodation enabling residents to internal access to the centre.

## **Statistics**

### **Neighbourhood Index**

Leeds City Council has worked with partner organisations to develop an enhanced area profiling system at the neighbourhood level. The result of this work is the production of a "Neighbourhood Index" for the city, which provides the Council and its partners with a robust evidence base by which to plan service interventions and to begin to identify and guide resources into the areas of greatest need. The information in the neighbourhood Index is based on geographical units known as Middle Super Output Areas (MSOAs). There are 108 MSOAs in the city of Leeds. The higher the Neighbourhood Index position the better the area is performing on a city wide level in a particular domain.

The Lingfields, Firtrees, and Cranmers neighbourhoods form part of the Moor Allerton Middle Layer Super Output Area (MSOA), and the area also includes the Turnberrys which is north of Nursery Lane. The 2012 statistics show Moor Allerton is rank 35th out of 108 MSOAs in the city.

The area performing below the city average is Economic Activity, which is ranked 27 out of 108 MSOAs:

- 261 people (6.55%) of working age are claiming job seekers allowance (city average 4.71%);
- 430 (10.79%) are claiming incapacity benefit (city average 5.77%);
- 279 children (23.60%) live in a workless household (city average 20.16%);
- 251 households (9.05%) are receiving in work benefits (city average 5.76%);
- 410 households aged 60+ (14.78%) are in receipt of benefits (city average 10.32%);

The Queenhills/Leafields neighbourhood falls within the Carr Manor Super Output Area, however this MSOA covers a much wider neighbourhood, so the statistics do not necessarily reflect the current picture for the Queenshills/Leafields.

### **Lower Level Super Output Areas**

The MAP area breaks down further into four Lower Level Super Output Areas (LSOAs):

- Stonegate Road/Queenshills/Fieldhouse Drive & Close
- Fire Tree Approach/Lingfield Approach/Cranmer Bank/Saxon Road
- Tynwalds/Deanswoods
- Lingfields/Firtrees

The LSOA stats for Stonegate Road/Queenshills/Fieldhouse Drive & Close show that 70 people of working age (7.3%) are claiming job seekers allowance, and 145 (15.1%) are claiming Employment Support Allowance/Incapacity Benefits.<sup>1</sup>

More information is available on the [West Yorkshire Observatory Website](#), a resource for anyone looking to find out more about communities and geographies in Leeds, or from the East North East Area Support Team.

## **Equality Framework**

To ensure that all activity which is delivered through the NIP is accessible for all sections of the community, a light touch equality impact assessment will be undertaken during the development of the NIP action plan. Equality impact assessments will also be carried out when any projects in the neighbourhood is being undertaken. This is in line with Leeds City Council's commitment to achieve the excellent rating for equalities.

## **Neighbourhood Improvement Plan Priorities 2013/14**

- Reduce the % of working age people in receipt of benefits;
- Reduce health inequalities;
- Increase opportunities for young people;
- Reduce crime and anti-social behaviour;
- To ensure vulnerable people have access to the services and support that they need;
- Improve community cohesion.

For more information please contact  
Carole Clark  
[Carole.clark@leeds.gov.uk](mailto:Carole.clark@leeds.gov.uk)  
Tel: 0113 3367629

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<sup>1</sup> Source Dept of Work & Pensions, 2012





Report author: Carole Clark  
Tel: 0113 336 7629

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

**North East (Outer) Area Committee**

**Date: 18 March 2013**

**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 and 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 Forum on 24 January 2013.

## **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 meeting took place at Scarcroft Village Hall, and the main items for discussion were Superfast Broadband, Parish precepts, Environmental issues and Localism.
- 3.3 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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## Wetherby & Harewood Town & PC Forum

Thursday 24 January, Scarcroft Village Hall

### Attendance

Cllr Matthew Robinson (Chair)	Harewood Ward
Peter Hart	Scarcroft PC
Paddy Procter	Scarcroft PC
Don Suckall	Harewood PC
Peter Moore	Harewood PC
Margaret Williamson	Harewood PC
Derek Armitage	Collingham with Linton PC
Glyn Robins	Collingham with Linton PC
David Thomson	Boston Spa PC
Judith Pentith	East Keswick PC
Gaynor Anning	East Keswick PC
Andrew Batty	East Keswick PC
Linda Flockton	Bardsey Cum Rigton
Kate James	Thorner PC clerk
Ian Forster	Aberford & District PC
Ruth Reed	Aberford & District PC
Keith Dunwell	Aberford & District PC
John Barker	Aberford & District PC
Nicolas Fawcett	Clifford PC
Colin Pool	Thorp Arch PC/Walton PC clerk
Claire Hassell	Barwick & Scholes PC
Stella Walsh	Barwick & Scholes PC
Debbie Potter	Shadwell PC
Cllr Gerald Wilkinson	Wetherby Ward
Carole Clark	LCC Area Support Team
John Woolmer	LCC Environmental Locality Team
Andrew Birkbeck	LCC Area Support Team
Doug Meeson	LCC
Tom Holvey	LCC
Sarah Goodrum	LCC
Inspector Paul Dwyer	West Yorkshire Police

**Apologies:** Cllr Ann Castle (Harewood Ward); Cllr Neil Buckley (Alwoodley Ward); George Hall (SHLAA Partnership); Sheila Humphreys (Thorp Arch PC); Gwen Brown (Thorner PC); Paul Thomson (Scarcroft PC); Catriona Hanson (Alwoodley PC clerk);

**1.00** Cllr Matthew Robinson welcomed everyone to the meeting & introductions were made.

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**2.00 Apologies** given as above.

**3.00 Minutes of last meeting** agreed as a true record

**4.00 Matters Arising**

4.01 4.01 A letter was sent to Metro by Cllr J Procter. The reply is circulated with these minutes.

**5.00 Superfast Broadband**

5.01 Tom Holvey and Sarah Goodrum from Leeds City Council's Economic Policy and Programmes Unit attended to provide an update on two major funding schemes to deliver superfast broadband across the country by 2015.

5.02 Two projects, one to deliver superfast broadband to most areas of the UK, BDUK, and one to deliver ultrafast broadband to key business districts in the country. BDUK will be delivered at a West Yorkshire level, with £4.5m funding from the government which is matched by the local authorities involved. The aim is to roll out superfast broadband to 90% of premises.

5.03 The procurement process should be complete by July. The council would like feedback from parish councils and residents on where the problems are, and where the demand is. There will be a website up and running in a couple of weeks with all the information about the scheme and how to provide feedback. Information provided does not have to be technical, the council are interested in anecdotal evidence about where broadband seems slow.

5.04 Parishes can also help by publicising this. A form of words will be provided by the council for them to use in their newsletters and websites.

5.05 Superfast broadband speeds are 24 Megabites/second.

5.06 Further information is included in the slides circulated with these minutes.

**6.00 Council Tax and Parish Precepts**

6.01 Doug Meeson. Leeds City Council Financial Management, attended to provide an overview of the changes to local government funding which an impact on Parish Precepts.

6.02 The Parish Precept is determined by the Parish Council and collected by Leeds City Council by adding it to the council tax. The amount collected is determined by dividing the total to be collected by the parish council tax base.

6.03 There are significant changes from April 2013 for people on benefits. Instead of receiving a benefit to cover their council tax, they will receive a discount. The switch to discount reduces the council tax base, which means that the precept per individual

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will have to rise to get the same yield. LCC are proposing a grant (subject to council approval) to compensate for the loss in yield.

- 6.04 Parishes have already been informed of this. The feedback from parishes is that they need to know the council tax base earlier to enable them to set their budget to meet council deadlines. For this year DM will find out if the deadline for them submitting their precept requirements can be extended. For future years, they need the information earlier, plus confirmation that there will be a grant.
- 6.05 Parishes committed to not increasing their precept want to ensure that this is still reflected in bills going out.

Note: Following the meeting, DM was able to confirm to all parish and town councils that in the light of feedback provided at this meeting, they have today reviewed the timescales, and extended the return date for completed Precept Returns to Friday, 15th February.

## **7.00 Wetherby & Harewood Neighbourhood Policing Team**

- 7.01 Inspector Paul Dwyer attended to give an overview of policing in the Harewood and Wetherby District. Priorities are Anti social behaviour, domestic burglary, rural crime, road safety issues, supporting local events.
- 7.02 The most recent survey shows that only 6.7% of residents think that ASB has increased, which is one of the lowest rates in West Yorkshire. The number of reported incidents of ASB is the lowest in North East Leeds, and therefore the lowest in Yorkshire.
- 7.03 Domestic burglary is a priority for Leeds and West Yorkshire. Initiatives in the inner areas of Leeds have displaced burglaries to the outer areas, but additional resources have been deployed to tackle the problem and stop any significant increase. The initiative to replace replacing Euro-locks with a more secure type of lock is proving successful.
- 7.04 Rural crime is showing a reduction. Farmwatch will continue; acknowledgement to the Outer North East Area Committee for their support in funding fuel for the two landrovers and for additional policing patrols.
- 7.05 Road safety continues to be an issue for most communities. The police will continue with speed checks, with a focus on vulnerable areas, and where problems are apparent.
- 7.06 Last year the police gave support to 120 community events in the Wetherby and Harewood area. Major events were the Jubilee, Olympic Torch and Leeds Festival.
- 7.07 For the next quarter until the end of April, there will be a focus on increasing the visibility of Police officers, PCSOs and specials.
- 7.08 Any information on drug related activities is acted upon, although it may not always

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be apparent.

- 7.09 In response to questions Inspector Dwyer said that officers do patrol in Harewood Village, sometimes during the day, and sometimes on the Harewood Estate. The Farmwatch vehicles are always out and about, and will be seen in the villages.
- 7.10 Speed cameras are installed by LCC Highways, and the police are consulted on where they are sited. Revenue from speed cameras goes into the Treasury's consolidated fund – basically the government's main 'bank account'. Local authorities then receive grants back from the government to spend how they will.
- 7.11 The police do work with the probation service and will repeat visit re-offenders. It was suggested that the probation service might be a topic for a future meeting.

## **8.00 Environmental Issues – John Woolmer**

**8.01** John Woolmer introduced Bev Kirk who is the enforcement officer for the Outer North East Area.

An example of work John's team has been involved in is a recent prosecution for illegal advertising of a local game fair which resulted in an £800 fine.

**8.02** JW's team has gone through a restructure to resolve some differences in grades. Bev will be staying in this area.

**8.03** Gully cleaning – a lot of referrals have been dealt with and JW is working with Highways to look at some of the issues with blocked gullies. Litter bins have been delivered and installed. The new ones can be moved easily if it becomes apparent they are not in the best place.

**8.04** Ginnel clearances ongoing.

**8.05** Grounds maintenance, JW would welcome any feedback from the parishes. The next round of cuts will start in February/March. A stretch of road between Harewood Village and the Grammar School requires gully clearing and litter picking. This will require some traffic management work and will be done in the next few weeks.

**8.06** The East North East Locality Team's Facebook page is at [www.facebook.com/LCCEnvServENE](http://www.facebook.com/LCCEnvServENE)

In response to questions:

**8.07** JW can order a replacement metal insert for a bin at Aberford; A bad smell is emanating from a commercial premise which affects East Keswick and sometimes a wider area. Bad smells can be investigated by LCC specialist team. JW/BK will raise it with the team and get a contact for the officer who is dealing with the case mentioned.

**8.08** JW's team do not deal with moles;

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## **9.00 Localism – Andrew Birkbeck**

- 9.01 AB informed the Forum that a final site allocations meeting involving Harewood and Wetherby Ward Members is to be held on 31<sup>st</sup> January 2013. Following that meeting a report should be going to the Development Plans Panel (<http://democracy.leeds.gov.uk/mgCommitteeDetails.aspx?ID=450>) in February. It is via this report that the initial proposals for site allocations in Outer North East Leeds will be put in the public domain.
- 9.02 The consultation on proposed changes to council's Core Strategy closes on 18<sup>th</sup> February 2013. More details can be found here: <http://www.leeds.gov.uk/council/Pages/Core-Strategy---Pre-submission-Changes.aspx>
- 9.03 Planning Minister Nick Boles has announced that 25% of any Community Infrastructure Levy monies associated with new development will go to any Town or Parish Council producing a Neighbourhood Development Plan. See link for more details: <https://www.gov.uk/government/news/communities-to-receive-cash-boost-for-choosing-development>
- 9.04 AB urged the parishes to arrange a meeting with planning officer's Ian Mackay and Heather Suggate in order to discuss a package of support. Heather, who is coordinating the meetings, can be contacted on [Heather.Suggate@leeds.gov.uk](mailto:Heather.Suggate@leeds.gov.uk) or 0113 2478084.
- 9.05 AB concluded by saying he is currently working on an exit strategy as his post concludes 31st March 2013.
- 9.06 This was AB's last meeting and Cllr Robinson asked for a big thank you to AB to be recorded for his work and support for the parishes. This was endorsed by Peter Hart who also acknowledged a thank you to the ward members for supporting this post.

## **10.00 Area Committee business plan priorities**

- 10.01 CC circulated copies of the Area Committee's business plan priorities for 2013/14. Parishes can comment on these if they wish to do so. Feedback has already been received from Barwick & Scholes.
- 10.02 In response to a comment that the priorities were not tackling day to day issues such as highways work, Cllr Wilkinson responded that the Area Committee could not take on highways issues without any transfer of budgets to the committee.

## **11.00 Update from Parish and Town Councils (sent by email)**

### **11.01 Boston Spa**

Our new Clerk (Mrs) Vivienne Skinner is settling in well to her role.

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Tesco's interest in opening an Express store is still hanging heavy over the village, and the possibility of a major housing development at Thorp Arch Estate continues to exercise our minds. The Neighbourhood Plan is making steady progress through five Topic Groups and the Steering Group.

We are trying to develop land for an additional 10 plots for allotments.

The response from John Woolmer's team to environmental problems in the village continues to be first class but when they are handed on to Highways they seem to disappear into the long grass.

#### 11.02 **Collingham**

Tesco expects to be on-site at The Old Star, Collingham for 12 weeks in preparation to open the Express store in the derelict building. The aim is to open the store by June.

#### 11.03 **Barwick and Scholes**

With thanks to Ward Councillors for their support with MICE funds and sponsorship from Talk Talk, Barwick in Elmet Village Hall has a very smart new Notice Board.

2 new Councillors have been co-opted to the Scholes Ward - Stella Walsh and Tom Crosfill. Tom, at 18 is the youngest Councillor ever to serve the Parish.

Matthew Robinson commissioned a survey of Barwick, Scholes and Aberford in relation to our poor bus service. Barwick has returned over 400 responses.

Our NDP is progressing well.

We have encountered problems with a pressure group set up in Scholes regarding possible planning responses to things like the Manston Lane Link Road, East Leeds Orbital Road and East Leeds Extension all of which are outside the Parish. They run two Facebook pages which contain inaccurate information and unpleasant criticisms.

#### 12.00 **Any Other Business**

12.01 For the next meeting, Cllr Robinson suggested an item on Welfare Reform.

12.02 Harewood Parish Council suggested Treetops Community Centre on Shadwell Lane as a potential future venue.

12.03 Cllr Robinson acknowledged that Peter Hart is standing down as clerk to Scarcroft Parish Council and extended a big thank you to him for his work and contributions.

12.04 Cllr Robinson asked parish clerks to send an updated contact list for their councillors.

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12.05 Information was made available for parishes to take away on:

- go:cycling delegated fund – an initiative funded by the Department of Transport to encourage cycling.
- SAFER – Scams and Frauds Education for Residents a project to equip residents with the skills to protect themselves against rogue traders and scams.
- Alcohol awareness

**12.00 Date and time of next meeting**

Thursday 25<sup>th</sup> April, 7:30pm

Venue to be confirmed

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Report author: Sarn Warbis  
Tel: 39 50908

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

**Report to** Outer North East Area Committee

**Date:** 18<sup>th</sup> March 2013

**Subject:** Area Chairs Forum Minutes

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

### Summary of main issues

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

### Recommendations

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

## **1 Purpose of this report**

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

## **2 Background information**

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

## **3 Main issues**

- 3.1 Following recommendations by the General Purposes Committee, full council approved on 26<sup>th</sup> May 2011 that minutes of the Area Chairs Forum meetings should be considered by Area Committees, and that this should be a regular agenda item for Area Committee meetings.
- 3.2 Area Chairs Forum minutes will only be available to be considered by Area Committees once they have been agreed as an accurate record by the subsequent Area Chairs Forum meeting.
- 3.3 The scheduled Area Chairs Forum meeting dates for 2012/13 are:
- Friday 13<sup>th</sup> July 9:00 – 11:00
  - Tuesday 11<sup>th</sup> September 13:00 – 15:00
  - Friday 2<sup>nd</sup> November 13:00 – 15:00
  - Wednesday 9<sup>th</sup> January 9:00 – 11:00
  - Friday 1<sup>st</sup> 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 26<sup>th</sup> May 2011.

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

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

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

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

## **4.6 Risk Management**

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

## **5 Conclusions**

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

## **6 Recommendations**

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

## **7 Background documents**

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

7.2 Council Constitution

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**Area Chairs Forum**  
**Wednesday 9<sup>th</sup> January 2013**  
**Committee Room 4, Civic Hall**

**Attendance:**

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

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

Minutes: S. Warbis

Attending for specific items: S. Kelly, H. Pinches, D. Marshall

<b>Item</b>	<b>Description</b>	<b>Action</b>
<b>1.0</b>	<b>Apologies</b>	
1.1	Cllr A. Gabriel, R. Barke	
<b>2.0</b>	<b>Minutes and Matters Arising</b>	
2.1	The minutes of the previous Area Chairs Forum meeting on 2 <sup>nd</sup> November 2012 were agreed as an accurate record.	
2.2	<u>3.5 of previous minutes – Review of Youth Services</u> The question was raised as to when the change to appointing members to Cluster Boards through Area Committees would be taking place. The intention is to introduce the changes at the next Full Council AGM in May.	
2.3	<u>4.19 of previous minutes – Neighbourhood Planning</u> It was requested that the meeting should be arranged as soon as possible to discuss the role of Area Committees in the Neighbourhood Planning process, involving Cllr Angela Gabriel, Cllr J McKenna, Cllr Ghulam Hussain, Kathy Kudelnitzky and Ian Mackay.	
<b>3.0</b>	<b>Welfare Reform</b>	
3.1	Shaun Kelly, Finance Manager – Welfare Benefits, attended to provide an update on the impact of welfare reforms in Leeds.	
3.2	The April changes are known and are in hand and there has been good cooperation with the ALMOs and registered social landlords in dealing with the housing benefit changes.	
3.3	Under-occupation cases have been contacted by Leeds Benefits Service and the more vulnerable cases, including foster carers and properties with substantial adaptations have been identified. The discretionary housing payment settlement for 2013/14 has been settled and is an increase of almost £900k from the previous year.	
3.4	Implementation of the Housing Benefit cap has now been deferred nationally until June 2013 and those already identified as being affected will have the cap applied from September 2013 at the latest.	
3.5	Claimants on current council tax benefit who will now have to contribute to council tax will be informed how much they will have to pay. A scrutiny board working group is looking at issues regarding council tax and under-occupation.	
3.6	In terms of Local Welfare Provision, the settlement to Leeds following the abolition of community care grants and crisis loans has been confirmed for 2013/14 as around £2.8m. The draft policy for local welfare provision will go to Executive Board in February 2013.	

- 3.7 It is now unlikely that there will be any impact in Leeds until March 2014 and it is likely that Leeds Benefits Service will continue to be dealing with housing benefit claims long after that. Pathfinders for introducing universal credit will take place in Greater Manchester and Cheshire from April 2013 and these will initially only be applied to the least complicated cases.
- 3.8 Post 2015 focus pilots will be taking place to look at the longer term role for local authorities in supporting universal credit claimants. Leeds is not a pilot area. This suggests that there will be an increasing role in this area for local authorities in the future.
- 3.9 A program of road-shows for local people, along side awareness sessions for frontline staff have been taking place in preparation for the changes ahead.
- 3.10 It was pointed out that under-occupancy will cause problems even for those residents who want to move to smaller properties as there is a lack of one bedroom accommodation in the city. It was mentioned that in the past there had been a drive to remove one-bedroom flats and bedsit council accommodation in Leeds, and that there needed to be co-ordination with other housing providers to deal with future problems. Discussions are already taking place through the Housing Forum.
- 3.11 It was also stressed that the city needed to guard against creating large areas of one bedroom and bedsit accommodation and that there was a need for balanced communities with a range of housing provision catering for families and single people.
- 3.12 There will be an increased challenge in providing support for people who will need to find new employment or increased hours, and work is taking place to identify people where this is an issue and to provide targeted support.
- 3.13 Area Chairs requested a briefing note based on information provided at this meeting, and pointed out that the issue of welfare reform was more and more prevalent at member's surgeries and members needed up to date information.
- 3.14 It was also requested that a report needed to be taken to Area Committees before the end of March to provide an update on welfare reforms, details of support that is available and that this should also include information relating to Jobs and Skills and the worklessness agenda. It was stressed that this needed to include the impact in each Area Committee area and should also include action being taken by ALMOs and other partners.
- 3.15 It was stressed that the council needed to establish it's own attitude towards tenants who would have problems in meeting rent payments. It was suggested that this should be explored through discussions at Area Committee meetings.
- 3.16 The issue of payday loans was raised and the mounting problem of debt. Work is going on with the Credit Union to publicise it's services. Leeds Credit union now has access to funds through a Community Development Finance Institution (CDFI) which allows it to agree loans with higher risk customers at interest rates significantly lower than payday loan companies and illegal loan sharks, who are becoming more of a problem.
- 3.17 It was suggested that there should be a campaign to cap the interest rates that financial institutions can apply. It was mentioned that some legislation could be introduced in 2014 but there was no detail at present.
- 3.18 It was also pointed out that Crisis Loans from the Social Fund will no longer be available from 1<sup>st</sup> April 2014.

**Shaun Kelly**

**Steve Carey**

- 3.19 It was pointed out that there will inevitably be a reduction in income in Leeds due to welfare reform and that there needed to be a co-ordinated strategy to tackle issues across services and across partners.
- 3.20 It was suggested that the issues of welfare reform and worklessness should be focused on by the three Leadership Teams and that this may be one of the ways to maintain cross partner co-ordination of efforts. **Area Leaders**
- 3.21 Shaun Kelly agreed to take comments from this meeting to the Welfare Reform Board and will discuss how best to update Area Committees in current and future changes. **Shaun Kelly**
- 3.22 It was also requested that Dave Roberts should be invited to the next Area Chairs forum meeting to discuss approaches to financial inclusion. **Sarn Warbis**

#### **4.0 Area Review – Executive Board Paper and Implementation Planning**

- 4.1 Heather Pinches, Executive Officer – Performance Management, attended and brought a draft Review of Area Working Implementation Plan for discussion.
- 4.2 Heather pointed out that this had been a broad review and the implementation plan would focus down onto delivery of the various recommendations. Priority needed to be established through this forum and more specific debates would take place with Area Committees on various issues.
- 4.3 Heather ran through the recommendations and suggested actions:
- 4.3.1 Embedding locality working – annual report on progress and remaining challenges to Executive Board. Initial report in the Autumn of 2013.
- 4.3.2 The development of more locally responsive and accountable services:
  - Youth Services – review in progress with paper to Executive Board in February
  - Neighbourhood Planning – Area Committee role being developed and due to come back to the next Area Chairs Forum meeting
  - Employment and Skills – building on work in the South and developing initial options for discussion
  - Parks and Green Space – discuss programme and plans already underway and link to the review
  - Local Highway Maintenance – better liaison and influence of annual maintenance plan. Explore influence over strategic issues.
  - Community Centre Review – ensure links made with Review of Area Working and Asset Review. Delegation amended as required.
  - CCTV – review delegation and impact on wellbeing funding. Link to wider community safety work.
Procurement and commissioning arrangements to include member involvement / influence and less bureaucracy.  
Consider capacity and systems for Area Committees to deal with new areas of influence.
- 4.3.3 Developing the Area Lead role – role description, support and development needs, constitution issues.
- 4.3.4 Partnership arrangements – mapping of structures, establishing links and influence of Area Committees, communication of arrangements.
- 4.3.5 Clinical Commissioning Groups – Area Committees contribution of local input, role around Adult Social Care.
- 4.3.6 Children’s Services Clusters – member appointments, links with Area Committees.

- 4.3.7 Locality Based Funding – existing resource allocations, delegating more funding to local decision making.
- 4.3.8 Area Committee Boundaries – maintain current areas, explore cross boundary arrangements, develop potential role of co-optees.
- 4.3.9 Area Committee Meetings – control of agendas, localised reports, structures of meetings, administration issues.
- 4.3.10 Consultation and Engagement – Role of Area Committees, local co-ordination including partners, links to city wide and citizen’s panel activities.
- 4.4 Heather invited comments on the content of the draft implementation plan, and indications of where priorities should be placed and what involvement Area Chairs and Area Committees could have in the implementation stages.
- 4.5 There was general agreement that members felt Area Committee meetings were paper heavy and not enough local focus was provided in reports. It was pointed out that Area Chairs could already exert their influence over agendas but that services needed to be more focused around the needs of each Area Committee.
- 4.6 There was a suggestion that Highways Maintenance could be further up the priority list due to it’s links with the existing environmental delegation, particularly regarding street cleaning and gully maintenance.
- 4.7 Concerns were raised over how much work would be placed on each sub group, and that this issue needed to be considered as processes were being developed. It was suggested that responsibility needed to be shared between all Area Committee members and that there would be opportunities for influence and responsibility to be shared wider in the future.
- 4.8 It was welcomed that discussions around links with Adult Social Care were taking place and it was suggested that the issue of luncheon clubs should be reconsidered as these were particularly of importance to the outer areas. It was pointed out that this issue had been discussed previously at the Area Chairs Forum but it was agreed that discussions would take place to establish if there were any options to progress this further.
- 4.9 It was stressed that Area Committees did not want to be given responsibility for services that had intrinsic problems including financial pressures. It was agreed that there needed to be clarity and openness, particularly around budgets, as delegations were being proposed. The view was expressed that although budget reductions in services were inevitable, there were still opportunities for local members to take control of implementation and to make sure that local needs and priorities were being addressed.
- 4.10 It was mentioned that when looking at Parks and Green Space it was important that city wide resources such as golf courses and other leisure facilities were not included in any proposed delegations.
- 4.11 It was raised that there had been inequities in the past over the provision of youth services and that there needed to be a fairer distribution of resources that would take into account areas of particular need.
- 4.12 It was suggested that in the current climate it was necessary to get more out of the budgets that we have and that value for money was key. It was also suggested that there needed to be local member support for asset disposals and that income created should be retained in the local area.

- 4.13 The question was raised as to how much flexibility would be given to Area Committees regarding delegated budgets to target priorities, and how much would be ring-fenced to specific services. It was suggested that there was a move to more local control and influence but that there would have to be notice periods established if major changes were being suggested. It was also pointed out that for some services there were statutory duties that had to be performed and any flexibility in service provision would have to take this into account.
- 4.14 The subject of Youth Service provision was raised and it was agreed that Area Committees should have an influence over the deployment of services. It was also suggested that there were links with Extended Schools Budgets and that a co-ordinated approach was needed to maximise resources. It was also suggested that where youth work is organised through school clusters there is a danger that the whole community is not considered. It was pointed out that there were concerns from within procurement as to the value of local commissioning, but there were clearly pros and cons and this was still worthy of debate.
- 4.15 It was suggested that the Area Chairs should consider their structures and their ability to cope with the new areas of influence that were suggested in the review report. There needed to be a demonstration of the will and capacity of Area Committees to cope with the proposed changes for the review to be successful.
- 4.16 It was also pointed out that the Area Support Teams were already stretched and that for any new delegated service or increased locality influence there would need to be the staff allocated to support it's function in the localities.

## **5.0 Wellbeing Budgets**

- 5.1 Dean Marshall, Finance Manager, attended with a wellbeing fund summary position statement as at period 8. It was mentioned that this was underpinned by detailed statements for each Area Committee and that this information would be provided to individual Area Committees.
- 5.2 It was pointed out that there had been a large carry forward from the previous financial year and that this meant that there was a considerable amount available this year. It was stressed that any spend needed to be focussed on making a difference for local communities.
- 5.3 A systematic process was now in place to better track approvals, allocations, commitments and actual spend and that officers now had confidence in the figures that were supplied and the processes for tracking progress.
- 5.4 There had been issues previously in reconciling commitments made by Area Committees and orders raised on the council's budgetary systems, leading to an inaccurate picture of outstanding balances. The process implemented now made it easier to gauge how much money was still to be spent in each area.
- 5.5 There is currently approximately £700k across all ten area committees which has yet to be allocated to projects. Since 31<sup>st</sup> August an additional £600k has been paid and an additional £460k worth of orders raised and authorised. Great efforts have been made by Area Committees, Area Chairs and Area Support Team staff to get approved projects and payments through the system.
- 5.6 It was pointed out that the figures showed a snap shot of the budget position and that additional commitments were being made on a weekly basis. It was also pointed out that there were still three months left in this financial year.
- 5.7 Although it was stated that outstanding budgets would not be removed at the end of this year, it was pointed out that in the current climate all

underspending was being closely monitored and that in the future this could have an impact on decisions about further budget allocations.

**Dean  
Marshall**

- 5.8 It was pointed out that in some areas money was being built up over a number of years to fund major projects and that there should be a process for highlighting these funds as being earmarked or committed. It was agreed that this would be looked into.
- 5.9 It was also suggested that as the council was moving to budget setting over a four year period, this should also apply to wellbeing funding. This would make commissioning of longer term projects easier and would make budget management more accurate.
- 5.10 A suggestion was made that Area Committees with budget carry forwards could use funds to support Areas that are not able to fund all potential projects in their area each year.
- 5.11 It was mentioned that each Area Committee needed to ensure that any spend was good spend, and that efforts should be made to lever in additional funding whenever possible.
- 5.12 It was pointed out that in some inner areas there was active promotion of applications for wellbeing funding which made it easier to allocate funding at the beginning of the financial year.
- 5.13 It was mentioned that as pressures on services budgets increase, there will be a greater onus on Areas to define their priorities and to add to the minimum offer from a service if there is a particular local need.
- 5.14 It was pointed out that a lot of progress has been made in rationalising the wellbeing budgets. Area Chairs will be provided with regular updates from Area Support Teams as the picture develops over the next three months.

## **6.0 Any Other Business**

- 6.1 Cllr Gruen thanked the Area Chairs, Area Leaders and Area Support teams for the efforts made this year and said that he felt good progress had been made and that Area Committees were in a better place now than they had been.

## **7.0 Date of Next Meeting**

- 7.1 Friday 1<sup>st</sup> March 2013, 09:00 – 11:00, Committee Room 1 - Civic Hall

**Report of the Chief Officer (Democratic and Central Services)**

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

**Date: 18<sup>th</sup> March 2013**

**Subject: Dates, Times and Venues of Area Committee Meetings 2013/14**

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. In line with previous practice, Area Committees have agreed their meeting schedule for the forthcoming municipal year at the last ordinary meeting of the current municipal year, in order to enable the agreed schedule to appear within the Council's diary.
2. The purpose of the report is to request Members to give consideration to agreeing the dates and times of their Area Committee meetings for the 2013/2014 municipal year which commences in May 2013, whilst also considering whether any revisions to the current meeting venue arrangements should be explored.

**Recommendations**

3. Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.
4. Once the date of the Annual Council Meeting for 2014 has been finalised, Members are requested to agree to the Chair, in consultation with Area Management Officers, approving the arrangements for the seventh Area Committee meeting (the main purpose for which is to elect a Chair for the forthcoming municipal year), with all Committee Members and relevant parties being informed of the arrangements for the meeting at the earliest opportunity.

5. Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they would like to request any amendments to such arrangements.



## **1 Purpose of this report**

- 1.1 The purpose of this report is to seek the Area Committee's formal approval of a meeting schedule for the 2013/2014 municipal year.
- 1.2 In addition, Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they would like to request any amendments to such arrangements.

## **2 Background information**

- 2.1 The Area Committee Procedure Rules stipulate that there shall be at least six ordinary meetings of each Area Committee in each municipal year.
- 2.2 The Procedure Rules also state that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. However, in order to appear in the Council's official Diary and Yearbook for 2013/14, the dates and times of the Area Committee meetings need to be approved at the earliest opportunity.

## **3 Main issues**

### **3.1 Meeting Schedule**

- 3.1.1 The following provisional dates have been agreed in consultation with the Area Leader and their team. They follow the same pattern as last year, i.e. Monday in July, September, October, December, February and March :-

8<sup>th</sup> July 2013; 16<sup>th</sup> September 2013; 21<sup>st</sup> October 2013; 2<sup>nd</sup> December 2013; 3<sup>rd</sup> February 2014 and 17<sup>th</sup> March 2014

- 3.1.2 A similar pattern of meetings is being suggested in respect of the other 9 Area Committees, so that for co-ordination purposes, all Area Committees are meeting in the same basic cycle and months. Whilst Members have discretion as to which actual dates they wish to meet, any proposed substantial change to the cycle may cause disruption in terms of co-ordination between the Area Committees.

### **3.2 Meeting Days and Times**

- 3.2.1 Currently the Committee meets on a Monday at 6.00pm (summer months) and 5.30pm (winter months) and the above suggested dates largely reflect this pattern.
- 3.2.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

- 3.2.3 For these reasons, some Area Committees have chosen to vary their meeting days and times, alternating between different weekdays and holding daytime and evening meetings alternately. Others, however, have chosen a regular pattern similar to this Committee's existing arrangements.
- 3.2.4 Together with the 6 ordinary meetings proposed for the Area Committee, in line with the Constitution, paragraph 3.1.1 (above) should also propose a seventh meeting, the main purpose for which is to elect a Chair for the forthcoming municipal year. This meeting is required to take place in the run up to the Annual Council Meeting (specifically, this meeting is required to take place by no later than the last working day before the Annual Council Meeting).
- 3.2.5 Currently, there is some uncertainty around the date on which the 2014 Annual Council Meeting will take place, which is due to the fact that the date for the Local Elections is yet to be confirmed, as it may potentially be linked to the date of the European Elections. With this in mind, it is proposed that the scheduling of the seventh Area Committee meeting in May/June 2014 be revisited, once the date of the Annual Council Meeting has been finalised.

### 3.3 **Meeting Venues**

- 3.3.1 Currently the Committee meets in the Civic Hall during the winter months and at various venues held within the three wards during the summer months.
- 3.3.2 If the Committee were minded to request officers to explore possible alternative venues not currently utilised, then the considerations Members and officers would need to take into account are matters such as cost, accessibility – particularly for people with disabilities – and the facilities available at the venue, e.g. IT facilities for presentations etc.
- 3.3.3 In some instances, Committees utilise the Civic Hall as a meeting venue. The meeting facilities in the Civic Hall may be better in some instances, and the venue is possibly more convenient, given that Leeds is the hub of the public transport system. However, when considering the scheduling of meeting venues between the locality and the city centre, Members may wish to balance the benefits of the Civic Hall with the benefits of meeting within the Area's locality.

## 4 **Corporate Considerations**

### 4.1 **Consultation and Engagement**

- 4.1.1 In compiling the proposed schedule of meeting dates and times, the current Area Committee Chair, the Area Leader and colleagues within Area Management have been consulted.
- 4.1.2 The submission of this report to the Area Committee forms part of the consultation process as it seeks the views of Elected Members with respect to the Area Committee meeting schedule and venue arrangements.

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

- 4.2.1 There are no specific implications relating to equality and diversity or cohesion and integration arising from this report, however, in considering the matters detailed, Members may wish to give consideration to ensuring that the Area Committee meeting arrangements are accessible to all groups within the community.

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

- 4.3.1 An Area Committee meeting schedule which facilitates a widely accessible but robust decision making forum is in line with the Council's Policies and City Priorities.

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

- 4.4.1 There are no resource implications directly arising from the submission of this report to the Area Committee.

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

- 4.5.1 In line with Executive and Decision Making Procedure Rule 5.2, the power to Call In decisions does not extend to decisions taken by Area Committees.

## **4.6 Risk Management**

- 4.6.2 There are no risks directly arising from the submission of this report to the Area Committee, however, not determining an agreed meeting schedule at this meeting may result in the dates not featuring within the 2013/14 Council diary.

## **5 Conclusions**

- 5.1 The Area Committee Procedure Rules stipulate that each Committee will agree its schedule of meetings for the forthcoming year, either at the last meeting in the current municipal year or at its first meeting in the new municipal year. In order to enable the Committee's meeting schedule to feature within the Council's diary for 2013/14, Members are requested to agree the arrangements for the same period at today's meeting.

## **6 Recommendations**

- 6.1 Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.
- 6.2 Once the date of the Annual Council Meeting for 2014 has been finalised, Members are requested to agree to the Chair, in consultation with Area

Management Officers, approving the arrangements for the seventh Area Committee meeting (the main purpose for which is to elect a Chair for the forthcoming municipal year), with all Committee Members and relevant parties being informed of the arrangements for the meeting at the earliest opportunity.

- 6.3 Members are requested to give consideration as to whether they wish to continue with the Committee's current meeting venue arrangements or whether they wish to request any amendments to such arrangements.

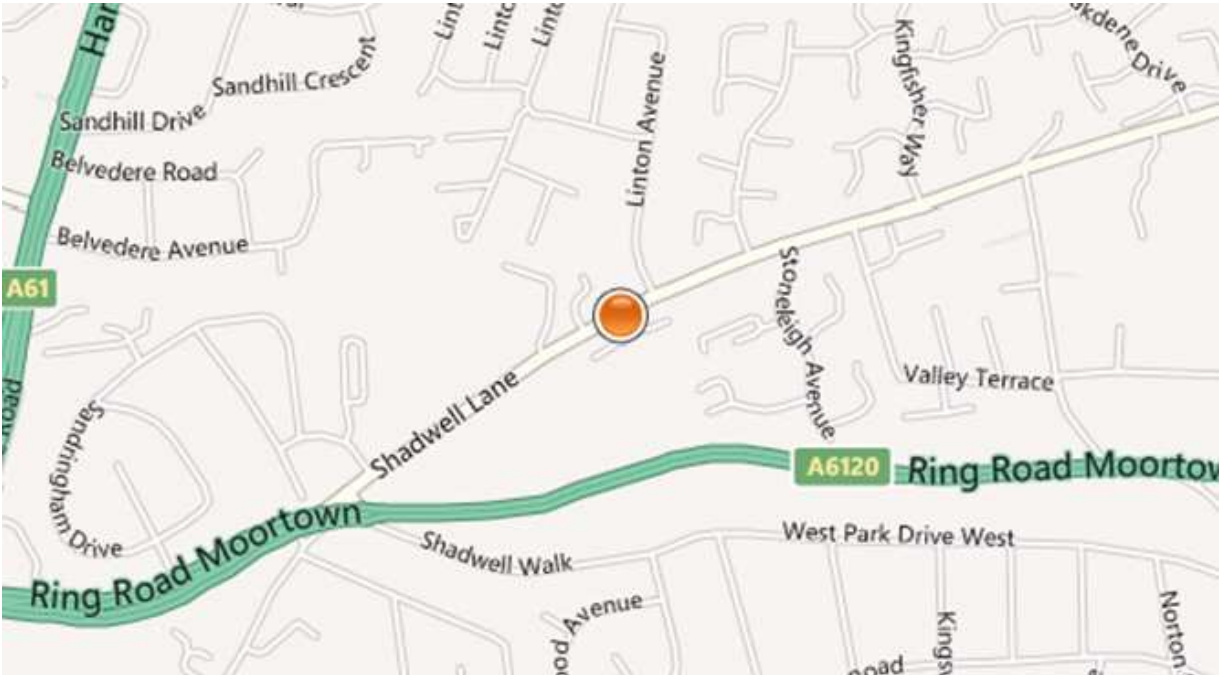
## **7 Background documents<sup>1</sup>**

- 7.1 None.

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<sup>1</sup> 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.

Treetops Community Centre  
Squirrel Way, (off Shadwell Lane)  
Moortown, Leeds LS17 6DP



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