



EAST (INNER) AREA COMMITTEE

**Meeting to be held in Compton Centre, Harehills Lane, Leeds on
Thursday, 21st June, 2012 at 5.30 pm (Map attached)**

MEMBERSHIP

Councillors

M Ingham	-	Burmantofts and Richmond Hill;
A Khan	-	Burmantofts and Richmond Hill;
R Grahame	-	Burmantofts and Richmond Hill;
A Hussain	-	Gipton and Harehills;
K Maqsood	-	Gipton and Harehills;
R Harington	-	Gipton and Harehills;
G Hyde	-	Killingbeck and Seacroft;
B Selby	-	Killingbeck and Seacroft;
V Morgan	-	Killingbeck and Seacroft;

Co-optees

Lizz Johnson	-	Richmond Hill Forum
Rod Manners	-	Killingbeck & Seacroft CLT
Phil Rone	-	Burmantofts Forum

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

A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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

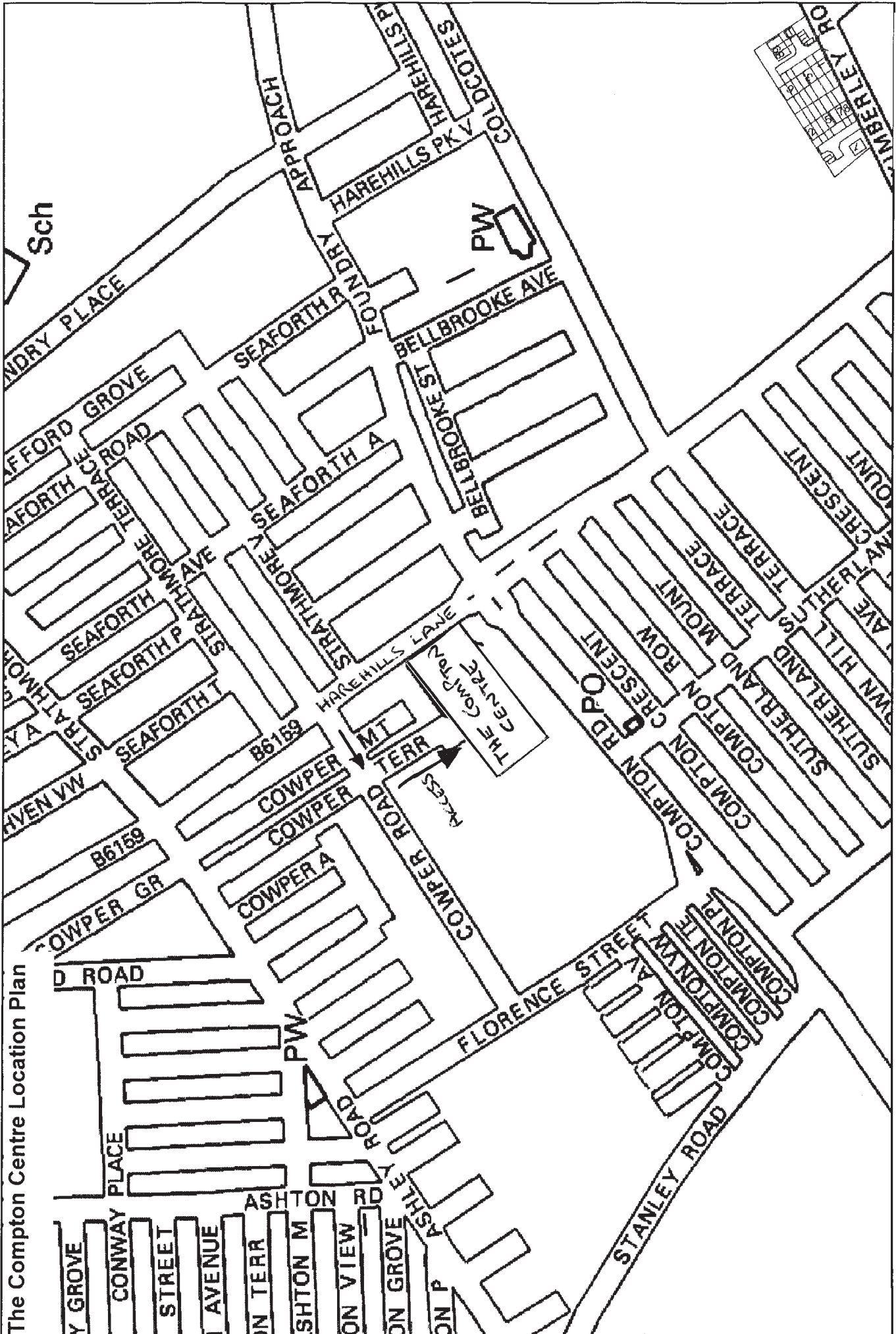
Item No	Ward/Equal Opportunities	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>DECLARATION OF INTERESTS</p> <p>To declare any personal/prejudicial interests for the purpose of Section 81(3) of the Local Government Act 2000 and paragraphs 8 to 12 of the Members Code of Conduct.</p>	
5			<p>APOLOGIES FOR ABSENCE</p> <p>To receive any apologies for absence.</p>	
6			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair. (Time – 10 minutes)</p>	
7			<p>MINUTES</p> <p>To confirm as a correct record the minutes of the meeting held on 16th May 2012</p> <p>(copy attached)</p>	3 - 4
8			<p>MATTERS ARISING</p> <p>To deal with any matters arising from the minutes</p>	

Item No	Ward/Equal Opportunities	Item Not Open		Page No
9	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>LOCAL AUTHORITY APPOINTMENTS TO OUTSIDE BODIES</p> <p>To consider the report of the Chief Officer, Democratic and Central Services, on Elected Member Appointments to Outside Bodies and asking the Committee to determine those appointments which fall into the remit of the East Inner Area Committee</p> <p>(Report attached) (Time – 10 minutes)</p>	5 - 18
10	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>APPOINTMENT OF CO-OPTES TO THE AREA COMMITTEE</p> <p>To consider the report of the Chief Officer, Democratic and Central Services, on the appointment of co-optes to the East Inner Area Committee for the 2012/13 Municipal Year</p> <p>(Report attached) (Time – 10 minutes)</p>	19 - 22
11	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>DELEGATION OF ENVIRONMENTAL SERVICES - 2012/13 SERVICE LEVEL AGREEMENT</p> <p>To consider the report of the ENE Locality Manager, Environment & Neighbourhoods Directorate presenting the Service Level Agreement (SLA) for 2012/13 to the Area Committee for approval</p> <p>(Report attached) (Time – 15 minutes)</p>	23 - 54
12	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>NORTH EAST DIVISIONAL COMMUNITY SAFETY PARTNERSHIP ANNUAL REPORT</p> <p>To consider the report of the North East Divisional Community Safety Partnership providing an update on the overall performance of the North East Leeds Community Safety Partnership and Neighbourhood Policing Teams during 2011/12 including an overview of the partnership working undertaken in the locality to reduce crime and disorder</p> <p>(Report attached) (Time – 10 minutes)</p>	55 - 88

Item No	Ward/Equal Opportunities	Item Not Open		Page No
13	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>ALMO TARGET HARDENING PROGRAMME</p> <p>To consider the report of the Chief Executive, East North East Homes Leeds setting out the investment programme across Leeds ALMO's to target harden Council properties and including a request for the Area Committee to consider financial support required to extend the programme to vulnerable and/or elderly residents within the Inner East Area Committee area</p> <p>(Report attached) (Time – 10 minutes)</p>	89 - 94
14	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>EAST NORTH EAST WELFARE REFORM PROJECT TEAM</p> <p>To consider the report of the ENE Area Leader providing an update on the work undertaken so far to support the work of the city wide welfare reform strategy</p> <p>(Report attached) (Time – 10 minutes)</p>	95 - 100
15	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>WELLBEING FUND</p> <p>To consider the report of the ENE Area Leader providing an overview of spending to date, the spending plan for 2012/13 and presenting project proposals</p> <p>(Report attached) (Time – 15 minutes)</p>	101 - 114
16	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>AREA COMMITTEE WORK PROGRAMME</p> <p>To consider the report of the ENE Area Leader setting out the proposed Area Committee work programme for the 2012/13 Municipal Year, including consideration of the top three priorities for the forthcoming year, membership of the Area Committee sub groups and Chairs of the Community Leadership Teams and seeking approval for the draft Community Charter</p> <p>(Report attached) (Time – 10 minutes)</p>	115 - 136

Item No	Ward/Equal Opportunities	Item Not Open		Page No
17	Burmantofts and Richmond Hill; Gipton and Harehills; Killingbeck and Seacroft;		<p>ENVIRONMENTAL AND COMMUNITY CENTRES SUB GROUP MINUTES</p> <p>To note the report of the ENE Area Leader on the issues discussed at the Area Committee sub groups</p> <p>(Report attached) (Time – 5 minutes)</p>	137 - 148
18			<p>DATE, TIME AND VENUE OF NEXT MEETING</p> <p>To note the meeting will be held at 5:30 pm on Thursday 6th September 2012 at Victoria Primary School</p>	

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The Compton Centre Location Plan

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Agenda Item 7

EAST (INNER) AREA COMMITTEE

WEDNESDAY, 16TH MAY, 2012

PRESENT: Councillor G Hyde in the Chair

Councillors A Hussain, B Selby, V Morgan,
M Ingham, A Khan, R Grahame and
K Maqsood

Apologies Councillor A Taylor

104 Chairs Opening remarks

Councillor Hyde welcomed all present to this, the last EIAC meeting of the 2011/12 Municipal Year and welcomed Councillors M Ingham and R Harington as new ward councillors for Burmantofts & Richmond Hill and Gipton & Harehills respectively

105 Declaration of Interests

There were no declarations of interest

106 Apologies for Absence

Apologies for absence were received from Mr R Manners, Ms L Johnson and Councillor A Taylor

107 Open Forum

No matters were raised under the Open Forum

108 Minutes

RESOLVED – That the minutes of the previous meeting held 22nd March 2012 be agreed as a correct record

109 Matters Arising

Minute 89 Open Forum (Creative Workshops) Mr P Ratcliffe was in attendance. It was noted a report would be presented to the June meeting on the progress made so far with the proposals to establish a creative workshop

Minute 95 Actions & Achievements (Richmond Hill and Lincoln Green jobshops) The Chair requested that local ward Councillors receive an update report on the progress made to establish the two Job Shops

Additionally Councillor R Grahame referred to two publications he wished to table entitled "Leeds Labour Market" and "Inequality to Inclusion". It was agreed that these would be despatched to members of EIAC

Following consideration of any matters arising, Councillor Hyde relinquished the role of Chair in order that the Committee could consider the next item of business

110 Election of Area Committee Chair for the 2012/13 Municipal Year

Draft minutes to be approved at the meeting
to be held on 21 June 2012

The Chief Officer, Democratic and Central Services, submitted a report on the process for the election of the Area Committee Chair for the 2012/13 Municipal Year in accordance with Article 10 of the Council's Constitution and Paragraph 5 of the Area Procedure Committee Rules. The report included a copy of the relevant Procedure Rules for reference.

It was reported that one nominee for Chair had been submitted by the closing date for receipt of nominations – that nominee being Councillor G Hyde. The Area Committee unanimously supported the motion to elect Councillor G Hyde as Chair and it was

RESOLVED – That Councillor G Hyde be duly elected as chair of the East Inner Area Committee for the 2012/13 Municipal Year

111 **Any Other Business**

Co-optee membership – a comment highlighting the lack of co-optees from the Gipton and Harehills localities was noted. EIAC noted that this would be raised at the next meeting of the Gipton CLT

Sub Groups – EIAC requested that dates for sub group meeting should be provided as soon as possible so that these can be entered into Members' electronic diaries

School allocations – EIAC noted that ward councillors had received a number of queries from parents whose children had not been allocated a place at their first choice of local school, and comments that some children were schooled outside of the east Leeds area were noted. EIAC requested that an officer from the Schools Allocations Section, Children's Services attend the June meeting

112 **Councillor P Gruen - Executive Member for Neighbourhoods, Housing and Regeneration**

Councillor P Gruen, Executive Member for Neighbourhoods, Housing and Regeneration, addressed the meeting on proposals to enhance the role of Area Committees in two new areas of work:

- the delivery of the Jobs + Skills Service through making local connections with the corporate LCC approach
- as consultees on major planning applications within the AC area

RESOLVED – To note the information provided by Councillor Gruen and to note the intention to present a detailed report to the June AC meeting

113 **Dates of Future Meetings**

RESOLVED - To note the dates for future meetings of East Inner Area Committee for the 2012/13 Municipal Year as the following: 21st June 2012; 6th September 2012, 18th October 2012; 6th December 2012; 7th February 2013; 21st March 2013 and 9th May 2013

(All meetings to be held on Thursdays at 5:30 pm)

Report of the Chief Officer (Democratic and Central Services)

Report to East Inner Area Committee

Date: 21st June 2012

Subject: Local Authority Appointments to Outside Bodies

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill Gipton & Harehills; Killingbeck & Seacroft		
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. This report outlines the procedures for Council appointments to outside bodies, and the Committee is requested to consider and appoint to those bodies listed at Appendix 2 to the report

Recommendations

2. The Area Committee is asked to confirm the nominees to work with the Outside Bodies identified at Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined in this report and as detailed at Appendix 1.

1 Purpose of this report

- 1.1 This report outlines the Area Committee's role in relation to Elected Member Appointments to Outside Bodies and asks the Committee to determine the appointments to those organisations which fall to the Committee to make an appointment to.

2 Background information

- 2.1 In April 2004 Full Council agreed that in future, Elected Member appointments to Outside Bodies should be undertaken by a constituted body of Elected Members and that appointments to all outside bodies should, where appropriate, be made with due regard to proportionality within the law. Attached at **Appendix 1** is the agreed Appointments to Outside Bodies Procedure Rules.
- 2.2 The Member Management Committee has responsibilities for Council appointments to Outside Bodies and for exercising decision making in the following areas:
- Considering requests from Outside Organisations seeking Elected Member representation;
 - Determining the category of appointment which will govern which Committee will make the appointments;
 - Making Elected Member appointments to Outside Bodies within the Strategic and Key Partnership category.
- 2.3 Due to the large number of organisations seeking Council representation, Council agreed that appointments within the Community and Local Engagement Category will be considered and approved by Elected Members serving on the relevant Area Committee.
- 2.4 In July 2004 the Member Management Committee met to consider allocation of appointments to each Area Committee. Attached at **Appendix 2** are those that have been determined should be made by this Area Committee.

3 Main issues

- 3.1 The Area Committee is requested to determine the appointments to those Outside Body appointments as detailed within Appendix 2.
- 3.2 The Area Committee must first consider whether it is appropriate for an appointment to be of a specific office holder¹ either by reference, if this is available, to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.

¹ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

- 3.3 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the Area Committee as a whole.
- 3.4 All appointments are subject to annual change unless otherwise stated within the constitution of the external organisation, which will therefore be reflected on the table at Appendix 2. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 3.5 Elected Members² will fill all available appointments but it is recognised that Political Groups may not wish to take up vacancies which are made available to them. In such circumstances, vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 3.6 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 3.7 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.

4 Appointments 2012-2013

- 4.1 This year there are **5** appointments to be made in relation to the following organisations:-
- Chapeltown Citizen's Advice Bureau (1)
 - Richmond Hill Elderly Aid (1)
 - ENE Area ALMO Panel (3)

4.2 Area Based Partnership Groups

Following a decision by Member Management Committee in 2008, in recent years, Area Committees have appointed to area based partnership groups. Specifically, Area Committees have appointed Members acting as local 'champions' in respect of each theme based Leeds Initiative partnership group.

Given the significant reconfiguration which has been made to the structure of Leeds Initiative, the overarching matter of Elected Member representation in respect of Leeds Initiative is scheduled to be considered by Member Management Committee in the new municipal year. Following Member Management Committee's consideration of this matter, further details will be provided to Area

² Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Committees at the earliest opportunity. However, it is noted that EIAC may wish to continue to appoint to the following partnerships until details are available from Member Management Committee later in the year

- Children's Partnership
- Divisional Community Safety Partnership
- Health & Wellbeing Partnership

5 Corporate Considerations

5.1 Consultation and Engagement

5.1.1 This report facilitates the necessary consultation and engagement with Area Committee Members in respect of appointments to the designated Outside Bodies.

5.2 Equality and Diversity / Cohesion and Integration

5.2.1 There are neither equality and diversity or cohesion and integration implications arising from this report.

5.3 Council policies and City Priorities

5.3.1 Council representation on, and engagement with those Outside Bodies to which the Area Committee has authority to appoint, is in line with the Council's Policies and City Priorities.

5.4 Resources and value for money

5.4.1 There are neither resource or value for money implications arising from this report.

5.5 Legal Implications, Access to Information and Call In

5.5.1 The matters detailed within this report are in relation to Area Committees' Council Functions, and as such, any decisions arising from it are not eligible for Call In.

5.6 Risk Management

5.6.1 In not appointing to those Outside Bodies listed within Appendix 2, there is a risk that the Council's designated representation on such organisations would not be fulfilled.

6 Conclusions

6.1 Having regard to the Appointments to Outside Bodies Procedure Rules (attached at Appendix 1), the Area Committee is asked to determine the appointments to those designated Outside Bodies detailed within Appendix 2 and consider whether to continue to appoint to the Area Based Partnership Groups

7 Recommendations

- 7.1 The Area Committee is asked to confirm the appointments to those Outside Bodies identified within Appendix 2, or agree any changes to the schedule, having regard to the Appointments to Outside Bodies Procedure Rules, as outlined within this report and as detailed at Appendix 1.

8 Background documents³

- 8.1 Appointments to Outside Bodies Procedure Rules
- 8.2 Area Committee Procedure Rules
- 8.3 Area Committees' Terms of Reference

³ 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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APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

Body/Person with authority to
change the document

Full Council

APPOINTMENTS TO OUTSIDE BODIES PROCEDURE RULES

1.0 Scope

- 1.1 These Procedure Rules relate to those external organisations and partnerships (referred to as *Outside Bodies*) which have requested the Council to appoint an Elected Member (or suitable nominee¹) to them
- 1.2 For the avoidance of doubt, these Procedure Rules do not apply to appointments to Joint Committees/authorities which are reserved to Council. These are listed separately in Part Three (Section 1) of the Constitution - Responsibility for Local Choice Functions.
- 1.3 Additionally it is recognised that, often at a local level, individual Elected Members may be personally approached to attend meetings of a variety of organisations in their personal capacity rather than in their capacity as a Councillor. Such instances are not covered within the scope of these Procedure Rules.

2.0 Determination of Outside Bodies to which an Appointment should be Made

- 2.1 The Head of Governance Services will maintain a list of all Outside Bodies to which the Council appoints an Elected Member.
- 2.2 Each year the Member Management Committee will review the list of notified Outside Bodies and will determine whether the Council should make/continue to make an appointment to those bodies.
- 2.3 Determination will be based on one or more of the following criteria being met:
 - the proposed appointment is a statutory requirement;
 - the proposed appointment would be consistent with the Council's policy or strategic objectives; and/or
 - the proposed appointment would add value to the Council's activities.
- 2.4 Requests from an Outside body to make an appointment received after such an annual review will be referred to the relevant Director who will:
 - Provide advice on whether the Outside Body meets one or more of the criteria in Rule 2.3; and;
 - Identify the Lead Officer to work with the appointed Member should an appointment be made to the Strategic and Key Partnerships category.
- 2.5 Such requests will then be referred to the Member Management Committee for determination by reference to the same criteria.

¹ Which shall include an appointment of an individual, who is not an elected member, made upon the nomination of an elected member when such a nomination is a requirement of statute and/or the Trust Deed of a registered charity.

Appointments to Outside Bodies Procedure Rules

3.0 Determination of how an Appointment should be made

- 3.1 Where an organisation is deemed to have met one or more of these criteria, the Member Management Committee will allocate it into one of the following categories.
- **Strategic and Key Partnerships** – participation contributes to the Council's strategic functions, priorities and community leadership role.
 - **Community and Local Engagement** – not necessary to fulfil strategic or key partnership role but, nonetheless, beneficial in terms of leading, engaging and supporting the community from an area or ward perspective
- 3.2 Where an Outside Body has been categorised as **Strategic and Key Partnership**, appointment to it will be made by the Member Management Committee.
- 3.3 Where an Outside Body has been categorised as **Community and Local Engagement**, appointment to it will be made by the appropriate Area Committee.
- 3.4 Where it is not clear as to which particular Area Committee should make an appointment, the Member Management Committee will refer the request to the relevant Area Committee Chairs who will determine which is the appropriate Area Committee to make the appointment. This will be reported to the next meeting of the Area Committee.

4.0 The Appointment Procedure

Strategic and Key Partnerships

- 4.1 The Member Management Committee will first consider whether it is appropriate for an appointment to be of a specific office holder² either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Member Management Committee. Such appointments will then be offered on this basis.
- 4.2 Nominations will then be sought for the remaining places. The Member Management Committee should have regard to a Member's current interests prior to making any appointment. The Member Management Committee will have regard to the principle of securing an overall allocation of places which reflects the proportion of Members from each Political Group on the Council as a whole.
- 4.3 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year replacements) runs for the municipal year, ending at the next Annual Council Meeting.
- 4.4 Elected Members³ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In

² For example it may be considered necessary or otherwise appropriate to appoint a specific Executive Board Member

³ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any

Appointments to Outside Bodies Procedure Rules

such circumstances vacancies will be notified to the Member Management Committee and agreement sought as to whether the vacancy will be filled.

- 4.5 A vacancy occurring during the municipal year will normally be referred to the Member Management Committee for an appointment to be made, having regard to the principles as described above.
- 4.6 The Director of Resources will have Delegated authority to make an appointment in the following circumstances:
- (i) where an appointment has been agreed by the Member Management Committee as a Whips nominee and the appropriate group Whip subsequently submits a nomination;
 - (ii) where a group Whip wishes to replace a Member previously approved by the Member Management Committee with another Member of the same group; and/or
 - (iii) where an organisation requires an appointment prior to the next meeting of the Member Management Committee, subject to this appointment being agreed by all Group Whips or their nominee.

That any instances of this delegation being used be reported to the next meeting of the Member Management Committee

Community and Local Partnerships

- 4.7 The Area Committee will first consider whether it is appropriate for an appointment to be of a specific office holder⁴ either by reference to the constitution of the outside body concerned or in the light of any other circumstances as determined by the Area Committee. Such appointments will then be offered on this basis.
- 4.8 Nominations will then be sought for the remaining places, having regard to trying to secure an overall allocation of places which reflects the proportion of Members from each Political Group on the area as a whole.
- 4.9 Elected Members⁵ will fill all available appointments but it is recognised that Party Groups may not wish to take up vacancies which are made available to them. In such circumstances vacancies will be notified to the Area Committee and agreement sought as to whether the vacancy will be filled.
- 4.10 All appointments are subject to annual change unless otherwise stated in the constitution of the external organisation. Each appointment (including in-year

allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

⁴ For example it may be considered necessary or otherwise appropriate to appoint a specific Ward Member

⁵ Section 249 Local Government Act 1972 states that Aldermen and Honorary Freemen may attend and take part in civic ceremonies but do not have the right to attend Council/committee meetings or receive any allowances or payments under a Members Allowance Scheme. This establishes the principle that such persons should not to be treated as Councillors, and therefore cannot be appointed to outside bodies in place of a Councillor if the request from an organisation is for a Councillor

Appointments to Outside Bodies Procedure Rules

replacements) runs for the municipal year, ending at the next Annual Council Meeting.

- 4.11 A vacancy occurring during the municipal year will normally be referred to the Area Committee for an appointment to be made, having regard to the principles as described above.
- 4.12 Area Committees may review the list of organisations to which they are asked to make appointments at any time and make recommendations to the Member Management Committee.
- 4.13 The Director of Resources will have Delegated authority to make an appointment where an organisation requires an appointment prior to the next meeting of the relevant Area Committee, subject to all Members of that Area Committee being consulted on the proposals.
- 4.14 That any instances of this delegation being used be reported to the next meeting of the relevant Area Committee.

Support for Elected Member Appointees To External Organisations

Lead officer: A lead officer will be identified by the relevant Director for all relevant appointments in the Strategic and Key Partnerships category .

This officer will work closely with the appointed Member(s) to provide briefings and support. Further advice will also be offered by the Chief Finance Officer and/or the City Solicitor as appropriate.

Briefings: For organisations in the Community and Local engagement category, a lead officer will not be allocated unless the Director and/or relevant Executive Member for the service area deem that this will be beneficial. However, the representative may still seek support and briefings from Council officers.

Induction: Partner/external organisations are expected to provide an induction into their affairs for newly appointed Council representatives. In the case of Strategic and Key Partnership Category appointments it is the lead officer's responsibility to ensure that an induction is arranged.

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Outside Body	Charity /Trust	No of Places	Review Date	No of places to review	Current appointees	Clr Y/N	Review Period	Group
Chapelton Citizens Advice Bureau	Yes	1	Jun-11	1	Vacancy	Y	3 yearly	vacancy Chapel:262 9479
Richmond Hill Elderly Aid		1	Jun-12	1	Ralph Pryke	Y	Annual	Liberal Democrat Richmo 248 5200
East North East ALMO Area Panels	No	3	Jun-12	3	Asghar Khan Vonnie Morgan Kamila Magsood	Y Y Y	Annual Annual Annual	Labour Labour Labour

5

5

5

5

Number of places
Places held pending review
Places currently filled beyond Ju
Number of places to fill

Percentage of Members on the Committee

Notional Places Allocated

Number of Members in the Com

Labour	78	3.89
Liberal Democrat	22	1.11
Conservative	0	0
Other to list		
Total	9	9

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Report of the Chief Officer (Democratic and Central Services)

Report to East Inner Area Committee

Date: 21st June 2012

Subject: Appointment of Co-optees to Area Committees

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

Summary of main issues

1. This report outlines proposals regarding the appointment of co-optees onto the Area Committee.

Recommendations

2. The Area Committee is requested to note the arrangements for the appointment of co-optees in order to support the work of the Committee.

1 Purpose of this report

- 1.1 This report advises the Area Committee of the arrangements for the appointment of co-optees in order to support the work of the Committee.

2 Background information

- 2.1 The Area Committee Procedure Rules state that each Area Committee may select up to five co-opted members to assist in the discharge of the Committee's role, in accordance with Article 10 of the Constitution.
- 2.2 Co-opted members may participate in the debate in the same way as Elected Members, but have no voting rights.
- 2.3 No co-opted member shall be appointed for a period beyond the next Annual Meeting of the Council.

3 Main issues

- 3.1 The East Inner Area Committee will receive nominations for co-option from the following Community Leadership Teams, once established, for the 2012/13 Municipal Year:
- Burmantofts & Richmond Hill Community Leadership Team
 - Burmantofts & Richmond Hill Neighbourhood Improvement Board
 - Killingbeck & Seacroft Community Leadership Team
 - Gipton Community Leadership Team
 - Harehills Community Leadership Team
- 3.2 The following community representatives were co-opted onto the Area Committee for 2011/12
- Lizz Johnson – Richmond Hill forum
 - Rod Manners – Killingbeck & Seacroft Community Leadership Team
 - Phil Rone – Burmantofts Forum
- 3.3 No formal nominations for 2012/13 had been received at the time of writing this report but will be reported at the meeting if submitted by the CLT's

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 This report advises the Area Committee of the opportunity to formally consider the possible appointment of co-optees to the Committee for the remainder of the municipal year.
- 4.1.2 The provision of co-opted representatives on Area Committees enables representatives of the local community to engage in the Committee's decision making process.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 In considering the appointment of co-optees, Members may wish to give consideration to ensuring that any co-options are representative of the community that the Area Committee covers.

4.3 Council policies and City Priorities

- 4.3.1 Co-opted representation on Area Committees, which enables representatives of the local community to engage in the decision making process is in line with the Council's Policies and City Priorities.

4.4 Resources and value for money

- 4.4.1 There are no implications arising from this report in respect of resources or value for money.

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.

4.6 Risk Management

- 4.6.1 There are no implications in respect of risk management arising from this report.

5 Conclusions

- 5.1 Given the provisions within the Constitution regarding the appointment of co-opted representatives to Area Committees, the Area Committee is invited to note the arrangements for the appointment of co-optees for the 2012/13 Municipal Year.

6 Recommendations

- 6.1 The Area Committee is requested to note the arrangements for the appointment of co-optees for the 2012/13 Municipal Year and request that future appointments to the co-optee vacancies be reported to the Area Committee as appropriate

7 Background documents¹

- 7.1 Area Committee Procedure Rules
- 7.2 Article 10 of the Constitution (Area Committees)

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

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Report of the ENE Locality Manager, Environment & Neighbourhoods Directorate

Report to the Inner East Area Committee

Date: Thursday 21st June, 2012

Subject: Delegation of Environmental Services – 2012/13 Service Level Agreement

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Burmantofts & Richmond Hill, Gipton & Harehills, Killingbeck & Seacroft		
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 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. Following the successful introduction of the first ever Service Level Agreement (SLA) for a delegated service with Area Committees, a refreshed SLA has been drawn up for the delivery of environmental services in Inner East during the 2012/13 municipal year.

2. This report provides details of the agreement, including new elements of service to be delivered through the locality team in 2012/13, and seeks approval of the document which will steer the work of the East North East Locality Team over the year ahead.

Recommendations

The Area Committee is asked to approve the attached Service Level Agreement for the delivery of delegated environmental services during the 2012/13 municipal year.

Purpose of this report

- 1 The purpose of this report is to present to the Area Committee, for approval, the Service Level Agreement (SLA) for 2012/13, through which the work of the Environmental Locality team will be directed and be accountable for over the year ahead.

Background information

- 2 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 3 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
 - the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 4 Services included in the delegation are:
 - Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Gully cleaning
 - Graffiti removal
 - Needle removal
 - Ginnel clearance
 - Dog warden services;
 - 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.
- 5 To enable this to happen, a restructuring of the previous Streetscene service was undertaken and completed by September 2011. Importantly this separated out the local street cleansing functions from the city's refuse and recycling functions and

created for the first time local supervisory/support roles for a key front line service. At the same time, Environmental Action Teams that had previously just focused on enforcement and regulatory practices were brought together with the street cleansing function to create new Locality Teams.

- 6 The delegation of the specified environmental services to Area Committee mean that the majority of service resources, mainly staffing, are devolved to a locality level to a Locality Manager. These resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to Locality Teams. The Service Level Agreement sets out the how those resources will be used to meet the requirements of each Area Committees in order to achieve the outcome of clean streets.
- 7 However, it should be noted for 2011/12 a number of the services listed in section 4 remained centrally managed whilst work was undertaken to move them into the locality teams; for example the dog wardens, gully cleansing crews, graffiti removal team.

Main issues

- 8 The first SLA for 2011/ 12 went live in September 2011 - reports to the December and March Area Committees cycles outlined progress over the period of the first SLA. The Locality Team has developed its capacity and learnt lessons from its first half year of delivering services through a SLA with the Area Committee.
- 9 New for the 2012/13 SLA are more specific, locality commitments around such issues as:
 - Priority ginnels for programmed cleansing/maintenance,
 - Cleaning of arterial routes
 - Gully cleansing,
 - Use of locality managed dog warden resource,
 - De-leafing,
 - Litter bin replacements/new sites,
 - Targeting of zero tolerance enforcement (geographical and issue based),
 - Dedicated enforcement/education patrols resources to be prioritised and directed at a ward level,
 - Cleaning around recycling (e.g. bottle banks) facilities.
- 10 Members have also raised the issue of performance management and reporting in the service. The SLA outlines the commitment to performance reporting and management which will be significantly strengthened over this SLA cycle.
- 11 The SLA sets out for each Area Committee how resources will be used in their area to meet local needs and achieve the outcome of clean streets. The SLA for the 2012/13 municipal year is attached at Appendix A.
- 12 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 the Executive Board. A breakdown of the ENE Locality Team budget for 2012/13 is shown at Appendix B.

13 The current structure for the ENE Locality Team is provided at Appendix C.

Progress under 2011/12 SLA and increased service commitments for 2012/13 SLA

14 2011/12 SLA - Successes:

- Established a good relationship with Members with increased confidence and trust that the service will deliver as promised and respond to issues as they arise,
- Amendments to mechanical and manual sweeping routes made as a result of local member intelligence and requests,
- New litter bins ordered/installed across the Area Committee,
- Ability to begin responding to long standing issues where there has previously been little or no service; such as cleaning of some ginnels, guided bus lanes, clearing of gullies on request etc.
- Capacity days built into the new mechanical sweeping schedules from September 2011 have reduced the impact of lost days to annual leave/sickness and increased the ability to respond to adhoc requests/ de-leafing etc
- Excellent working relationship with ENE Homes – for example agreement reached and implemented for ENE Homes to assist in the collection of full white bags containing litter collected by our street attendants or from the emptying of full litter bins. Thus releasing capacity for our crew to add more new litter bins to the schedule elsewhere.

15 2011/12 SLA - Lessons learnt:

- Quicker response to requests for new (and repairs to) litter bins needed,
- Still some occasions where litter bins are overflowing,
- More work required to better respond to problematic ginnels – with joint solutions required with highways in particular (for example installing drop down bollards to allow mechanical access).
- Greater recovery capacity needed in manual sweeping schedules to enable team to make up for days lost due to annual leave, sickness etc.
- Insufficient capacity in the team or partner services to complement enforcement activity with localised educational/preventive approaches

16 Environmental Improvement Zones for 2012/ 13

The locality team will focus attention on agreed zones within the Area Committee's agree priority neighbourhoods as part of the 2012/13 SLA (see appendix D for map of the zones approved by Area Committee).

The purpose of concentrating efforts in these zones is to overcome long standing environmental problems experienced in these streets by working with residents, landlords and local businesses on changing behaviour and increasing community pride and ownership of problem and solutions. Where necessary this will be supported by a zero tolerant approach to enforcement.

Progress made through the additional work undertaken in these zones will be reported and monitored through the relevant ward member meetings and the Area Committee's Environmental Sub Group.

17 Ward based actions

The locality team will respond to requests made through ward members and agreed actions will be tracked the regular ward member meetings facilitated by Area Management. A senior member of the locality team will attend all ward member meetings as required by members.

This will include requests from ward members to amend/vary mechanical and manual sweeping routes and/or schedules.

If there are implications for other wards of shifting resources/changing schedules, the matter would normally be referred to the environmental sub group to agree the best way forward.

18 New commitments for the 2012/13 SLA

The locality team has developed its capacity and learnt lessons from its first half year of delivering services through a SLA with the Area Committee. The improved capacity through smarter working together with new elements of service now managed through the locality team allows the SLA for 2012/13 to make further commitments in such issues as:

- Priority ginnels for programmed cleansing/maintenance – to be identified at ward level
- Gully clearing – an annual ward based programme plus quicker response to local referrals/problems
- Cleaning around local council recycling (e.g. bottle banks) facilities – most problematic ones to be agreed at ward level
- Cleaning of guided bus lanes (e.g. York Road)
- Cleaning of arterial routes (in conjunction with the new grounds maintenance contract with Continental Landscapes) – to be agreed at ward level where there are sites for concern that may require traffic management, such as the York Road stretches of road.
- Litter bin replacements/new sites

- Targeting of zero tolerance, intelligence led enforcement activity (mainly through the new EIZs but also as part of problem solving in wards)
- Working together with local communities in targeted zones (EIZs) to change behaviour, increase neighbourhood pride, problem solve causes of litter/detritus and turn around neighbourhoods experiencing long term environmental issues.

The team will work at ward level with elected members to identify their local priorities from the above list and agree specific sites that cause the greatest local concern with regards to cleanliness.

19 Executive Board expectations

In addition, a report presented to the Executive Board by the Assistant Chief Executive (Customer Access and Performance) on 10th February 2012 included the following summary of feedback from Elected Members across the city on issues they would like to see addressed in the new SLA for 2012/13:

- An account of what the service is doing to become more efficient and effective and how it will evidence productivity gains to Area Committees,
- Strengthening the education and enforcement strategy of the service,
- Improving the reporting of progress to area committees that minimises jargon, uses plain English, describes outcomes and includes resident satisfaction measures,
- Providing for a robust community engagement strategy that draws on intelligence gathering from and feedback to the community,
- Strengthening and providing consistency in the involvement of Police Community Safety Officers in enforcement action,
- Deepening the engagement of Parish and Town Councils in the delegation,
- Providing clarity on the resources and approach applied to bin-yards and how a range of local resources will be aligned to tackle the problem,
- Providing clarity on the resources and approach applied to ginnel and gully cleansing and graffiti and how a range of local resources will be aligned to tackle the problem,
- Improving the levels of coordination for white bag collection,
- Providing clarity on the role of the Community Payback Team in environmental improvement programmes,
- Addressing the lack of litter bins e.g. near bus stops,
- Addressing the approach to orphan land and private estates.

20 The locality team will address the above through the 2012/13 SLA and will update the Area Committee on its progress throughout the year.

Corporate Considerations

21 Consultation and Engagement

- In addition to scheduled environmental sub-group meetings, discussions and agreements on priorities and emerging issues will continue at the monthly ward level meetings with Members. The Area Committee will also continue to receive six monthly updates on performance and be consulted, as it was in March 2012, on future SLAs/service developments. The locality team will also continue to engage with and support Community Leadership Teams or Neighbourhood Board meetings as appropriate/relevant.

22 Equality and Diversity / Cohesion and Integration

§ A key principle of locality working and the Service Level Agreement is a focus on delivering the best outcome for residents across the area, so that the streets and neighbourhoods in which they live are of an acceptably clean standard. This principle underpins equality and community cohesion, seeking to bring neighbourhoods with poor environmental quality up to an acceptable standard, whilst improving all areas of Leeds.

23 Council Policies and City Priorities

§ The delegation of environmental services to Area Committees, via an approved Service Level Agreement, contributes significantly towards the Stronger Leeds section of the new Safer & Stronger Communities Plan 2011-15. By delivering services at an Area Committee level, the priority to *'ensure that local neighbourhoods are clean'* will be much more achievable.

24 Resources and Value for Money

§ The SLA is transparent about the level of resources available to deliver services within the ENE Locality area over the period. The level of revenue resources within ENE Locality remains as per the levels during the 2011/12 municipal year. It should be noted however that there is a financial expectation that £50k of savings will be achieved in 2012/13 through closer working with Parks and Countryside Services, together with a vacancy factor saving to contribute towards corporate targets. The amount of capital funds available to repair/replace litter bins is reduced for 2012/13 to £17k (from £22k in 2011/12).

§ A number of additional services such as the bush crew, needle removal, car parks and graffiti removal were added to the delegation during 2011/12. Whilst these services were delegated with a full service budget the management and supervision of these additional services is being met from existing resources and responsibility is currently shared across the three teams. Further discussions will take place across the year about resource allocation and deployment at Area Committee, locality team and citywide levels.

25 Legal Implications, Access to Information and Call In

- § Following revision to the Council's Constitution, the Area Committee has the legal powers to approve the attached Service Level Agreement and therefore formally undertake the delegation of services set out within it.
- § There are no further legal implications.
- § The report contains no information that is deemed exempt or confidential.
- § The Area Committee's decision to approve, or not, the attached Service Level Agreement is eligible for call-in, within the standard five working day period from the date the decision is published.

26 Risk Management

- § The Area Committee is being asked to approve the attached Service Level Agreement, which will formalise the partnership arrangements between the ENE Environmental Locality Team and the Committee. The Service Level Agreement ensures the significant input of the Area Committee and influence over the locality teams budget deployment at a local level.

Conclusions

- 27 A significant amount of collaborative work has been undertaken and real progress made during the first SLA which took effect from September 2011. This second SLA will be the first to cover a full year, during which time performance monitoring will be undertaken by the Area Committee's Environmental Sub group and highlight reports provided to the Area Committee at half year and full year. The 2012/13 SLA will also be underpinned by continued engagement and responsiveness at ward member level and tracking of progress/actions at ward meetings.
- 28 The 2012/13 SLA seeks to build on the foundations laid under the first SLA and seeks to continually improve and better align delegated services to local need through the revised SLA principles. The SLA demonstrates that the delegated service continues to progress, through the addition of new responsibilities and improved capacity to deliver more through more effective working. The locality team will strive to continue this progression in 2012/13 through to 2013/14.

Recommendations

- 29 The Inner East Area Committee is asked to:
 - a) Note the contents of the report;
 - b) Approve the attached Service Level Agreement for 2012/13.

Background documents

- Leeds City Council Constitution.

- Report: Delegation of Environmental Services - Service Level Agreement, to Area Committee - September 2011.
- Report: ENE Locality Team Service Level Agreement Performance Update, to Area Committee - December 2011.
- Report: Environmental Services - Consultation on the 2012/13 Service Level Agreement to Area Committee – March 2012

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Services Level Agreement 2012/13 Delegation of Environmental Services

1 Parties

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

2 Period of the agreement

- 2.1 This Service Level Agreement will take effect from 21st June 2012, until five working days after the first Area Committee meeting in the municipal year 2013, or an earlier date as agreed by both parties.

3 Purpose of the agreement

- 3.1 To achieve agreed standards of delivery for those services that fall within the scope of the environmental delegation to Area Committees.
- 3.2 To set out the outcomes expected of the environmental Locality Team within the Area Committee's area and how success will be measured.
- 3.3 To promote greater accountability in the provision of environmental services and to enable elected Members to be more involved in decisions concerning the prioritisation and level of service delivered within the scope of the delegation. As well as improved flexibilities around those services which are delivered on a routine/routes basis, this may include specific service requirements to tackle local issues and plan/respond to local events and seasonal issues.

4 Scope of services covered by the agreement

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

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

- Leaf clearing
 - Flytipping removal
 - Gully cleansing
- **Regulatory environmental services -**
 - Flytipping enforcement
 - Graffiti enforcement
 - Dog controls (e.g. strays, fouling)
 - Highways enforcement
 - Domestic & commercial waste storage & transportation control
 - Overhanging vegetation control
 - Litter control (FPNs, flier controls etc)
- 4.2 The core services will continue to be delivered on an agreed citywide operational basis of:
- (a) Street Cleansing - deliver a 7 days a week service across the city. Staff work 10 hours shifts per day based on a 4 by 3 shift pattern over a fortnight. Operations commence between 6am and 8am.
- (b) Regulatory Environmental Services - operate on a Monday to Friday, normal working hours basis. Weekend and evening working is possible by prior arrangement, but usually at additional expense.
- 4.3 Local variations to the above basis for the delivery of the service can be negotiated as part of the SLA as an agreed additional, bespoke service, paid for from Wellbeing budget for example.

5 Roles & responsibilities

- 5.1 The specific responsibilities of parties involved in the delivery, management and oversight of the SLA are set out in appendix 1.

Elected Members

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

(b) Area Committee Chair: To liaise with the Locality Manager to ensure that decisions on service delivery are being made in accordance with the SLA and that timely and accurate reports/information are provided for Area Committee and relevant sub/ward meetings in order for the Area Committee to meet its responsibilities. To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required (for example at the Area Chairs' meeting).

(c) Environment Champion: To work collegiately with the other Environmental Champions and the Executive Board Member to help change

attitudes and behaviours across the city that will improve the environment at a local level. To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality and promote the delivery of solutions through partnership working.

(d) Environment Sub-group: To receive quarterly reports on the delegated services and closely monitor the performance and outcomes of the SLA. To consider in-year variations to the SLA, where necessary making recommendations to the Area Committee for the Locality Manager to implement. To undertake an annual review of the SLA and the development of a new SLA for 2013/14. To consider equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

Environmental Locality Manager

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes.
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a new agreement for the following municipal year.
- To work in partnership with other organisations/agencies delivering environmental services, e.g. ALMOs, Parks & Countryside, to ensure a holistic approach to environmental cleansing and regulation regardless of land ownership;

6 Service principles and priorities

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

(a) Outcome focused:

The ENE Locality Team will focus on delivering the best outcome for residents across the Inner East 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 grotspots, plan for known local events that

may effect the cleanliness of neighbourhoods and go where the problem is at that time.

(c) **Common sense approach:**

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

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

The service will work as part of the “team neighbourhood” approach and contribute towards tackling problems identified in the agreed priority neighbourhoods of Burmantofts, Gipton, Harehills, Richmond Hill and Seacroft.

(e) **Supporting community action:**

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

(f) **Education and Enforcement:**

We will develop and implement local strategies which effectively combine education and enforcement approaches to tackling long standing problems. 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. We will take a lead on the environmental improvement of agreed zones within the priority neighbourhoods.

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

We will work in partnership with ENE 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.

7 Service activity

7.1 The Environmental Locality Team, via this SLA, undertakes to provide the following service provision to the Inner East wards of Burmantofts & Richmond Hill, Gipton & Harehills and Killingbeck & Seacroft as determined by the Committee and statutory obligations placed upon the Council. Activity type is split between programmed and reactive service provision, with activity detailed separately below for each service.

7.2 Street Cleansing Functions

(a) Mechanical Path & Road Sweeping

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

Each block represents approximately 20km of road/paths (ie 10km x 2 sides of the road) and is now split into 2 halves – and sweeping alternates between the two halves each time the block is scheduled to be cleaned. Those streets/roads that have been identified as requiring a sweep/clean at every visit are indicated on the route maps. The service will work with ward members to review the new routes/blocks and agree where changes to which streets are done on which cycle/or on both can be made.

A mechanical path sweeper can complete one route per working day, whilst a road sweeper can complete two routes per day. Routes are scheduled to be completed for both path and road sweeping on the same day and frequency, therefore on the same day two path sweepers will complete the same two routes that one road sweeper completes.

Detailed schedules and maps of the routes of the mechanical sweeping function are available from the team and can be amended through agreement at ward member meetings providing there is no affect on neighbouring wards or extra resource requirement.

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

(b) Manual Litter Picking

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

The routes and frequencies covered by the Inner East SLA are available from the team.

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

There is no direct capacity built into this element of the service to cover for sickness and annual leave although call can be made on the limited cover budget.

(c) Litter Bins

Litter bins will be emptied and the immediate vicinity checked for cleanliness by one of the two crews on duty in the ENE Locality Team. The SLA is for all

bins to be emptied without any overflowing and the frequencies of visits to bins will be adjusted to ensure this commitment is met.

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

(d) Flytipping

The team will aim to respond to reported instances of flytipping on public land within 24 hours. This will usually involve an initial visit by enforcement staff to assess whether sufficient evidence can be gathered to enable a legal notice to be issued or fine/prosecution to be made. If the flytip is then clear to be removed by LCC then our flytip crew will do this as soon as possible, usually within 48 hours.

(d) Gully cleansing

New to the 2012/13 SLA is the addition of the management of the gully cleansing operations for ENE. There are approx 44,000 gullies to clean across the 9 wards in ENE. The one vehicle allocated to ENE will operate on a 7 day/wk shift pattern. It will spend about a month in each ward throughout the year, working 6 days in that ward and using the other day to respond to referrals from other parts of the locality. In periods of heavy rain etc, the crew may be stood down from ward based programmed work to concentrate on referrals only. The team will respond as quickly as they can to ward member referrals of blocked drains/gullies.

7.3 Environmental Enforcement and Regulation

The enforcement element of the service operate on a Monday – Friday basis, although weekends and evening working is possible by prior arrangement, but usually at additional expense.

Historically, the majority of work undertaken by the regulatory team involves responding to requests for service made by members of the public, via the Council's contact centre, or ward Members. Responding to these issues in this manner takes up approximately 80% of the time available within the team.

For 2012/13 the work of this element of the team will be split into two parts – those focusing on agreed improvement zones in the Area Committees' priority neighbourhoods, and the rest responding to issues throughout the remainder of the ENE locality.

The Environmental Improvement Zones (EIZs) to be tackled in 2012/13 in Inner East area are provided in appendix D of the accompanying report for this SLA

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

New to the SLA for 2012/13 is the management of dog warden resource in the locality team. This small resource (1.5 staff), will be used to problem solve and utilise the intelligence/resource of other locality team staff and partner organisations to tackle hotspot streets/open spaces/parks where dog fouling, nuisance and flouting of dog control orders is worst. They will also continue to respond to reports of stray dogs.

7.4 Responding to urgent issues

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

8 Service outcomes

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

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

8.2 In order to set an achievable service improvement target, the Area Committee baseline performance on NI195 will be compared against the citywide average and a % improvement allocated based on variance from the city average.

8.3 In addition, the effectiveness of the interventions and actions carried out in the new EIZs will be measured by six monthly resident satisfaction/perception surveys in the agreed zones. These will be reported through the sub group to Area Committee.

9 Accountability

9.1 The Environmental Locality Manager will be accountable to the Area Committee for the delivery of services as laid out in the SLA.

9.2 The Area Committee will be accountable to Executive Board for the achievement of service outcomes and the local execution of Executive Board policies on environmental quality.

- 9.3 As concurrent delegated authority exists with the Director of Environment & Neighbourhoods and Chief Environmental Services Officer, these positions will remain accountable to the Executive Board for the effective and efficient delivery of environmental services and related decisions.
- 9.4 Ultimately, however as an Executive Function, the Executive Board of Leeds City Council will remain accountable for delivery of environmental services to the residents of Leeds.

10 Reporting & performance monitoring

10.1 Environment Sub-group

Quarterly service activity reports will be submitted by the Environmental Locality Manager to the Environment Sub-group for consideration. Through the sub-group, the report will be used to identify changes in issues and priorities, and therefore help guide service delivery over the following quarter(s).

10.2 Area Committee

Twice yearly performance monitoring reports will be submitted by the Environmental Locality Manager to the Area Committee for consideration. The report will detail the performance against service outcomes and the execution of Executive Board policy locally.

10.3 Executive Board

An annual report will be submitted by the Area Committee to Executive Board, detailing the performance against service outcomes and the execution of Executive Board policy locally.

11 Review process

- 11.1 The Agreement will be reviewed on an annual basis, to inform the production and approval of subsequent Agreements. The review will be undertaken in line with the corporate budget cycle and review process, to ensure that consideration is given to changes in budget allocation and corporate priorities.
- 11.2 The review process will be undertaken jointly with officers of the service and all, or nominated Members from the Area Committee.
- 11.3 The review process will commence in Oct – Dec quarter and completed in the Jan – March quarter. A revised agreement, in draft format, will be approved at the last Area Committee meeting of the municipal year (March/April), along with the second service monitoring report outlining performance against the current year's agreement.
- 11.4 The new SLA for the incoming municipal year will be formally approved by the Area Committee at its first meeting of the next municipal year (June/July).
- 11.5 Both parties can request re-negotiation of the contents of the agreement in the event of changes to local need or preferences, service demand or citywide policy in respect of environmental cleanliness/services. Any requests will

need to be formalised through either an Area Committee meeting or the Environment Sub-group, whichever is deemed most appropriate. Should urgent changes to service delivery be required, then under the Council's scheme of delegated authority, the Environmental Locality Manager will have the power to approve and implement such changes.

12 Resolving Disagreements

- 12.1 The Area Committee Procedure Rules in the Council's constitution set out the ultimate procedure to follow in the event of a fundamental disagreement between the Area Committee, and the service.
- 12.2 In general, it is expected that all parties will try to resolve a dispute locally in the first instance. Where a mutually acceptable resolution cannot be reached, the matter will be referred to the Director of Environment & Neighbourhoods and/or the Executive Member for Environmental Services. Both have the right to refer the matter to the Executive Board for consideration. In instances where the dispute has an impact on service delivery, the Director of Environment & Neighbourhoods shall have the right to implement a temporary solution, pending Executive Board consideration of the disputed issue.
- 12.3 Where disagreements arise over decisions made by the Area Committee or the Director of Environment & Neighbourhoods, then the Area Committee Procedure Rules of the Constitution will be followed.

13 Confidentiality & Legal Requirements

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

Signed:.....
Date:

Signed:.....
Date:

Appendix 1: Roles and Responsibilities of Parties

The Area Committee

- To develop and approve an annual Service Level Agreement (SLA) to achieve as a minimum the Council's statutory obligations and the execution of Executive Board policies;
- To determine, via the SLA, the principles of deployment of the available resources by:
 - identifying priorities for service delivery (both geographical and in terms of types of service to be delivered)
 - Agreeing the most appropriate approaches to be taken to achieve local environmental cleanliness and quality;
- To be responsible for monitoring and reviewing the delegated activities in relation to the service outcome specified in the SLA; and
- To be responsible for negotiating amendments to the SLA with the Service to accommodate unforeseen events or address patterns of service failure during the course of the agreement period. Inevitably

Area Chair

- To lead the Area Committee in its consideration and decision making processes in regard to the delegated environmental services;
- To represent the Area Committees' view point on environmental services and related issues outside of Committee meetings, e.g. Area Chairs' meeting;
- To liaise with the Locality Team Manager to ensure that decisions on service delivery are being made in accordance with the Agreement;
- To work in partnership with other Chairs across the relevant 'wedge' and the city as a whole as required; and
- To establish and maintain productive relationship with Officers to achieve the best outcomes from the available resources.

Environment Champion

- Through an environment sub-group (where one exists), to act on behalf of the Area Committee in overseeing the implementation of those parts of environmental services delegated to the Area Committee;
- To promote commitment to the wider local environmental agenda through the active engagement of elected Members, local authority environmental services and local partners;
- To increase the understanding of the barriers and issues faced at locality level to improving local environmental quality;
- To help change attitudes and behaviours to improve the environment at a local level; and
- To establish and maintain productive relationship with Officers to achieve the best outcomes from the available resources.

Environment Sub-group

- To oversee and give support to the implementation of the SLA, including securing community involvement in the design, deployment and monitoring of the delegated services;
- To receive quarterly reports on the delegated services and closely monitor the performance and outcomes of the SLA;

- With relevant officers, to undertake, an annual review of the SLA.
- To assist in the annual development of a new SLA, setting priorities for service delivery;
- To consider in-year variations to the SLA, making agreed recommendations to the Area Committee and Locality Manager to implement; and
- To consider equality, diversity, community cohesion and community safety matters in relation to the delegation of environmental services.

The Environmental Locality Manager

- To deliver services under the delegation in line with the preferences and guidance set out by Members within this SLA;
- To work in partnership with other organisations/agencies delivering environmental services, e.g. ALMOs, Parks & Countryside, to ensure a holistic approach to environmental cleansing and regulation regardless of land ownership;
- To maintain records of service activity as necessary to monitor performance against the SLA outcomes.
- To report on service activity against the requirements of this SLA, in line with the review and performance monitoring framework;
- To establish and maintain productive relationship with Members to achieve the best outcomes from the available resources;
- To lead the SLA's annual review process, including the development of a new agreement for the following municipal year.

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ENE Locality Team - Budget for 2012/13

Appendix B

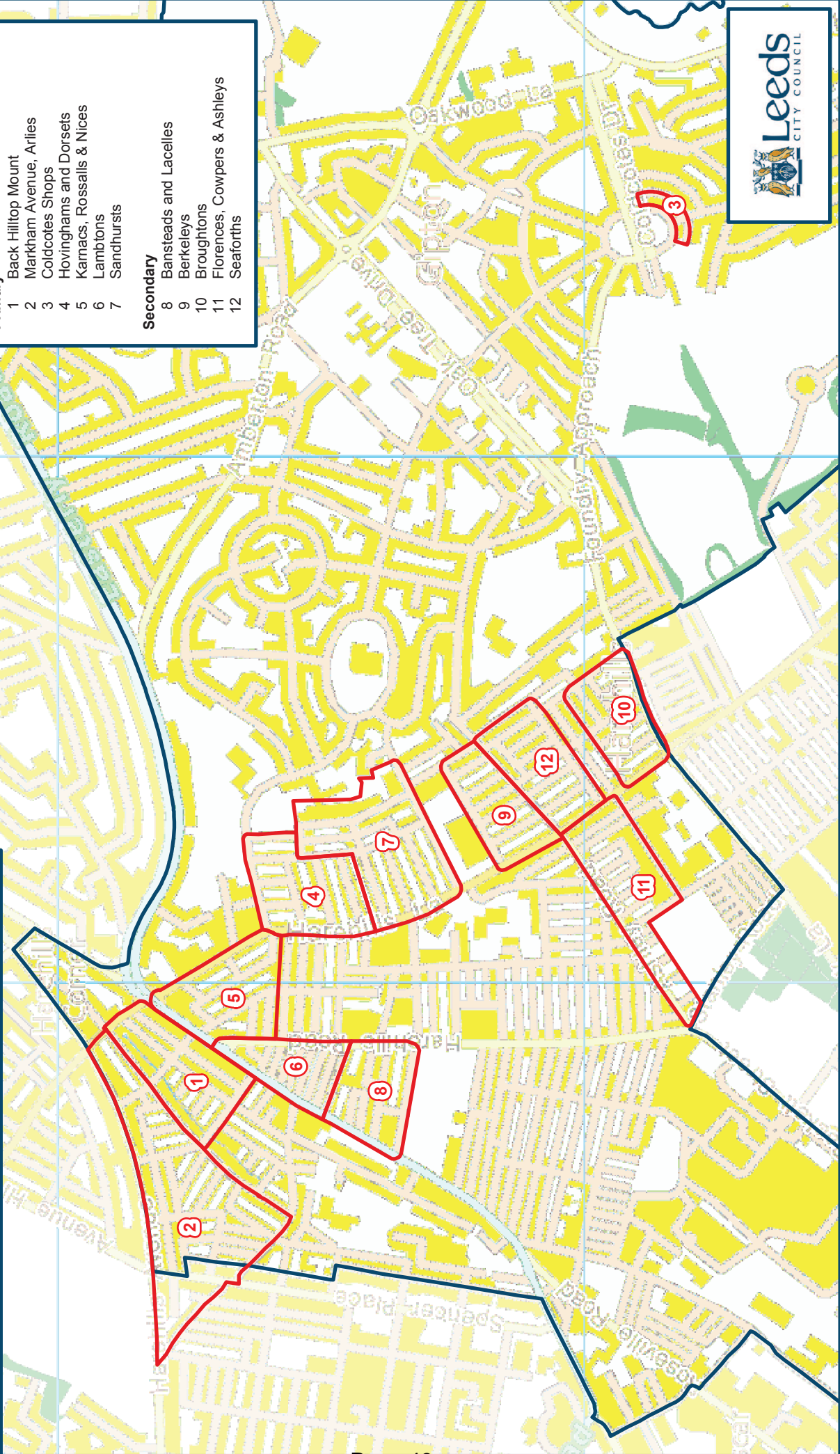
Budget Heading	£	What this pays for	What is NOT included:
Staff Functions			
Management & Support	219,240	Locality Manager, Service and Team Managers and Admin Support	There are a number of elements of delegation that will continue to be budgeted for at a city level although begin to be managed in localities. These include: Dog Warden Service Graffiti team Weedspraying Disposal cost of street waste Past pension costs Gullies
Supervisors	67,720	2 Supervisors working shifts to cover the 7 day/wk service	
Bulk/Fly tipping team	83,730	2 drivers and 2 street attendants working shifts to deliver a 7 day/wk service	
Pathsweepers	216,130	10 drivers working shifts to deliver a 7 day/wk service	
Roadsweepers	84,700	4 drivers working shifts to deliver a 7 day/wk service	
Litter bins emptying	163,550	4 drivers and 4 street attendants working shifts to deliver a 7 day/wk service	
Street Litter	338,930	17,4 street attendants working shifts to deliver a 7 day/wk service	
Environmental Health & Technical	104,080	2.6 environmental health and technical staff	
Community Enforcement Staff	322,830	12 community enforcement staff	
Overtime	93,110	}operational cover	
Supply (Agency)	25,420		
Insurance, training & travel	4,700		
	1,724,140		
Premises Costs	85,000	Incl. £75k rent/service costs for Reginald Centre offices, £10k Works in Default	
Supplies and Services	45,910	Operational materials/equipment	
Fleet & Transport Costs			
Fleet Hire	170,060	Contract hire of 5 x pathsweepers	
Leasing costs	17,050	} Running costs for 2x Road Sweepers, 2x Caged tipper, 1x Tipper, 1x operational van	
Maintenance/repairs	112,080		
Fuel	97,230		
Vehicle insurance	3,360		
Staff travel	6,840		
	406,620		
Legal Costs	22,770	Cost of prosecutions and advice	
Prudential Borrowing costs	4,500	Financing costs of Bin replacement	
TOTAL EXPENDITURE	2,288,940		
INCOME	- 29,890	Ad hoc cleansing, Court Costs and recovery of 'Works in Default'	
SUB TOTAL	2,259,050		
Targeted efficiency	- 50,000	Closer working with Parks & Countryside	
NET BUDGET	2,209,050		

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Gipton & Harehills Ward Proposed Environmental Improvement Zones

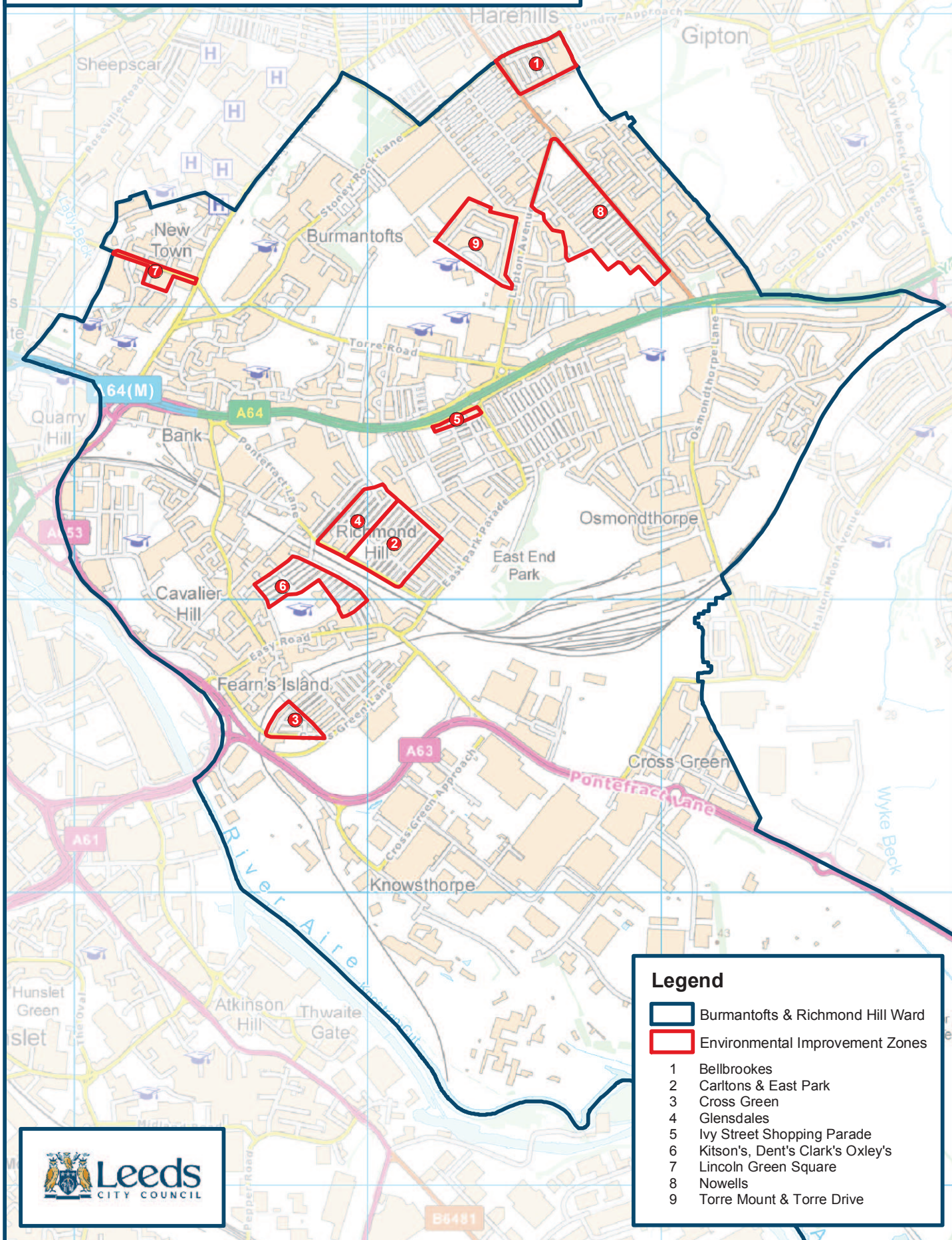
- Environmental Improvement Zones
 - Gipton & Harehills Ward
- Primary**
- 1 Back Hilltop Mount
 - 2 Markham Avenue, Arlies
 - 3 Coldcotes Shops
 - 4 Hovinghams and Dorsets
 - 5 Karnacs, Rossalls & Nices
 - 6 Lambtons
 - 7 Sandhursts
- Secondary**
- 8 Bansteads and Lancelles
 - 9 Berkeleys
 - 10 Broughtons
 - 11 Florences, Cowpers & Ashleys
 - 12 Seaforths



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Burmantofts and Richmond Hill

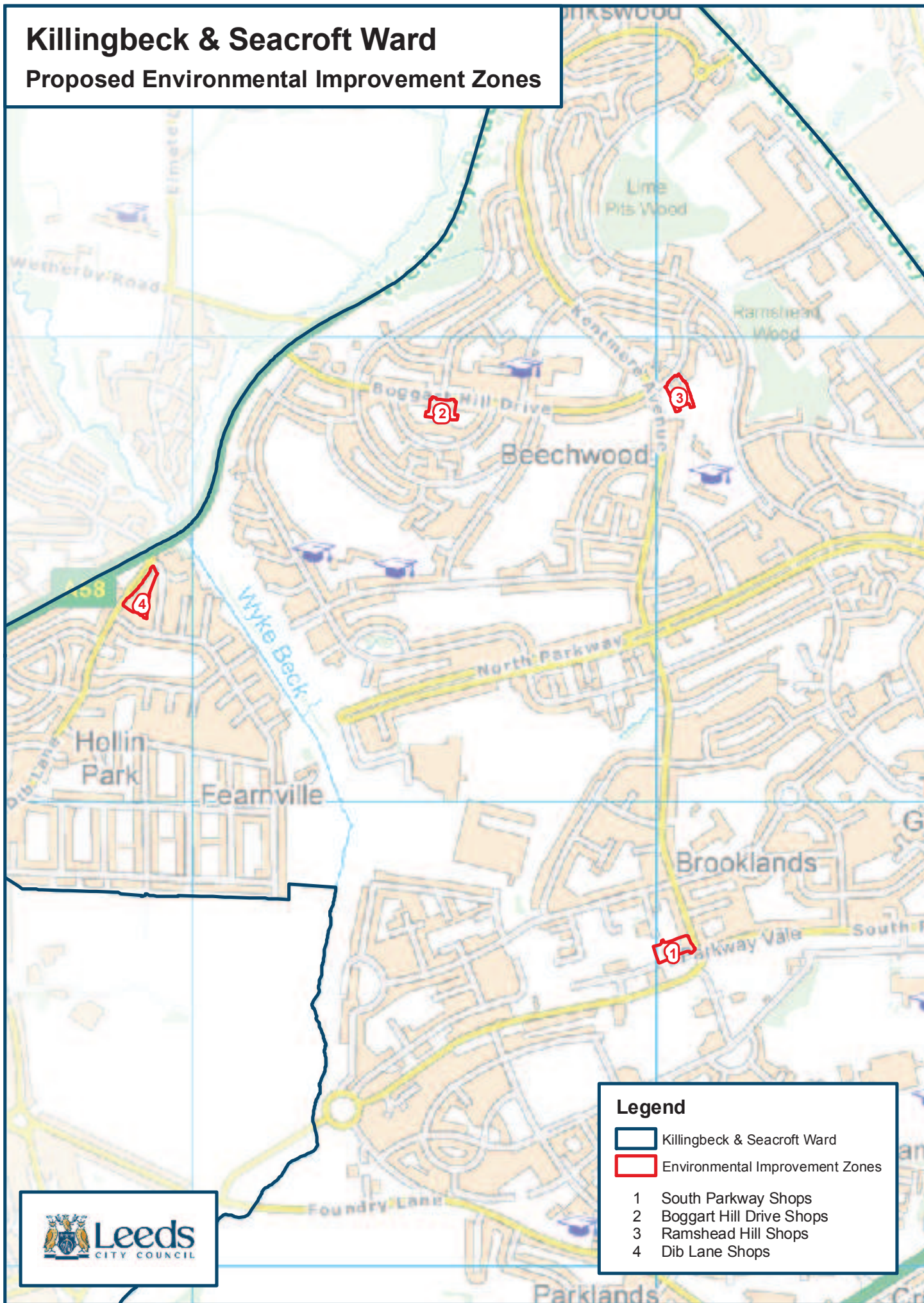
Proposed Environmental Improvement Zones



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Killingbeck & Seacroft Ward

Proposed Environmental Improvement Zones



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Report of North East Divisional Community Safety Partnership

Report to Inner East Area Committee

Date: 21st June 2012

Subject: North East Divisional Community Safety Partnership Annual Report

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

Summary of main issues

1. To update ward members of the overall performance of the North East Divisional Community Safety Partnership and Neighbourhood Policing Teams for 2011/12
2. To provide an overview of the work undertaken by the partnership within the locality to reduce crime and disorder

Recommendations

3. The Area Committee is asked to note the contents of this report of the North East Divisional Community Safety Partnership.
4. Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2012/13 through partnership work at neighbourhood level.

1 Purpose of this report

1.1 The report will focus on the following key issues:

- Update Members on progress and outputs of the Neighbourhood Management Tasking Arrangements
- Report on Thematic Sub Groups and activities
- Report on the Performance of the NE Police Division and partnership
- Summary of ward crime statistics, public confidence and user satisfaction
- Report on multi agency 'Operation Champions'
- Report on agreed community initiatives funded via Proceeds of Crime confiscations (POCA).

2 Background information

This report provides Members of the Area Committee with an overview of the performance of the North East Divisional Community Safety Partnership and ward based Neighbourhood Policing Teams. It will also include details of the key initiatives that have been delivered in local communities to reduce crime and disorder. The report focuses upon the period 1st April 2011 to 31st March 2012.

3 Main issues

3.1 Performance Framework

3.2 The Divisional Community Safety Partnership (DCSP) will continue to develop activity and management performance against strategic outcomes of the city, defined by The Safer and Stronger Communities Board Partnership plan 2011-2015 which will focus on delivering the following strategic priorities:

- Reducing crime levels and its impact across Leeds
- Effectively Tackle and Reduce Anti-social behaviour in our Communities

3.2 We are currently awaiting ratification of the Safer Leeds performance targets and performance framework for 2012/13 (North East Police Divisional Targets are outlined in Appendix A)

3.3 Attached is an updated structure chart for the North East Divisional Community Safety Partnership (see Appendix B) with details of the relevant lead officers. The structure is continuously reviewed to ensure delivery against new priorities

3.4 **Operation Champion** - Several 'Multi agency operation days of action' have been carried out across the ward during 2011/12 and have been based around themes and deployed into areas of concern. Due to the successful embedding of partnership work and daily problem solving into core business and improved communication between partner agencies, the need for intensive six weekly planned operations has eased . We will continue to deliver operations during 2012/13 with a minimum requirement of four operations per year per Neighbourhood policing team

3.5 **POCA**

3.6 Following the success of the project over the last four years , the North East Division allocated a total of £38,145 funding confiscated from criminals under the Proceeds of Crime Act to the Divisional Community Safety Partnership during 2011/12 to continue to support local groups with community projects/activities. In total, across the whole division, we approved and funded 99 applications and spent £28,519 . The remaining balance was carried forward to the new financial year and has been spent during April/May . We have received numerous emails showing appreciation and thanks for support. Information regarding the awards continue to be advertised in the neighbourhood management / Neighbourhood Policing Team newsletters and on the police Neighbourhood Policing Team websites. We will be continuing the scheme into 2012/13 Appendix C provides a summary of projects funded in the Inner East area.

3.7 **Public Confidence and Satisfaction**

3.8 North East Leeds continues to have the highest Public Confidence in Local Policing during 2011/12 at 62.0 % (March 2011) compared with the West Yorkshire force average of 54.6 % .

3.9 Operation Confidence commenced in February 2009 and is a contributing factor to the high rates of public confidence. The North East Division produces 11 neighbourhood management newsletters detailing partnership activity around crime and grime within the Neighbourhood Policing Team and delivers to 128,000 households three times a year. Feedback from residents continues to be positive and illustrates they are pleased to be kept informed around crime and grime issues. Funding has been secured for 2012/13 and contributions have been agreed by North East Police Division, East North East Homes, Safer Leeds Partnership and Aire Valley Homes.

3.10 **Joint Police Community Safety Officer Protocol between Leeds City Council and West Yorkshire Police**

3.11 In April 2011, the Council agreed to extend the existing arrangement with West Yorkshire Police Authority to retain the level of Police community safety officers (PCSO'S) in Leeds. The investment by the Council was awarded on the basis of strengthening arrangements between PCSOs, Neighbourhood Policing Teams and Leeds City Council Services. One particular aim is to support the improved delivery of locally identified environmental priorities and this was supported at the Council's Executive Board in September 2011.

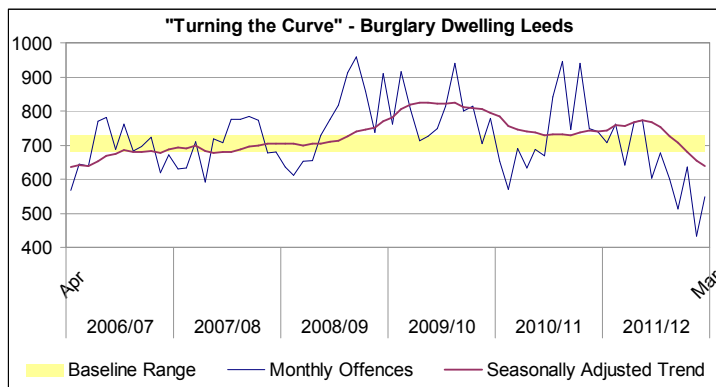
3.12 There are strong links between crime and disorder and environmental issues and this protocol is aimed at ensuring the quality of the local environment is incorporated into the work of crime reduction partnerships. It is important that the fear of crime, heightened by issues such as graffiti, litter and abandoned vehicles, is addressed. This protocol provides a coordination and tasking mechanism for Neighbourhood Policing Teams , Police community safety officers and Council Officers to jointly deliver better outcomes in respect of environmental issues and enforcement in localities. The North East Divisional community safety partnership are fully supporting the implementation of the newly agreed 'Enviromental Improvement Zones. In North East the PCSOs and neighbourhood policing teams are playing a pro-active and re-active role in addressing environmental issues . In Feb /March 2012 the East North East environmental action team have delivered a six week training input on Divisional

training days to all PCSO's to ensure that they have a greater knowledge and understanding of environmental issues to enable them to contribute effectively. In addition the neighbourhood policing teams have teamed up with East North East Locality team staff to work together on monthly operations targeting waste carriers moving across our areas. This has been done by setting up road checks and routine stopping of waste carrier vehicles in order to complete checks on such vehicles.

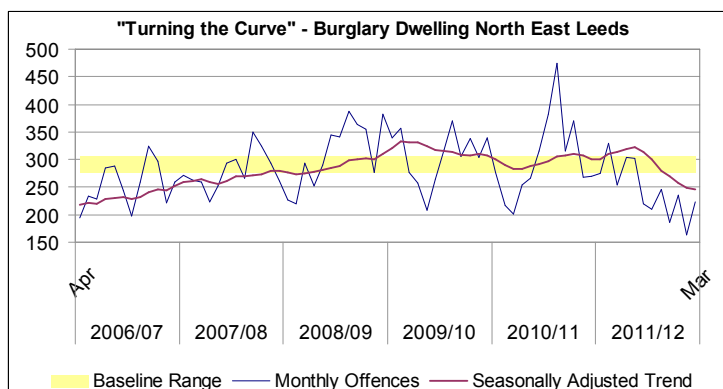
3.13 Burglary Dwelling

3.14 Burglary Dwelling remains a key pressure in relation to allocation of resources both staffing and financial. Tackling burglary dwelling remains the key priority within the Division and across the whole of Leeds, we are working closely with Safer Leeds Strategic burglary group and partner agencies to maximise opportunities for closer working and sharing good practise and continue to deliver initiatives at a local neighbourhood level.

3.15 Overall a very successful Year, burglary dwellings are down 13.6% across the whole city on the same period last year (1207 less offences)



3.16 Overall Year to date offences for North East Leeds are down 18.4% on the same period last year. (669 less offences)



3.17 Ward Risk Matrix

3.18 The below table illustrates In Leeds there are currently nine strategic localities of concern. Within the Inner East Committee area all three wards are currently highlighted as strategic areas of concern.

Ward	Apr-11	May-11	Jun-11	Jul-11	Aug-11	Sep-11	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	12 Month Total	12 Month % Change
Hyde Park & Woodhouse	Very High	Very High	High	High	High	High	High	High	High	High	High	High	597	36.0%
Bramley & Stanningley	High	High	High	High	High	High	High	High	High	High	High	High	420	8.5%
Burmantofts & Richmond Hill	High	High	High	High	High	High	High	High	High	High	High	High	407	-29.5%
Headingley	High	High	High	High	High	High	High	High	High	High	High	High	407	3.3%
Armley	High	High	High	High	High	High	High	High	High	High	High	High	390	-34.6%
Gipton & Harehills	High	High	High	High	High	High	High	High	High	High	High	High	383	0.3%
Killingbeck & Seacroft	High	High	High	High	High	High	High	High	High	High	High	High	361	-16.2%
Kirkstall	High	High	High	High	High	High	High	High	High	High	High	High	358	-32.7%
Chapel Allerton	High	High	High	High	High	High	High	High	High	High	High	High	309	-29.1%
Cross Gates & Whinmoor	High	High	High	High	High	High	High	High	High	High	High	High	298	5.7%
Farnley & Wortley	High	High	High	High	High	High	High	High	High	High	High	High	290	-16.9%
Temple Newsam	High	High	High	High	High	High	High	High	High	High	High	High	248	-28.5%
Calverley & Farsley	High	High	High	High	High	High	High	High	High	High	High	High	246	0.8%
Pudsey	High	High	High	High	High	High	High	High	High	High	High	High	245	7.9%
Weetwood	High	High	High	High	High	High	High	High	High	High	High	High	245	-17.2%
Moortown	High	High	High	High	High	High	High	High	High	High	High	High	238	-10.2%
Roundhay	High	High	High	High	High	High	High	High	High	High	High	High	225	-19.6%
Beeston & Holbeck	High	High	High	High	High	High	High	High	High	High	High	High	212	-4.9%
City & Hunslet	High	High	High	High	High	High	High	High	High	High	High	High	206	8.4%
Middleton Park	High	High	High	High	High	High	High	High	High	High	High	High	193	4.3%
Alwoodley	High	High	High	High	High	High	High	High	High	High	High	High	163	-12.8%
Adel & Wharfedale	High	High	High	High	High	High	High	High	High	High	High	High	161	0.0%
Horsforth	High	High	High	High	High	High	High	High	High	High	High	High	156	-37.6%
Morley North	High	High	High	High	High	High	High	High	High	High	High	High	141	-10.2%
Morley South	High	High	High	High	High	High	High	High	High	High	High	High	109	-12.1%
Rothwell	High	High	High	High	High	High	High	High	High	High	High	High	99	-26.1%
Garforth & Swillington	High	High	High	High	High	High	High	High	High	High	High	High	90	-31.3%
Guiseley & Rawdon	High	High	High	High	High	High	High	High	High	High	High	High	87	-30.4%
Harewood	High	High	High	High	High	High	High	High	High	High	High	High	87	-26.9%
Otley & Yeadon	High	High	High	High	High	High	High	High	High	High	High	High	87	-42.0%
Kippax & Methley	High	High	High	High	High	High	High	High	High	High	High	High	77	-24.5%
Ardsley & Robin Hood	High	High	High	High	High	High	High	High	High	High	High	High	74	-18.7%
Wetherby	High	High	High	High	High	High	High	High	High	High	High	High	73	-6.4%

Colour Key

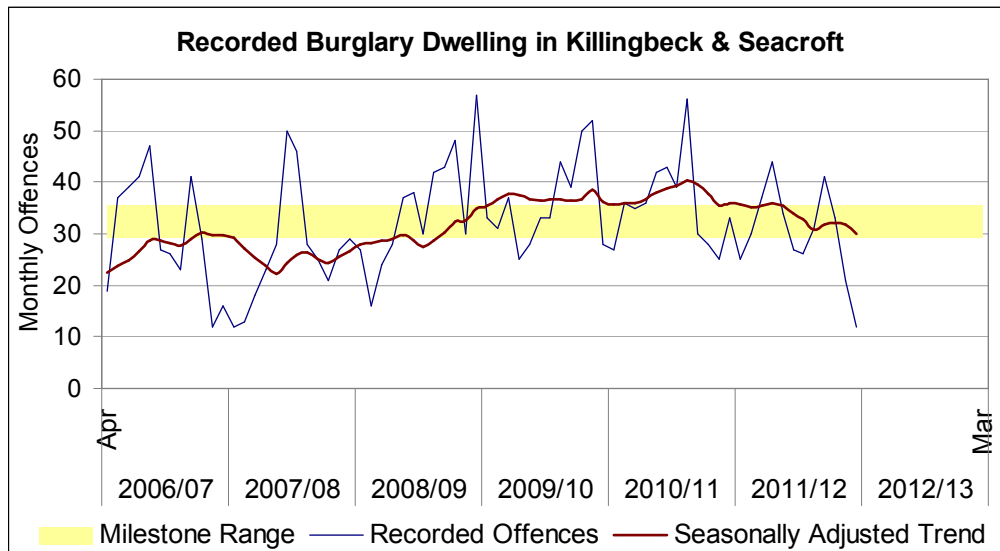
- Very High Concern
- High Concern
- Some Concern
- Low Concern
- Strategic Area

3.19 Killinbeck and Seacroft

3.20 The Killingbeck and Seacroft ward still remains within the top 9 strategic priority areas An outcome based accountability session is planned for May 2012 with key stakeholders and a 12 month action plan will be developed around key strands including offender management, stolen goods market, reducing victimisation , crime reduction and value for money. Safer Leeds have allocated 7.5k funding to support partnership activity during 12/13

3.21 During 2011/12 East North East homes have offered burglar alarm systems to all victims of burglary and also additional target hardening to any vulnerable or repeat victims , this has provided great reassurance to residents . We successfully run a sash jammer project across the ward funded by neighbourhood management ward tasking to provide additional door security to dwellings (200) fitted with euro profile locks . Evidence illustrated that several attempts were made on properties we had target hardened via the locks but the burglar was unable to get past the sash jammers.

3.22 Milestone 1 was to return to the lower level of the Milestone Range, at 29 offences per month this would equate to 348 offences per year, a reduction of 18.7% from the annual offence total for 2010/11.



3.23 Progress April 2011 to March 2012

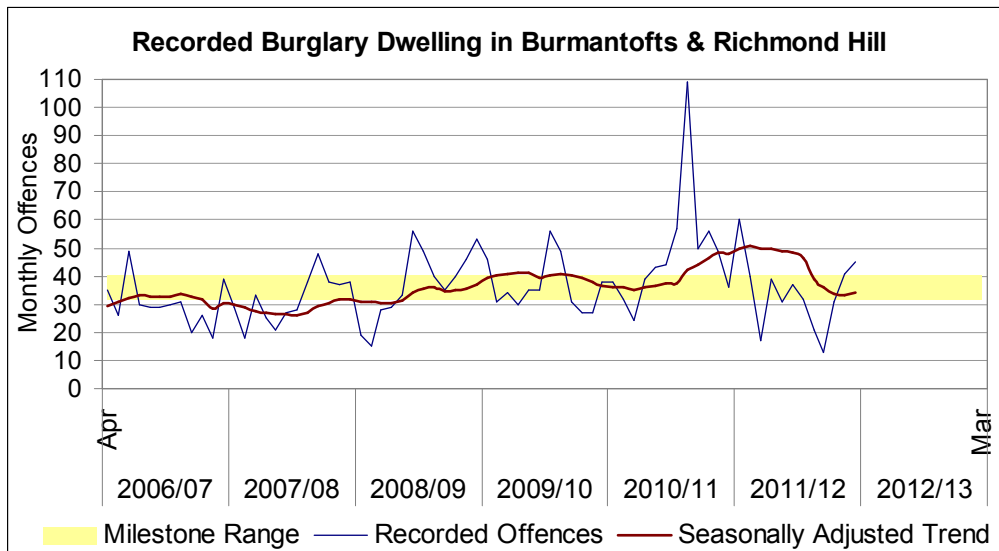
3.24 Offences were 16% lower between April 2011 and March 2012 compared with the same period last year. The seasonally adjusted average is at the lower end of the Milestone Range. The year to date average is 30 offences per month and Killingbeck and Seacroft ward narrowly missed reaching the Milestone 1 level in 2011/12.

Month	Offences	Average To Date
Apr-11	25	25
May-11	30	28
Jun-11	37	31
Jul-11	44	34
Aug-11	34	34
Sep-11	27	33
Oct-11	26	32
Nov-11	31	32
Dec-11	41	33
Jan-11	33	33
Feb-11	21	32
Mar-11	12	30
Year to Date	361	30

Month	Cumulative 2011-12	Cumulative 2010-11	Change
Apr	25	27	-2
May	55	63	-8
Jun	92	98	-6
Jul	136	134	2
Aug	170	176	-6
Sep	197	219	-22
Oct	223	258	-35
Nov	254	314	-60
Dec	295	344	-49
Jan	328	372	-44
Feb	349	397	-48
Mar	361	430	-69
% Change Year to Date -16%			

3.25 **Burmantofts and Richmond Hill**

- 3.26 An outcome based accountability session was delivered in September ,2011 with key stakeholders and an action plan was developed around key strands including offender management, stolen goods market, reducing victimisation and crime reduction . Since the implementation of the action plan we have delivered three phases of a target hardening initiative on a fortnightly basis in the top 40 streets identified across the ward , we were successful in securing funding from East North East Homes for ALMO properties and secured 7.5k locality funding from Safer Leeds for owner occupiers and the private rented sector . The initiative has been led by the neighbourhood policing team , east north east area management team East North East Homes and Leeds Anti Social Behaviour Team officers . The programme has included free crime prevention materials such as timer switches, trembler alarms and crime prevention advise to residents specific to the modus operandi . We were also successful in a bid to East north East Homes area panel for match funding which funded a burglary seminar event that was held on 1st March 2012 at St Cyprians Church to give people practical advice on avoiding becoming a victim of burglary. Safer Leeds, West Yorkshire Police and Trading Standards all gave presentations at the event.
- 3.27 East North East homes have offered burglar alarm systems to all victims of burglary and also additional target hardening to any vulnerable or repeat victims , this has provided great reassurance to residents .
- 3.28 In November 2011 East North East Homes in partnership with LeedsWatch allocated funding to provide additional security patrols across Almo hot spot areas particularly in the Burmantofts and Richmond Hill ward The patrols were conducted between 12 midnight at 4am and were directed by the tactical intelligent assessment at North East police division . Initial evaluations highlighted that no burglaries had occurred in the patrolled streets whilst patrols were occurring and the initiative was a contributing factor to the reduction in burglaries within seasonal trends.
- 3.29 Milestone 1 is to return to the upper level of the Milestone Range, at 40 offences per month this would equate to 480 offences per year, a reduction of 16.8% from the annual offence total for 2010/11.



3.30 Progress April 2011 to March 2012

3.31 Offences were 29% lower between April 2011 and March 2012 compared with the same period last year. The seasonally adjusted average is now at the lower end of the Milestone Range. The year to date average is 34 offences per month and Burmantofts and Richmond Hill ward attained Milestone 1 in 2011/12.

Month	Offences	Average To Date
Apr-11	60	60
May-11	40	50
Jun-11	17	39
Jul-11	39	39
Aug-11	31	38
Sep-11	37	37
Oct-11	32	37
Nov-11	21	35
Dec-11	13	32
Jan-11	31	32
Feb-11	41	33
Mar-11	45	34
Year to Date	407	34

Month	Cumulative 2011-12	Cumulative 2010-11	Change
Apr	60	38	22
May	100	70	30
Jun	117	94	23
Jul	156	133	23
Aug	187	176	10
Sep	224	220	4
Oct	256	277	-21
Nov	277	386	-109
Dec	290	436	-146
Jan	321	492	-171
Feb	362	541	-179
Mar	407	577	-170
% Change Year to Date -29%			

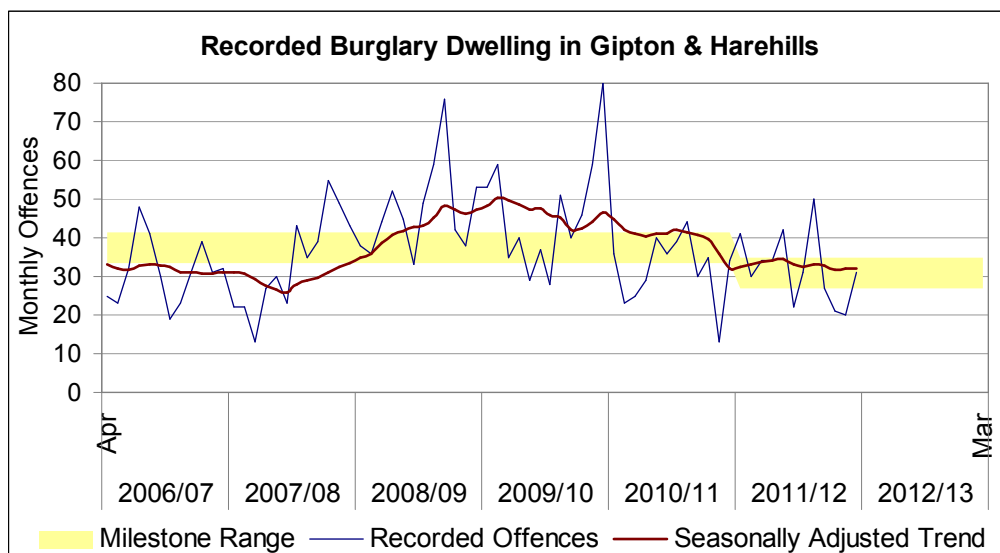
3.32 Gipton & Harehills Ward

3.33 We have been successful in sustaining the reductions in burglary dwelling following partnership activity in 09/10. The ward still remains within the top 9 strategic localities of concern. An outcome based accountability session is planned for September 2012 with key stakeholders and a 12 month action plan will be developed around

key strands including offender management, stolen goods market, reducing victimisation, crime reduction and value for money. Safer Leeds have allocated 7.5k to support additional partnership activities. We successfully run a sash jammer project across the Harehills part of the ward funded by neighbourhood management ward tasking to provide additional door security to dwellings (200) fitted with euro profile locks. Evidence illustrated that several attempts were made on properties we had target hardened via the locks but the burglar was unable to get past the sash jammers.

3.34 Milestones

3.35 The stepping down of the Milestone Range in 2011/12 reflects the improvements achieved in 2010-11, when offences in the ward reached Milestone 1. Milestone 2 is to reach the lower level of the new Milestone Range, at 27 offences per month this would equate to 324 offences per year, a reduction of 15.6% from the annual offence total for 2010/11.



3.36 Progress April 2011 to March 2012

3.37 There was 1 fewer offence between April 2011 and March 2012 compared with the same period last year. The seasonally adjusted average is in the middle of the Milestone Range. The year to date average is 32 offences per month, and improvements are necessary for Gipton and Harehills ward to achieve the Milestone 2 level.

Month	Offences	Average To Date
Apr-11	41	41
May-11	30	36
Jun-11	34	35
Jul-11	34	35
Aug-11	42	36
Sep-11	22	34
Oct-11	31	34
Nov-11	50	36
Dec-11	27	35
Jan-11	21	33
Feb-11	20	32
Mar-11	31	32
Year to Date	383	32

Month	Cumulative 2011-12	Cumulative 2010-11	Change
Apr	41	36	5
May	71	59	12
Jun	105	84	21
Jul	139	113	26
Aug	181	153	28
Sep	203	189	14
Oct	234	228	6
Nov	284	272	12
Dec	311	302	9
Jan	332	337	-5
Feb	352	350	2
Mar	383	384	-1
% Change Year to Date 0%			

3.38 Most Active/Amber Nominals/Burglary Group

3.39 Following a short pilot during the summer of 2011 we have now implemented a new sub group of the North East Divisional Community Safety partnership that manages most active and amber burglary offenders focussing initially in the strategic areas of concern that fall outside of the existing Integrated offender management system. A process has been drawn up using the principles of the Integrated offender management structure and support has been agreed with key partners including Youth Offending service, Signpost, Drugs offender Management Unit, Probation, Leeds Anti Social Behaviour unit, East North East Homes, Aire Valley Homes and North East Police Division. The work is now linking into the 100 Methodology at cluster level. The group meets on a monthly basis and looks at how best to manage individuals offending behaviour through offering support or taking enforcement action

3.40 Neighbourhood Management Tasking Key Achievements 2011/12

3.41 The eleven neighbourhood management tasking teams continue to meet six weekly and are still firmly embedded into agencies day to day business and members continue to attend and support meetings.

3.42 This is not an exhaustive list of activities but includes key achievements from each of the neighbourhood management tasking teams within the inner north east area

3.43 Burmantofts and. Richmond Hill

- Operation Champion deployed in the Cross Green area involving a number of different partner agencies.
- Established a pre-tasking meeting with local ward Councillors, neighbourhood policing team and Leeds City Council's Environmental Action Team to ensure better communication around crime and grime issues

- A set of environmental priorities have been established for the Tasking area which includes waste in gardens, dog fouling and bin yards.
- Burglary reduction project has continued to be supported by tasking partners
- A list of hotspot addresses have been produced which all tasking partners have been asked to focus attention on over the six weeks in-between tasking meetings, which has proved to be successful, as issues at these addresses have ceased or significantly improved.
- Self closers fitted to alleygates on Back Cross Green Lane.
- Ginnel mapping exercise has been carried out for both of the tasking areas to ensure that a programme is put in place to ensure that the areas are maintained.
- Operation Champion undertaken in the Ivy area which focussed on 'Don't Sit on the Fence' campaign – information distributed to households. Car crime packs given to local businesses. Community clean up undertaken with three skips provided. Five stop searches undertaken around waste carriers licences. Two witness statements provided re thefts of motor vehicles
- Community Clean up undertaken in Cross Green area – four skips filled and litter pick undertaken across the area.
- A bid was developed to go forward to Area Panel to carry out highways improvements to address parking / road safety issues on Stoney Rock Lane.
- Ongoing enforcement of DPPO across the Burmantofts area with particular attention being paid to Lincoln Green Square.
- Environmental Project put together to carry out improvements along Becket Street / Lincoln Green Road area including planters / flower beds / signage. £1,500 provided through Inner East Area Committee
- Premier Banqueting Suite – Multi agency approach undertaken to address issues at these premises. Burmantofts and Richmond Hill Neighbourhood Policing Team and Leed City Council Parking Enforcement worked together to carry out patrols to deal with car parking / vehicle obstruction issues, ENE Locality Team have undertaken enforcement action against various environmental issues at the premise, LCC Noise Team have also been dealing with local residents complaints regarding late night noise from the premises and the Neighbourhood Manager secured £6,150 for some improvements to prevent cars parking and driving over the pavements, which was a hazard to public safety.
- Letters have been distributed to Torre Green, Saville Green and Torre Gardens, to encourage residents report incidents of criminal damage to the Police, rather than waiting for visits from East North East Homes Officers. CCTV footage has been reviewed and Anti social behaviour warnings have been served by Leeds Anti social behaviour unit. To those whom have been identified

- Additional litter bins funded around the Nowells to address litter concerns raised by the Environmental Locality Team and PCSOs patrolling the neighbourhood
- Operation Champion – A crime prevention event was held at St Agnes Church Hall for the residents of the Shakespeares area.
- New locks have been fitted to Alleygates in the Glensdales to try and prevent further incidents of Anti social behaviour in this area. This was funded through ENEHL.
- Operation Champion - covering the Rookwoods, where there was a focus on speeding, along with the provision of a community clean up.

3.44 **Killingbeck & Seacroft**

- Eviction of a resident from Kentmere Avenue and tenancy enforcement against another tenant has addressed the issue of noisy, violent parties following numerous complaints of residents which necessitated police involvement on more than one occasion.
- Operation Champion - in partnership with Environmental Action team and Housing agencies to address metal theft in the locality. Four vehicle check sites were actioned across the day and a large number of vehicles were stopped and enforcement notices were issued regarding commercial waste.
- Reduction in fires being started on the Parklands Estate through Operation champion information gathering, Fire Service leafleting, Police, Housing and ASB action against local youths. The vulnerable area is now being fenced using funds secured from ENEHL Area Panel.
- Operation Champion has been conducted to target hate crime perpetrators and to reassure victims in the Parklands estate and Foundry Mill estate. Each operation involved Housing, Police, Leeds Anti-Social Behaviour Team and other agencies
- Target Hardening of 200 addresses has been funded through the Tasking budget in partnership with CASAC.
- An Operation Champion was conducted targeting the issue of Loan Sharks in the Killingbeck and Seacroft area. Houses throughout South Seacroft were visited by police in conjunction with ALMO staff and the National Loan Sharking Team advising of the dangers of lending money from unlicensed persons. LCC Licensing staff also contributed and visited every licensed premise in the area raising the profile of the issue and delivering beer mats publicising the helpline number.
- Environmental issues relating to litter at Black Shops, South Parkway, Seacroft have been addressed by the provision of more litter bins and the prosecution of offenders by the Environmental Action Team witnessed by local PCSOs to drop litter whilst on tasked patrol.
- Environmental issues relating to dog fouling on Wykebeck Valley Way, North Parkway, Seacroft have been addressed by an increase in visible patrols and the

prosecution of offenders by the Environmental Action Team Anti Social Behaviour issues caused by alcoholics drinking and defecating on the Village Green have been successfully addressed by joint partnership work to maximise criminal prosecutions and tenancy action against each offender. The main two offenders have been imprisoned for other offences

- Tenancy warnings enforced against 2 active burglary dwelling offenders
- ASB at Boggart Hill Shops tackled and offenders received Anti social behaviour warnings
- Two vulnerable Adults safeguarded in their home from further exploitation. Criminal Prosecutions and ASBO applications ongoing.
- ASB & Damage tackled in Parkway Towers with 20 prohibition notices served, two tenancy warnings issued and two further prosecutions for urinating in the lifts.

Gipton & Harehills

- Target Hardening of 200 addresses (Sash Jammers) has been funded through the Tasking budget in partnership with CASAC for the Harehills Area.
- Agreed £148.00 for additional railing panel to bridge gap between post and hedgerow at Back Chatworth Road alleygating.
- Land rear of 116 - 144 Roundhay Road, LS8 between Roundhay Road, Bayswater Road, Roseville Road. (Cross Roseville Road – problem solving with different sections of Leeds city council regarding environmental enforcement and pest control.
- Continue support to problem solving group re bin yards.
- Boundary Improvement works at two access points to Harehills Cemetery (South Farm Crescent and Brander Road) to improve security in the cemetery and reduce the risk of anti social behaviour. Works include removal of trees and vegetation and lowering of shrubs to improve vegetation, new gates and new 2m high fencing. Funded through area committee wellbeing funding - £20,652.
- New dispersal order implemented within Harehills as a result of the increase in Anti social behaviour. Area amended from previous dispersal order to include Harehills Park.
- Two successful multi agency operation champions in the Beeches and Ambertons have been carried out. The operations included visits to victims of Anti social behaviour and hate crime and perpetrators by police LASBT and Housing, confidence visits to repeat victims and the new build occupants, community clean up and youth service promotion for the area .
- To address the high NEET figure, a drop-in session for Igen has been agreed at Henry Barran Centre and increased outreach visits from Jobs and skills .

- A business plan to develop a training kitchen at Henry Barran Centre is currently being worked up by several agencies , including GIPSIL , Gipton Together and Zest .
- As reducing barriers to employment, reducing DWP claimants and increasing opportunities for training and employments is a priority for the Gipton ward , a NEET and worklessness working group I has been established in the East area .

3.45 Thematic Sub Groups and Activities

3.46 Off Road Bikes /West Yorkshire Police

3.47 The Inner East area committee (June 2011) contributed towards the lease costs to retain 2 motorcycles within the division for a 12 months period, The North East Police Division continued to fund the running costs such as fuel , specialist uniform and staff resources . The information below outlines the performance and some examples of successes in the area committee area

August 2011 October 2011

Stop searches: 9

Calls attended: 21

Section 59 warnings: 9

Vehicle seizures: 5

Arrests/Summons:6

Cannabis Warnings: 2

November 2011 January 2012

Stop searches: 14

Calls attended: 22

Section 59 warnings: 2

Vehicle seizures: 5

Arrests/Summons:5

Cannabis Warnings: 1

February 2012 April 2012

Stop searches: 7

Calls attended: 11

Section 59 warnings: 4

Vehicle seizures: 3

Arrests/Summons: 3

Cannabis Warnings: 1

- 3.48 Examples of work undertaken in response to calls and local priorities of anti-social behaviour are reported in the quarterly newsletter which is hand delivered to every home in the area and on the Neighbourhood Policing Team website.
- 3.49 The unit is prevalent along with Leeds City Council Riders at major events such as operation champions working with agencies such as warrants officers, Vehicle operator and services agency (VOSA), DVLA and housing. The unit also attend scout groups, youth clubs and schools to give inputs promoting the unit and preventative work. The unit has links with the Wykebeck Valley Way project in policing and supporting the project. We are utilised to search for and locate high risk missing persons in open ground and woodland and to assist in public order demonstrations such as the march from Lincoln Green to the city centre.
- 3.50 Below is one quote from the Neighbourhood policing website which advertises the good work undertaken and shows the vast reduction in complaints since the off road unit was reformed.
- 3.51 “The North East Leeds Off Road Unit, funded in partnership with your local councillors and working alongside Leeds Council Parks and Countryside Officers have reduced calls by a massive 45% compared to the same period in 2010. In 2010 we received 282 calls, this year we have received 157.”

3.52 **Examples**

- A call came in to the Neighbourhood Policing Team Office about a group inside East End Park taking turns riding a motorcycle behind the tennis courts. This was relayed straight to the Off Road Officer and following the route suggested into the park the group was ambushed. Their motorcycle was seized and destroyed.
- A speeding Berlingo Van caught our attention heading from Burmantofts Street. The driver was stopped outside Shakespeare Towers and found to be have no licence. His van was seized and he has been fined and disqualified at court.
- Leeds Watch CCTV covers much of East End Following a review of footage showing a man riding an off road motorcycle local neighbourhood officers identified the rider. He has been interviewed and summonsed to attend court.
- A male from Tarnside Drive decided to cut across Fearnville Fields on his unregistered motorcycle and was intercepted by the off road unit. He had no licence and no insurance. His motorcycle was seized. The male recieved 9 points and a fine at court.
- Following a complaint that a male was riding on the pavement to park near Parkway Court officers from the Unit parked up on the Wykebeck Valley and waited. Like clockwork the young man pulled up by the flats, using the footpath and pedestrian stairs as access. Once officers pointed out where they had observed him from , the male quickly apologised. He was issued with a section 59 warning and if he rides on the footpath again his motorcycle will be seized.
- One of the many benefits of being on a motorcycle is that the sense of smell is more exposed. This extra sense was to the detriment of one driver on Boggart Hill who decided to drive around with a small quantity of potent cannabis in his glove box. He was pulled over and searched. On admitting possession of a class B controlled drug he was issued with a home office caution.
- Police presence has been increased in the area of the Limewood Industrial Estate following several reports of a male exposing himself to passing members of public. This meant that once a call came in officers from the neighbourhood policing team

and off road unit were quickly at the scene. The suspect had run into the woods but was unable to evade of the police off road motorcycle. He was arrested at the scene and following extensive enquiries by the local neighbourhood officers has been charged with several sexual offences and bailed to attend crown court.

- Following a report of a suspicious man trying door handles on Sandway, the off road unit were first on the scene. Thanks to the extra height advantage of the motorcycles officers were able to see over a garden wall and see the male crouched down trying to hide. He was detained at the scene and arrested on suspicion of burglary, he has been charged and bailed to attend court.
- A man cycled passed an off road officer smelling of cannabis heading across of the Fearnville fields. Usually a suspect on a mountain bike would be tricky to catch on foot or in a car but the off road bike had no trouble in bringing him to a stop. He was found to be in possession of a large amount of cannabis and was arrested on suspicion of possession with intent to supply. He was charged and bailed to attend court.
- Officers from the Seacroft Neighbourhood Policing Team tipped off the unit about a man riding along the grass verge on Kentmere Avenue without a helmet. The man was stopped on a red motorcycle and found to have no licence or insurance. As such the motorcycle was seized and the driver reported for summons. Further enquiries by officers from Wetherby Neighbourhood Policing Team revealed that this motorcycle had been stolen in a burglary the week before. The driver was given an early morning wake up call, arrested and several other items of stolen property were recovered. At court the man admitted burglary and handling stolen goods. He is currently remanded in custody.
- Officers responded to a complaint of a group of males riding a go-ped around Poole Crescent near to the community centre. Police Community Support Officers were first to the scene and alerted the off road officers to the group running off. They were detained on the next street. The driver was known to the officers as a disqualified driver. He was arrested and interviewed. He fully admitted the offences and was charged and bailed for court. At court he was fined and disqualified for a further 6 months.
- The unit responded to a report of a motorcycle being pushed along the Fearnville Fields. Although the number plate had been removed the specialist knowledge of the off road unit allowed them to identify the motorcycle as one stolen the day before from a burglary. The Yamaha YZF 125, valued at £3,000 was returned in good condition to its rightful owner. Fingerprints were recovered from the motorcycle and enquiries are on going.
- Residents of Kentmere Avenue had complained about a nuisance Quad being driven around the footpath and fields leading to North Parkway. As a result patrols were increased the Quad was caught. It was uninsured and the driver was unlicensed so it was seized and disposed of.
- Whilst on patrol on Askett Avenue officers sighted a well known burglar. He was stopped and checked and found to be wanted by the courts in relation to threatening behaviour. He was arrested and detained for court.
- Whilst on Patrol on South Parkway officers sighted a stolen motorcycle carrying a pillion passenger. The rider had failed to spot the police motorcycle and was surprised to be cornered on Foundry Mill Terrace. He and the pillion passenger were arrested on suspicion of theft of the motorcycle. The motorcycle had been used in a number of smash and grab theft from motor vehicle offences in and around Seacroft. The two males were detained overnight and questioned regarding the offences before being charged and bailed to attend court. The Yamaha was seized to be returned to its rightful owner.

- Many of the streets in Seacroft are quiet and very wide which makes them popular with driving instructors from all over the local area. On the 19th of November whilst on patrol on Moresdale Lane officers from the off road unit observed a driver of a Fiat Punto showing a complete lack of courtesy and thought for a learner driver performing a three point turn. Rather than waiting for the learner to complete the manoeuvre the Punto driver fully mounted the pavement and used the footpath as a road to get passed the learner. He clearly had not paid much attention in his driving lessons as he failed to check his mirrors before completing the manoeuvre and spot the police motorcycle behind him. He was stopped and having been formally warned only the previous month his car was seized under Section 59 of the Police Reform Act for and he was reported for careless and inconsiderate driving.. He has since attended a Driver Improvement Scheme course.
- The Wykebeck Valley Way continues to be a popular route for walkers and cyclists and is heavily patrolled by the off road unit as use of motor vehicles is strictly prohibited. A man was stopped riding his Honda CRF450R motorcycle on the Way near to Parkway Towers. As he was unlicensed and uninsured the motorcycle was seized and the driver reported for summons. He was fined and disqualified at court.
- Whilst on patrol in the Osmondthorpe area two males were spotted on a Yamaha WR125 motorcycle. They abandoned the motorcycle and made off on foot. The motorcycle which is valued at over £3,000 was recovered and found to have been stolen two days before. It was returned to its rightful owner and examined for fingerprints to identify the suspects.
- Staff from a store on Torre Road reported a shoplifter had made off after being seen stealing by staff. Officers from the off road unit were guided in by CCTV and detained the suspect on Harehills Lane. The stolen goods were recovered and the suspect was arrested.
- A known burglar was stopped on Brander road riding his brothers motorcycle. Whilst he was licensed and insured checks revealed that his rear tyre was lacking any tread. He also smelt strongly of cannabis and was searched. He was in possession of cannabis. He was arrested at the scene and charged and bailed to attend court. He was also issued with 3 points and a £60 fine.
- Following a complaint of a group of males riding a quad at speed along St Wilfreds Crescent a black 150cc Quad was recovered for having no insurance.

3.53 Harehills Section 30 Dispersal order

3.54 As a result of increases in recorded anti social behaviour and complaints from local residents it was agreed that a section 30 Dispersal order would be implemented during the summer period , the order commenced on 1st August 2011 up until 30th October 2011 , on review it was agreed to extend covering a larger area to incorporate displacement issues that had arose. The order ceased on 4th December 2012 .

3.55 Young people who were congregating on street corners lived within a very close proximity of there households; this made it increasingly difficult to police as officers were effectively asking young people to disperse from their own streets or nearby. Officers also tried a series of joint patrols with local representatives from the community and Mosques; this initially had a positive impact on getting the message of acceptable behaviour out to the community in particular parents however the joint patrols could not be sustained through the summer months.

- 3.56 The local policing team took an alternative approach when using the dispersal powers. Officers opened a nearby porta-cabin on Hovingham Avenue to consult with young people and allow a place for young people to socialise away from the streets; this started a theme of positive dialogue and interaction between the police and young people. Any young people congregating on local streets were diverted to the porta-cabin and local park where police could monitor behaviour. There was a general feeling within the community that little effort was made to provide meaningful activities for young people which had an impact on anti-social behaviour and crime. Officers set up some local diversionary activities for young people one of which was a series of evening cricket sessions using a tennis ball on the Hovingham School playground
- 3.57 Such was the success of the scheme that after two weeks between 50 and 60 local youngsters aged between 10 - 20 were attending the sessions, which were based at Hovingham Primary School and ran until 10pm. Building on the popularity of the initiative, the police joined forces with a local community group called CATCH and obtained some additional funding from the Proceeds of Crime Grant Scheme. This helped to provide equipment including bats, pads and helmets as well as the initial marking out of a cricket pitch on the school field. Ensuring local youngsters interest in the cricket sessions continued beyond the summer, the police initially looked to link in with established local cricket clubs but many of these had no capacity and it was difficult for those involved to reach clubs out of the area. Struggling to see how the project could be taken forward, officers approached Gledhow Sports Club, who, for many years, had success with senior sides but no junior teams. The club welcomed the idea of starting a junior section and Gledhow Cricket Club is now the home of an under 15s side and under 17s section; both which have their origins with the Summer Cricket Programme in Harehills.
- 3.58 CATCH has presented a real opportunity for some long term solutions to be developed. In relation to crime and anti social behaviour, the forging of positive relationships with schools, parents and young people in the Harehills area are breaking down the traditional perception of the police as an “outsider” in the community and contributing to a positive change in community attitude. The cricket is serving to challenge the view and demonstrating that when activities are provided which the young people are genuinely interested in, they are prepared to engage.
- 3.59 **CCTV – Leeds watch**
- 3.60 Leedswatch provides a monitoring service for public space surveillance cameras covering open spaces across Leeds. The CCTV control room is staffed, and cameras are recorded 24 hours per day, 365 days a year. The service also provides two mobile CCTV vehicles for deployment within communities across Leeds.
- 3.61 The main objective of the service is to reduce crime and the fear of crime through the use of CCTV technology, leading to improved crime prevention, and an increase in the detection and prosecution of offenders.
- 3.62 CCTV is one of a number of Service functions delegated to Area Committees. The Area Committee’s role in relation to this function is to ‘maintain an overview of the service in the Committee area and receive regular information about it.

- 3.63 The LeedsWatch service works in partnership with a large number of internal and external partners such as; Urban Traffic Control (UTC), Emergency Planning, Leeds Anti-Social Behaviour Team (LASBT), West Yorkshire Police, WY METRO and other Local Authorities across the West Yorkshire sub-region
- 3.64 There are currently a total of 53 public space surveillance CCTV camera's monitoring the Inner East Committee Area, via the Central CCTV Control Room at Middleton, they are located in the following areas as follows: Fraser Street- Torre Road (2) - York Road - Vinery Terrace - Temple View - Richmond Hill - East Park Road - East Park View - Ivy Street –East End Park – East Park Parade – Copperfield Grove – Cross Green Lane – Pontefract Lane (3) – Halton Moor Avenue (2) – Felnax Close – Newmarket Close – Cross Green Close – Cross Green Approach – Knowsthorpe Lane (2) – Cross Green Way – Knowsthorpe Way - Knowsthorpe Gate – Knowsthorpe Road – Nowell Avenue – Compton Road – Ashley Road - Chatsworth Road – Torre Drive East – Torre Drive West – Torre Mount - Bayswater Road – Beck Road – Shepherds Lane – Banstead Terrace West -Harehills Road – Markham Avenue – Bankside Street – Newmarket Close – Black Shops (Front and Back) – Bellebrookes – Crossgates - Riverside (4) – East park Drive (2)
- 3.65 Within the last 12 months the mobile vans have been deployed for a total of 4 months within the Killingbeck Policing Area and patrols have been deployed in specific areas highlighted by the police specifically in relation to identified crime 'hot spots'. The vehicles are evenly deployed throughout the year between the three policing divisional areas. The deployment of the mobile vans is co-ordinated by the police.
- 3.66 The East (Inner) Area Committee funds the Burmantofts cameras (4), black Shops and the Bellebrooke camera:

Camera Location	Ward	Maintenance	Monitoring	Line Rental	Total revenue cost per camera
South Parkway (Front of Black Shops)	Killingbeck & Seacroft.	£500	£500	N / A	£1,000
Kentmere Ave (Rear of Blacks shop)	Killingbeck & Seacroft.	£500	£500	N / A	£1,000
Bellbrooke Street	Gipton & Harehills	£500	£500	N / A	£1,000
Burmantofts 4 camera		£2000	£2000	£3112	£7112

- 3.67 The LeedsWatch service this year has undertaken a critical role in the delivery of the Leeds Burglary Reduction programme, assisting with the identification and detection of offenders using the City wide LeedsWatch network, mobile CCTV vans and the West Yorkshire Police Automatic Number Plate Recognition (APNR) system to detect cross boundary offenders and supporting city wide and locality based operations.

- 3.68 The Leedswatch service this year has undertaken a critical role in the delivery of the Leeds Burglary Reduction programme, assisting with the identification and detection of offenders using the City wide Leedswatch network, mobile CCTV vans and the West Yorkshire Police Automatic Number Plate Recognition (APNR) system to detect cross boundary offenders and supporting city wide and locality based operations.
- 3.69 In total within the last 12 months there have been a total of 216 arrests recorded between April 2011 and March 2012 within the police North East Policing Area, covering a wide range of offences such as drugs, burglary, criminal damage, arson, assaults, robbery, theft including theft from motor vehicles, offensive weapon, public disorder and drink driving offences.
- 3.70 Within the Inner East Committee Area there have been a total of 197 arrests recorded between April 2011 and March 2012 in relation to a wide ranging number of offences as listed above.
- 3.71 CCTV footage has been requested in relation to 1757 incidents within the North East Leeds Policing area for a various number of offences which provides evidence in relation to the criminal investigations relevant to identification of suspect(s) and a total of 1198 incidents relate to the East (Inner) Committee Area.
- 3.72 Improving the Out of Hours Noise Nuisance service – Noise nuisance is a major cause for concern across the city. This service was transferred from Environmental Services April last year. Work is still taking place to look at how closer working can be developed with the new ASB casework teams to deal with persistent offenders and to work in liaison with Customer Access and Performance in providing additional staff to assist in the logging of such Out of Hours Noise Nuisance Calls.
- 3.73 Supporting the city's most vulnerable residents is also a priority. The Leedswatch service is now responsible for providing a first response to Care Ring alarms. On call 24 hours a day, 7 days per week, this service responds to alarms from mainly elderly clients who may have fallen or find themselves in need of support. Officers attend to the alarm call and contact emergency services, family members or other appropriate individuals, staying with the client to provide support and re-assurance until further help arrives. Improving the information and intelligence we provide to Leedswatch customers is a key priority for the service. We are reviewing how this data is recorded, in the way in which we can provide accurate information to service users, to provide more detail and improve the services analytical and intelligence capacity.
- 3.74 Leedswatch service is now responsible for the delivery of a number additional service responsibilities. In order to ensure that the service is making the best use of its resources, a full service restructure has now commenced with a view to offering best value for the department. In particular discussions are still taking place with the Anti-Social Behaviour Teams, Environmental services, West Yorkshire Police and the ALMOs to look at how the various services can better linked together to improve service delivery, collate accurate information for service users and to provide a more pro-active response to issues of public concern, through improved collating of data / information and intelligence sharing between agencies.
- 3.75 **Installation of CCTV South Seacroft**
- 3.76 A feasibility study was undertaken to identify specific areas/streets of concern for crime and antisocial behaviour in the south seacroft area (covered by the lower super

output areas EO1011667, E01011663) . The crime analysis identified the hot spot areas and recommended potential locations for CCTV. The North East Divisional community safety partnership have worked closely with East North East homes, east north east homes area panel , west Yorkshire police and local ward councillors . We have been successful in identifying capital funding and 5 years revenue costs from partner agencies to install 9 cameras. The scheme will be managed by and delivered by Safer Leeds and become part of Leeds City Councils Leeds watch scheme. It is anticipated the scheme will go live in June 2012.

3.77 **Hate Crime MARAC**

3.78 Co-ordinated multi agency working is recognised as the most effective response to all issues of crime and disorder, including agency responses to the victims and perpetrators of hate crime. The hate Crime Multi-Agency Risk Assessment Conference (HC MARAC) continues to meet monthly . The overall objectives of the group is to:

- Support and assist victims of hate crime in order to protect them and ensure that they are not re-victimised.
- Ensure that effective co-ordinated multi agency enforcement action is taken against perpetrators of hate crime to prevent their re-offending and to ensure successful prosecution outcomes at Court.
- Contribute to the “Hate crime reduction agenda in Leeds”.

3.79 Overall the Inner East area has shown a decrease of 13.58% in hate crimes reported, and this equates to a reduction of 22 crimes - a total of 140 crimes reported compared to 162 during 10/11

3.80 **Domestic Violence MARAC**

3.81 The North East Divisional MARAC continues to meet monthly to develop multi-agency interventions to support victims of domestic violence. Overall a very successful year in relation to reduction of repeat victimisation of cases managed through the MARAC.

3.82 **Leeds Anti social behaviour Team**

3.83 Prior to implementation of the multi-agency Leeds Anti-social behaviour Team (LASBT) Anti Social Behaviour was responded to across a range of agencies each working to differing thresholds and service standards making direct comparison of city wide performance data difficult.

3.84 Customer satisfaction with the case outcome is influenced by many factors including the victims own expectations, and the complexity of the case. LASBT procedures are customer focused. For example, in supportively managing victim expectations, exploring potential solutions, and identifying and responding to individual needs. LASBT works to resolve cases at the earliest opportunity. Customer feedback suggests that the process is working. Comments include *‘efficient and professional, response received’* from an *‘invaluable service’*.

3.85 Customer satisfaction data is collated at case closure through customer (victim) surveys, which seek customer satisfaction levels in relation to various aspects of the service (please refer to chart below)

City Wide - Annual Figures	2008/9	2009/10	2010/11	2011/12
% Satisfaction with the case outcome.	61.6%	66.1%	60.3%	75.0%
% Satisfaction rating with overall service	72.2%	73.7%	70.4%	81.3%

- 3.86 LASBT data for 2011/12 has been drawn from on a total of 540 surveys from 1562 named victims (an overall response rate of 34.6%) giving a 95% confidence level with a 3.41% confidence interval.
- 3.87 When compared with former ASBU survey responses, there have been significant improvements as a result of this joined up approach to ASB service delivery. LASBT data collated during 2011/12 will form the baseline from which future performance targets can be set. It is anticipated that performance data with regards to satisfaction in relation to outcomes and overall service will be available at ward level shortly.
- 3.88 The charts below outline the number of enquiries received, new cases opened and a summary of legal outcomes

LASBT Enquiries Received 2011/12	
Ward	Grand Total
Burmantofts & Richmond Hill	260
Killingbeck & Seacroft	262
Gipton & Harehills	220

LASBT New Cases Opened 2011/12	
Ward	Grand Total
Burmantofts & Richmond Hill	146
Killingbeck & Seacroft	133
Gipton & Harehills	126

Ward	Overall, how satisfied were you with the service?					Grand Total	% 'Satisfied or 'Very Satisfied
	Very Satisfied	Satisfied	Neither Satisfied nor Dissatisfied	Dissatisfied	Very Dissatisfied		
Burmantofts and Richmond Hill	34	6	2		4	46	87.0%
Gipton and Harehills	22	15	1	1	3	42	88.1%
Killingbeck and Seacroft	18	13		2	4	37	83.8%
Grand Total	74	34	3	3	11	125	86.4%

3.89 Overall Performance of North East Divisional Community Safety Partnership

Reduce Crime and its Impact					
Reduce the level of Total Recorded Crime	D/I	22,590	▼	24,693	Down 8.5% (2103 fewer crimes) compared with the same period last year
Reduce the level of Serious Acquisitive Crimes	7,169	5,745	▼	7,169	Down 20% (1424 fewer crimes) compared with the same period last year
Reduce the level of Domestic Burglary	3,434	2,946	▼	3,615	Down 19% (669 fewer crimes) compared with the same period last year
Reduce the level of Violent Crime	D/I	3,845	▼	4,305	Down 11% (460 fewer crimes) compared with the same period last year
Reduce the level of Assault with Injury	D/I	1,526	▼	1,741	Down 12% (215 fewer crimes) compared with the same period last year
Effectively Tackle ASB					
Reduce the proportion of residents who believe that ASB has increased in their local area	13.1%	12.0%	▼	12.4%	Variation from target Trajectory -1.14%
Reduce the proportion of repeat locations for ASB	D/I	11.0%	▼	11.0%	To Feb-2012, 20 fewer repeat locations when compared with the same period last year
Improve the percentage of customers/victims happy with the time taken to respond to their enquiry (LASBT 4 week survey)	B/Y		▲		Divisional breakdown from LASBT under development
Improve the percentage of customers/victims satisfied with the case officers investigation to date (LASBT Closed Case Survey)	B/Y		▲		
Improve the percentage of customers/victims that were satisfied with the case outcome (LASBT Closed Case Survey)	B/Y		▲		
Improve the percentage of customers/victims that were satisfied with the overall service (LASBT closed survey)	B/Y		▲		
Improve Safeguarding & Reduce Vulnerability					
Reduce the repeat victimisation rate for MARAC domestic violence cases	19%	11.0%	▼	11.0%	Rolling 12 months to Feb, 193 cases, 22 repeats

YTD = year to date

PYE = predicated year end

D/I = diagnostic indicator, no target set as contributes to a set indicator (proxy measure)

B/Y = baseline year

PY= Rolling 12 month previous year

Safer Leeds
tackling drugs and crime

3.90 Crime & ASB: 2011/12

3.91 Overall a really successful year in relation to recorded crime and Anti social behaviour. Across the Inner East area committee there has been an overall reduction of 950 recorded crimes and 1978 less anti social behaviour calls .

3.92 The below statistics show crime and anti-social behaviour from 1st April 2011 until March 31st 2012 by ward areas compared to the same dates for previous year.

3.93 Burmantofts and Richmond Hill

CRIME	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	5	9	4	80.00
ARSON	35	23	-12	-34.29
BURGLARY DWELLING	574	397	-177	-30.84
BURGLARY OTHER	159	194	35	22.01
CRIMINAL DAMAGE - BUILDING NON DWELLING	44	49	5	11.36
CRIMINAL DAMAGE - DWELLING	295	242	-53	-17.97
CRIMINAL DAMAGE - MOTOR VEHICLE	233	202	-31	-13.30
CRIMINAL DAMAGE - NON SPECIFIC	80	62	-18	-22.50
INTERFERENCE WITH VEHICLE	33	105	72	218.18
ROBBERY	82	68	-14	-17.07
THEFT FROM PERSON	37	55	18	48.65
THEFT FROM VEHICLE	505	293	-212	-41.98
THEFT OF VEHICLE	34	33	-1	-2.94
TWOC	23	23	0	0.00
VIOLENT CRIME	574	523	-51	-8.89
Grand Total	2713	2278	-435	-16.03

ANTISOCIAL BEHAVIOUR CALLS	2289	1581	-708	-30.93
HATE CRIME	42	41	-1	-2.38

Public Confidence	March 2011	March 2012	
Confidence in local policing	53.6%	51%	+ 2.6%
Overall Satisfaction	79.0%	86.3%	+ 7.3%
% of residents who think ASB has increased	24.2%	18.1%	- 6.1%

3.94 Gipton and Harehills

CRIME	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC	7	10	3	42.86
ARSON	38	34	-4	-10.53
BURGLARY DWELLING	381	371	-10	-2.62
BURGLARY OTHER	184	150	-34	-18.48
CRIMINAL DAMAGE - BUILDING NON DWELLING	44	40	-4	-9.09
CRIMINAL DAMAGE - DWELLING	291	279	-12	-4.12
CRIMINAL DAMAGE - MOTOR VEHICLE	242	217	-25	-10.33
CRIMINAL DAMAGE - NON SPECIFIC	55	63	8	14.55
INTERFERENCE WITH VEHICLE	20	32	12	60.00
ROBBERY	88	88	0	0.00
THEFT FROM PERSON	72	114	42	58.33
THEFT FROM VEHICLE	350	253	-97	-27.71
THEFT OF VEHICLE	37	29	-8	-21.62
TWOC	24	29	5	20.83
VIOLENT CRIME	734	702	-32	-4.36
Grand Total	2567	2411	-156	-6.08

ANTISOCIAL BEHAVIOUR CALLS	2843	2225	-618	-21.74
HATE CRIME	72	61	-11	-15.28

Public Confidence and user satisfaction in the Police

Public Confidence	March 2011	March 2012	
Confidence in local policing	43.7%	47.9%	+4.2%
Overall Satisfaction	81.9%	85.5%	+3.6%
% of residents who think ASB has increased	20.3%	22.8%	+2.5%

3.76 Killingbeck and Seacroft

CRIME	KILLINGBECK & SEACROFT			
	2010/11	2011/12	Difference	% Inc / Dec
AGGRAVATED TWOC				
ARSON	5	5	0	0.00
BURGLARY DWELLING	35	32	-3	-8.57
BURGLARY OTHER	433	355	-78	-18.01
CRIMINAL DAMAGE - BUILDING NON DWELLING	310	280	-30	-9.68
CRIMINAL DAMAGE - DWELLING	52	58	6	11.54
CRIMINAL DAMAGE - MOTOR VEHICLE	274	225	-49	-17.88

CRIMINAL DAMAGE - NON SPECIFIC	271	267	-4	-1.48
INTERFERENCE WITH VEHICLE	68	75	7	10.29
ROBBERY	21	15	-6	-28.57
THEFT FROM PERSON	30	22	-8	-26.67
THEFT FROM VEHICLE	31	35	4	12.90
THEFT OF VEHICLE	187	127	-60	-32.09
TWOC	67	31	-36	-53.73
VIOLENT CRIME	29	21	-8	-27.59
Grand Total	541	447	-94	-17.38
	2354	1995	-359	-15.25
ANTISOCIAL BEHAVIOUR CALLS				
HATE CRIME	2502	1850	-652	-26.06
	48	38	-10	-20.83

3.77 Public Confidence and user satisfaction in the police

Public Confidence	March 2011	March 2012	
Confidence in local policing	57.7%	58.2%	+0.5%
Overall Satisfaction	77.4%	87.6%	+10.2%
% of residents who think ASB has increased	14.9%	13.7%	- 1.2%

4 Corporate Consideration

5 Consultation and Engagement

5.1 The North East Divisional Safety partnership works in partnership with the voluntary and community sector and when necessary carries out statutory consultation as appropriate

6 Equality and Diversity / Cohesion and Integration

6.1 Consideration is given to the equality impact of delivering the Safer Leeds strategy across North East Police Division . Where a negative equality impact is identified action will be taken to mitigate the impact or risk.

7 Council policies and City Priorities

7.1 The North East Divisional community safety partnership delivers directly against The Safer and Stronger Communities Board Partnership plan 2011-2015

8 Resources and value for money

8.1 The work undertaken by the DCSP is underpinned by maximisation of resources through effective partnership work

8.2 Legal Implications, Access to Information and Call In

8.3 There are no exempt or confidential information contained in this report

- 8.4 There are no legal implications associated with this report
- 8.5 There are no key decisions associated with this report , so it is not subject to call in

9 Risk Management

- 9.1 There are no major risks associated with the content of this report

10 Conclusions

- 10.1 Overall a very successful year for North East in relation to overall crime reduction , public confidence and increased performance and perceptions in dealing with anti social behaviour . The DCSP will continue to prioritise burglary dwelling during 2012/13 to ensure reductions are sustained and further improvements are made.

11 Recommendations

- 11.1 Members are asked to continue supporting the Divisional Community Safety Partnership in relation to prioritising and tackling Burglary Dwelling during 2011/12 through partnership work at neighbourhood level.

12 Background documents ¹ Safer Leeds OBA Burglary Year End Report

- 13.1 Divisional community safety quarterly highlight reports

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

North East Leeds

April 2012

Confidence & Satisfaction

Performance Indicator	Target
Improve Confidence in Local Policing	62.4%
Improve the overall satisfaction rate of service users	87.6%
Improve the overall satisfaction rate for BME Service Users	84.1%
Improve the overall satisfaction rate for White Service Users	89.8%
<i>Emergency Response incidents (15 minute standard)</i>	
<i>User Satisfaction with being kept informed</i>	
<i>Public Confidence for BME residents</i>	
<i>Public Confidence for White residents</i>	
<i>Average number of days taken to locally resolve complaints.</i>	

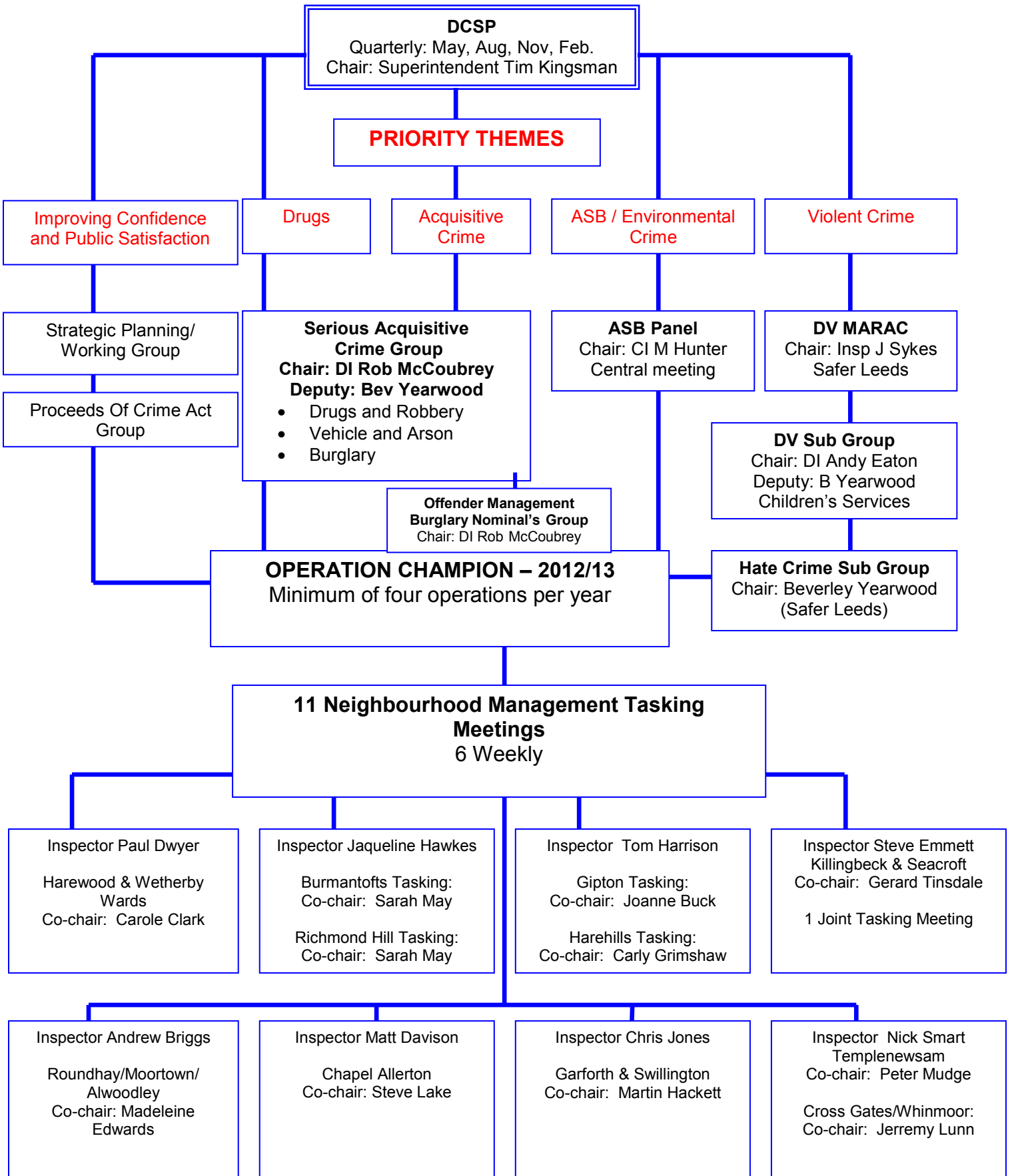
Local Policing

Performance Indicator	Target
Continue to tackle the level of acquisitive crime	5512
Reduce perceptions of ASB in local area	11.9%
Burglary Dwelling recorded	2713
<i>Assault with injury recorded</i>	
<i>Total Crime recorded</i>	
<i>ASB recorded</i>	
<i>Metal theft recorded</i>	

Protection of the Public from Serious Harm

Performance Indicator	Target
Continue to tackle the level of serious violent crime	83
Improve the repeat victimisation rate for domestic violence	39.9%
Stabilise the sanction detection rate for serious sexual offences	29.5%
<i>Domestic Violence Attrition</i>	
<i>Repeat offending rate for domestic violence</i>	

North East Divisional Community Safety Partnership



Appendix C

Gipton and Harehills				
POCA Ref	Date	Brief Description	Organisation	Amount Paid
276	15/02/2011	STAR Story Telling and Reading - Story time for preschool children and their carers with the aims of encouraging parent to child interaction: fostering a love of books for the children and also helping the parents with English.	Bankside Primary School	£250
293	22/03/2011	ALO Creative card making sessions - to buy materials for fortnightly sessions 7pm - 9pm.	ALO TRA - already been paid but requested new project as other one failed - Gave Stan Permission to spend the money 16/6/11	£250
333	19/05/2011	Think it through, stay safe Women's DV leaflet - Women at DV support and a education group have devised a leaflet discussing their feelings thoughts and behaviours when they come across a violent ex partner. We would like to print the leaflet and include current DV support contact numbers.	Women's Health Matters	£250
382	24/11/2011	Afghan Community Group - funds required to help the centre purchase some small portable heaters for their community centre and portable football nets for the children to play football.	Afghan Comm / PC Davide Perry (WYP)	£250
383	28/11/2011	Environmental Improvements at Wykebeck Woods - Plant materials to extend and thicken hedgerow at Wykebeck Way to deter burglars at adjacent properties (Parks and Countryside will be carrying out works).	Leeds City Council Parks and Countryside Services	£250
389	15/12/2011	Community Garden - Opening Gala and Community Engagement for New Community Garden at Shine w/c March 2012. Event would include entertainment, food, craft making.	Harehills CIC (dba Shine)	£500
393	23/12/2011	Football in the Community Programme - CATCH have team up with Leeds United to deliver football training in the Harehills area one night a week for 9 - 13yr olds and one night for 14yrs+.	Community Action to change Harehills	£500
401	12/01/2012	Gipton together - enabling children/young people to showcase their learning by putting on two evening performances for their parents and the wider community.	Gipton together	£500
406	23/01/2012	Girls exercise classes - exercise and boxercise classes for young females in LS9. The aim is to work with SGT coulter and attract these by offering fitness classes.	East Leeds Rugby club	£250
407	27/01/2012	International Women's Day - awaiting details	Zest health for Life	£250
419	09/02/2012	East Leeds Mini-basketball Link Project - encourage basketball and print t-shirts	Claude Bandawe	£250
424	24/02/2012	United Afghan Community - formed in 2011, need to purchase a projector and screen for use in the centre.	Mohammed Feroz	£250
426	24/02/2012	Unity Through Diversity - celebration for Kurdish New Year on 21st March - music, food, drinks and education on Kurdish culture.	Rashid Tamer	£250

Burmantofts and Richmond Hill

Killingbeck and Seacroft

POCA Ref	Date	Brief Description	Organisation	Amount Paid
296	22/03/2011	Gardening Scheme – To tidy gardens for people over 60 twice a year. To help prevent people being identified as older people and help stop bogus callers / distraction burglary.	Burmantofts Senior Action	£250
297	22/03/2011	Day Trip to Bridlington - 14th June 2011 a 49 seater coach will be taking older people and their carers to for a day trip to Bridlington.	Burmantofts Senior Action	£152
311	08/04/2011	Shakespeare Primary School Fun Day - Parents have fundraised and worked hard towards a fun day for the school community however extra funding would provide extra activities.	Shakespeare Primary School	£240
318	04/05/2011	Cross Green Environmental improvements - To provide contribution towards 3 benches on the block paving area on Cross Green Lane / Knowsthorpe Crescent. Summer 2011 (6 week delivery wait for them) This will tie in with the planters being completed hopefully.	Cross Green Residents Group	£291
329	18/05/2011	Lark in the Park - A family day for residents in East End Park, Cross Green and Richmond Hill areas on Saturday 23rd July. 2011. This is the third year this event has taken place in East End Park. It will include races, art workshops, children's games and sporting activities.	Friends of East End Park	£250
335	23/05/2011	Community Day - Free Community day open to all the community Saturday 20th August 2011.	St Agnes United Church	£250
341	30/06/2011	Live On the Drive - this is an event held on East Park Drive for people of all ages. Activities will include street hockey, inflatable's, DJ, dance and graffiti workshops. This is a partnership event by Youth Service, Extended Services, WY Police, Area Management and Community Unity	Community Unity	£250
363	31/10/2011	Santa trip to Northern College - 10th December, I am planning to take families to see Santa at Northern College. They will receive presents and write to Santa and receive a reply. The children can feed the reindeers.	Zest Health for Life	£245
366	31/10/2011	Lord Mayors Tea Party and Trip around lights for older people/Warmth & Wellbeing Day - Wed 9.11.11 11:00am-14:00pm. Info day aimed at elderly, vulnerable, disadvantaged and all community. Info given on fuel poverty, fire safety, policing, welfare. Also to take older isolated people to the L. M Tea Party and around the lights.	Richmond Hill Elderly Action	£130
381	21/11/2011	Personal Lockers for attendees of centre -to purchase 3/4 door lockers for storage of children's belongings	The Donovan S Webster Training Centre	£246
415	02/02/2012	Active Citizens in Chapeltown - jointly run project with deen enterprises/CYDC to bring sections of Chapeltown Community together to provide driving tuition for 17-25 yr olds.	Together for Peace	£500
416	02/02/2012	International Women's Day event - football match, cooking, food , music, HIV and sexual health information.	Women's Health Matters	£250

POCA Ref	Date	Brief Description	Organisation	Amount Paid
309	08/04/2011	Seacroft Youth Football - 5 a side youth football tournament for 15-18 year olds. This will start at the Seacroft gala on 2/7/11 but will have the scope to become a youth project in its own right	Leeds 14 Trust	£250
324	18/05/2011	Lets Play Family Event for National Family Week at Denis Healey Centre - The Family fun day is aimed at children, young people and families in the Seacroft south/ foundry Mill area, where we presently facilitate free open access at the Denis Healey Centre, providing opportunities for children and young people aged 5- 13yrs to engage in a variety of activities. This includes sports, arts, dance, cooking, chance to meet with friends and general play. We have engaged with children through mobile play sessions in this area for the past two years, and since starting the provision at DHC this January, we have 95 children registered with an average attendance of 35 a session.	Feel Good Factor	£250
327	18/05/2011	Edinburgh Bicycle Co-op bike maintenance - 8 hr bike maintenance course with certificate.	Leeds Youth Service	£245
330	18/05/2011	Denis Healey Centre - Saturday Free runners Group - A 10 week free running introduction course for young to learn the new cult craze. Changed to: Inner east family play day	Leeds Youth Service	£250
337	02/06/2011	Visit to Holocaust Museum Student of David Young Academy - to assist teaching staff of the DYCA to promote inter racial harmony and demonstrate the consequences of not doing so in the starkest way. The group will visit the holocaust museum which is a full days event.	Council of Christians and Jews	£250
348	02/08/2011	Purchase of a bingo machine for luncheon club - elderly residents	North Seacroft Good Neighbours Scheme	£217
351	02/08/2011	Brooklands Towers Community Garden - 2 benches, table and planters for outside patio area	Brooklands Towers Tenants and Residents Association	£250
355	02/08/2011	Seacroft Falls Prevention - Falls Prevention event during Sept 2011 for older people incorporating a slipper exchange and facilitating referrals to appropriate services.	LCC - Health and Well-bing Team	£240
370	03/11/2011	Whinmoor Juniors F. C Under 13's - Whinmoor Juniors under 13's (New Team) involving 16+ boys from surrounding areas 5th June 2011 - ongoing.	Robin Cartwright	£250
385	08/12/2011	Leeds BMX Club - help to purchase some new safety training equipment - cycling helmets, protective pads, gloves and drinks bottles.	Leeds BMX Club	£500
408	27/01/2012	Denis Healey Urban Arts Project - we are designing a wall art which will brighten up the run down sports hall and will also be creating a legal graffiti wall within the centre.	Princess Trust based at Deacon House	£500
428	05/03/2012	Whinmoor FC under 14's - to buy footballs, training bibs, water bottles, first aid kits and first aid training.	Whinmoor Junior Football Club	£250

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Report author: Steve Hunt
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Report of CHIEF EXECUTIVE EAST NORTH EAST HOMES LEEDS

Report to INNER EAST AREA COMMITTEE

Date: 21 JUNE 2012

Subject: ALMO TARGET HARDENING PROGRAMME

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Killingbeck and Seacroft, Gipton and Harehills, Burmatofts and Richmond Hill.	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<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"/> No

Summary of main issues

Domestic burglary continues to be a significant issue within Leeds with one of the highest rates nationally. Weaknesses within the original eurocylinder locks fitted to many replacement UPVC doors contribute to the problem within Leeds. Safer Leeds has developed a Burglary Reduction Strategy which sets out how the partnership will work to address the problem. This report details ALMO capital investment in 2012/13 which is contributing to the Crime Prevention and Standards of Security priority within the Strategy by target hardening of Council properties, particularly by upgrading eurocylinder locks.

Recommendations

Inner East Area Committee is asked to note the investment programme across the Leeds ALMOs to target harden Council properties and consider a request for financial support to extend the programme to vulnerable and/or elderly owners in the three Wards making up the Inner East Area Committee area.

1 Purpose of this report

- 1.1 To note the city wide ALMO and BITMO (Belle Isle Tenant Management Organisation) capital investment programme in 2012/13 to upgrade eurocylinder locks and target harden properties working initially with CASAC (Community Action and Support Against Crime) and consider whether the Inner East Area Committee could provide funding from their 2012/13 Well Being Fund to support the programme by contributing to lock replacements for elderly and/or vulnerable owners in their area.

2 Background information

- 2.1 Domestic burglary levels in Leeds continue to be unacceptably high. A recent joint inspection by the Audit Commission and Her Majesty's Inspector of Constabulary highlighted a number of concerns particularly in relation to how Leeds compares with similar cities and towns. Whilst recognising progress that has been made recently the inspection report makes a number of high level recommendations on actions that need to be taken. Safer Leeds has produced a multi-agency Burglary Reduction Strategy which sets out key objectives to address burglary within the city. The Leeds ALMOs and BITMO contribute to the Strategy primarily through the Crime Prevention and Standards of Security priority.
- 2.2 One of the main issues for Leeds is the inherent weakness in the eurocylinder lock barrel fitted to many replacement UPVC doors over the last few years. These locks can easily be bumped, drilled or snapped and this is common knowledge amongst Leeds burglars and is contributing to increased burglary rates across the city. Whilst action has been taken to ensure that any replacement locks being fitted by ALMO Contractors meet the Sold Secure Diamond Level standard (anti bump, drill or snap) there are thousands of locks that have previously been fitted that remain susceptible to attack. However access through attacking the lock is only one method of entry by burglars and other target hardening measures are generally required to adequately protect homes from burglary.

3 Main issues

- 3.1 The Leeds ALMOs/BITMO contribute to the 'crime prevention and standards of security' priority through a number of joint working arrangements, notably with West Yorkshire Police, with increased target hardening generally across the housing stock having a beneficial impact. However recent media interest in the weaknesses in eurocylinder locks require those arrangements to be extended and expanded as a matter of urgency to both reduce burglary and fear of burglary within communities. A city wide capital scheme has been agreed for 2012/13 to undertake a programme of target hardening of Council properties, on a worst or highest risk first basis, initially through CASAC (Community Action and Support Against Crime) then through a Contractor selected through a competitive tendering exercise.

3.1.1 SOLD SECURE DIAMOND LEVEL LOCKS

The Eurolock cylinder which is fitted as standard to most UPVC doors is known to be a weak point and susceptible to attack as a point of entry for burglars.

Thousands of these lock cylinders have been fitted as old wooden doors have been replaced with UPVC doors through replacement programmes over the last few years. Whilst these doors are more thermally efficient the locking mechanism has an inherent weakness and entry can easily be gained within a matter of seconds by drilling out or snapping off the Eurolock cylinder to expose the mechanism. This contributes significantly to burglaries across all tenure types within the City.

New products have been developed which meet the national Sold Secure Diamond Level (SSDL) standard for locks which resist drilling and snapping to retain security. A procurement exercise has secured favourable terms for supply of the only currently approved SSDL lock cylinder – the ABS Avocet. This lock has been adopted as standard replacement for Eurolock cylinders within the Council's housing stock. However locks are only replaced when required due to damage, lost keys etc and there are thousands of vulnerable locks in place across the city that are not being replaced at present.

To tackle this issue a proactive programme of lock replacement and target hardening work is now being undertaken across the city through CASAC. CASAC are a third sector organisation who specialise in community safety work. The new city wide programme expands on a scheme already underway within ENEHL where a CASAC engineer visits properties within those areas deemed to be high risk (as determined through TASKING meetings) and arranges to upgrade locks, undertake other basic target hardening work (such as sash jammers) and give crime prevention advice at no cost to the tenant. Previously production of replacement keys was problematic as only two licensed Locksmiths in Leeds were able to cut them but CASAC now have the capability to cut extra or replacement keys at a significantly reduced rate.

At this stage it is difficult to estimate how many old style eurocylinder locks are in place but besides asking CASAC to target burglary hotspots we will be asking them to set up a hot line on which worried Tenants can report old style locks and have them programmed for change. ALMO staff undertaking annual tenancy checks will also be trained to identify old style eurocylinder locks and report them for change either through CASAC or existing repairs Contractors. CASAC can offer a lock change service to private sector tenants and owners at a fixed fee.

There will be additional costs if the crime prevention survey identifies that sash jammers are required but that would be relatively minor.

Locks on non UPVC doors are all be specified as five lever deadlock/sashlock which meets current BS3621.

3.1.2 BURGLAR ALARMS AND SECURITY LIGHTING

Over the last few years there has been some ad-hoc installation of burglar alarms and security lighting mainly linked with pre-Decent Homes improvement programmes or as target hardening in a limited number of areas. Some of these installations have attracted a Service Charge (£0.50 a week) whilst others are provided free of charge. Alarms are a known deterrent to Burglars and it is felt that

a more rigorous approach to provision together with a consistent approach to charging will have beneficial effects in discouraging burglaries.

Funding has been made available by ALMOs and BITMO to install alarms and security lighting as part of target hardening initiatives in repeat victimisation cases and for vulnerable households in consultation with the Police and/or Safer Leeds. At this stage the Council has not taken a decision on whether to make a service charge for provision of alarms and so installations would be at no cost to the tenant until this issue is resolved. A requirement or request for burglar alarms and/or security lighting identified by CASAC or requested by the Tenant would be reported back for approval and then fitting by CASAC, the Council's Property Maintenance Team or other approved Contractor.

3.1.2 LAMINATED GLASS

Many domestic burglaries involve access through windows to the rear of a property by breaking the glass. Many Council properties now benefit from UPVC double glazing which comprises a sealed unit with toughened glass outer leaf and standard glass inner leaf. Although double glazing units are more difficult to break than standard single glazing the toughened outer leaf will completely shatter into small fragments if it is hit hard enough with a sharp object. Using laminated glass on the outer leaf makes the unit more difficult to break and even when broken the glass will stay in place rather than shatter and fall out. This makes it more difficult for the Burglar to gain access.

In future in all cases where a window has been broken due to a burglary or attempted burglary to the rear of a property then replacement glazing is specified with a laminated glass exterior pane rather than standard toughened glass. This type of glass is used on windows adjacent to doors that have to have an internal thumb turn lock for emergency egress (typically Sheltered units). Laminated glass is slightly more expensive than toughened glass but this is outweighed by the impact it can have on crime reduction.

3.1.3 AREA COMMITTEE CONTRIBUTION

In the last financial year ENEHL worked with CASAC on a pilot programme to target harden properties in Burmantofts and Richmond Hill (BRH) Ward which at that time had the highest rate of domestic burglaries in the city. The programme was coordinated through Tasking on a 'worst first' basis focussing on streets with the highest level of burglaries. Safer Leeds supported the pilot through a financial contribution of £7500 which enabled CASAC to change locks to private rented and owner occupiers properties whilst they were doing the work to Council owned properties. Advice and guidance on crime prevention was also provided when locks were being changed and notices affixed to properties to deter burglary attempts. Any additional work required by either the owner or landlord was funded directly by them. A similar pilot was undertaken in Chapel Allerton with a further £7500 being contributed by Safer Leeds and these programmes have helped to contribute to a substantial reduction in burglaries in the areas over the last twelve months.

Whilst some further finding is being made available by Safer Leeds in 2012/13 this is likely to be focussed on priority areas that are recording high burglary levels. Additional funding would enable the ALMO programme to undertake work in medium and lower risk areas, particularly vulnerable households such as the disabled and elderly owners, to minimise displacement once high risk areas are tackled. Area Committee are asked to consider if they could make a contribution of £1500 for each of the three Wards in the Inner East area from their 2012/13 Well Being Fund to extend the cross tenure programme to all areas to enable locks to be changed for vulnerable and/or elderly owners, with the programme coordinated through local Tasking.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 There has been extensive dialogue with Safer Leeds partners about the most effective approach to target hardening with lock replacement being seen as the most cost effective way to produce the biggest impact.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Equality monitoring will take place to ensure that benefits are applied equally and fairly across and within all communities although there will be a focus on vulnerable households who are less able to undertake their own lock replacements.

4.3 Council policies and City Priorities

- 4.3.1 Tackling crime and anti-social behaviour, particularly burglary, is one of the City's highest priorities.

4.4 Resources and value for money

- 4.4.1 Funding for the lock replacement programme has been earmarked from within the 2012/13 Housing Capital Programme utilising additional funding available from 'HRA Self Financing' reforms over and above the former Major Repairs Allowance (MRA) allocations. Locks are being purchased from the sole supplier at a negotiated price which is well below recommended retail price due to bulk purchase discounts.

4.5 Legal Implications, Access to Information and Call In

- 4.5.1 CASAC are a Council approved Contractor but their work value is capped at a level below the value of this programme. They will be allocated work up to the level of their cap whilst a competitive tendering exercise is undertaken to select a Contractor to deliver the remainder of the work (CASAC have indicated they will be submitting a tender).

4.6 Risk Management

- 4.6.1 There is a risk of challenge from other Contractors if we go direct to CASAC with all of the work hence the need to undertake a tendering exercise. However it will be a

one year programme, is not something that would be undertaken by existing repairs or improvement Contractors and supports a local third sector organisation.

5 Conclusions

- 5.7 Undertaking target hardening work on Council owned properties will make a significant contribution to reducing burglary within that sector but consideration needs to be given to how support can be given to tackling the problem in the private rented and owner occupier sectors.

6 Recommendations

- 6.8 It is recommended that Inner East Area Committee note action taken to tackle burglary in Council properties by target hardening of locks and associated work and to consider making a contribution of £4500 in 2012/13 to support the programme in providing replacement locks for vulnerable and/or elderly owners in the Burmantofts and Richmond Hill, Gipton and Harehills and Killingbeck and Seacroft Wards.

7 Background documents

- 7.1 None



Report author: Sharon Hughes

Tel: 33 67630

Report of East North East Area Leader

Report to Inner East Area Committee

Date: 21st June 2012

Subject: East North East Welfare Reform Project Team

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

Summary of main issues

1. Progress is being made by the East North East Welfare Reform Project Team to respond to the changes within the Welfare Reform Act and to mitigate the impact for residents within east north east Leeds.
2. This report provides members with an update on progress made since the last update in March 2012 and highlights areas for concern.

Recommendations

3. Members are asked to note the progress made since the last update in March 2012.
4. Highlight any community groups and local representatives who can support the work going forward.

1 Purpose of this report

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

2 Background information

- 2.1 A report was presented to Area Committee in December 2011 which set out the details of the Government proposals for welfare reform and the likely impact on residents in Leeds. Reports have also been presented to the Executive Board in October 2011 and February 2012 outlining a city wide strategy in response to the proposed changes.
- 2.2 At the November 2011 meeting of the East North East Area Leadership Team a discussion was held around the impact for east north east and it was requested that the Area Leader establish a project team to focus on developing actions to mitigate the impact across the area. A report was presented to the Area Committee in March 2012 to highlight action taken within east north east in response to the request made at the area leadership team.
- 2.3 The report highlighted the main changes coming in to force along with the proposed dates of the changes. Attention must be drawn to the fact that the statutory instruments and guidance in relation to all of the changes has not yet been by central government.
- 2.4 Whilst the final details of the welfare reform are still not finalised it is recognised by the area leadership team that there is a need for early preparation and a communications strategy developed.

3 Main issues

- 3.5 A summary sheet produced by Advice Leeds is provided at **appendix 1** showing the changes and timescales for each.
- 3.6 Strategic Board Progress/National Developments
- 3.7 The DWP issued letters to households effected by the new benefits cap from 4th May 2012. Nationally more that 90,000 adults (over 67,000 households) are in danger of losing benefits when the overall benefit cap is introduced in April 2013. The letters will be the first time households discover they could be at risk. With 44% of those set to be hit living in social housing, many are already struggling to make ends meet.
- 3.8 *National Housing Federation chief executive David Orr said:*

- 3.9 *"The letters will come as a shock to many vulnerable families. The overall benefit cap is a crude measure that fails to reflect the stark differences in housing costs across the country, caused by the desperate shortage of affordable housing.*
- 3.10 *"Housing associations want to do everything to help minimise the brutal effects of the cap. But they can only do this when they know who will be affected. We're calling on councils to share their information soon so housing associations can identify who will need support. With under a year to go before many people start losing their homes, there's no time to lose."*
- 3.11 *The National Housing Federation, which represents housing associations in England, is calling for local authorities – who will know which families may be affected – to share the data sooner rather than later, as social landlords like housing associations have less than a year to prepare tenants for the changes by helping them find work, get financial advice or a new affordable home on their new benefits.*
- 3.12 *Councils are being urged to share crucial data on which families may face benefit cuts as warning letters hit doormats from today.*
- (Source: National Housing Federation website May 2012).
- 3.13 Guidance on size criteria (bedroom tax) has now been issued and provides clarification on the Welfare Reform Act received Royal Assent on 8th March 2012. The Act introduces a new Universal Credit which will replace most existing benefits and limits the total amount of benefit a person can claim. It also introduces a new size criteria or 'bedroom tax' in the social rented sector. The welfare reforms impact on the way tenants receive benefit, in many cases, removing the option of having benefits paid direct to landlords.
- 3.14 The next strategic board meeting is due to be held on 31st May 2012.

ENE Progress to date

- 3.15 Regular project team meetings are being held and progress being made against the action plan. There is now representation on the project team from Private Sector Housing and Gipsil (representing the voluntary sector).
- 3.16 The action plan is now aligned with the cross ALMO and Strategic Board action plans and work is ongoing on the communications plan for ENE.
- 3.17 Meetings have been held with the Libraries Development Officer to ensure that access to IT and adult learning is built in and available for residents. Mapping of IT availability across the area is ongoing so that gaps in availability are highlighted and action taken to plug gaps. Information on the mobile library provision is also being included within this.
- 3.18 Leeds Credit Union have joined discussions on the banking needs for people moving forward and targeted marketing of the budget account that they have available is now ongoing. Measures are being put in place to monitor the uptake from the targeted marketing. Some of this work is being undertaken by the Credit Union officer that ENEHL are funding, but information replicated for private

tenants within the area. The Credit Union are also considering alternative bank account option which may simply be used to pay rent.

- 3.19 There has been a delay in the VCSF event due to venue and staffing availability but planning is ongoing for this to take place in June 2012.
- 3.20 An information pack for residents is being developed by the ALMO with input from the project team for ENEHL tenants. This pack will be replicated for private sector tenants.
- 3.21 The Harehills Opportunities Fayre held on 29th March 2012 met with a very positive response from VCSF group representatives wanting to support disseminating information to their clients and look at how the digital access for vulnerable residents may be increased.
- 3.22 Discussions to engage with housing associations across the area now needs to progress to ensure that consistent information is being given to tenants.
- 3.23 Information shared with colleagues in other parts of the City on the work of the ENE Welfare Reform Project Team so that elements may be replicated in other parts of the City.

Concerns to highlight

- 3.24 Detailed mapping information to the LSOA and street level is still not available making targeted engagement with vulnerable residents difficult and doing this in a coordinated way. This has been raised with David Jackman (Leeds Revenue and Benefits Service) and requested as a matter of urgency. The information will be used to ensure that front line workers are not duplicating effort in supporting and engaging residents.
- 3.25 The legal aid changes are further likely to impact upon residents seeking help to appeal decisions that have been made in relation to benefits going forward.

Next steps

- 3.26 Officers are to attend neighbourhood forums, community leadership teams and ward member meetings to update on the welfare reform changes as well as action being taken on a local level to mitigate the impact.
- 3.27 Develop information pack for residents (both ALMO and private sector tenants) and plan distribution to raise awareness of changes, advice, support and options available to prepare for changes.
- 3.28 Targeted marketing of Credit Union budget account (and other budget bank accounts available) to better prepare residents for universal credit.
- 3.29 Review digital access and IT availability across ENE. This will be followed up with options for where there are gaps and work alongside adult learner providers to support the implementation of digital by default.

4 Corporate Considerations

4.30 Consultation and Engagement

- 4.30.1 The strategy sets out proposals for preparing customers for the welfare reform and understanding the impacts at a local level. Delivery of the proposed actions will involve consultation with Area Committees, ward members and tenants groups.
- 4.30.2 Through the communications strategy for east north east residents will be provided with information through a variety of means at the most appropriate (and earliest) opportunity.

4.31 Equality and Diversity / Cohesion and Integration

- 4.31.1 The strategy is aimed at identifying and supporting vulnerable groups and targeting help and support to ensure all groups can access Universal Credit and manage their personal responsibilities. Where policies are reviewed and revised, equality impact assessments may be required to ensure that the equality implications of any revisions are properly considered.
- 4.31.2 The communications plan for east north east will ensure that marginalised groups and language needs are met with advice and support. This will be met through links with groups and representatives in the local area.

4.32 Council policies and City Priorities

- 4.32.1 The strategy is aimed at supporting the Council's Priorities and will provide data and information relevant to the Priority Boards activities.
- 4.32.2 The ENE action Plan aims to deliver priorities highlighted with then Area Committee Business Plans.

4.33 Resources and value for money

- 4.33.1 City wide the delivery of the strategy will need to be supported by financial investment. The strategy will need to be supported by a programme manager and it is intended to meet this cost, and admin support costs, from within existing budgets. Elements of the strategy will carry cost implications. Where these cannot be met from existing budgets, it is intended to explore funding from DWP and DCLG under the new burdens arrangement.
- 4.33.2 Within the east north east wherever possible actions will be delivered through existing staffing resources and structures.

4.34 Legal Implications, Access to Information and Call In

- 4.34.1 There are no legal implications arising directly from this report.

4.35 Risk Management

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

5 Conclusions

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

6 Recommendations

- 6.4 Members are asked to note the progress made since the last update in March 2012.
- 6.5 Highlight any community groups and local representatives who can support the work going forward.

7 Background documents¹

- 7.1 The following documents are background documents
- Welfare Reform Bill
 - Local Government Finance Bill
 - Welfare Reform Impact Assessments
 - Welfare Reform Strategy

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

Report of ENE Area Leader

Report to Inner East Area Committee

Date: 21st June 2012

Subject: Wellbeing Fund

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

Summary of main issues

This report provides an overview of spending to date, and presents for consideration a number of new project proposals requesting funding.

Recommendations

- Approve the amount members have agreed to allocate from their ward budget towards a Small Grant pot and Tasking pots for their wards.
- Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Lincoln Green Computer Suite	£5,519
Police Off Road Motor Cycles	£2,500
Songo Drumming Project	£1,700
Mums doing it R way	£1,000
Seacroft Tasking ASB reduction	£4,677
Body & Soul Project	£6,958
ENEHI target hardening	£4,500

Purpose of this report

- 1.0 The purpose of this report is to provide details of its well being fund spend to the Area Committee, including details of new projects for consideration.
- 1.1 The report details decisions made at ward member meetings regarding how much of their ward budget members would like to allocate to a Small Grant pot and Tasking pots for their ward.
- 1.2 The report also provides members with information on action taken by the Area Support Team in response to the delegation to March 2012 Area Committee by Paul Radcliffe.

Background information

- 2.0 Each of the ten Area Committees receives an allocation of revenue funding. The amount of funding for each Area Committee is determined by a formula based on 50% population and 50% deprivation in each area, which has been previously agreed by the Council's Executive Board.
- 2.1 It has been agreed that the revenue wellbeing budget for the Inner East Area Committee for 2012/13, based on these calculations is £261,760. This is the same revenue budget that was allocated last year. Carryover of uncommitted revenue funds from 2011/12 will also continue and at the March 2012 meeting it was reported that this carry forward figure is £18,308.01, however this did not include the amount of budget within the topslice which was unallocated.
- 2.2 Further to this, a city wide internal audit of the Area Committee wellbeing funds has been taking place since January 2012 and has recently concluded. It has found that the Inner East Area Committee had an additional underspend (which is included in the figures set out in the budget summary at **Appendix A**) previously this has been shown within the top sliced budget, but not allocated to projects. This figure is included in the amount carried forward into the 2012/13 budget. This means that the total budget for the Inner East Area Committee for 2012/13 is £410,868. It must be noted by the Area Committee that this figure includes schemes approved and ongoing from 2011/12 which are carried forward to be paid.
- 2.3 As agreed at the March meeting, once the agreed topsliced projects are removed the remaining budget will be split three ways between the wards. Including this additional carry forward figure, this increases the amount available for each ward for 2012/13 (as set out in appendix A) and leaves a balance within the area wide budget of £5,000 for contingencies.
- 2.2 At its March 2012 meeting the Area Committee agreed to split the wellbeing budget three ways between the wards. From that ward allocation members were recommended to set aside a pot for small grants and pot/s for Tasking teams. These decisions have been discussed at ward member meetings and members have agreed the following

Killingbeck & Seacroft

Small grants	£3,000
Tasking	£12,000

Gipton & harehills

Small Grants	£3,000
Gipton Tasking	£6,000
Harehills Tasking	£6,000

Burmantofts & Richmond Hill

Small Grants	£2,000
Tasking	£10,000
Community Engagement	£1,072 (This money will be added to the Community Engagement pot for spend specifically in BRH)

- 2.3 Wellbeing fund applications are considered at the relevant Ward Member meetings, where possible, for Members recommendations to the Area Committee prior to the meeting.
- 2.4 The Area Committee wellbeing fund is used to commission activity and projects which support activities in the Neighbourhood Improvement Plans which in turn support the overarching priorities of the Community Charter, and the themes of the Leeds Strategic Plan. Applications are also accepted from organisations in the local area who can demonstrate that their project supports these priorities. These projects are monitored quarterly on progress, with a final evaluation taking place when the project is completed.
- 2.5 Appendix A to this report shows spend to date and current balance of the revenue budget for Members information.

Small Grants

- 2.6 Community organisations can apply for a small grant to support small scale projects in the community. A maximum of two grants of up to £500 can be awarded to any one group in any financial year, to enable as many groups as possible to benefit. These are approved by Councillors outside of the Area Committee meeting and are funded from a small grant pot set aside by ward members from their ward allocation. Details of spending for small grants are included in Appendix B.

Community Engagement

- 2.7 The Area Committee approved an amount of £3,000 at its March 2012 meeting for Community Engagement. Burmantofts and Richmond Hill Members have since agreed to allocate an additional £1,072.75 to this pot to be spent on activity in their ward. There is no spend this financial year under this heading.

Crime and Grime Tasking

- 2.8 Each of the priority neighbourhoods in the Inner East Area has a multi-agency tasking team which focuses on tackling crime, anti-social behaviour and

environmental problems. Ward members have set aside a portion of their ward allocation to support the work of these teams, this pot is managed by the Area Support Team. There is no spend this financial year under this heading.

Project Update

2.9 Projects which are awarded wellbeing funding are required to submit project monitoring returns giving details of what the project has achieved. As projects agreed at the March meeting from the 2012/13 budget have only just commenced there are no updates at this time.

3.0 New projects for Consideration

3.1 **Project:** Lincoln Green Computer Suite
Organisation: ENE Area Support Team
Ward affected: Burmantofts & Richmond Hill
Amount applied for: £5, 519

As recommended by the Inner East Community Centres Working Group this project is to re-establish an IT suite at Lincoln Green Community Centre in order that Job Shop sessions can be established. It is anticipated that a number of other groups, following the Richmond Hill Community Centre model, will also be able to use the suite, such as Youth Services and IT classes for older people.

ENEHL have provisionally agreed to match fund the same amount, dependent upon Area Committee agreeing their share. LCC Corporate ICT services will provide 10 computers free of charge, this funding is required to establish the infrastructure for them.

3.1.1 Ward Member recommendations: Ward members and the Community Centre working group support the application. It supports Charter priorities to promote our community centres to increase their usage and provide job advice and information through job shops.

3.2 **Project:** Police off Road Motorcycles
Organisation: West Yorkshire Police
Ward affected: All
Amount applied for: £2,500

This project is to continue the current provision that the Area Committee funded in 2011/12. 3rd quarter reports show that response from the motorcycles was evenly spread throughout the Inner East and that officers responded to a number of calls using the bikes where they wouldn't have been able to catch the criminals without them.

Outer East Area Committee is also being asked for £2,500 and the Inner North East and Outer North East Area Committee's are being asked for £500 each, to reflect the usage of the bikes in the different areas.

3.2.1 **Ward Member Recommendations:** Supports Neighbourhood Improvement plan priorities to reduce crime and ASB.

3.3 Project: World Music Mini Fest
Organisation: Songo Drumming Project
Ward affected: All
Amount applied for: £1,700

The World Music Mini-Fest will be a music event in East Leeds involving both community and semi-professional music/dance groups from different cultures for a local audience.

The aims are:

- To provide a platform for local community music and dance groups involving people of different ages and genres, to perform alongside more accomplished performers
- To celebrate the rich diversity of multi-cultural Leeds and break down barriers between communities
- To give local community music groups a platform to widen their audience, network with other arts groups and recruit new members
- To expose people to types of music they are not familiar with
- To provide an opportunity for people with low income to experience a high quality and varied cultural event

The event will be held in Harehills but aimed at an audience from all of Inner East Leeds.

3.3.1 **Ward member recommendations:** The application was received too late for the project to be discussed at ward member meetings.

3.4 Project: Mums Doing it R way
Organisation: IGEN
Wards affected: Killingbeck & Seacroft
Amount applied for: £1,000

This project is to run a peer support group for targeted young Mums. It will support them with activities that will further support their abilities to tenancy manage their properties and raise their children such as; learning to cook, organising their household, personal safety and confidence building.

The group has 12 young people already identified and committed to attending, the project has also been advertised across the network of East North East Leeds to encourage referrals. The group will be ongoing with a continuous roll of young people attending when they are ready to engage.

3.4.1 **Ward Member recommendations:** Supports Area Committee priorities for health & wellbeing and children & young people.

3.5 Project: Seacroft Tasking Youth outreach work
Organisation: ENE Area Support Team
Ward affected: Killingbeck & Seacroft
Amount applied for: £4,677

This is a partnership project from the agencies delivering services in Seacroft. Residents in the area have identified that there is a need for detached youth work in Seacroft in the evenings, in addition to current provision, to reduce ASB. The project will consist of

- An Attendance team working mornings on school days targeting the persistent absentees in the cluster (funded by Extended Services)
- Health Bus three times a week (joint partnership with Igen Intensive Support, Youth Service, Health and Extended Services)
- Detached Youth Work on school day evenings in the Ward linked into Police/ASB tasking (2 workers per night managed by Extended Services jointly funded by Safer Leeds)

The total project will cost £25,000

3.5.1 Ward Members Recommendations: Seacroft Tasking team and ward members are in support of the project. It supports Charter priority; “The council, police, health, housing providers and other organisations will work together as a team to tackle the problems identified in our communities”

3.6 Project: Body & Soul project
Organisation: Womens Health Matters
Ward affected: Killingbeck & Seacroft
Amount applied for: £6,958

This piece of work aims to reduce the sexual violence, intimidation, coercion and abuse experienced by girls and young women in East Leeds. The project will start by delivering a 12 week rolling programme of sessions in Alston Lane and / or Dennis Healey Community Centre in Seacroft

The programme involves a series of sessions including direct risk and resilience work and provides explicit sexual health information. The project will use a Protective Behaviours approach, developing resilience in individuals through work on intrinsic, intuitive factors

3.6.1 Ward Member recommendations: Ward members are supportive. Supports the Charter promise to offer women training and support in improving their mental and physical health

3.7 Project: ENEH Cross ALMO Target Hardening
Organisation: ENEHI
Wards affected: All
Amount applied for: £4,500

As per the ALMO target hardening report, included in the papers, over the past year East North East Homes have been undertaking a substantial home security upgrade programme. This includes changing Euro profile locks to ones that are more secure, fitting burglar alarms, security lighting and laminated glass. Last year funding was also secured from Safer Leeds to work in partnership with the ALMO to secure those properties in burglary hotspots that were either owner occupied or private rented. Of this additional funding £7,500 was allocated to the Chapel Allerton ward.

This year the additional funding is no longer available for non-ALMO properties and therefore £1,500 is being requested from the Area Committee for each ward in the Inner North East to continue this work. This work would be undertaken on private or private rented properties where the resident(s) were identified as elderly and/or vulnerable.

The funding would only be used to purchase the secure Euro-profile locks for each property and the labour costs would be picked up by East North East Homes Leeds under their current contract with CASAC.

The Area Committee is requested to make a decision on whether to fund this project. If agreed the money would be transferred to East North East Homes Leeds for them to administer.

Delegation to March Area Committee from Mr Paul Radcliffe.

- 3.8 At its meeting on 22nd March 2012 a delegation was received by Mr Paul Radcliffe as detailed at point 89 of the minutes. Mr Radcliffe was interested in establishing creative arts workshops in the area. The Area Committee advised that he speak to community activists in the area to establish support for his project and in due course would look at an application for funding.
- 3.8.1 Mr Radcliffe attended the special Area Committee meeting in May to speak to the Committee regarding any updates and it was requested by members that action taken by the Area Support Team to advise and assist him be reported back to the subsequent meeting.
- 3.8.1 After the March meeting Mr Radcliffe was contacted by the Area Support team by email and approached at public meetings to offer any advice or assistance. Due to other commitments Mr Radcliffe was not able to progress his idea at that time, but following contact from the Area Support team again in May has informed us that his plans have now changed.
- 3.8.2 Mr Radcliffe has been asked to direct a creative arts project in Leeds city centre but would like as many schools and creative arts groups as possible from LS9 to take part. He has asked for any assistance we can offer with this. Sarah May, Neighbourhood Manager for Burmantofts & Richmond Hill has provided him with a list of all of the creative arts groups in Burmantofts & Richmond Hill and put him in touch with the Cluster manager for the ward to liaise with her regarding school participation.

Corporate Considerations

4.0 Consultation and Engagement

In order for ward members to make an informed decision on wellbeing spending they are provided with details of the projects and the opportunity to discuss them at ward member meetings. The Neighbourhood Managers are also consulted to assess how the project supports the relevant Neighbourhood Improvement Plans.

4.1 Equality and Diversity / Cohesion and Integration

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.

4.2 Council Policies and City Priorities

Wellbeing funding is used to support the priorities set out in the Inner East Community Charter which are agreed with the local communities of Inner East and key stakeholders. More detailed action plans, Neighbourhood Improvement Plans (NIPs) are prepared for each priority neighbourhood. Both the Charter and the NIPs support the Vision for Leeds.

4.3 Resources and Value for Money

Spending and monitoring of the Wellbeing budget is administered by the Area Management Team in accordance with the decisions made by this Area Committee.

4.4 Legal Implications, Access to Information and Call In

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

There is no exempt or confidential information in this report.

In line with the Council's Executive and Decision Making Procedure Rules, agreed at Full Council May 2012, all decisions taken by Area Committees are not eligible for Call In.

4.5 Risk Management

All wellbeing 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.

5.0 Conclusions

The well-being fund provides financial support for projects in the Inner East Area which support the priorities of the Community Charter and Neighbourhood Improvement Plans.

6.0 Recommendations

The Area Committee is requested to:

Consider the following project proposals and approve where appropriate the amount of grant to be awarded:

Lincoln Green Computer Suite	£5,519
Police Off Road Motor Cycles	£2,500
Off the Streets	£4,376
Mums doing it R way	£1,000
Burglary Reduction Project	
Body & Soul Project	£6,958

7.0 Background documents

Report to Inner East Area Committee, 23 June 2011, Area Committee Roles 2011/12

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

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Funding / Spend Items	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	BURMANTOFTS AND RICHMOND HILL	Area Wide	Contingency	Total
Balance b/f 2011-12	18,166.71	10,620.78	56,527.61		63,792.90	149,108.00
New Allocation for 2012-13	56,196.00	56,196.00	56,196.00	92,100.00	1,072.00	261,760.00
Transfer from Contingency	19,597.63	19,597.63	19,597.64		- 58,792.90	-
Total available (incl b/f bal) 2012-13	93,960.34	86,414.41	132,321.25	92,100.00	6,072.00	410,868.00
Schemes Approved from 2011-12 budget to be spent in 2012-13	18,166.71	10,620.78	56,527.61	-	-	85,315.10
Amount of b/f budget available for new schemes 2012-13	75,793.63	75,793.63	75,793.64	92,100.00	6,072.00	325,552.90
2011-12 Schemes to be paid for in 2012-13						
	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	BURMANTOFTS AND RICHMOND HILL	Area Wide		Total
Mind, Body and Soul - Gipton	3,480.66					
BT Redcare - Nowell Mount 11/12	2,600.76					
BT Redcare - Black Shops 11/12		3,166.00				
Rainbow Hearts Womens Group G&H	3,115.10					
Rainbow Hearts Womens Group B&RH			2,481.25			
Cross Green Noticeboards			1,410.00			
Rookwoods Recreation area			25,000.00			
Lincoln Green/Beckett street Environmental Improvements			1,500.00			
Burmantofts Burglary Reduction Event			3,855.00			
Harehills DPPO - Legal Notice	956.07					
Signage for Seacroft Methodist Church		398.00				
6 DPPO Signs		360.00				
Dog Fouling signs x10		250.00				
Dog Fouling Signs x10	250.00					
No Tipping Sign	203.33					
Bicycle Repairation Project (all 3 ward pots)	666.67	666.67	666.67			
Garden Gang (all 3 ward pots)	1,666.67	1,666.67	1,666.67			
Dispersal Order	2,450.00					
High Street Vouchers - Liz Bailey	14.98	14.98	14.99			
Signage - Henry Barren Community Centre	304.01					
Space 2 - Breathing Buddies		3,000.00				
NHS Falls Prevention Project	968.46	968.46	968.46			
Grass Verge outside 129 North Parkway - 1st Match 2012		130.00				
Alleygates	1,490.00					
East North East Homes Paint - Recharge			198.57			
Grit bins for Dolphin's x 2			436.00			
Lincoln Green Environmental Improvements			1,500.00			
Rookwoods Recreation Area			15,000.00			
Cross Green Events			1,830.00			
Total of schemes approved in 2011-12	18,166.71	10,620.78	56,527.61	-	-	85,315.10
Approved 2012-13 Schemes						
	GIPTON & HAREHILLS	KILLINGBECK & SEACROFT	BURMANTOFTS AND RICHMOND HILL	Area Wide	Contingency	
Tasking	12,000.00	12,000.00	10,000.00			
Small Grants	3,000.00	3,000.00	2,000.00			
Neighbourhood Managers (x2)				60,000.00		
CCTV				14,100.00		
Probation				15,000.00		
Community Engagement	1,072.75			3,000.00		
Total of schemes approved in 2012-13	16,072.75	15,000.00	12,000.00	92,100.00		135,172.75
Grand Total Projected Spend 2012-13 (incl b/f schemes)	34,239.46	25,620.78	68,527.61	92,100.00	-	220,487.85
Total Budget Available for 2012-13 (incl b/f Bal)	93,960.34	86,414.41	132,321.25	92,100.00	6,072.00	410,868.00
Remaining Budget Unallocated	59,720.88	60,793.63	63,793.64	-	6,072.00	190,380.15

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**Inner East Area Committee 2012-13
Well-being Small Grants**

Appendix B

Project Name	Organisation	Amount Requested	Project Summary
The Firefly System	West Yorkshire Fire Brigade	£500	To purchase highly reflective stickers for the fire service to distribute to vulnerable residents. They will stick them on the base of internal doors where someone usually sleeps so that in the event of a fire the fire brigade can quickly identify which rooms to search.
Gipton & Harehills Easter Holiday programme	LCC Youth Service.	£90.70	Young people trips to Barnsley Metrodome during the Easter Holidays. The initial application was for trips canoeing and to Herd Farm at a cost of £456.80 but a survey of the young people found that they wanted to go to the Metrodome instead.
The Leeds Gathering 2012	Irish Arts Foundation	£500	Part of a series of activities across the city to raise awareness of the contribution Irish heritage has made. This grant will fund an evening of live Irish music and entertainment in Harehills.

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Report author: Carly Grimshaw
Tel: 0113 3367610

Report of East North East Area Leader

Report to Inner East Area Committee

Date: 21st June 2012

Subject: Area Committee Work Programme 2012/13

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Killingbeck & Seacroft, Gipton & Harehills, Burmantofts & Richmond Hill		
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. This report contains a final draft Community Charter for sign off by the Area Committee. The Charter will then be distributed to community groups and local organisations as in previous years.
2. The Area Committee is asked to agree the top three priorities for the forthcoming year, 2012/13, and the proposed actions and reporting mechanism.
3. The membership of the Area Committee sub groups and CLT Chairs also needs to be refreshed for 2012/13.

Recommendations

4. The Inner East Area Committee is requested to approve the attached Inner East Area Community Charter for 2012/13 and to review and approve the attached mailing list.
5. The Inner East Area Committee is asked to agree the top three priorities and actions for 2012/13 and the reporting mechanisms.
6. The Inner East Area Committee is asked to nominate and agree the membership of the Area Committee sub groups focussing on the Environment, Health & Wellbeing and Community Centres. It is also asked to nominate and approve Chairs for each of the 5 Community Leadership Teams.

Purpose of this report

- 1.1 This report seeks Area Committee approval for the 2012/13 Community Charter, which sets out promises for action and the attached mailing list to distribute it to.
- 1.2 The report sets out the proposed top three priorities for 2012/13 and the reporting mechanism for all actions.
- 1.3 The Area Committee is also asked to agree the membership of the Environment Sub Group, Health & Wellbeing sub group and Community Centres working group and to agree Chairs for the Seacroft, Gipton and Harehills CLT's and the Burmantofts and Richmond Hill forums.

2 Background information

- 2.1 At the June 2011 Area Committee meeting the Delegated Roles and Functions of the Area Committee were presented along with a forward work programme detailing how the roles and responsibilities would be discharged and action taken during 2011/12.
- 2.2 Since then an Area Committee Business Plan, which takes the forward work programme a stage further and sets out in more detail the work of the Area Committee, was created. This replaces the old Area Delivery Plan (ADP).
- 2.3 The Business Plan was developed to provide a consistent approach and framework across the City following the direction from Councillor Gruen, Deputy Leader of the Council and Executive Member for Neighbourhoods, Housing and Regeneration and James Rogers, Assistant Chief Executive, Policy Planning and Improvement. The plan provides a business planning framework with the main headings that the Area Committee are expected to adopt with information beneath to reflect the local circumstances.
- 2.4 The Area Committee Business plan provides a complete set of papers relating to the area, which will be refreshed annually. The actions and priorities will be monitored at the Area Committee meetings and performance managed.
- 2.5 The Inner East Area Business Plan was approved at the Area Committee meeting on 22nd March 2012.
- 2.6 In 2009/10 the Area Committee also agreed that they would pilot the production of a Community Charter to present the ADP (now Area Business Plan) in a more user friendly and understandable format and to help provide clearer progress reports to Area Committee during the year. The Area Committee agreed this was a success and decided to continue the production of a Charter in 2011/12.

3 Main issues

3.1 Community Charter

- 3.1.1 It was agreed at the Area Committee in February that the Inner East Area Committee would fund the Community Charter again for 2012/13

- 3.1.2 Since then work has been ongoing to finalise the draft charter including all text and photographs as necessary. The final draft Community Charter for 2012/13 is attached at Appendix 1.
- 3.1.3 The charter was circulated to members for comment in advance of this meeting.
- 3.1.4 Through the work of the Area Support Team and the various partners in the area projects will be developed to address the agreed priorities included in the charter. Work continues to develop further actions to address the identified priorities and progress will be reported on a regular basis to the Area Committee as set out in the forward plan.
- 3.1.5 When printed the charter will be distributed to community groups and local organisations to help raise awareness of the Area Committee and its role. They will be requested to pass and make available copies to their members and the public as appropriate. A copy of the mailing list is attached at appendix 2 and members are requested to review the list to make sure any groups they are aware of have not been missed off.

3.2 Area Committee Priorities and Reporting Mechanisms

- 3.2.1 Corporately the Area Support Team needs to have a performance management framework in place for the Area Committees. This is the Area Committee Performance Plan. The Area Committee Performance Plan is the primary method of capturing performance information for Area Committees. The intention of the plan is to identify key actions that the Area Committee feel are important to progress in the forthcoming year, along with actions to achieve these. These actions should be constrained to only those outcomes that the Area Committee achieve, rather than those done by partners. They should clearly show “what difference do Area Committees make and what value do they add”.
- 3.2.1 These actions should be constrained to only those outcomes that the Area Committee achieve, rather than those done by partners. They should clearly show “what difference do Area Committees make and what value do they add”.
- 3.2.2 The performance plan will also act as a reporting plan to be presented to Area Committee at intervals identified in the Forward Plan. The Performance Plan is attached at appendix 3 for approval. It includes all of the priorities agreed by the Area Committee at the meeting in March 2012.
- 3.2.3 The Inner East Area Committee is asked to agree the appended priorities and actions as a work programme for 2012/13.

3.3 Inner East Area Committee Sub Group Membership

- 3.3.1 In order to facilitate the running of the Area Committee and to help oversee the Environmental delegation the Area Committee has two working groups around Community Centres and the environment.
- 3.3.2 On each group one member per ward is nominated to sit on the group. Both groups are currently chaired by the Area Committee chair, who is also the nominated member from their ward on the Environment Sub Group.

3.3.3 Current membership is as follows:

Environment sub-group

Current: Cllr Graham Hyde (Chair), Cllr Asghar Khan and Cllr Arif Hussain

Community Centres sub-group

Current: Cllr Graham Hyde (Chair), Cllr Vonnie Morgan, Cllr Kamila Maqsood and Cllr Asghar Khan

3.3.4 The Area Committee is asked to either approve the membership of the above groups for another year or to make any amendments as agreed on a ward basis.

3.3.5 If the nominated ward member on either group is unable to make a meeting they are able to nominate another ward member to attend in their place.

3.3.6 In 2012/13 it is proposed that a new Health & Wellbeing sub group is established to be Chaired by the Health & Wellbeing Champion, or a similar role.

3.3.7 As a reconfiguration of the Leeds Initiative structure means that Champion titles and roles are to be reassessed and allocated at a later date we cannot confirm the Chair at this meeting but members are requested to nominate a representative from each ward to sit on this sub group.

3.4 CLT Chairs

3.4.1 Community Leadership Teams (CLTs) have been established for Gipton, Harehills, Killingbeck & Seacroft. They offer opportunities for local residents to get involved in shaping their community and overseeing the delivery of the neighbourhood improvement plans.

3.4.2 The CLTs are each chaired by a ward member, current Chairs are as follows:

Gipton- Cllr Maqsood

Harehills- Cllr Arif Hussain

Seacroft- Cllr Vonnie Morgan

3.4.3 The Area Committee is asked to either approve the chairs of the above CLTs for another year or to make any amendments as agreed in accordance with Area Committee Procedure Rules

3.4.4 Local community forums currently take place quarterly in Burmantofts & Lincoln Green and Richmond Hill. The forums are currently chaired as follows;

Burmantofts & Lincoln Green- Cllr Ron Graham

Richmond Hill- Cllr Asghar Khan

- 3.4.5 The Area Committee is asked to approve the Chairs of the above forums for another year or to make any amendments as agreed in accordance with Area Committee Procedure Rules.
- 3.4.6 It is proposed that a Burmantofts & Richmond Hill CLT and a Neighbourhood Improvement Board are developed in 2012/13 which will replace the existing forums. Once plans have progressed for this further discussion will be needed to establish a Chair for the CLT and a Co Chair for the Neighbourhood Improvement Board.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 As recommended in a report to the Area Committee in September 2011 the Area Committee's Engagement Plan is now included as part of the Area Business Plan and covers the Community Charter.
- 4.1.2 The priorities identified are based on consultation that has occurred in the current cycle.
- 4.1.3 The sub-groups are not subject to any consultation or engagement needs.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Consideration is given to the equality impact of projects to deliver the promises within the charter and in funding projects to local groups 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 The themes in the Community Charter mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions.
- 4.3.2 The sub groups also reflect the delegated functions of the Area Committee.

4.4 Resources and value for money

- 4.4.1 The Well-Being Fund is used to finance projects which support the promises in the Area Business Plan and Community Charter. Area Management 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.
- 4.4.3 The Inner East Area Committee also provides the funds for the community Charter. This year £3,000 has been allocated for Community Engagement and the Community Charter will be paid for from this budget.

4.4.4 The sub-groups do not incur any additional expenditure.

4.5 Legal Implications, Access to Information and Call In

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

4.5.6 There are no key or major decisions included in this report.

4.5.7 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.

5.2 The Community Charter translates this into a user friendly document that can be sent out to local groups to let them know what the Area Committee is focussing on in the current year. A final draft Community Charter is attached at Appendix 1 for approval.

5.3 Attached a appendix 2 is a copy of the current mailing list for approval.

5.4 The priorities for action and reporting mechanism for these are attached at appendix 3 for approval..

6 Recommendations

6.1 The Inner East Area Committee is requested to approve the attached Inner East Area Community Charter for 2012/13 and to review and approve the attached mailing list.

6.2 The Inner East Area Committee is asked to agree the actions for 2012/13 set out in the Performance Framework and the reporting mechanism.

6.3 The Inner East Area Committee is asked to nominate and agree the membership of the Area Committee sub groups focussing on the environment, Health & Wellbeing and Community Centres.

6.4 The Inner East Area Committee is asked to nominate and agree chairs for each of the 3 Community Leadership teams and the two forums.

7 Background documents¹

7.1 Area Committee Roles and Functions 2009/10

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

Area Committee

Your Area Committee

The Inner East Area Committee covers the 3 wards of Gipton & Harehills, Killingbeck & Seacroft and Burdantons & Richmond Hill.

The Area Committee is a formal local committee who have powers and responsibilities to address issues at a local level. They have delegated functions for Environmental Services, CCTV etc. The committee meets 6 times per year and the meetings are themed, for example around community safety.

Priorities on the front page are the local issues that have been agreed as important in consultation with partners and residents. This work is on top of the minimum standards we expect from Leeds City Council but we also work to make sure that these minimum standards are met in our area.

You can help this happen by:

- Putting all your litter, including cigarette butts into the bin so that resources aren't wasted cleaning up after you.
- Recycling as much of your household and garden waste as possible, including taking bottles to a bottle bank so that they can be recycled rather than sent to landfill and help save the environment.
- Put your wheelle bin out on the correct day, before 7am with all waste properly bagged up, and remember to bring it back in again after it has been emptied.
- Look out for any criminals operating in your area. If you see anything suspicious or have any information on criminal activity please contact your local neighbourhood watch team. It is important to be vigilant and make it harder for criminals by locking doors and closing windows, even if you are in the house, and don't leave items on display.

How to get involved:

The area committee promotes a team approach in neighbourhoods, so that local staff and residents can work together to make improvements. If you wish to join the committee or have any ideas for local issues, please contact the area committee on (0113) 3367644 or e-mail us at east.north.east@leeds.gov.uk. Below are additional ways of how you can get involved with making a difference in your local area.

- Volunteering has lots of benefits for individuals, communities and organisations. People who volunteer gain confidence, learn new skills and meet new people. If you are looking for opportunities whilst helping to improve the quality of life for local people. For further information see www.val.org.uk/page/volunteer

- Become a school governor for more information go to www.educationleeds.co.uk and click on the 'opportunities to get involved' tab.

- Join or establish a local resident's association or friends of group that cover most of Leeds' parks and open spaces. These groups can help bring environmental improvements to a specific area, especially council tenants you can find out more at www.eastnortheastfromleeds.org.uk. For friends of eastnortheast contact Paul and Courtney-Jade on (0113) 395 7400.

You can also report a wide range of issues, including faulty street and traffic lights, road damage, street lighting, and other issues. For more information visit the City Council website at www.leeds.gov.uk/foi. Online/Report_online.aspx or (0113) 222 4444 to be put through to the correct department.

There is further information on getting involved and Leeds City Council's services at www.leeds.gov.uk

2012/13 Priorities - supporting

Best city... for health and wellbeing

- Provide advice and information on healthy lifestyle choices.
- Promote the Change for Life Campaign in our local communities which offers practical advice on healthier lifestyles.
- Support delivery of 'extend' exercise classes in Seacroft to people who are suffering from chronic lung problems.
- Promote the risks of smoking and offer people help and advice to stop smoking.
- Support projects which offer women training and support in improving their mental and physical health.



Best city... for children and young people

- We will target families with challenging young people to give them a package of support to improve their school attendance, attainment and progression.
- Provide a range of activities such as school holiday activities, sports and art activities for young people to enjoy in their local neighbourhood, in local venues.
- Provide targeted support to young people to reduce the risk of them not being in education, employment or training



Best city... for business

- We will provide job advice and information through the Jobshops in Harehills, and Jobshop sessions at Seacroft.
- Provide targeted support to those families experiencing long term unemployment to get them back into work.
- Offer training and support to enable local people to access local job opportunities when they arise.



Leeds be the best city . . .

Best city... for communities

- Organise clean up days with local residents in identified hot spot areas and provide a Community Payback team to help improve community buildings and spaces.
- Provide information for people through leaflets, talks in schools and at local events on how to dispose of their waste, and take enforcement action against those who do not dispose of it correctly.
- The council, police, health, housing providers and other organisations will work together as a team to tackle the problems identified in our communities and support residents groups who want to improve their local environment.
- Provide advice and practical help with home security to reduce the risk of burglary and continue to provide CCTV in areas which are hotspots for crime and anti social behaviour.
- Increase awareness of the harm from the use of drugs, alcohol and domestic abuse through providing information at community events, talks in schools and through local community groups.



Best city... to live

- As funding becomes available we will undertake works to improve Community Parks, play areas and equipment, sports pitches and allotments.
- Protect and improve the natural habitats of the Wykebeck Valley for local people to enjoy.
- Extend and improve Richmond Hill Community Centre to create a local centre that is the hub of the community.
- Promote our community centres to increase their usage.
- Work with investors to bring about the physical regeneration of Inner East Leeds neighbourhoods.



Mailing List for Community Charter		Appendix 2
Name	Street	Area
Church of England Primary School	Cross Aysgarth Mount	Richmond Hill
Brownhill Primary School	Torre Drive	Harehills
Ebor Gardens Primary School	Rigton Drive	Ebor Gardens
Mount St. Mary's Catholic High School	Ellerby Road	
Mount St. Mary's Catholic Primary School	Raincliffe Road	
Primrose High School	Stoney Rock Lane	Burmantofts
Richmond Hill Primary School	Clark Crescent	Richmond Hill
Shakespeare Primary School	Shakespeare Avenue	Burmantofts
St. Patrick Catholic Primary School	Torre Road	Burmantofts
St. Peter's Church of England Primary School	Cromwell Street	
Victoria Primary School	Ivy Avenue	Richmond Hill
Bankside Primary School	Markham Avenue	Harehills
Harehills Primary School	Darfield Road	Harehills
Hovingham Primary School	Hovingham Avenue	Harehills
Oakwood Primary School	North Farm Road	Oakwood
St. Augustine's Catholic Primary School	St. Wilfrid's Circus	Harehills
St. Nicholas Catholic Primary School	Oakwood Lane	Gipton
Woodlands Place Primary School	Foundry Place	Harehills
Wykebeck Primary School	Brander Street	Wykebeck
Beechwood Primary School	Kentmere Avenue	Seacroft
Crossgates Primary School	Poole Crescent	Crossgates
David Young Community Academy	North Parkway	Seacroft
Grange Farm Primary School	Barncroft Rise	Seacroft
Our Lady of Good Council Primary School	Pigeon Cote Road	Seacroft
Parklands Girls High School	South Parkway	Seacroft
Parklands Primary School	Dufton Approach	Seacroft
Seacroft Grange Primary School	Moresdale Lane	Seacroft
Burmantofts Housing Office	Rigton Lawn	Burmantofts
Gipton Housing Office	95 Foundry Avenue	Seacroft
Halton Moor and Osmondthorpe Housing Office	Neville Road	Osmondthorpe,
Housing Advice Centre	2 Great George Street	
Richmond Hill Housing Office	8 Walter Crescent	Richmond Hill
Seacroft South Housing Office	91-93 Moresdale Lane	Seacroft
Halton Moor One Stop Centre	Neville Road	Osmondthorpe,
	Unit 8, Seacroft	
North Seacroft One Stop Centre	Green Shopping Centre,	Seacroft,
Osmondthorpe One Stop Centre	81a Wykebeck Mount,	Gipton

Name	Street	Area
South Seacroft One Stop Centre	91-95 Moresdale Lane,	Seacroft
East Leeds Children's Centre	Brooklands View,	Seacroft,
Seacroft Children's Centre	South Parkway,	Seacroft,
North Seacroft Children's Centre	Kentmere Avenue,	Seacroft,
Parklands Children's Centre	Dufton Approach, Oakwood primary School, North Farm Road,	Seacroft,
Gipton North Children's Centre	Brander Street,	Gipton
Gipton South Children's Centre	Cowper Terrace,	Gipton
Harehills Children's Centre	3 Darfield Avenue,	Harehills,
Harehills Children's Centre	Halton Moor Avenue,	Harehills,
Meadowfield Children's Centre	Rookwood Road,	Halton Moor,
Osmondthorpe Children's Centre	Cross Aygarth Mount,	Osmondthorpe,
Richmond Hill (over 3s)	Walter Crescent,	Richmond Hill,
Richmond Hill Children's Centre (under 3s)	Shakespeare primary School	Richmond Hill,
Shakespeare Children's Centre	Community centre	Burmantofts,
Neighbours Scheme	Church	Seacroft
Neighbours Scheme		Seacroft
Seacroft Green Residents Association	26 The Green	Seacroft
Seacroft Gate Block 2 TRA	100 Seacroft Gate	Seacroft
Seacroft Action Group	130 Tarnside Drive	Seacroft,
Barncroft Court Community Champion	27 Barncroft Court	Seacroft,
Barncroft Heights Community Champion	12 Barncroft Heights	Seacroft,
Community Champion	37 Barncroft Towers	Seacroft
Seacroft Gate Block 1 TRA	49 Seacroft Gate	Seacroft,
Brooklands Towers Tenants & Residents Association	41 Brooklands Towers	Seacroft
Ramshead Heights Community Champion	2 Ramshead Heights	Seacroft,
Parkway Grange Residents Association	64 Parkway Grange	Seacroft
Monkwood Tenants & Residents Association	35 Monkwood Avenue	Seacroft
Queensview Tenants & Residents Association	47 Queensview	Seacroft
Skelwith Walk Residents Association	64 Skelwith Walk	Seacroft
Barncroft Residents Association	5 Barncroft Mount	Seacroft
St. Alban's Residents Association	16 St. Alban's View	Harehills
Amberton, Lawrence and Oaktree Residents Association	32 Amberton Crescent	Gipton
Oak Trees and Beeches Residents Association	4 Beech Walk	Gipton
Wykebeck Valley Road Flats Association	29 Denbigh Croft	Gipton
South Gipton Action Group	33 Brander Close	Gipton

Name	Street	Area
Briarsdale and Gipton Gate Association	11 Briarsdale Croft	Gipton
Lincoln Green Residents Association	89 Naseby Grange	
The Nowells Together	30 Nowell View	
Bouverie Court Residents	41 Bouverie Court	
Spring Close Residents Group	18 Spring Close Gardens	
Aysgarths Residents Association	14 Aysgarth Walk	
Rigton Tenants Association	61 Rigton Drive	
Saxton Gardens Residents Association	52 Flax Place, Saxton gardens	
OTRA	43 Rookwood Terrace	
Action for Gipton Elderly	5-11 Oak Tree Drive St Agnes Church Hall, 25 Shakespeare Close	Gipton
Burmantofts Senior Action	Richmond Hill CC, Long Close Lane	
Richmond Hill Elderly Action	Osmondthorpe One Stop, 81a Wykebeck Mount	
The Halton Moor and Osmondthorpe Project for Elders (HOPE)		
Dot Farrell, Over 60's Cross Gates Grp	5 Poole Mount	Crossgates
Alston Lane Community Centre	23 Alston Lane	Seacroft
Crossgates Community Centre	Maryfield Avenue	Crossgates
Harehills Place Community Centre	Harehills Road	Harehills
Henry Barran Community Centre	Amberton Grove	Gipton
Richmond Hill Community Centre	Long Close	Burmantofts
Denis Healey Community Centre	Foundry Mill Street	Seacroft
Lincoln Green Community Centre	Unit 29 Cromwell Mount	Lincoln Green
South Gipton Community Centre	Coldcotes Grove	Gipton
Kentmere Community Centre	Kentmere Avenue	Seacroft
Pakistani Community Centre	Conway Road	Harehills
Bangladeshi Community Centre	Roundhay Road	Harehills
Ebor Gardens Community Centre	Haselwood Drive	Burmantofts
Nowell Mount Community Centre	Nowell Mount	Harehills
Oakwood Library	1 Oakwood Lane	Gipton
Osmondthorpe Library	81a Wykebeck Mount	Gipton
Richmond Hill Library and Recreation Centre	Pontefract Lane	Richmond Hill

Name	Street	Area
Seacroft Library	Seacroft Crescent	Seacroft
Our Lady of Good Counsel Church	Kentmere Avenue	Seacroft
St. Richards' Church	Kentmere Avenue	Seacroft
St. Theresa's Church	Station Road	Crossgates
Harehills Baptist Church	13 Hilton Place	Harehills
Greek Orthodox Church	Harehills Avenue	Harehills
St. Nicholas Roman Catholic Church	Oakwood Lane Presbytery	Gipton
St. Wilfrid Church of England	Chatsworth Road	
St. Patrick Roman Catholic Church	Torre Road	Burmantofts
St. Augustine's Roman Catholic Church	Harehills Road	Harehills
St. Wilfrid Church of England	Selby Road	Halton
St. Theresa's	Station Road	Crossgates
Gipton Methodist Church	Oak Tree Place	Gipton
Church of Epiphany	227 Beech Lane	Gipton
Leeds Malayalees Association	12 Ashton Terrace	
Gipton Together	35 Hollin Park Terrace	Gipton
Advocacy Support	267 Roundhay Road	
1st Crossgates Brownies & Guides, Jean Barbrook	Tribecca House	
Dental Practice,	5-7 East Park Road,	
Dental Practice,	386 York Road	Harehills
Dental Practice,	401 Harehills Lane,	Harehills
Dental Practice,	21 Chelwood Drive,	
Dental Practice,	252 - 254 Easterly Road	Gipton
Roundhay Road Dental Practice,	13a Roundhay Road	
Dental Practice,	599 Harehills Lane	Harheills
Dental Practice,	43 Compton Road,	Harehills
Bellbrooke Surgery	Bellbrooke Avenue,	Harehills,
Conway Medical Centre	51-53 Conway Place,	Harehills,
East Leeds Health Centre	Osmondthorpe Lane,	Osmondthorpe,
East Park Medical Centre	5-7 East Park Road,	Richmond Hill
Foundry Lane Surgery	95 Moresdale Lane,	Seacroft
Garden Surgery	78a Osmondthorpe Lane,	
Hilton Road Surgery	67 Hilton Road,	
North Leeds Medical Practice	2 Milan Street,	
Oakwood Surgery	Gledhow Rise,	
Richmond Medical Centre	15 Upper Accommodation Road,	
Seacroft Clinic	Seacroft Avenue,	Seacroft
Shaftesbury Medical Centre	480 Harehills Lane,	Harehills,
The Lodge Medical Centre	1a Grange Park Avenue,	
The Medical Centre	846 York Road,	
York Road Surgery	179 York Road,	
Burmantofts Health Care,	7 - 8 Sinner Lane,	
East Leeds Leisure Centre	Neville Road	
Fearnville Leisure Centre	Oakwood Lane	
Lincoln Fields Day Centre	Cromwell Street	
Osmondthorpe Day Centre	Osmondthorpe Lane	

Name	Street	Area
St Anne's Resource Centre	66 York Street	
Getaway Girls	67 Bayswater Grove	Harehills
Wykebeck Valley Day Centre	Wykebeck Valley Road 117 Chapeltown	Gipton
Unity Housing	Road	Harehills
Resourcing the Community	233-237 Roundhay Road	Harehills
Archway	95 Roundhay Road	Harehills
Shantona Womens Centre	Roundhay Road	Harehills
Leeds Federation Housing	Westfield Road	Harehills
Connect Housing	205 Roundhay Road	Harehills
Womens Health Matters	Road	Harehills
Leeds Housing Concern	163 Spencer Place	Harehills
Refugee Community Organisations	2 Oatland Towers	Little London
Communities	Oxford Place	Harehills
Leeds Involvement Project	Unit 8, Gemini Park	Harehills
SHINE	Harehills Road	Harehills
GIPSIL	27-33 Brander Street	Gipton
Community Champion	19 Beech Walk	Gipton
Community Champion	3 Thorn Cross	Gipton
Community Champion	42 Beech Walk	Gipton
Community Champion	43 St. Wilfred's Crescent	Gipton
Wykebeck Valley Road Flats Association	29 Denbigh Croft	Gipton
South Gipton Action Group	33 Brander Close	Gipton
Briarsdale and Gipton Gate Association	11 Briarsdale Croft Methodist School	Gipton
East Leeds Citizens Advice Bureau	Rooms, Austhorpe Road	Crossgates
Stephen Hall / Nathan Hall	12 Ironwood Approach	Seacroft
Debbie Fernyhough	54 Monkswood Hill	Seacroft
St. Richard's Vicarage	Ramshead Hill	Seacroft
Markazi Jamia Masjid Bilal Mosque	Conway Raod	Harehills
Jamia Tul Batool Mosque	7 Beck Road	Harehills
Shah Jalal Mosque	25-27 Eilers Road	Harehills
Masjid Quba Mosque	24 Shepherd's Lane	Harehills

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Area Committee (Inner East)

PERFORMANCE PLAN – May 2012

Meeting Date	Minute ref no.	Outcome, Targets & Outputs (please align to City Priority Plans where appropriate)	Performance measures/Outputs	Others involved	Status RAG	Comments	Timescales
		<p>The Area Committee will undertake works to improve community parks, play areas and equipment, sports pitches and allotments, as funding becomes available. This aligns to the City Priority 'Best City to Live'</p> <p>We will do this by:</p> <ol style="list-style-type: none"> 1. Allocating the spend of s106 money derived from Gipton & Harehills ward to refurbish Ashton Park play area, resurface the MUGA and provide community notice boards at the entrances 2. Support the work of Wykebeck Way to regenerate Wykebeck Valley into an accessible city park. 3. Carrying out consultation with residents of what they would like to see, funding, and establishing Rookwood Play Area 4. Allocating spend of s106 money to build a new play area at Barncroft and build a new play area and new Multi Use Games Area in Seacroft South (behind Dennis Healey centre) 		<p>Parks & Countryside, Wykebeck Way</p> <p>City Projects/ Planning</p>	A		<ol style="list-style-type: none"> 1. complete by end Quarter 3 2. ongoing 3. complete by end quarter 3 4. by end quarter four
		<p>The Area Committee will give residents a sense of belonging that builds cohesive and harmonious communities by supporting initiatives, meetings and events that bring the community together and promoting a Team Neighbourhood approach by services. This aligns to the City Priority 'Best City for Communities'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Running regular community forums in Burmantofts and Richmond Hill. 2) Running two Community Leadership Teams in Seacroft and Gipton and developing ones in Harehills, Burmantofts and Richmond Hill 3) Continuing to run the Local Management Teams in Seacroft and Burmantofts and Richmond Hill and developing two further ones in Gipton and Harehills. 		<p>Police, ENEHI, youth services, sports development, Clusters, Environmental Locality team, NHS</p>	G/A		<ol style="list-style-type: none"> 1. Ongoing 2. Ongoing/ established by end quarter 3 3. Ongoing/ established by end quarter 3

	<p>4) Funding two Neighbourhood Managers to cover 4 of the 5 priority neighbourhoods and supporting their work programme.</p> <p>5) Funding Gipton Gala, Seacroft Gala, Lark in the Park, Live on the Drive and the Harehills Torch funday.</p>		Gala Committees and Harehills Youth Strategy group			<p>4. ongoing</p> <p>5. by end quarter 2</p>
	<p>The Area Committee will provide a range of activities such as school holiday activities and sports and arts activities for young people to enjoy in their local neighbourhood. This aligns with the City Priority 'Best City for children and young people'.</p> <p>We will do this by:</p> <ol style="list-style-type: none"> 1) Pooling funding with the extended services clusters and coordinating a programme of summer holiday activities in each neighbourhood for the full 6 weeks. 2) Funding weekly football sessions for young people at the Bilal Centre in Harehills 3) Funding the 'on street project' , a programme to increase detached youth work and youth activities within identified hotspot areas. 4) Fund a football league in Gipton, every Friday night at Fearnville leisure centre. 			A		<ol style="list-style-type: none"> 1. Programme finalised 31st May 2012 2. ongoing 3. established by end quarter 2 4. ongoing
	<p>The Area Committee will aim to help people live happier, longer, healthier lifestyles and promote the Change for Life campaign in our communities. This supports the city priority 'Best city for health and wellbeing'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Funding Richmond Hill Elderly Action to provide Zumba exercise classes for older people 2) Funding the Harehills Torch and East End Park Torch in the Park events where opportunities to play or have taster sessions of a variety of sports will take place, along with free healthy snacks 3) Using s106 money to provide an allotment at the Henry barren Centre to compliment the kitchen refurbishment where young people will be able to learn about, grow and cook their own fresh fruit and vegetables. 4) Provide a range of summer holiday activities for young people including multi sport, football and swimming activities to promote these activities to young people in the area. 		RHEA, sport development, clusters.			<ol style="list-style-type: none"> 1. by end quarter two 2. 24th June 3. By end Quarter4 4. By end quarter two

	<p>The Area Committee will aim to help protect people from the harmful effects of tobacco by reducing the number of adults who smoke. This aligns with the city priority 'Best City for Health'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Supporting the delivery of 'extend' exercise classes in Seacroft to people who are suffering from chronic lung problems. 2) Promote the risks of smoking and offer people help and advice to stop smoking 		NHS, Space2			<ol style="list-style-type: none"> 1. By end quarter 4 2. By end quarter four
	<p>The Area Committee will run projects which offer women training and support to increase their mental and physical health. This aligns with the city priority 'Best City for health and wellbeing'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Funding Connexions to provide support to targeted young mums to increase their confidence, improve their personal safety and learn practical skills. 2) Fund Body & Soul Project to work with girls in the Inner East to increase resilience to being subject to sexual violence or abuse. 3) Fund 'on the streets project' in Seacroft, an element of which is to have a mobile bus which will provide advice and assistance with reducing teenage conception and STDs 		Connexions, IGEN, Rainbow Hearts, police, youth services.			<ol style="list-style-type: none"> 1. To commence by end quarter 2 2. To commence by end quarter 2 for 12 weeks 3. To commence by end quarter 2

		<p>The Area Committee will provide job advice and information to help get people back into work and provide targeted support to young people not in education, employment or training.. This aligns with the City Priorities 'Best City for business' and 'Best City for Children & Young People'</p> <p>we will do this by</p> <ol style="list-style-type: none"> 1) Providing a computer suite at Lincoln Green Community Centre to be used for job shop sessions; the youth service to assist young people with searches; and IGEN to work with young people not in education employment or training. 2) Funding the Garden gang project to train local young people in practical skills, award them qualifications and give them work experience 3) Employ an apprentice from the local area to work supporting the Area Committee and its partners in the community 4) Funding the renovation of an old Methodist Chapel in Seacroft into a media broadcasting and training centre where volunteering and training opportunities will be offered to local young people 5) Renovating the kitchen at Henry Barren centre to be used for training those not in education, employment or training in cooking skills. 		Jobs & Skills, IGEN, youth services, Garden Gang, Heads Together, police, ENEHI	A		<ol style="list-style-type: none"> 1. by end quarter two 2. ongoing 3. by end quarter four 4. ongoing 5. By end quarter four
		<p>The Area Committee will organise clean up days with local residents in identified hot spot areas and provide a Community Payback team to help improve community buildings and spaces , this aligns with the council priority 'Best City for Communities'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Funding a dedicated probation supervisor for the Inner East so that partners and residents can always have access to a dedicated team of labour. 2) Organising at least 4 Operation Champions in each priority neighbourhood, where all of the services will work together to tackle issues identified by residents in hot spots. 		Probation, police	A		<ol style="list-style-type: none"> 1. Funded until end quarter 4 4. By end quarter 4

		<p>The Area Committee will provide information for people through leaflets, talks in schools and at local events on how to dispose of their waste, and take enforcement action against those who do not dispose of it correctly. This aligns with the council priority 'Best City for Communities'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Creating Environmental Improvement Zones where intensive action will be taken in identified hot spot zone's to give out leaflets and advice and fine those who don't respond. 2) Having Environmental Locality officers attend the Czech Drop in session at Hovingham Primary School to talk with an interpreter to those new to the country about their responsibilities. 3) Hold a public meeting at the Bilal Centre in Harehills to respond to questions raised about the environmental improvement zones and give out advice. 4) Ask the environmental locality team to attend forums and CLTs to speak to residents on environmental issues and give advice. 		Environmental Locality team	A		<ol style="list-style-type: none"> 1. ongoing 2. by end quarter two 3. by end quarter three 4. by end quarter four.
		<p>The Area Committee will provide advice and practical help with home security to reduce the risk of burglary and continue to provide CCTV in areas which are hotspots for crime and anti social behaviour. This aligns with the councils priority 'Best City for Communities'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1. Installing a new CCTV system in Seacroft South and ongoing monitoring 2. Continuing to pay for CCTV on the Bellbrookes, Nowells and Blacks shops. 3. Fund ENEHI to upgrade all of the locks on their properties to euro profile locks. 		ENEHI, Leeds Watch	G/A		<ol style="list-style-type: none"> 1. ongoing 2. ongoing 3. by end quarter three

	<p>The Area Committee will increase awareness of the harm from the use of drugs, alcohol and domestic abuse. This aligns with the city priority 'Best city for communities'</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Providing information at community events, talks in schools and through local community groups. 2) Fund Body & Soul Project to work with girls in the Inner East to increase resilience to being subject to sexual violence or abuse. 3) Fund a Designated Public Places Order for Harehills to reduce the incidences of violence and anti social behaviour from alcohol abuse 		Rainbow Hearts, Police	A		<ol style="list-style-type: none"> 1. ongoing 2. by end quarter two 3. by end quarter two
	<p>The Area Committee will improve and promote our community centres to increase their usage and working with investors to bring about the physical regeneration of Inner East Neighbourhoods.. This aligns with the city priority 'Best City to Live'.</p> <p>We will do this by</p> <ol style="list-style-type: none"> 1) Installing a computer suite at Lincoln Green Community centre and promoting its usage as a job shop. 2) Extending, improving and promoting Richmond Hill Community centre as the hub of the community. 3) Installing a new kitchen at the Henry Barren Centre and running cooking classes and healthy eating education from there. 4) Holding regular Community Centre working group meetings to track progress and develop ideas. 5) .Working with Wykebeck Way to develop a city park and develop South Gipton Community Centre. 		Zest, Wykebeck Way	A		<ol style="list-style-type: none"> 1. By end quarter two 2. ongoing 3. by end quarter four 4. ongoing 5. Ongoing

The Area Committee Performance Plan is the primary method of capturing performance information for Area Committees. The Action Plan should be updated as actions are agreed / progressed. The intention is to capture **ONLY** those things that the **AREA COMMITTEE** achieve – to answer the question “what difference do Area Committees make and what value do they add”. Area Committees have a variety of ways in which they can make things happen –

- Improve, co-ordinate and influence services at a local level
- Act as a focal point for community involvement
- Take locally based decisions that deal with local issues
- Promote community engagement in the democratic process
- Promote working relationships with Parish and Town Councils
- Promote the wellbeing of their area

Please do not include things that other people do and Area Committees do not.

Don't try to capture everything that the Area Committee does. 3 or 4 really good, well-thought out outcomes with associated targets and outputs are better than 200 poor ones that take up all your time filling in forms and we can't use! 3 excellent outcomes from each Committee would give us a great basis for an annual report that shows Area Committees make a difference. But equally, you aren't limited to 3 or 4 – this is an opportunity for Area Committees to shout about what they are good at, and we want to support them in doing this.

Where you have hard outputs (things that can be counted) please disaggregate them where appropriate to show the Area Committees unique contribution e.g. three partners including the Area Committee each equally fund a youth project designed to cater for 300 young people. The total output is 300 young people – the Area Committees output is 100 young people. Specify both the total output and the Area Committees disaggregated output.

What to put in the columns.

Outcome, Targets and Outputs: In this column, start with the outcome that you are aiming to achieve. An outcome is defined as “the difference that you are going to make”, such as “to reduce unemployment on the XX estate” or “to reduce NEETS in the YY area”. If the outcome you are seeking to influence is aligned to a City Priority Plan outcome, please specify which one. However, because of the nature of specific areas, the problem being addressed may not align to the City Priority Plan, and if it doesn't, don't try to force it to. Explain why it doesn't align and what specific local issues have identified the priority action. This will enable us to consider local priorities and issues which may feed up to future revisions of the City Priority Plan.

Then specify the target you wish to achieve – the point at which you will know that you have done the job that you set out to do in your outcome.

Then specify any outputs associated with your action – defined as the things that you can produce as evidence that the action has been progressed or achieved.

Others involved:

Who else is involved in achieving the outcome? The Area Committee may be working with other partners to achieve a particular outcome.

Status:

Denoted by a RAG rating:

Red – action not started

Amber – action in progress

Green – action completed

Please note that actions which are at risk because they are making insufficient progress should be indicated by the appropriate red or amber indicator with a “!” (exclamation mark) so that they can be easily identified.

RAG ratings are not indicators of competency, and should not be treated as such. There are no “gold stars” for lots of green indicators; nor are there “marks debited” for red indicators.

Comments:

This column can be used to highlight important issues and learning – either positive or negative. Where an action is deemed at risk, please explain.

Timescales:

In this column put the date by which you expect the action to be completed. Completion dates can be revised, but please do not delete the original completion date – add any revised completion date.

Reporting back returns:

Please send the latest version of this document to Sarn Warbis at the end of each quarter, and by the 7th of the following month at the latest (July, October, January & April). Please ensure that the relevant Area Leader / Chair of the Area Committee has agreed the return made reflects their understanding of progress made.

Report of East North East Area Leader

Report to Inner East Area Committee

Date: 21st June 2012

Subject: Environmental & Community Centres sub group minutes

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Killingbeck & Seacroft, Gipton & Harehills, Burmantofts & Richmond Hill		
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. This report has the minutes from the Inner East Area Committee Environmental sub group on 15th May 2012 attached for information.
2. The report also has the minutes from the Inner East Area Committees Community Centres Working Group 27th March 2012 attached for information.

Recommendations

3. The Inner East Area Committee is asked to note the contents of the report, minutes and appendixes.

1 Purpose of this report

- 1.1 The purpose of this report is to inform members of the issues discussed at its two sub groups. The minutes will be brought to Area Committee meetings as a regular agenda item, including any relevant appendixes.

2 Background information

- 2.1 The Inner North East Environmental sub group takes place six times a year and follows the Area Committee cycle. They are chaired by the current Chair of the Area Committee.
- 2.2 Meetings are attended by one nominated member from each of the three wards, the ENE Locality Manager (Street Cleansing and Enforcement), the Area Officer and invited guests according to current priorities.
- 2.3 Agenda items focus on issues relating to the delegated Environmental Service and any other services or issues that can be influenced by, or have an impact on, Area Committees and the local area.
- 2.4 The Inner East Community Centres Working Group takes place 6 times per year and is also Chaired by the current Area Committee Chair.
- 2.5 Meetings are attended by one nominated member from each of the three wards, plus the chair, the Area Improvement Manager, Neighbourhood Manager and the Strategy & Commissioning Programme Management Officer to offer technical advice.
- 2.6 Agenda items focus on the three priority centres; Alston Lane, Lincoln Green and Nowell Mount and the group looks at ways in which to increase usage of all LCC Community Centres.

3 Main issues

- 3.1 The minutes from the Environmental sub-group meeting held on 15th May 2012 are attached at Appendix A. Key items which were discussed include the Environmental Improvement Zones and Derelict Sites.
- 3.2 The process for dealing with derelict and eyesore sites was outlined and number of new sites were added to the list. Members requested the list be circulated to ward meetings to ensure that all sites are listed and investigated. The meeting heard that work had started on the Environmental Improvement Zone in the Sandhurst's and Members agreed the sequence in which the EIZ's should be tackled in Harehills.
- 3.3 The minutes of the Community Centres working group meeting held on 27th March are attached at Appendix B.
- 3.4 A further Community Centres Working Group meeting was held on 29th May 2012 but minutes were not available in time for Area Committee. One of the Key Issues discussed at May's meeting were the delays in establishing a Lincoln Green Job Shop at the Lincoln Green Community Centre, which was also raised at May's Area Committee meeting.

- 3.5 This delay was due to discussions regarding re-establishing the IT Suite as it was not clear which department was responsible for the cost of this.
- 3.6 It has now been agreed that LCC Corporate ICT will provide 10 computers free of charge. An agreement has been made with ENEHI that they will fund 50% of the cost (£5,519) of installing the IT infrastructure and members agreed that an application should go to June Area Committee for the remaining 50% of the infrastructure costs.
- 3.7 Once funding is secured the work should be completed by September 2012 and Job Centre Plus and IGEN have committed to commencing regular job search sessions once this work is finished
- 3.8 As a result of these delays being due to a lack of ownership clarification an audit was requested by members of what equipment is in each centre and who is responsible for it.
- 3.9 Further to the request by the Chair at the last Area Committee meeting in May, both sub groups have now been diarised for the coming year and electronic invites sent to members. Dates are as follows:

Environmental Sub Group

All meetings to be on a Tuesday at 1pm at the Reginald Centre: 14th August 2012, 2nd October 2012, 13th November 2012, 15th January 2012, 26th February 2013.

Community Centres Working Group.

All meetings will be held on a Tuesday at 11am at the Reginald Centre: 26th July, 20th September 2012, 15th November 2012, 10th January 2013, 7th March 2013.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 There is no formal consultation relating to the sub group, but local groups are able to influence the environmental priorities of the area through the regular consultation carried out under the Area Committee's Engagement Plan.

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

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

4.4 Resources and Value for Money

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

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications or access to information issues. In line with the Council's Executive and Decision Making Procedure Rules, all decisions taken by Area Committees are not eligible for Call In.

4.6 Risk Management

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

5 Conclusions

5.1 The Area Committee will receive copies of the Environmental sub-group minutes .

6 Recommendations

6.1 The Inner North Area Committee is asked to note the contents of the report and to consider the minutes from the Environmental Sub Group on 15th May 2012 and Community Centres Working Group on 27th March 2012. .

7 Background documents

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

7.2 Council Constitution

INNER EAST COMMUNITY CENTRE WORKING GROUP

Tuesday 27th March 2012, 11am, Reginald Centre

In Attendance: Councillor Hyde (Chair), Councillor Maqsood, Councillor Khan, Trudie Canavan (E&N Strategy & Commissioning), Clare Wiggins (ENE Area Support Team) and Sarah May (ENE Area Support Team).

Apologies: Councillor Morgan

1.	Introductions and apologies
	Councillor Hyde welcomed everyone to the meeting.
2.	Minutes of the last meeting and matters arising
	Minutes of the meeting held on 27 th March were agreed as an accurate record. Draft promotional leaflet has been produced. Councillors requested that their contact details be added. All other matters arising would be picked up on the main agenda items.
3.	Updates on priority centres: Alston Lane, Lincoln Green and Nowell Mount
	<p>Alston Lane –</p> <ul style="list-style-type: none"> • Neil Evans has approved the rental reduction for Space 2 for the mens’ group which will run to July, in the upstairs space. It will then be re-assessed over the summer with a possible continuation from September 2012. • Key-holding issues for Space 2 will be resolved today as R Barke has acted as a referee. • The older peoples’ group will continue to be run by Yvonne on a Wednesday. • A verbal reference has been provided for Parents for Life by Viv Gibbons with a view to them becoming key-holders – this is because they want to change to holding their group on a Wednesday, to avoid the clash with the existing older peoples’ group. However, written reference is still required. C Wiggins awaiting written reference from Viv or alternatively Sue Townsley at the Childrens Centre will be back on 3rd April. <p>Lincoln Green –</p> <ul style="list-style-type: none"> • Bid being submitted to ALMO Area Panel for installing 10 computers • Open day still required but would be most effective after IT installed, possibly in June. This could possibly be linked with BBQ on the square and possibly funded through Community First • S May to investigate whether it is possible to transfer the IT lines from Strawberry Lane to Lincoln Green • Cllr Khan to forward issue he has had with Lettings and CW to pick up <p>Nowell Mount –</p> <ul style="list-style-type: none"> • No further update had been received from Cllr Grahame on the potential interest for a social enterprise. Cllr Hyde confirmed that details and a business plan should be forwarded to CW / SM. Cllr Khan agreed to speak to Cllr Grahame and ask the group to get in touch. • Two community groups had disbanded and therefore there was limited current (Youth Service 1 session per week) and potential use and the future of the centre was questioned by the group

	<ul style="list-style-type: none"> • Cllr Hyde suggested the building could be marketed for a group to take over and asked B&RH ward members to seriously consider the future of the centre, particularly given the costs of around £36k p/a to run the centre
4.	Updates on other community centres
	<p>Ebor Gardens – Cllr Khan stated that a resident had struggled with Lettings to make a booking . Cllr Khan to send details to Trudie to follow up.</p>
	<p>Richmond Hill – Steps 2 Work to deliver sessions from RHCC, using the new IT suite.</p>
	<p>Wykebeck – CW to check if IT is part of the specification for the new facility. It may possibly be provided by the school. Councillors felt the facility should include IT provision. It could be used to deliver Learning Partnerships work.</p>
	<p>Kentmere – Youth Services had confirmed that they should be paying for TV licenses. However, AST has not seen proof of this. Trudie reiterated that all centres should have TV licenses. SM to e-mail Cllrs re MICE funding for TV aerial.</p> <p>Kentmere / Henry Barren - CW reported that a partnership called FEAST (Food in East Leeds) had been established with a view to establishing a catering social enterprise based at Kentmere and Henry Barren.</p>
	<p>Henry Barren – A potential enterprise to re-train ex-soldiers who are now disabled was highlighted. This could be based at Henry Barren or Nowell Mount.</p>
	<p>Harehills Place – The group queried the disposal of this building and stated that some of the capital receipt should be ring-fenced to Harehills. The contact is James Child. CW to check what % was agreed at Asset Management Board and circulate information to CCWG Members, Trudie and Sarah.</p>
5.	Revised Pricings and Lettings Policy
	<p>The CCWG agreed that they preferred Option 2 of the three options proposed. However, Trudie updated from the Community Centres Project Team which had met yesterday. The Project Team had stated that all users should be charged. Trudie agreed to take comments back from this group to the Project Team. These included the current system being much too complicated and the fact that Option 2 was preferred.</p>
6.	IT in Community Centres
	<p>A request has been received by Cllr Hyde / J Buck on behalf of Learning Partnerships to install IT at Alston Lane to deliver Steps 2 Work courses. However, there is no budget for IT installation and ongoing support costs. Cllr Hyde stated that IT was already in place at Alston Lane but may not be useable – this needed clarifying.</p>
	<p>Safeguarding issues and the cost of IT installation and revenue costs are an issue across all centres e.g. for the Lincoln Green Job Shop.</p>
	<p>The possibility of using some of the potential Jimbo’s funding for IT was suggested. CW to check with John Aderetti.</p>

	It was agreed that an IT assessment of all centres is required. This should focus initially on the 3 priority centres and then the remainder. CW to contact John Aderetti / Steve Pretty to initiate this work. The costs then need to be considered – the difference between supported and unsupported IT provision is around £500 per centre p/a. A LLN switch and LCC switch is needed. This could possibly be funded through a joint bid to Area Committee / ALMO Area Panel.
	SM / CW to contact Diane Walker / Mark Smith re any funding they may have available to support IT provision in community centres. This could help Learning Partnerships establish Steps 2 Work courses.
7.	AOB
	SM had received an expression of interest in setting up Adojo in the area. However, no further details had been received. SM had suggested that the group investigate a similar facility that had been set up in Rothwell.
	Cllr Hyde had received an approach from Paul Drinkwater, 12 Monkswood Walk. His son and wife want to run a medical disabilities based learning group, possibly at Kentmere.
6.	Date and time of next meeting
	Tuesday 15 th May, 2.30pm at Committee Room 2, Civic Hall.

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INNER EAST ENVIRONMENT SUB GROUP
DATE/ TIME : 15th May, 1pm, Reginald centre
CHAIR: Cllr Graham Hyde

1.0 Present: John Woolmer (JW), Hayley Thackwray (HT), Councillor Graham Hyde (CGH), Councillor Arif Hussain (CAH) Carly Grimshaw (CG), Mark Mills (MM), Mick Johnson (MJ), Andy Gibson (AG)

Apologies: Councillor Asghar Khan (CAK).

ITEM DISCUSSED	ACTION
<p>2.00 <u>Minutes of previous meeting and apologies</u></p> <p>2.1 It was discussed that Environmental Sub Groups need to be scheduled for around two weeks prior to each Area Committee meeting, on a Tuesday at 1pm and diarised for the coming municipal year.</p>	CG
<p>3.00 <u>Derelict Sites</u></p> <p>3.1 MM handed out a flow chart of the procedure for dealing with derelict sites, a list of the sites the Working Group is focussing on in the Inner East and a report on their work so far.</p> <p>3.2 The Project Group has a resource of £500,000 to use for enforcement against private site owners or initiatives to improve health and safety and immediate visual improvements on LCC owned sites.</p> <p>3.3 Councillors were asked to review the list of derelict sites and voice any amendments or additions to the list.</p> <p>3.4 It was agreed that the list would be brought to the three Ward Member meetings so that all 9 Councillors could review the list and any additions should be sent through to mark.mills@leeds.gov.uk. MM is going to brief George Moody MP on the sites and the work of the project group.</p> <p>3.5 MM to attend the next IE Environmental Sub Group to give further updates on progress against the sites.</p>	CG/MM
<p>4.00 <u>Environmental Delegation</u></p> <p>EIZ's</p>	

4.1	JW updated that work has started on the Environmental Improvement Zones, Chapeltown commenced as a trial a couple of weeks ago and the Sandhursts were started yesterday. Every house in the EIZ is being visited, given information on their responsibilities and a visual Environmental Audit carried out. Officers will then send out Fixed Penalty Notices to all of those in breach of legislation.		
4.2	A pack of information will be given to ward members with all the paperwork being distributed to residents in their wards and maps and detail relating to the EIZ's in their ward.		
4.3	What has been learnt from the Savilles trial is that residents are aware that it is other residents that are to blame for the litter issue, not Leeds City Council and they are supportive of action being taken.		
4.4	<p>A discussion was had regarding which order the EIZ's should be tackled in and it was agreed that although the order of activity would rotate between wards, the order that those in Harehills should be tackled is as follows:</p> <ul style="list-style-type: none"> • Hovinghams and Dorsets • Carnacs, Rossalls & Nices • Sandhursts <p>CAH suggested that after all of the surveys have been given out on the Hovinghams and Dorsets then a public meeting should be called at either the Pakistani Centre or Bilal Centre for the public to ask John questions and understand what will be happening in the area.</p>		
4.5	It should be raised at the next BRH Ward Members meeting, which order they would like the ones in their ward tackling.		CG
Litter picking routes			
4.6	CGH raised that a clear protocol needs to be set for bin men to pick up spillages that occur when they are collecting the rubbish as a lot of the 'litter' that occurs has been spilt by bin men.		
4.7	It was suggested that it is already part of their contract to clear up spillages and that there is a bonus deal attached to this.		
4.8	CGH requested that JW speak to Senior Management in the Refuse Service and that they attend the next sub group meeting to discuss how they can better work with the Locality Team in keeping the streets clean.		CG/JW
ENEHI			
4.9	JW discussed that he would like to have an officer who can coordinate an education programme to residents and in schools to compliment the enforcement action but that he does not have enough resources for this. It is expected to cost around £30,000.		
4.10	CGH recommended that he write a report to both the Area Committee and ENEHL board on the subject of 'Grot spots' and raise the issue in this as there is the potential for partnership working with ENEHI and	JW	

	future delegations that are likely to be agreed for the Area Committee to result in additional resources.	
5.00	<p><u>Any other business</u></p> <p>5.1 HT confirmed that the new litter bins which have been ordered for Seacroft will be installed in the next 4 weeks.</p> <p>5.2 JW mentioned arrangements for the Olympic Torches routes. There will be a city wide team made up of Locality staff from the three wedges who will move around the city ahead of the torch ensuring that the route is clear.</p>	HT
9.00	<p>TIME AND DATE OF NEXT MEETING</p> <p>9.1 Tuesday 14th August 2012 - 1pm – 3pm at The Reginald Centre</p>	

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