



SOUTH (OUTER) AREA COMMITTEE

**Meeting to be held at Rothwell One Stop Centre
On Monday, 25th March, 2013 at 4.00 pm**

MEMBERSHIP

Councillors

J Dunn	-	Ardsley and Robin Hood;
L Mulherin	-	Ardsley and Robin Hood;
K Renshaw	-	Ardsley and Robin Hood;
R Finnigan	-	Morley North;
B Gettings	-	Morley North;
T Leadley	-	Morley North;
N Dawson	-	Morley South;
J Elliott	-	Morley South;
S Varley	-	Morley South;
K Bruce	-	Rothwell;
S Golton	-	Rothwell;
D Nagle	-	Rothwell;

**Agenda compiled by:
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**South East Area Leader:
Shaid Mahmood
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A BRIEF EXPLANATION OF COUNCIL FUNCTIONS AND EXECUTIVE FUNCTIONS

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

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

A G E N D A

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

Item No	Ward	Item Not Open		Page No
3			<p>LATE ITEMS</p> <p>To identify items which have been admitted to the agenda by the Chair for consideration.</p> <p>(The special circumstances shall be specified in the minutes.)</p>	
4			<p>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>MINUTES - 4 FEBRUARY 2012</p> <p>To confirm as a correct record the minutes of the meeting held on 4 February 2012</p>	1 - 8
7			<p>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p> <p>(10 mins discussion)</p>	

Item No	Ward	Item Not Open		Page No
8			<p>CHILDREN'S SERVICES UPDATE</p> <p>To receive and consider the attached report of the Director of Children's Services</p> <p>Presentation 10 Minutes/Discussion 10 Minutes - Council Function Presenting Officers: Steve Walker and Martyn Stenton</p>	9 - 32
9			<p>CONSULTATION ON FURTHER PROPOSALS FOR PRIMARY SCHOOL PROVISION FOR SEPTEMBER 2014</p> <p>To receive and consider the attached report of the Director of Children's Services.</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Council Function Presenting Officer: Stuart Gosney</p>	33 - 38
10			<p>AREA LEAD ROLE</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Council function Presenting Officer: Shaid Mahmood</p>	39 - 46
11			<p>OUTER SOUTH GARDEN MAINTENANCE SERVICE</p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Executive Function Presenting Officer: Aretha Hanson</p>	47 - 54

Item No	Ward	Item Not Open		Page No
12			<p>ST GABRIEL'S COMMUNITY CENTRE</p> <p>To receive and consider the attached report of the Area Leader- South East Leeds</p> <p>Presentation 5 Minutes/Discussion 5 minutes – Executive function Presenting Officer: Aretha Hanson</p>	55 - 70
13			<p>SUMMARY OF KEY WORK</p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Executive Function Presenting Officer: Aretha Hanson</p>	71 - 102
14			<p>WELL BEING BUDGET REPORT</p> <p>To receive and consider the attached report of the Area Leader – South East Leeds</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Executive Function Presenting Officer: Aretha Hanson</p>	103 - 128
15			<p>DATES, TIMES AND VENUES OF AREA COMMITTEES 2013/2014</p> <p>To receive and consider the attached report of the Chief Officer (Central and Democratic Services)</p> <p>Presentation 5 Minutes/Discussion 5 Minutes – Council Function Presenting Officer: Andy Booth</p>	129 - 134
16			<p>DATE AND TIME OF NEXT MEETING</p> <p>To be confirmed</p>	

SOUTH (OUTER) AREA COMMITTEE

MONDAY, 4TH FEBRUARY, 2013

PRESENT: Councillor K Bruce in the Chair

Councillors N Dawson, J Dunn, J Elliott, R Finnigan, S Golton, T Leadley, L Mulherin, D Nagle, K Renshaw and S Varley

51 Late Items

The Chair admitted the following late item to the agenda;

- Welfare Reform Impact on Tenants

52 Declaration of Interests

There were no declarations of interest

53 Apologies for Absence

Apologies for absence were submitted on behalf of Councillors B Gettings and L Mulherin.

54 Open Forum

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

On this occasion, there were no members of the public present.

55 Minutes - 3 December 2012

Matters RESOLVED – That the minutes of the meeting held on 3 December 2012 be confirmed as a correct record subject to the following amendments:

- Councillor D Nagle was in attendance at the meeting.
- Addition to Minute no. 45 – Morley Literature Festival 2012 – Evaluation Report – Although Morley Literature festival room bookings had been dealt with efficiently by LCC Lettings in 2012, there were concerns that errors including double bookings did still happen.

56 Matters Arising from the Minutes

Minute No 37 - Summary of Key Work

Draft minutes to be approved at the meeting
to be held on Monday, 25th March, 2013

It was reported that an outline specification had been drawn up for carrying out the audit of Youth Provision in Outer South Leeds.

Minute No 36 – Garden Maintenance Service Evaluation 2011-12

It was reported that further research into similar schemes operated in Outer South was still ongoing and a further report with options would be brought to the March meeting.

Minute No 44 – South and Outer East Locality Team Service Level Agreement Performance Update

There was a request for an update on how staff are allocated to gritting and snow clearance.

Minute No 46 – Priority Neighbourhood Worker Update

Amendment to Minute no. 46 - There are active Residents Associations in Morley North.

57 Morley Amateur Operatic Society

The report of the Head of Facilities sought the approval of the Area Committee for a compensatory credit to the value of £2,371.00 to Morley Amateur Operatic Society for loss of income owing to a double booking at Morley Town Hall on 9 February 2013.

Les Reed, Head of Facilities, attended the meeting for this item.

It was reported that when the booking for Morley Amateur Operatic Society was made, a fail safe mechanism in the computer booking system had been de-activated and had not highlighted that facilities were already booked. Following this there had also been changes to paper based back up systems to prevent a re-occurrence. Despite efforts to re-locate events, alternative suitable venues could not be found and it had been requested that Morley Amateur Operatic Service be compensated with a credit of £2,371 to be used against future bookings.

RESOLVED – That a credit of £2,371 to Morley Amateur Operatic Society to be used against future lettings at Morley Town Hall to offset the losses incurred be approved.

58 NHS/ASC Integration Report

The report of the Director of Adult Social Services provided an update on the rollout of integrated neighbourhood health and social care teams. It described progress to date and future plans for development.

Julie Bootle, Head of Service, Access and Inclusion and Ann Robertson, Leeds Community Health Care attended the meeting and gave a presentation on this item.

Issues highlighted in the presentation included the following:

- Integrated teams – 12 across the City – co-location of Social Workers and District Nurses.
- Neighbourhood Networks.
- Expert Patient Programme.
- Involvement of NHS Commissioners and Clinical Commissioning Groups.
- Involvement of Service Users and their families and roles of voluntary and community organisations.

In response to Members comments and questions, the following issues were discussed:

- Risk stratification – the role of GPs in identifying those in need.
- Cross boundary issues – those who were treated outside Leeds. It was reported that all information would be fed back in through GP practices.
- Integrated health and social care teams also covered children as well as adults.
- Responsibility and accountability issues.
- Work around hospital discharges and those at risk of admission to hospital.
- It was suggested that a further update report be brought to the Area Committee in 6 months.

RESOLVED – That the progress in developing integrated health and social care services in Leeds be noted and the direction of travel in developing and delivering improvements in how health and social care services be provided to Leeds residents be endorsed.

59 Parks and Countryside Annual Report

The report of the Chief Officer of Parks and Countryside sought to further develop the relationship between Parks and Countryside service and the Area Committee. It provided an overview of the service and set out some of the challenges faced along with key performance management initiatives. It also set out at an area level, progress made in attaining Leeds Quality Park (LQP) standard and investment needed to attain LQP standards and for them to be retained.

Bob Buckenham, Public Rights of Way Manager and Phil Staniforth, Senior Area Manager, Parks and Countryside presented the report.

In response to Members comments and questions, the following issues were discussed:

- Members expressed the wish to have transparency and influence on resources allocated to Parks & Countryside. How much is allocated to the Outer South area and also expressed their wish to see scope for more greater joined up working between Parks & Countryside and Environmental Service.
- The assessment criteria used for judging to LQP standard and whether Lewisham Park meets the standards.
- Use of Section 106 funds and introduction of the Community Infrastructure Levy.
- Provision of allotment sites.
- Scratcherd Park needs more investment.
- Hembrigg rec not shown as community park.
- Problems with dog fouling.
- Omission of Hesketh Lane from the report as a community park.
- Site based gardeners.

RESOLVED – That the report be noted.

60 Parks and Countryside Site Based Gardeners

The report of the Head of Parks and Countryside advised the Area Committee of the work that had been on going with the site based gardeners over the past 12 months and sought continued support for the scheme through area committee funding. The report provided costs for the scheme and options to continue the scheme over a 6 month or 12 month period.

Phil Staniforth, Senior Area Manager. Parks and Countryside presented the report.

In response to Members comments and questions, the following issues were discussed:

- Last year the scheme started in May and it was requested that this be earlier – it was reported that should the Area Committee approve the continuation of the scheme then it would do so.
- In response to a question of why a 12 month scheme would be double that of a 6 month scheme when it covered the winter period, it was reported that a reduced scheme could be put in place over the winter which would cost less.
- Benefits of having site based gardeners in relation to prevention of anti-social behaviour and dog fouling.
- Work with 'In bloom' groups and 'Friends of Parks' groups.

RESOLVED – That approval be given to a six month scheme at the cost of £35,654.01 to provide 3 gardeners (37 hours per week) for 6 months from 1 April 2013 to 30 September 2013 dedicated to managing a number of parks

and green spaces including Woodlesford Park, Shayfield recreation ground, Carlton Village Green, Drighlington Park, Churwell Park, Lewisham Park, Hembrigg Rec, Wide Lane, Lowry Road POS, Magpie Lane POS and Smithy Lane recreation ground.

61 Welfare Reform Impact on Council Tenants

The joint report of Chief Executive Aire Valley Homes, Chief Officer (Revenues & Benefits) and South East Area Leader updated the Area Committee on Welfare Reform changes that impact on council tenants and were due to be implemented in April 2013. It also summarised work that was currently being undertaken to prepare tenants for those changes and for future changes that would impact later in the year.

Steve Carey, Chief Officer (Revenues & Benefits attended the meeting to present the report).

Issues highlighted from the report included the following:

- Changes to housing benefit and council tax benefit.
- Replacement of crisis loans and community care grants.
- Deferral of the benefit cap.
- Changes to disability allowances.
- How to support those affected.
- Under occupied properties.

In response to Members comments and questions, the following issues were discussed:

- Residents in private rented accommodation.
- Information was being passed on via mailshots and roadshows. The ALMOs had visited almost all residents and further information would be sent out with Council Tax bills.
- There would be additional funding from the government for discretionary housing payments which would be used to help those most affected by the changes.
- Provision of debt advice.
- Role of the Credit Union – each of the ALMOs had a Credit Union Officer employed.
- Commissioning exercise to look at under occupancy.
- Re-designation of property types.
- It was requested that a further report with localised information be brought back to the Area Committee.

RESOLVED –

- (1) That the work done to date by ALMOs and the Council to prepare for the introduction of Welfare Reform changes be noted.

- (2) That the South East Area Leader be invited to develop a bespoke report in relation to current challenges presented for citizens in the Outer South Area Committee Area and current and future activity to address those challenges.

62 Summary of Key Work Update

The report of the South East Area Leader presented an update on the key work taking place within the Outer South Leeds not covered elsewhere on the agenda.

Shaid Mahmood, South East Area Leader; Ellie Rogers, Priority Neighbourhood Worker and Light Addaquay, Acting Area Officer presented the report.

The following issues were discussed:

- Progress had been made with the acquisition of the Print Works for Leeds City College and capital renewal funds had been received for the Joseph Priestly Campus in Morley.
- How to get Small and Medium Enterprises involved with the apprenticeship training.
- Members were asked to approve the timetable and in principle funding for 2013 Christmas Trees and Lights as outlined in the report.

RESOLVED –

- (1) That the report be noted.
- (2) That the timetable for Outer South Christmas Trees and Lights 2013 and in principle funding of £12,000 of wellbeing funding for 2013/14 be approved subject to consultation and final agreement with Members.

63 Well Being Budget Report

The report of the Assistant Chief Executive (Customer Access and Performance) provided Members with the following:

- Confirmation of the 2012/13 revenue allocation.
- The current position of the Wellbeing Budget.
- Details of capital and revenue funding for consideration and approval.
- Detail of revenue projects agreed to date.
- Detail of capital projects agreed to date.
- A summary of the revenue for 2011/12 and 2012/13 already approved **and** linked to the priorities and actions in the Area Committee Business Plan.

Light Addaquay, Acting Area Officer presented the report.

Member's attention was brought to the following applications:

- Outer South Wedge Locality Enforcement
- Oulton Rugby Club – Pitch Improvements
- PCSO Bicycles
- Site Based Gardeners – this had been agreed earlier in the meeting.

RESOLVED –

- (1) That the report be noted.
- (2) That the position of the Well Being Revenue Budget be noted.
- (3) That the revenue projects already agreed be noted.
- (4) That the capital projects already agreed be noted.
- (5) That the following project proposals be approved:
 - Outer South Wedge Locality Enforcement - £2,940 revenue approved (£735 per ward)
 - Oulton Rugby Club Pitch Improvement - £1,600 revenue approved
 - PCSO Bicycles - £1,000 revenue approved.
- (6) That the small grants situation be noted.

64 Dates, Times and Venues of Future Meetings

Monday, 25 March 2013 at 4.00 p.m. – Rothwell One Stop Centre.

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Report of Director of Children's Services

Report to Outer South area committee

Date: 25 March 2013

Subject: Children's Services area committee update report

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

Summary

1. Children's Services directorate provides six-monthly area committee reports, in February/March and September. These reports inform members on local outcomes for children and young people, and support the involvement of area committees in improving these outcomes by providing an update on the work of the Children's Services Directorate and of the Leeds Children's Trust. The progress made against local and national agendas is also highlighted. Emphasis in this report is given to the ongoing development of targeted and early intervention services.
2. The report provides a summary of performance at area committee level with a broader summary of city level performance, and builds on previous reports with additional local context and tracking of local indicators. The majority of education results are presented in this report, including tables of headline results for all Leeds schools and links to additional information.
3. The Outer South area committee has 11.7 per cent of the city's 0-19 population. 81 (5.8 per cent) of the children looked after population come from the area, four higher than June. This slight rise is counter to the decline in the overall city population. 6.8 per cent (19) of all children and young people entering care between April and December 2012 come from the Outer South area. The percentage of primary schools rated good or better by Ofsted is 71 per cent, up four percentage points from June (five points below the city average). 60 per cent of secondary schools are rated good or better, unchanged from June.

Recommendations

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

1.0 Purpose of this report

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

- The Department for Education's 'in your area' website (<http://www.education.gov.uk/cgi-bin/inyourarea/areasearch.pl?search=Leeds>).
- The cluster profile (<https://www.leedsinitiative.org/ClusterDataProfile.aspx>).

2.0 Key developments in Children's Services

Child Friendly Leeds

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

New ways of working

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

- 2.6 Restorative practice is underpinned by values of empathy, respect, honesty, acceptance, responsibility, and mutual accountability, and it provides a common approach and language across agencies, creating consistency across services. Its main goals are:
- Building and repairing relationships to work in ways that are respectful and engaging, enabling participants to develop understanding and empathy about the impact of their behaviour, both positive and negative.
 - Empowerment of individuals, groups, and communities.
 - Cultural sensitivity.
 - Shared responsibility; outcome- and solution-focused.
- 2.7 Linked to this is Families First Leeds, the local response to the national Troubled Families initiative. This sees the use of a multi-agency and restorative approach to support many of the city's most vulnerable families.

Partnership with schools

- 2.8 Critical to the success of all of this work is the continuing evolution of strong partnerships with and across Leeds schools. There continues to be a citywide commitment to working together as a city, supported and facilitated by the local authority, to raise standards and share best practice. The Leeds Education Challenge, and the 'For Heads' model - which puts a representative group of head teachers at the centre of a strong partnership with officers - are providing the framework and confidence for a more co-ordinated approach, whilst also enabling more challenge within the system. The impact is evidenced by the strong set of results across Ofsted inspections of Leeds schools since the new inspection framework (September 2012) and by the co-ordinated response to the GCSE English results debate during late 2012.
- 2.9 Schools are continuing to engage with and invest in the cluster model of local partnership. It remains critical that this continues at a time when schools are gaining more autonomy and freedoms, to maintain a citywide collective focus on our shared priorities for children and young people.

National Citizen Service 2013-14

- 2.10 The youth service will be delivering the National Citizen Service programme to benefit young people aged 16 and 17 in Leeds across two years. The programme aims to achieve:
- A more cohesive society, by mixing participants of different backgrounds.
 - A more responsible society, by supporting the transition into adulthood for young people.
 - A more engaged society, by enabling young people to work together to create social action projects in their local community.
- 2.11 Young people in the most deprived lower super output areas will be targeted, although the programme will be inclusive. The programme offers a structured delivery model, including residentials, to engage young people, build their confidence, improve teamwork and develop other skills to enable them to work together successfully. A more detailed report will be submitted to area committees

later this year, detailing both the financial elements and the social action projects involved in the programme.

- 2.12 The cost of the programme to a young person is £50 per place. Area committees are asked to provide financial support for those young people who are unable to cover the costs themselves, to ensure that no young person will be prevented from participating through hardship.
- 2.13 Youth work managers are working closely with clusters and schools to recruit young people on to the programme. Two groups of 15 young people are to be recruited in the Outer South area; one in Rothwell, and one in Morley. This would indicate a maximum financial contribution of £1,500 if none of the young people were able to cover the registration costs.

Continuous improvement

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

3.0 Development of locality, targeted, and early support services

- 3.1 Children's Services delivers work and services locally through 25 clusters. Each cluster has a local authority partner (LAP) and one or more elected members assigned to them. Elected members provide a vital role in supporting and challenging clusters to form the widest possible partnerships to support the local delivery of the CYPP. The role of the LAP is to support the cluster to deliver the CYPP locally, with particular reference to turning the curve on the three obsessions. There are a number of models of cluster governance, and some clusters are working with LAPs to review their existing governance structures. Elected members are welcome to be involved in these reviews. A list of cluster contacts is in appendix four (page 22).
- 3.2 Substantial efforts have been made to support clusters to develop services that identify and support vulnerable children, young people and families as early as possible in the life of the problem. A schools forum decision in 2012 means that clusters will continue to receive financial support for the next three years. In addition, services such as early start teams (partnerships between council early years staff and health) and children's social work teams have reorganised, to operate from/on a cluster-based geography.
- 3.3 From the first week of January 2013, a targeted services leader (TSL) was attached to each of the 25 clusters; this time last year, there were five. TSLs support the

early identification of vulnerable families and utilise the top 100 methodology, and guidance and support, to co-ordinate services to vulnerable families. They are also responsible for the local co-ordination of the Families First cohort. The top 100 methodology for identifying and working with children and families is now established and well embedded in most clusters. A top 100 methodology support and guidance package has been developed to support emerging clusters.

- 3.4 The September 2012 report to area committees incorporated details of the development of targeted services within Children's Services. Targeted services consists of attendance services, support to clusters, intensive family support, and youth offending services. These services, and the early start services, work with children, young people and families to ensure appropriate support is offered in a timely manner.
- 3.5 Targeted services has restructured to work more closely with clusters to support the attendance agenda. This has been very well received by clusters, with some outstanding feedback on the new relationships. This has contributed to Leeds reporting its best attendance figures ever across the city.
- 3.6 Common assessment framework (CAF) systems have been overhauled. The quality of most CAFs is good, and independent experts agree that Leeds has some of the most coherent CAF systems in the country. A comprehensive training programme for practitioners has been undertaken. Children's Services Scrutiny Board, the Children's Trust Board, and the Leeds Safeguarding Children's Board (LSCB) have endorsed the direction of travel. There is a continued focus on ensuring a consistency of practice in the city, as some families are not being offered CAFs as early in the life of the problem as they might.
- 3.7 Families First Leeds (the local response to the national Troubled Families programme) has been established, delivered in large part through our locality arrangements. A year-one, citywide cohort of 750 families has been identified for inclusion in the programme. Each of these families will have a quality assessment and named lead practitioner. Leeds is viewed as being at the forefront of this work: clusters, TSLs, and a willingness to work in partnership means that practitioners are well placed to work with the identified families.
- 3.8 Additional funding was claimed in January 2013 from the Department for Communities and Local Government through their payment by results scheme, as Leeds had demonstrated a reduction in offending, antisocial behaviour, and improved school attendance with 135 families from this cohort. There is confidence that further payment by results monies will be claimed on most other families within the cohort later.
- 3.9 At the core of the restorative approach is family group conferencing (FGC). Substantial new resources have been secured for this service providing a confidence that better outcomes will be achieved for families with children on child protection plans, at risk of becoming looked after or at risk of other poor outcomes.
- 3.10 The family intervention service has adopted a new framework for the delivery of services to vulnerable families. There are many case studies evidencing de-escalation from care or child protection plans, engagement in evidence-based parenting programmes, and better attendance at school.

- 3.11 Multi-systemic therapy (MST) continues to be recognised as delivering effective high quality interventions to some of the most challenging families in Leeds. A fourth team is being established, which will be one of the UK's first MST child abuse and neglect teams.
- 3.12 The youth offending service (YOS) can evidence a substantial reduction in the use of custody, and Leeds has continued to receive a national profile because of its participation in the custody payment by results pathfinder. The YOS continues to provide restorative services that have enabled victims of youth crime to achieve closure and reduce the risk of repeat victimisation.
- 3.13 Early start is an integrated, family-based offer for children zero to five years old, supporting all children and their families to have the best possible start in life. Working in partnership with GPs, midwives and other health and early years services, the early start service will help families play a positive role in their children's development, through reducing social isolation, promoting wellbeing, increasing parenting capacity, and supporting access to training and employment. The early start team uses restorative practice to support practitioners working with children, families and the community. The service will:
- Ensure that families from pregnancy to five years are offered the healthy child programme.
 - Ensure that families from pregnancy to five years are offered a children's centre core purpose, including early years foundation stage curriculum.
 - Identify children and families where additional preventative programmes and interventions will reduce their risks and improve future health and wellbeing.
 - Promote and protect health, wellbeing, learning, and school readiness.
 - Provide a gateway into specialist services.

4.0 Performance update

- 4.1 Appendix one (page 13) provides data and commentary on current performance for the area committee, which is summarised below. The previous report established baselines from which progress over the last six months is assessed. Where a measure is cumulative over the year, it is not possible to highlight progress in this report; in future reports, comparison to the previous year will be available.
- 4.2 Numbers of active foster carers and NEET (not in employment, education, or training) by area committee are presented for the first time. Improving the recruitment and retention of foster carers is a key focus for Children's Services and embedded in the Child Friendly City initiative. A geographical breakdown of the number of council-employed foster carers is provided for the first time in this report, based on carers' home postcode.
- 4.3 Education data are provided for the 2011-12 academic year. Information on foundation stage, key stage two, and key stage four was disaggregated to a ward level when last reported to area committees (March 2012), so an area committee comparison is not possible. However, the data in this report will be used as a baseline to provide a progress update in 12 months. Appendices two (page 17) and three (page 20) contain school level information.

Outer South area committee commentary

- 4.4 The Outer South area committee has 11.7 per cent of the city's 0-19 population, which represents 19,944 children and young people. There are 24 primary schools, five secondary schools, and six children's centres located within the area committee boundary.

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

- 4.5 5.8 per cent (81) of the children looked after population come from the Outer South area committee. This is four higher than the June figure, which is counter to decline in the overall city population. 6.8 per cent (19) of all children and young people entering care between April and December 2012 come from the Outer South area.
- 4.6 7.6 per cent (49) of CAFs initiated across the city come from the Outer South area committee. 2,052 requests for service, of which 694 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people currently subject to a child protection plan is 72, ten higher than the June 2012 figure.

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

- 4.7 The number of NEET young people in the Outer South area committee at the end of December was 82, 19 lower than the June figure. The level of NEET, 2.9 per cent, is 0.7 percentage points lower than the June level, and 3.1 percentage points lower than the city level of 6.0 per cent. The level is the second lowest of all area committees. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the South East area in December 2011 was 512.
- 4.8 Primary school attendance in the Outer South committee area was 95.8 per cent, slightly lower than the autumn 2011 figure, but the same as the city average. Secondary school attendance was down 0.5 percentage points to 93.6 per cent when compared to the autumn 2011 figure, and is just below the city average. 164 (10.3 per cent of the city cohort) of children were persistently absent (missing at least 15 per cent of school) from primary schools in the area, and 598 (19.0 per cent - the highest of all area committees) children and young people were persistently absent from secondary schools in the Outer South committee area.

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

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

Local Ofsted inspections

- 4.10 There have been no inspections of children's centres since the last report.

- 4.11 Morley Newlands primary school has improved its Ofsted rating to good from satisfactory, resulting in the percentage of primary schools rated good or better in the Outer South area committee area to rise by four percentage points to 71 per cent (five points below the city average). There were no changes in the overall percentage of secondary schools rated good or better.

City commentary

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

Children and young people are safe from harm

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

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

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

four or better in the combined English and maths indicator. However, Leeds is two percentage points below national. Pupil progress between key stages one and two is good, with Leeds' performance against this measure being in the top quartile for English and in the second quartile for maths.

- 4.19 The 2012 results at key stage four were affected by the decision to change GCSE grade boundaries for the summer round of examination entries. Whilst there was a slight improvement, with 55 per cent of young people achieving 5+ A*-C GCSE including English and maths, this was a smaller than expected increase. Partnership improvement activity continues however, with school-based lead professionals supporting teaching and learning networks.
- 4.20 No further data are available since the last report for level three qualifications at 19.
- 4.21 There has been a 12.9 per cent increase in apprenticeship starts from the same period last year, compared to a 1.5 per cent decrease nationally. Success rates by 16 to 18 year olds in Leeds for completing apprenticeships continue to be above national success rates. Innovative new projects such as the apprenticeship training agency¹, and an apprenticeship hub, are being developed.
- 4.22 Projections for 2012-13 show an increase in children and families accessing short breaks. A new, targeted short breaks service began in April 2012, delivered by a partnership of providers led by the northeast specialist inclusive learning centre.

Children and young people choose healthy lifestyles

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

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

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

Ofsted inspections

- 4.27 Ofsted changed their schools inspection framework in September 2012, removing the 'satisfactory' rating and replacing it with 'requires improvement'. Despite this

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

change, the percentages of both primary and secondary schools in Leeds rated as good or better by Ofsted have improved since the previous area committee report. Primary schools are at 76 per cent (a rise of seven percentage points); secondary schools are at 61 per cent (a rise of three percentage points).

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

5.0 Corporate considerations

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

6.0 Consultation and engagement

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

7.0 Equality and diversity/cohesion and integration

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

8.0 Council policies and city priorities

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

9.0 Resources and value for money

- 9.1 There are no resource implications in this report.

10.0 Legal implications, access to information, and call in

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

11.0 Risk management

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

12.0 Conclusions

12.1 Not applicable, as this report is information based.

13.0 Recommendations

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

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

14.0 Background documents²

14.1 There are no background documents to accompany this report.

² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

Appendix one: performance data for Outer South area committee

Area Committee: Outer South								
Spring 2013 Children's Services performance update								
Measure	Leeds	Outer S	Current data period	Highest	Average	Lowest		
1. Number of children and young people 0-19	171,127	19,944	Jan 2012	23,910	17,113	11,581		
2. Percentage of children and young people	n/a	11.7%	Jan 2012	14.0%	10.0%	6.8%		
3. Number of primary schools	218	24	Current	28	22	15		
4. Number of secondary schools	36	5	Current	6	4	2		
4a. Number of through schools	2	0	Current	2	0	0		
5. Number of children's centres	58	6	Current	11	6	3		
Commentary The Outer South area committee has 11.7% of the city's 0-19 population, which represents 19,944 children and young people. There are 24 primary schools, five secondary schools, and six children's centres located within the area committee boundary.								
Keeping children safe from harm	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
6. Number of children looked after	1,395	81	77	↔	31 Dec 2012	384	134	18
7. Number of children entering care	281	19	...	(Cumulative)	Apr-Dec 2012	71	28	6
8. Number of children subject to a child protection plan	956	72	62	↔	31 Dec 2012	188	93	13
9. Number of CAFs initiated	648	49	18	(Cumulative)	Apr-Dec 2012	128	63	22
10. Number of requests for service	24,862	2,052	778	(Cumulative)	Apr-Dec 2012	5,254	2,305	816
11. Number of requests for service leading to a referral	8,281	694	262	(Cumulative)	Apr-Dec 2012	1,937	786	217
12. Number of LCC-employed foster carers	550	46	n/a	(New data item)	31 Dec 2012	81	48	21

12a.	Number of family placement foster carers	104	13	n/a	(New data item)	31 Dec 2012	16	11	5
<p>Commentary</p> <p>5.8% (81) of the children looked after population comes from the Outer South area. This slight rise is four higher than the June figure, which is counter to decline in the overall city population. 6.8% (19) of all children and young people entering care between April and December 2012 come from the Outer South area.</p> <p>7.6% (49) of CAFs initiated across the city come from the Outer South area. 2,052 requests for service, of which 694 met the threshold for being treated as a referral to the Children's Social Work Service, are from the area. The number of children and young people currently subject to a child protection plan is 72, 10 higher than the June 2012 figure.</p>									
Do well in learning and have the skills for life		Leeds	Outer S			Current data period	Highest	Average	Lowest
			Current reporting period	Previous reporting period	Direction of travel				
13.	Primary school attendance levels	95.8%	95.8%	96.0%		2011-12 HT 1-5	97.0%	95.8%	94.6%
14.	Secondary school attendance levels	93.7%	93.6%	94.1%		2011-12 HT 1-5	94.7%	93.4%	90.8%
15.	Number of pupils persistently absent at primary	1,589	164	215		2011-12 HT 1-5	377	159	52
16.	Number of pupils persistently absent at secondary	3,142	598	497	æ	2011-12 HT 1-5	598	314	194
17.	Number of NEET ⁱ	1,374	82	101		31 Dec 2012	270	117	44
17a.	Percentage of NEET ⁱ	6.0%	2.9%	3.6%		31 Dec 2012	8.6%	4.9%	1.8%
18.	Number of 'not knows'	2,056	312	n/a	(New data item)	31 Dec 2012	461	246	109
18a.	Percentage of 'not knows'	10.9%	11.2%	n/a	(New data item)	31 Dec 2012	17.3%	10.3%	7.0%
19.	Foundation Stage good level of development	62.8%	67.6%	n/a	(Annual data item)	2011-12 AY	76.7%	63.0%	49.6%
20.	Key Stage 2 level 4+ English and maths	77.3%	81.7%	n/a	(Annual data item)	2011-12 AY	87.6%	77.3%	67.5%
21.	5+ A*-C GCSE inc English and maths	54.3%	57.2%	n/a	(Annual data item)	2011-12 AY	66.0%	52.4%	36.8%
<p>Commentary</p> <p>Primary school attendance in the Outer South area was 95.8%, slightly lower than the autumn 2011 figure, but the same as the city average. Secondary school attendance was down 0.5 percentage points to 93.6% when compared to the autumn 2011 figure, and is just below the city average. 164 (10.3% of the city cohort) of children were persistently absent (missing at least 15% of school) from primary schools in the area, and 598 (19.0% - the highest of all area committees) children and</p>									

young people were persistently absent from secondary schools in the area.

The number of NEET young people in the Outer South area at the end of December was 82, 19 lower than the June figure. The level of NEET, 2.9%, is 0.7 percentage points lower than the June level, and 3.1 percentage points lower than the city level of 6.0%. The level is the second lowest of all area committees. Future reports will compare data with a corresponding period from 12 months ago. The total number of NEET for the South East area in December 2011 was 512.

Choose healthy lifestyles	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
22. Teenage pregnancy ⁱⁱ	1,145	115	n/a	(No new data)	Jun 09-Jun 10	233	115	43
Commentary There are no new data since the last report.								
Voice and influence	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
23. 10 - 17 year olds committing an offence	507	33	83	(Not comparable)	Apr-Sept 2012	126	45.9	13
Ofsted inspections	Leeds	Outer S			Current data period	Highest	Average	Lowest
		Current reporting period	Previous reporting period	Direction of travel				
24. Percentage of primary schools good or better	76%	71%	67%	æ	31 Dec 2012	93%	75%	64%
25. Percentage of secondary schools good or better	61%	60%	60%		31 Dec 2012	100%	59%	25%
26. Percentage of children's centres good or better ⁱⁱⁱ	81%	67%	67%		31 July 2012	100%	88%	60%
27. Percentage of children's homes good or better	45%				31 Dec 2012	100%	42%	0%
Ofsted judgement - Outer South	Current period: 31 Dec 2012				Previous period: 31 July 2012			
	Outstanding	Good	Satisfactory	Inadequate	Outstanding	Good	Satisfactory	Inadequate
28. Primary schools	5	12	7	0	5	11	8	0
29. Secondary schools	1	2	2	0	1	2	2	0

30. SILCs (citywide)								
31. Pupil referral units (citywide)								
32. Children's centres	0	2	1	0	0	2	1	0
33. Children's homes								
<p>Commentary One primary school in the Outer South area has improved its rating to good from satisfactory, resulting in the percentage of primary schools rated good or better to rise by four percentage points to 71% (five points below the city average). There were no changes in the overall percentage of secondary schools rated good or better.</p>								
Secondary schools	Current period		Previous period		Direction of travel			
	Ofsted	Attendance	Ofsted	Attendance	Ofsted	Attendance		
Bruntcliffe High School	3	93.5%	3	94.0%				
Rodillian School	2	92.4%	2	92.9%				
Royds School	2	91.8%	3	93.0%	↻			
The Morley Academy	1	95.3%	1	95.8%				
Woodkirk Academy	2	94.4%	2	94.4%				
<p>Key: AY - academic year FY - financial year HT - half term ... data below five (suppressed for confidentiality)</p> <p>Ofsted grades: 1 = Outstanding, 2 = Good, 3 = Satisfactory/Requires Improvement, 4 = Inadequate</p> <p>ⁱ The citywide figure reports 'adjusted NEET' (see data definitions), the area committee figures do not take account of 'adjusted NEET'</p> <p>ⁱⁱ No new data available since the last report</p> <p>ⁱⁱⁱ No further children's centres inspections have been undertaken since the last report</p>								

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

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
South	Inner South	Beeston Hill St. Lukes C of E Primary School	47.4	92.1	97.1	100.0
South	Inner South	Beeston Primary School	41	68.5	94.1	86.3
South	Inner South	Clapgate Primary School	41	39.1	72.7	68.2
South	Inner South	Cottingley Primary School	68.3	31.6	57.9	52.6
South	Inner South	Greenmount Primary School	5.1	81.0	89.7	89.7
South	Inner South	Hugh Gaitskell Primary School	58.2	65.0	92.7	81.8
South	Inner South	Hunslet Carr Primary School	66.7	77.4	93.3	90.0
South	Inner South	Hunslet Moor Primary School	41.9	63.2	94.1	82.4
South	Inner South	Hunslet St. Mary C of E Primary School	53.3	72.0	95.2	81.0
South	Inner South	Ingram Road Primary School	41.7	57.9	85.7	100.0
South	Inner South	Low Road Primary School	50	69.2	100.0	100.0
South	Inner South	Middleton Primary School	52	73.3	95.3	95.3
South	Inner South	Middleton St Mary's C of E Primary School	63.2	62.5	84.6	82.1
South	Inner South	New Bewerley Community School	46.4	63.6	84.8	90.9
South	Inner South	Park View Primary Academy	45.2	n/a	n/a	n/a
South	Inner South	Sharp Lane Primary School	80	73.3	82.5	83.6
South	Inner South	St Anthony's Catholic Primary School Beeston	60	96.7	96.3	96.0
South	Inner South	St Francis of Assisi Catholic Primary School	25.9	70.8	94.7	89.5
South	Inner South	St Joseph's Catholic Primary School Hunslet	73.3	66.7	92.9	85.7
South	Inner South	St Philip's Catholic Primary School	55.2	90.9	95.0	100.0
South	Inner South	Westwood Primary School	36.4	86.1	94.4	100.0
South	Inner South	Windmill Primary School	47.9	73.9	91.5	80.9
South	Outer East	Allerton Bywater Primary School	66.7	66.7	100.0	95.2
South	Outer East	Austhorpe Primary School	65.6	85.7	89.3	100.0
South	Outer East	Colton Primary School	90.3	91.3	100.0	100.0
South	Outer East	Corpus Christi Catholic Primary School	54.4	84.9	96.1	98.0
South	Outer East	East Garforth Primary School	74.4	82.1	89.7	87.2
South	Outer East	Fieldhead Carr Primary School	90	77.3	100.0	86.4
South	Outer East	Great Preston C of E Primary School	70	62.1	75.9	75.0

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
South	Outer East	Green Lane Primary Academy	46	83.0	85.1	93.6
South	Outer East	Grimes Dyke Primary School	59.3	75.9	100.0	96.6
South	Outer East	Kippax Ash Tree Primary School	57.1	71.7	92.3	88.5
South	Outer East	Kippax Greenfield Primary School	64.7	75.0	91.7	87.5
South	Outer East	Kippax North Junior and Infant School	80	71.4	92.9	85.7
South	Outer East	Ledston Lady Elizabeth Hastings	70	81.3	81.3	100.0
South	Outer East	Manston Primary School	66.7	94.4	94.4	100.0
South	Outer East	Manston St. James C of E Primary School	85	75.0	86.5	80.0
South	Outer East	Meadowfield Primary School	34.5	50.0	100.0	84.1
South	Outer East	Methley Primary School	78	82.4	98.0	88.9
South	Outer East	Micklefield C of E Primary School	58.8	68.8	93.3	100.0
South	Outer East	Ninelands Primary School	72.4	80.0	96.6	93.0
South	Outer East	St Benedict's Catholic Primary School	64.3	86.2	86.2	89.3
South	Outer East	St Theresa's Catholic Primary School	68.3	81.7	88.3	88.3
South	Outer East	Strawberry Fields Primary School	62.5	58.8	88.2	64.7
South	Outer East	Swarcliffe Primary School	66.7	53.6	96.3	88.9
South	Outer East	Swillington Primary School	38.5	72.7	90.9	95.5
South	Outer East	Templenessam Halton Primary School	64.4	75.4	86.9	78.0
South	Outer East	Whinmoor St Paul's C of E Primary School	76.7	79.3	93.1	89.7
South	Outer East	White Laith Primary School	71.4	87.5	100.0	100.0
South	Outer East	Whitkirk Primary School	50.9	64.3	90.7	75.6
South	Outer South	Asquith Primary School	53.3	96.2	100.0	100.0
South	Outer South	Blackgates Primary School	60	59.5	90.0	87.5
South	Outer South	Carlton Primary School	80	68.6	91.2	85.3
South	Outer South	Churwell Primary School	63.3	87.9	96.4	94.4
South	Outer South	Drighlington Primary School	51.1	76.7	90.7	95.3
South	Outer South	East Ardsley Primary School	63.6	64.4	90.9	81.8
South	Outer South	Fountain Primary School	75	88.7	92.5	98.1
South	Outer South	Gildersome Birchfield Primary School	62.1	89.3	88.9	92.3
South	Outer South	Gildersome Primary School	44	92.6	100.0	100.0
South	Outer South	Hill Top Primary School	66.7	90.0	96.7	100.0

Area	Area committee	Primary school	Foundation Stage good level of development (per cent)	Per cent level 4+ English and maths	Per cent expected progress English	Per cent expected progress maths
-	-	Leeds	62.8	76.7	91.9	88.8
-	-	National	64	79	89	87
South	Outer South	Morley Newlands Primary School	70	88.6	95.5	90.2
South	Outer South	Morley Victoria Primary School	67.8	96.1	100.0	100.0
South	Outer South	Oulton Primary School	57.4	58.1	80.6	73.3
South	Outer South	Robin Hood Primary School	88.9	91.1	93.2	97.7
South	Outer South	Rothwell C of E Primary School	55.2	81.5	92.6	88.9
South	Outer South	Rothwell Haigh Road Infant School	86	n/a	n/a	n/a
South	Outer South	Rothwell Primary School	74.4	86.5	94.4	94.4
South	Outer South	Seven Hills Primary School	66.7	64.7	88.2	87.9
South	Outer South	St Francis Catholic Primary School Morley	72.7	85.0	94.7	94.7
South	Outer South	St Mary's Catholic Primary School Rothwell	78.8	89.3	96.4	92.9
South	Outer South	Thorpe Primary School	56.7	53.8	69.2	84.6
South	Outer South	Victoria Junior School	n/a	67.6	89.2	72.2
South	Outer South	Westerton Primary School	63.3	85.4	98.8	89.2
South	Outer South	Woodsford Primary School	90	93.3	94.9	94.9

Appendix three: individual school Key Stage 4 results 2012

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

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

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

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

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

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Report of the Director of Children's Services

Report to South (Outer) Area Committee

Date: Monday 25th March 2013

Subject: Consultation on further proposals for primary school provision for September 2014

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Ardsley and Robin Hood, Morley North, Morley South, Kippax and Methley, Bramley		
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 presents the Area Committee with an update on the work being undertaken across the city to ensure the authority meets its statutory duty to ensure sufficiency of school places in the context of an increasing birth rate. This includes formal consultation on six proposals, for which members comments are sought, and an update on four proposals consulted upon in September and October 2012.

Recommendations

2. Members of the Area Committee are asked to consider the consultation information and comment on the proposals, and note the update on previous consultations. Individual members have been briefed where the issues discussed directly affect their wards.

1 Purpose of this report

- 1.1 This report is intended to ensure members are fully briefed on the proposals being brought forward in response to rising demand for reception places city wide and are able to comment on them. This report also updates members on the four proposals consulted on in September and October 2012.

2 Background information

- 2.1 The local authority has a legal duty to ensure there are enough school places to meet the needs of its children and families. At its meeting on 15 February 2013 Executive Board considered the report 'Basic Need Programme – Part A Permission to consult on a further round of school place expansions for 2014, Part B – Design and Cost Report Morley Newlands Primary School and approved consultation on the following proposals:

- to expand Allerton Bywater Primary School from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2014;
- to expand Asquith Primary School from a capacity of 210 pupils to 420 pupils with an increase in the admission number from 30 to 60 with effect from September 2014;
- to expand Morley St Francis Catholic Primary School from a capacity of 154 pupils to 210 pupils with an increase in the admission number from 22 to 30 with effect from September 2014;
- to expand East Ardsley Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014;
- to expand Robin Hood Primary School from a capacity of 315 pupils to 420 pupils with an increase in the admission number from 45 to 60 with effect from September 2014;
- to lower the age range of Hollybush Primary School from 5 to 11 to 3 to 11

- 2.2 Under the Education and Inspections Act 2006 these require a statutory process, and this consultation forms the first part of that process. A consultation document is available for the five expansion proposals, which provides further information and background to the proposals. The document can be found on the Council website at <http://www.leeds.gov.uk/residents/Pages/Consultations-and-reviews.aspx>.

- 2.3 The consultation period runs from Monday 25 February 2013 to Friday 29 March 2013. Consultation on lowering the age range of Hollybush Primary School will conclude on 12 April 2013. Children's Services are holding meetings and drop in sessions to gather the views of the community and enable them to ask questions. The findings from the consultation will be presented to the Executive Board, who will decide whether to proceed to the next stage of the process.

- 2.4 These proposals form part of the ongoing programme of work to address capacity and sufficiency across all of Children's Services. This includes provision for primary and secondary school places, early years places and those for children with complex needs. The primary places are proposed in response to demographic growth in the city. Further papers will be brought forward in 2013 to address ongoing sufficiency issues.
- 2.5 The proposal in relation to Hollybush Primary School seeks to formalise the arrangements in respect of the governor led nursery provision delivered previously by the Local Authority but since September 2011 by the leadership and management of the school.
- 2.6 To meet likely demand for reception places in September 2013, some of the schools identified above have agreed to admit extra children into reception in September 2013, namely Allerton Bywater (up to 30 additional children), Asquith (up to 30) and East Ardsley (up to 15).
- 2.7 Part B of the report relates to capital spend on the Morley Newlands Primary School linked to the rebuilding and expansion of the school as part of the basic need programme.

3 Main issues

3.1 Consultation on proposals.

- 3.1.1 The proposals are being brought forward to address a predicted shortage of school places in the city due to a rising birth rate and the impact of new housing. Details of the proposals are described in full within the consultation document. In addition, the following points should be noted:
- 3.1.2 Any new school buildings are subject to the normal planning permission process, allowing any interested parties to comment. The two processes are independent and the outcome of one does not presuppose the outcome of the other. Based on our experience to date we have started to progress consultation with planning colleagues much earlier, although we remain mindful of how much can be done whilst still at risk of the proposals not proceeding.

3.2 Update on previous proposals

- 3.2.1 On 18 July 2012, the Executive Board granted permission to consult on the following proposals for primary school expansion from September 2014:
- Expansion of Little London Primary School from 210 places to 630 places, by increasing the admission limit from 30 to 90
 - Expansion of Rufford Park Primary School from 210 places to 315 places, by increasing the admission limit from 30 to 45
 - Expansion of Tranmere Park Primary School from 315 places to 420 places, by increasing the admission limit from 45 to 60

- Expansion of Sharp Lane Primary School from 420 places to 630 places, by increasing the admission limit from 60 to 90

3.2.2 Public consultation on the above proposals ran from Monday 10 September 2012 to Friday 19 October. All views and responses gathered during the consultation period were presented to the Executive Board at its December meeting, and permission was granted to proceed to statutory notice on three of the proposals – the expansions of Rufford Park, Sharp Lane and Little London Primary Schools. It was agreed that the Tranmere Park proposal be paused to allow officers to carry out further work in relation to the proposal. There are no alternatives currently identified for 2014, and temporary measures will be put in place until a permanent solution is found for the Guiseley/Yeadon/Rawdon Area.

3.2.3 The statutory notices in relation to Rufford Park, Sharp Lane and Little London were published on 8 February and a four week representation now follows this, where the public have a further opportunity to comment on the proposals. A final decision will be made by the Executive Board in spring 2013 at the earliest.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Any proposal to create additional school places requires engagement with a wide variety of stakeholders, and is managed in accordance with the relevant legislation. This occurs before a proposal has been developed as well as during the consultation period. All members have had copies of the consultation document. Further copies are available on <http://www.leeds.gov.uk/residents/Pages/Consultations-and-reviews.aspx>.

4.1.2 Papers have been provided to all area committees city wide to ensure all indirect as well as direct impact on all wards is considered.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 An Equality, Diversity, Cohesion and Integration screening exercise has been completed for each proposal, and the potential impact of the proposals on age, gender, race, disability, sexual orientation, religion or belief has been considered.

4.3 Council Policies and City Priorities

4.3.1 The proposals are brought forward to meet the Council's statutory duty to secure sufficient school places.

4.4 Resources and Value for Money

4.4.1 The projects will be funded from the education capital budget.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The authority has a legal duty to ensure sufficiency of provision. Under the Education and Inspections Act 2006 the proposed expansions and new schools are prescribed changes, requiring a public consultation in the first instance.

4.6 Risk Management

- 4.6.1 Should these proposals be approved, the delivery risks will be managed through a risk register kept by the project manager assigned.
- 4.6.2 Should these proposals not be approved, alternative measures will need to be identified to ensure the council meets its statutory duties. This work is being developed in parallel with the proposal.

5 Conclusions

- 5.1 These proposals form part of the authority's ongoing planning to meet the need for school places across the city due to rising demographics and new housing. Secondary planning is also now forming an increasing part of the work and discussions continue with schools to release existing capacity.

6 Recommendations

- 6.1 The Area Committee is requested to:
- Note and consider the report
 - Consider any response they wish to make as a part of the formal consultations

7 Background documents¹

- 7.1 There are no background documents associated with this paper.

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 Assistant Chief Executive Customer Access and Performance

Report to South (Outer) Area Committee

Date: Monday 25th March 2013

Subject: Development of Area Lead Role

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

Summary of main issues

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

Recommendations

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

1 Purpose of this report

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

2 Background information

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

3 Main issues

Defining the Area Lead Role

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

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

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

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

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

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

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

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

Training and Support

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

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

Other relevant issues

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

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

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

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

4 Corporate Considerations

4.1 Consultation and Engagement

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

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

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council Policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no specific legal implications, the report is available to the public and is subject to call in.

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

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

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

7 Background documents¹

- 7.1 None

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

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Report of the Area Leader – South East Leeds

Report to South (Outer) Area Committee

Date: Monday 25th March 2013

Subject: Outer South Gardening & Advice Service

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

Summary of main issues

In 2011/12 Morley Elderly Action (MEA) delivered the final year of a three year garden maintenance scheme and an evaluation report was presented at the 15th October 2012 Area Committee meeting. Members determined the requirement for a discussion with the Manager of Morley Elderly Action at its November meeting and subsequently requested the Area Leader to investigate alternative schemes for comparability and provide area committee with options for consideration by the new financial year.

Recommendations

1. The Committee is asked to note the content of the report.
2. The Committee is asked to consider the options detailed in Section 6 of this report and inform the actions of officers on its next steps.

1 Purpose of this report

- 1.1 The report seeks to inform a discussion at the March meeting of the Area Committee on the future of a gardening scheme in the Outer South area.

2 Background information

- 2.1 In 2005, Members of the Outer South Area Committee considered how they might respond to elderly and disabled residents of the outer south wards who had voiced their fears that unattended gardens could give the impression that the occupier is incapable of up keep and may be targeted by criminals.
- 2.2 Three organisations were identified to deliver a scheme. These were, Morley Elderly Action, Groundwork and Leeds South Homes in collaboration with the New Deal Team.
- 2.3 In February 2009, Members commissioned Care and Repair and Morley Elderly Action to operate garden maintenance schemes in 2009/10 across the Outer South. Morley Elderly Action received £17,000 and Care and Repair Leeds received £23,000, respectively, from the Area Committee's revenue Well Being Fund.
- 2.4 A review of the operation of both schemes highlighted issues of rising costs and areas of operation and a unified service delivery provision was determined as a way forward. MEA and Care and Repair Leeds were invited to scope a single proposal for the Area Committee's consideration and in February 2010, a single scheme to be delivered by Morley Elderly Action at a cost of £33,000 per year for three years was approved.
- 2.5 In 2011/12 Morley Elderly Action (MEA) delivered the final year of a three year garden maintenance scheme and an evaluation report was presented at the 15th October 2012 Area Committee. Members determined the requirement for a discussion with the Manager of Morley Elderly Action at its November meeting and subsequently requested the Area Leader to investigate alternative schemes for comparability and provide area committee with options for consideration for the new financial year.

3.0 Main Issues

- 3.1 According to the 2010 UK Census there are 16,607 people over the age of 65 living in Outer South area of Leeds. Unkempt gardens continue to be an issue for the overall appearance of some neighbourhoods and they continue to be a security risk for a group of vulnerable residents in the Outer South Area.
- 3.2 The Outer South Area Committee requested a report to inform a discussion on the efficacy of continuing a gardening scheme in the Outer South and to provide reassurance that its Well Being funding is being used to best effect.

4.0 Examples of Gardening Service Providers

4.1 Kirklees Council

4.1.1 Kirklees Council do not operate a garden maintenance scheme themselves. Kirklees Council signposts residents to a website www.connecttosupport.org. Kirklees residents are able to search for help from local to national products and services and find information, advice and guidance on a range of topics. Services listed on the website have been vetted.

4.1.2 Only one gardening services provider is listed on the Kirklees website. It is a not for profit company that in addition to gardening services delivers cleaning, plumbing and electrical services. Costs start from £15 per hour and provide for mowing, lawn treatment, beds and shrubbery, leaf and litter clearance, patio cleaning, fencing, planting and soft landscaping.

4.2 Leeds City Council

4.2.1 Leeds City Council also offers a signposting service through the www.LeedsDirectory.org and a number of gardening service providers are listed. A random selection of service providers were called on the telephone. The following information was collected -

Company	Charge
Company A	£15 per hour. Quote provided for larger jobs
Company B	No reply
Company C	No reply
Company D	No longer providing garden service
Company E	North Leeds only
Company F	Does not work on hourly rate, free quotes provided
Company G	Does not work on hourly rate, free quotes provided

4.2.2 None of the companies A-G answered the telephone using their company name. It is not known at the time of writing whether the staff of these companies are CRB vetted.

4.3 Swarcliffe Gardening Scheme funded by Outer East Area Committee,

4.3.1 In 2012, the Outer East Area Committee provided £20,000 of funding for a 6 month scheme which operated from 1 April to 30 September. Swarcliffe Good Neighbours operated the scheme covering all four wards of the Outer East Area.

4.3.2 The service was available to residents that were pensioners or that were a person with disabilities without the support of an able bodied family member living with them. One free cut/tidy was provided with any subsequent work being charged at a discounted rate of £13.50 per hour.

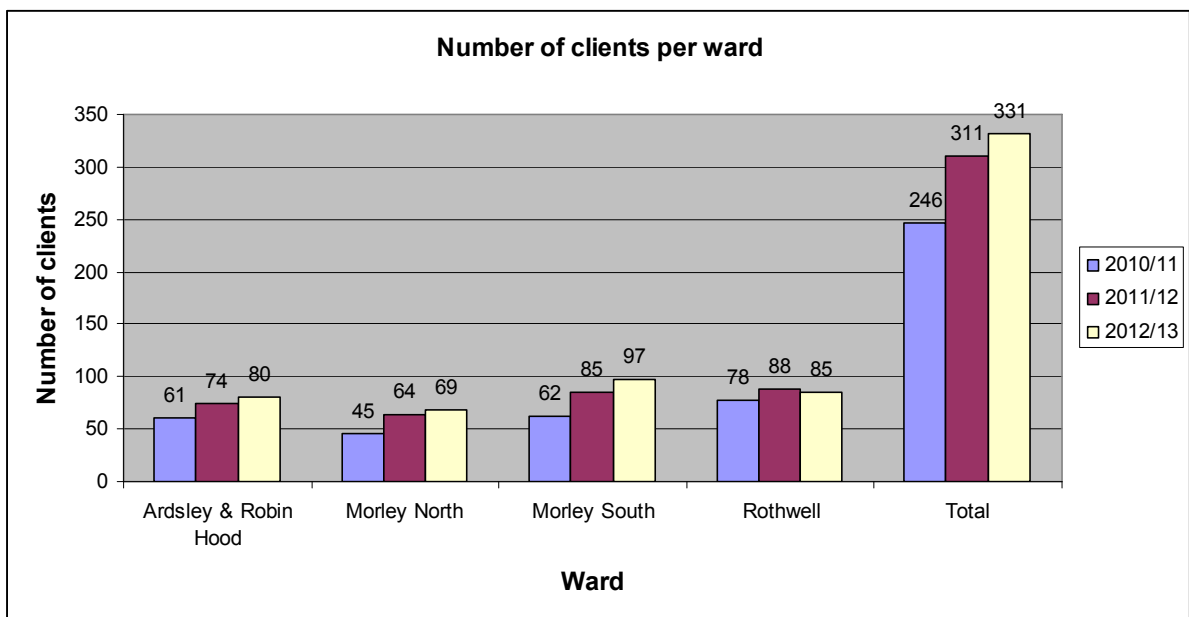
4.3.3 The target for the period under consideration was 400 gardens. 442 gardens had been maintained by the end of the scheme. These gardens consisted of 273 free contributions and 169 paid for follow-up contributions. Management costs are typically of the order of 10%.

4.4 Horsforth Live at Home Scheme funded by Outer North West Area Committee

4.4.1 Outer North West Area Committee provide a small amount of funding to support a garden maintenance scheme operated by Horsforth Live at Home Scheme. The scheme covers only 57 gardens in a small area. It is not comparable to the Outer South area scheme but is included for information.

4.5 Morley Elderly Action - Current Service Provider funded by Outer South Area Committee

4.5.1 In February 2010, Area Committee approved a single scheme to be delivered by Morley Elderly Action (MEA) at a cost of £33,000 per year for three years. The targeted priority groups are the over 60s, people with disabilities or those unable to cope as a consequence of old age. MEA has increased the overall client base 246 in the first year to 331 in the final year of the scheme. The ward split is illustrated in the table below.



4.5.2 **Appendix 1** details the range of services MEA provides to its garden maintenance service users. To ensure area wide based coverage of the additional services provided by MEA, strong links have been developed with Rothwell & District Live at Home Scheme. Customers outside the Morley area are signposted to Rothwell & District Live at Home Scheme for these additional services.

4.5.3 In their recent submission for future delivery, MEA has outlined a series of options which are summarised in **Appendix 2**. The management fee has been reduced by 50% to 12% of grant value across all options and the bulk of this fee is operational costs rather than costs to fund management per se.

5.0 Summary

- 5.1 This review requested by Area Committee has shown that the gardening schemes highlighted in this report are by their nature bespoke to the areas that they deliver to and are not readily comparable. The Swarcliffe Scheme is arguably the closest in nature to the current gardening scheme operating in the Outer South Area. Additionally, the reliability of a service or its fitness for purpose to support vulnerable clients is not always clear and making comparisons in relation to value for money between schemes becomes more difficult.
- 5.2 A tendering exercise with clearly comparable criteria is perhaps the only way to assure that value for money is being secured. Officers have requested quotations for service delivery to gauge the efficacy of a tendering exercise. At the time of writing these quotations are not available.
- 5.3 Nevertheless, given that management fees have been reduced by MEA and that several options have now been offered by the provider, Area Committee is requested to consider options for future service delivery and direct officers to conduct follow up work as appropriate.

6.0 Options for future service delivery

- 6.1 Area Committee is requested to consider the following options:
- (a) discontinue the garden service;
 - (b) continue with the garden service operated by MEA and identify a favoured option from their offer (**Appendix 2**);
 - (c) consider a competitive tendering exercise to test value for money.
- Option C would require an interim delivery arrangement to be secured.

7.0 Corporate Considerations

7.1 Consultation and Engagement

- 7.1.1 This project was developed to address priorities in the Area Committee Business Plan. The production of this Business Plan is informed by Local Councillors and local residents.

7.2 Equality and Diversity / Cohesion and Integration

- 7.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered. A light touch Equality Impact Assessments is carried out for all projects.

- 7.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.
- 7.2.3 The report seeks elected member views on the provision of a service to the elderly and/or people with disability in areas where unkempt gardens may pose a security risk.
- 7.3 Council policies and City Priorities**
- 7.3.1 The project outlined in this report contributes to targets and priorities set out in the following council policies:
- Vision For Leeds
 - Health and Well being City Priority Plan
 - Safer and Stronger Communities Plan
 - Regeneration City Priority Plan
- 7.4 Legal Implications, Access to Information and Call In**
- 7.4.1 There are no legal implications associated with this report.
- 7.4.2 Decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.
- 7.5 Risk Management**
- 7.5.1 This report provides an update on the Gardening Scheme and no risks have been identified.
- 8.0 Conclusions**
- 8.1 This review requested by Area Committee has shown that the gardening schemes highlighted in this report are by their nature bespoke to the areas that they deliver to and are not readily comparable. Nevertheless, given that management fees have been reduced by MEA and that several options have now been offered by the provider, Area Committee is requested to consider options for future service delivery and direct officers to conduct follow up work as appropriate.
- 9.0 Recommendations**
- 9.1 The Area Committee is asked to note the contents of the report.
- 9.2 The Area Committee is asked to consider the options detailed in Section 6 of this report and inform the actions of officers on its next steps.
- 10.0 Background documents¹**
- 10.1 There are no background documents associated with this paper.

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.

Morley Elderly Action Specification	MEA Client charge* £11.00
Garden service which includes:	
• All gardeners CRB checked	
• Hedge cutting	
• Grass cutting	
• Planting	
• Weeding/weed control	
• Welfare benefits information and help to accessing	
• Advocacy	
• Access to local trades and services guide	
• Liaison with the police and fire service	
• Administration support	
• Morley wheels, a voluntary transport scheme	
• Help in accessing social activities	
• General help and advice	
• Tea room open everyday	
• Lunch clubs	
• Walking group	
• Computer workshop	
• Men's group	
• Craft group	
• Friendship group	
• Bingo group	
• Weekly coffee morning in the Town Hall	
• Welfare benefits information and help in accessing them	
• Access to local trades and services guide	

* MEA clients pay £11 per hour for the gardening service. Through the funding provided by Outer South Area Committee gardeners receive £15 per hour. The £4.00 subsidy covers additional gardener costs such as travel, administration, equipment and maintenance, insurance and costs of CRB

Morley Elderly Action Proposals for Service Delivery 2013-16

Offer	Free Hours (Hours)	Client Subsidy (£ per hour)	Total Gardening Hours delivered (Hours)	MEA's comments
1	0	4	4,375	MEA's preferred option
2	1 to existing customers only	4	3,250	Based on 300 existing customers
3	1 to existing and new customers	4	3,062	Based on 300 existing customers and 50 new ones
4	0	5	3,500	To reduce the cost to the customer to £10 per hour
5	0	4	4,375	To reduce the cost to customer to £10, £4 subsidy, the gardener receives £14 per hour instead of £15 per hour
6	1 to existing customers only	4	3,250	Reduce the cost to the customer to £10, £4 subsidy to gardener, the gardener gets £14 per hour instead of £15, plus free hour

Report of the Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 25th March 2013

Subject: St Gabriel’s Community Centre – Review Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood
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

This report provides a review of the operation of St Gabriel’s Community Centre over the last 12 months. It highlights the work of the Management Committee, Outer South Community Centre Sub Committee, Area Support Team and partners in supporting the operation of the centre.

Recommendation

1. Members are asked to note the content of this report and make comments as appropriate.

1 Purpose of this report

The purpose of this report is to provide the Outer South Area Committee with an overview of the operation of St Gabriel's Community Centre over the last 12 months. This follows a decision in 2010 by Area Committee to extend the review period on the building in 2010 for a further 3 years, with annual reviews being presented to the Outer South Area Committee.

2 Background information

2.1 In November 2007 work on the Outer South's Community Centre portfolio commenced. The scope of the work was to ensure that the Area Committee had a portfolio of facilities which were well used, in relatively good condition and were financially efficient to operate. From this exercise, a number of buildings were highlighted for review. In April 2008 the St Gabriel's Centre was added to the delegation and drawn into this review.

2.2 St Gabriel's was included in this review due to a number of factors:

- 1) The lease between Leeds City Council and the church for the building was due for renewal.
- 2) The centre was only being used for eight hours per week for Youth Service sessions and the facility costing nearly £23,000 to operate in 2007/08, with only £279 income being generated.

2.3 Following consideration of a report in April 2008, a further report was presented to Outer South Area Committee in March 2009 detailing the situation. In March 2009 the Area Committee decided that the facility should have an extended review period of 12 months. Members felt that due to high levels of community interest shown in developing new activities at the facility and local community members wanting to establish a Management Committee this would publicise and promote the building.

2.4 In 2010 the review period was extended by the Area Committee for a further 3 years with annual update reports. In March 2011 members received a review report.

2.5 This is the final report of the 3 year review period.

3 St Gabriel's Community Centre

3.1 St Gabriel's Management Committee

3.1.1 The management committee was established with support from ward councillors by local residents in response to the first review. The committee's main focus continues to be around generating activities and promoting the

facility for use by local people. The management committee continues as key holders for the facility, which has assisted in keeping caretaking costs down.

3.1.2 The management committee is still encouraging more activities at the centre and is keen to explore options with local users. They are also hoping to establish short term courses within the centre to enable them to open up opportunities, thereby building on the skills of the local residents.

3.1.3 Achievements and Progress to date:

- Over the last 12 months membership has increased with new members of mixed ages and gender. Thus engaging more with local residents and encompassing the wider interests of all involved.
- Achieved £1,500 funding from Community First Panel for replastering of the main hall and £300 funding for baby changing table. This will be fitted as soon as the decoration of the ladies toilets is completed.
- Communicated regularly with local school, advertising local flyer on notice board
- Liaise with the Ardsley & Tingley Children's Centre advertising via Sure Start and working together to promote each others events/activities
- User groups are now becoming more popular and an increasing number of local residents are participating in the groups
- Front entrance has been decorated by Leeds City Council to enhance appearance of the building.
- Gents and Ladies toilets are almost completed by Leeds City Council.

3.1.4 Future plans include:

- To re-plaster & decorate main hall and ensure times/dates are in place for jobs to be carried out.
- Resolve issues and improve communication with Leeds City Council Lettings team to ensure group's aims and objectives are supported.
- Installation of Baby Changing Unit as soon as the toilets are completed.
- To continue to work effectively with the wider community – East Ardsley Primary School, Ardsley & Tingley Children's Centre, businesses, promoting events in local magazines and media.
- Secure funding to assist with the refurbishment of the kitchen.

- Apply for funding for Perspex fitting to windows to let more light into the building. Making it more user friendly (Externally) to local residents to encourage access.
- Schedule more events and activities to promote the hire of the centre.

3.1.4 The committee has planned various activities for the year. This includes the Easter Extravaganza, Easter Egg Hunt –Easter Bonnet Competition – Decorative Eggs, Craft activities for the family, Summer Fairs, Movement & Play Sessions, Working with Sure Start and The Community Group. Also planned are Summer Activities for during the school holidays and preparing the garden area ready for the summer.

3.1.5 Members of the management committee (**Appendix 1**) feel that significant progress and success has been achieved during the last 12 months and hope to be able to sustain and build on this for the future with continued partnership working of all parties involved.

3.2 Views from St Michael's Church

3.2.1 As with previous reports the views of St Michael's Church have been sought. St Michael's own the facility and Leeds City Council had a 15 year lease for St Gabriel's with them until it expired in April 2008. Part of the facility is still used for church services.

3.2.2 The trustees at St Michaels also commented on how encouraging it has been to note the investment by Leeds City Council on various items of fabric repair and decoration that has been undertaken on the building and the main hall. They feel this together with the work of the St. Gabriel's management committee has led to many groups using the centre on a regular basis or for one off events.

3.2.3 The church trustees remain of the view expressed in previous years that if Leeds City Council were to cease their involvement with St Gabriel's Centre, then they would have no option but to sell the building, as they feel they wouldn't have enough time or sufficient funds to commit to the running of the facility or to carry out any repairs to the property.

3.2.4 In addition to St Gabriel's, St Michael's Church has a church hall which they hire out for local community activities. This is very well used on Monday, Tuesday, and Wednesday nights. Wednesday mornings are used by the parent and toddler group. While Thursday night is currently free, a local group has expressed an interest to use the hall. Friday, Saturday night's are reserved for church Socials and the church's youth club meet twice monthly on Sunday. This is all in addition to one-off bookings for parties.

3.3 Youth Service

3.3.1 Over the past year, the Youth Service has provided two weekly sessions at St Gabriel's Youth Centre, the sessions have had a very good response,

attracting between 15-25 young people to the Senior club and 10-13 to the intermediate Club.

- Tuesday: Intermediate Club focussing on 11 to 13 year olds
- Thursdays: Senior Youth Club 13 to 19 year olds.

3.3.2 The provision at St Gabriel's Youth Centre has engaged local young people who are in foster care, having issues in relation to sexual health and school attendance.

3.3.3 Young people from the sessions at St Gabriel's are involved in the Youth Matters participation group which works towards influencing local decision making and are looking to arrange a meeting with Councillors and Area Support Team.

3.3.4 A peer inspection was undertaken at St Gabriel's in November 2012 and the young people commented how useful they found the provision and that they enjoyed using this venue. They advised the peer inspector that the provision had improved through additional equipment being purchased at the centre.

3.3.5 The Thorpe Mobile session has continued to operate and has enabled young people from Thorpe to access St Gabriel's Session. The Thorpe Session now has a regular attendance of 5+ young people, all from the Thorpe area.

3.3.6 During School holidays a programme of trips / activities has been developed and offered to young people and this has helped promote the facilities at St Gabriel's to young people who had never visited the centre before.

3.4 Support from Area Support Team

3.4.1 The Area Support Team has continued in its role of providing support and guidance when required. The Area Committee previously agreed a protocol (**Appendix 2**) to help the Management Committee to be more effective in dealing with issues. This has been maintained and adopted with regular monitoring by the Outer South Community Centres Sub Committee.

3.5 Summary of Current Use

3.5.1 The timetable below shows the programme of regular activities taking place at the centre.

Day	Activity
Monday	
Tuesday	Baby & Toddler Group 9.30 – 11.30 Youth Club – 6pm – 8pm Community Group Meeting 8.15pm – 10.15pm
Wednesday	Boogie Babies – 9.30 – 10.30 Councillor Surgery (Monthly)
Thursday	Baby & Toddler Group 9.30 – 11.30 Youth Club 7pm – 9pm

Friday	Dazi Dance Group – 4pm – 5.30pm Prize Bingo (Monthly) 7.30 – 10pm
Saturday	Seasonal Events and Fundraising

3.5.2 Events held during the year

Activity	Number of attendees
Messy Play Sessions	20 – 30
Christmas Fair (Paid Letting)	
Children’s Jubilee Party	
Mini Olympics (School Holidays) -	20
Kings & Queens Party (Royal Wedding)	
Craft Days (School Holidays)	20 – 30
Day Trip to Blackpool Lights	40
Trip to Sundown (Children)	25
Summer Fair (Paid Letting)	
Local Elections Held – Polling Station	
Halloween Children’s Party	22
Movement & Play Sessions	15 – 22
Baby & Toddler Groups (2 sessions per week)	41 families
Boogie Babies (1 session per week)	16 families
Attend other Local Fairs & Events to fund raise and promote St Gabriel’s	
Community Meeting updates – Highways, Policing, Local Issues	12 - 30
Wildlife Park Trip to Doncaster –	28
Hired Letting for Child’s Birthday Party - Paid Letting	

3.5.3 Capacity at community venues in the Ardsley area.

In an effort to present a wider picture of community facilities in this part of the Outer South Area, (**Appendix 3**) outlines information on capacity at East Ardsley Community Centre, Thorpe and St Michaels Church. While there are a number of other community facilities in the area, it is acknowledged that they are usually well used by the community.

3.6 Finance

3.6.1 The table below provides an updated financial position in January 2012/13 against the end of year figures for 2011/12. Please note that the figures at January are subject to change due to any charges which may come through on the account by the end of the financial year:

Cost Type	2008/09 Actual	2009/10 Actual	2010-11 Actual	2011-12 Actual	2012-13 Budget
Rates	£1,109	£1,164	£1,056	£1,104	£1,170
Grounds Maintenance				£1,470	
Caretaking	£18,963	£7,063	£1,863	£225	0
Premises (utilities / supplies / services)	£4,302	-£1,104 (due to large credit on electricity bill)	£4,363	£6,869	£7,370
Management Fee (LCC Corporate Property Management)	£2,455	£747	£1,135	£1,460	£1,270
Insurance	£430	£440	£430	£430	0
Maintenance costs	Included in premises costs in 08/09	£1,830	£1,010	£1,070	£1,050
Income from Lettings	-£294	-£60	£-60	£-350	£-60
Telephone line			£51	£140	
Total	£26,965	£10,080	£9,848	£7,897	£10,800

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Outer South Communities Centres Sub Committee on behalf of the Outer South Area Committee in determining their objectives have engaged key partners and considered both local and citywide emerging priorities. These are reviewed on an annual basis with the support of St. Gabriel's management committee, St Michael's Church and Corporate Property Management Team.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the

project will work with and how equality and cohesion issues have been considered.

4.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

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

4.3 Council Policies and City Priorities

4.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

4.4 Resources and Value for Money

4.4.1 The resource implications are detailed at 3.6.1.

4.5 Legal Implications, Access to Information and Call In

4.5.1 The legal implications of this report would be associated with the implementation of any lease agreement between Leeds City Council and church trustees. The lease would follow the standard terms and conditions, as agreed by Executive Board in 2005, for a six year full internal and external repairing and insuring lease with a break clause after a three year period.

4.5.2 Having decided to keep St Gabriel's open as a functional community centre for a further 3 years in 2010 the various budgetary resource implications are detailed above.

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

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

4.6 Risk Management

4.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

5.0 Conclusions

5.1 There has been an increase in usage by new groups. Advertising via Sure Start, children centres and the local school has led to greater involvement in

linking with other events within the local community. The group acknowledges the centre still faces the challenge of generating an income from paid lettings.

- 5.2 While there are a number of other community facilities in the area, it is acknowledged that they are usually fully booked. The management committee continues to pursue the issue of 'fit for purpose' with regards to the condition of the kitchen, toilets and other issues. Action on these issues has been identified and progress on them continues to be tracked at the Outer South Area Committee Community Centres Sub Committee.
- 5.3 The management committee had hoped the reduction in the cost of hiring the centre should have contributed to an increase in paid lettings but voiced concerns that this new rate is not being well promoted by LCC lettings team and would like these issues regarding the procedures relating to letting out the centre addressed.
- 5.4 The programme of work scheduled to improve the facility is still ongoing and the committee members have opined how this has contributed to the delay to the self help work that the group had planned to undertake at the Centre. The Management committee will be applying for wellbeing funding to support the refurbishment of the kitchen.
- 5.5 Youth Service continue to respond to local need with appropriate sessions at the centre, as well as using the youth bus locally and in the wider Ardsley & Robin Hood area.

6.0 Recommendations

- 6.1 Members are asked to note the content of this report and make comments as appropriate.

Background documents¹

There are no background documents associated with this paper.

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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St Gabriel's Management Committee

The current membership list is as follows	
Chair	Susan Volante
Secretary	Councillor Karen Renshaw
Treasurer	Marilyn Richards
Committee Members	Janet Howse
	Maureen Bush
	Sarah Day Kathleen Renshaw Emma Sherbourne David Wilson Aileen Martin Trevor Sherbourne Naomi Williams Donna Davis Suzanne Parkin
Youth Representatives	Thomas Harwood Michael Carruthers

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St Gabriel's Community Centre - Protocols

Issue / Question	Who can help	Contact Details
<i>Repair issues</i> – has something in the centre been broken? Is something not working properly? Any general issues around maintenance of the facility	All repair requests must be reported through to Civic Buildings Helpline. This will ensure the repair is recorded on the repairs system and a reference number will be generated	Civic Buildings Helpline: 0113 2474105
<i>Caretaking or Cleaning</i> – if a caretaker hasn't arrived at the facility, if there isn't any cleaning materials available to use	If a building is not open between 9am – 5pm when it should be, please call one of the South Area Buildings Team. If the facility is not open when it should be after 5pm, please contact LCC Security Services. Do not open the building for another organisation even if you are they key holder.	Sharon Smith: 07891 273350 sharon.smith@leeds.gov.uk Angie Baker: 07891 272804 angie.baker@leeds.gov.uk LCC Security Services: 0113 2630440 Civic Buildings Helpline: 0113 2474105
<i>Key holding</i> – if keys are lost, stolen or don't work	Keys lost or stolen must be reported immediately to the Civic Buildings Helpline. If users don't have access to the facility when a letting is in place and it is after 5pm, then please contact LCC Security Services	Civic Buildings Helpline: 0113 2474105 LCC Security Services: 0113 2630440
<i>Furniture & Equipment</i> – if there is inadequate furniture or equipment at the facility	Requests for equipment or furniture should be submitted in writing with full details to the South East Area Support Team. All requests will be considered by the Outer South Community Centres Sub Committee. All requests for such items must be agreed by the sub committee.	Light Addaquay Light.addaquay@leeds.gov.uk 0113 395 1654
<i>Lettings</i> – any questions relating to lettings – charges or application forms	Contact Lettings Unit regarding any queries about lettings applications or a current lettings at the facility	Lettings Unit – 0113 2243845
Review Report for Area Committee – deadlines, questions, content	South East Area Support Team will oversee the review report which will go to the Outer South Area Committee on Monday 25 th March 2013. Deadline for information for report: 15 th Feb 2013 Area Committee Chairs Briefing: 8 th Mar 2013 Area Committee Meeting: 25 th March 2013	Light Addaquay Light.addaquay@leeds.gov.uk 0113 395 1654

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Capacity at community venues in the Ardsley area.- Appendix 3

		Mon	Tues	Wed	Thurs	Fri
St Gabriel's Community Centre	am		9.30 - 11.30 Baby and Toddler Group (weekly)	9.30am - 10.30am Boggie Babies (weekly) Councillor Surgery (Monthly)	9.30 - 11.30 Baby and Toddler Group (weekly)	
	pm		6.00pm - 8pm Youth Club (weekly) 8.15pm-10.15pm Community Group Meeting		7.00pm - 9pm Youth Club (weekly)	4pm - 5.30pm Dazl Dance Group 7.30-10pm Prize Bingo (Monthly)
East Ardsley Community Centre	am	Pre-School Playgroup	11am - 1pm Vulnerable Adults Group - Coffee Morning	11am - 1.30pm Senior Citizens Luncheon Club	Pre-School Playgroup	Pre-School Playgroup
	pm	6pm - 8pm Karate	6.30pm - 8pm Cubs 8pm - 10pm (once a month) East Ardsley Community Association	4pm - 8pm Dancing Class	4pm - 9pm Dancing Class	6pm - 9pm Karate
Thorpe Community Centre	am	Weekly -Coffee morning for elderly-run by a committee of volunteers	Daisy Chain Childcare	Daisy Chain Childcare ***arts and craft session- local resident	Daisy Chain Childcare	Weekly -Breakfast Club - Lofthouse childrens centre
	pm	Book swap club Weekly - Mums and Tots - Lofthouse Childrens centre	Daisy Chain Childcare Book swap club *Thorpe In Bloom(Meet weekly in high season, monthly out of season)	Daisy Chain Childcare Book swap club **Labour Party Branch member meeting second wed of every month	Daisy Chain Childcare Book swap club	Book swap club
St Michael's Church Hall	am			Parent & Toddler Group		
	pm	Not Available	Not Available (Monthly use on afternoons by knitting group)	Not Available	Free	Reserved for Church Socials

Meet Weekly
New activity - hoping to become regular Proposed Activity Meet regularly e.g first Thursday of every month

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Report author: Aretha Hanson
Tel: 2474309

Report of Area Leader – South East Leeds

Report to South Leeds (Outer) Area Committee

Date: Monday 25th March 2013

Subject: Summary of Key Work

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Ardsley and Robin Hood Morley North Morley South Rothwell
Are there implications for equality and diversity and cohesion and integration?	<input 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

This report presents an update on the key work taking place within the Outer South Leeds area, not covered elsewhere on the agenda

Recommendations

The Area Committee is asked to:

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

1.0 Purpose of this report

- 1.1 To bring to Members' attention in a succinct fashion, a summary of key work which the Area Support Team are engaged in based on priorities identified by the Area Committee, that are not covered elsewhere on this agenda. It provides opportunities for further questioning or the opportunity to request a more detailed report on a particular issue.

2.0 Background information

- 2.2 Members will recall at the July 2011 Area Committee, a revised title and format for this report was introduced based on proposed changes to the Leeds Initiative partnership and planning framework for the city and in an effort to be more focused on current priorities.

3.0 Main Issues

3.1 Area Chairs Forum

- 3.1.1 The minutes of the meeting held on 9th January 2013 were approved at the meeting on 1st March 2013 and are attached at **Appendix 1**. The minutes of the meeting held on Friday 1st March will be presented to a future Area Committee.

4.0 Updates by theme: Children & Families

4.1 Children & Young People's Working Group Update

- 4.1.1 The Outer South Children & Young People's Working Group last met on 27th September and minutes were presented to a previous Area Committee. The group is currently reviewing its Terms of Reference and Membership to ensure that it is fit for purpose. Area Committee will be kept informed of progress.

5.0 Updates by Theme: Sustainable Economy and Culture

5.1 Community Centres Sub Committee

- 5.1.1 The Community Centres Sub Committee last met on 27th February 2013 and draft minutes are attached at **Appendix 2**.

5.2 The Point Steering Group

- 5.2.1 The Point Steering Group last on 5th March 2013 and minutes will be presented to a future Area Committee. The next meeting will take place on 1st July 2013, minutes will be presented to a future Area Committee.

6.0 Updates by Theme: Safer and Stronger Communities Board

6.1 Outer South Environmental Sub-Group

- 6.1.1 The Outer South Environmental sub-group met on 20th February 2013 and the draft minutes are attached at **Appendix 3**.

6.2 Outer South Recycling Service

- 6.2.1 The new recycling service will collect each type of waste on an alternate weekly basis. This means that the Green bin will get collected one week and the Black bin will get collected the next. This service will double the amount of recycling collections for residents of Leeds reducing the amount spent on landfill which is mostly landfill tax and have a positive environmental impact across the city. The Council has a clear vision to achieve a combined recycling and composting rate of greater than 55% of household waste by 2016 with a long term target to exceed 60%.

Approved Plans

- 6.2.3 The Council has agreed to introduce alternate weekly collections of recycling and residual waste to up to 56,000 properties in 2012/13. The provisional roll-out programme is as follows:

- 2012/13 - 55,000 households (approximate);
- 2013/14 - phased roll out to 75% of the city;
- 2014/15 - complete roll-out to remaining suitable properties to achieve service to 80% of households.

Rationale for Phase 1 area:

- 6.2.4 Those areas across the city that are more suitable for inclusion in Phase 1 of AWC have been identified by considering where:

1. The total weight of recycled material collected is high with a corresponding reduction in the amount of residual waste collected.
2. Participation in recycling collections is high.
3. There are less complex challenges of the inner city student areas, high rise properties, back to back properties
4. 55,000 households in one geographical location to aid operational routing.

- 6.2.5 The precise boundary, size and property count of the Phase 1 pilot area will be determined as part of the detailed planning and route design stage.

Benefits:

Residents:

- Greater convenience for residents to participate in recycling as collection is more frequent. - Fortnightly
- Greater convenience for residents to participate in recycling as additional capacity provides the opportunity for a wider range of materials to be collected. Working with contractors consideration is being given to the inclusion of Tetra packs and mixed plastics

General:

- A potential increase in the overall NI 192 recycle rate.

- Cost efficiencies estimated at £2.5 million per annum based on a city wide roll out to 80% of properties.

Timing:

There is a planned roll out phase one of alternate weekly collections during Spring 2013.

7.2 **Community Safety**

7.2.1 Crime and Grime Partnership

The most recent meeting of the South Leeds Crime and Grime Partnership took place on 30th January. The focus of the meeting was exploring how it could develop a Restorative Practice approach in how it delivers its activity. Restorative Practice is an approach to partnership working and working with communities that has been embedded into the practice of Children's Services across Leeds. It is a conflict resolution model that emphasises the importance of strong relationships in order to promote better working and as a means of resolving conflict where it occurs. The next meeting is due to take place in April 2013.

7.2.2 The Outer South Area Committee continues to be represented on the Crime and Grime Partnership by its Environmental Champion (Cllr Karen Bruce) and Community Safety Champion (Cllr Neil Dawson).

7.2.3 Morley Police Station

Further to previous updates given to the Area Committee. There has been no further progress on this issue.

7.3 Wellbeing projects

7.3.1 Cold Calling Control Zones

Cold Calling Control Zones in Outer South have been launched in Morley North, Rothwell and Morley South. The final zone to be delivered in Ardsley Robin Hood will be consulted on from the beginning of March and is expected to be established by the end of March.

7.3.2 Feeling Safe in Rothwell

Rothwell NPT is continuing to deliver the Feeling Safe project to deliver security advice and products to vulnerable residents. NPT staff joined with staff promoting the Cold Calling Zone in order to maximise the crime reduction messages and reassurance being delivered to the community.

8.0 **Updates by Theme: Health and Well being**

8.1 The South East Health and Well being partnership met on the 24th January 2013 and the draft minutes are included at **Appendix 4**. The next meeting is scheduled for 28th March 2013, minutes will be presented to a future Area Committee.

9.0 Updates By Theme: Housing and Regeneration

9.1 Conservation Audits

9.1.1 Following a further round of public consultation that ran from January to March 2012, all consultation responses are being reviewed and considered and amendments made to the appraisal and proposed boundary as appropriate. The project was discussed at Planning Board on 29 November 2012. The appraisal and boundary review may also be considered by Executive Board. If approved, the revised boundary will be designated and the appraisal will be adopted as a material consideration in the planning process.

10.0 Localism

10.1 Neighbourhood Planning

10.1.1 Neighbourhood Plans are being developed in Oulton & Woodlesford, Carlton Village and Rothwell. Area Committee have provided support in the form of a Small Grant to Oulton & Woodlesford. More detailed updates will be sought for future meetings.

10.2 Community First Grants

10.2.1 Ardsey & Robin Hood Community First Panel

10.2.2 From an allocation of £50,865 the following grant requests have been submitted.

Funded Group	Recommended Amount	Paid Amount	Disposition
Tingley TARA Tenants and Residents Association	2,350.00	2,350.00	Approved
East Ardsley United Cricket Club	1,600.00	1,600.00	Approved
Lowry Road in Bloom	1,000.00	1,000.00	Approved
Meadows in Bloom	1,000.00	1,000.00	Approved
Winthorpe Residents Association	1,058.00	1,058.00	Approved
St Gabriel's Youth and Community Group	1,500.00	1,500.00	Approved
St Gabriels Community Centre	299.00	0.00	Pending
Robin Hood Residents Association	1,500.00	1,500.00	Approved
Lowry Road In Bloom	1,500.00	1,500.00	Approved
Christ Church Lofthouse PCC Graveyard Group	1,485.59	1,485.59	Approved
Grand Total	13,292.59	12,993.59	

10.2.3 Morley South Community First Panel

10.2.4 From an allocation of £33,910 the following grant requests have been submitted.

Funded Group	Recommended Amount	Paid Amount	Disposition
Morley Rugby Football Club	1,010.00	0.00	Pending
Morley Amateur Operatic Society	1,992.00	1,992.00	Approved
St Peters Church Hall users Group	2,500.00	2,500.00	Approved
12th Morley Scout Group	800.00	800.00	Approved
Morley Camping Venture	500.00	500.00	Approved
Newlands Methodist Church	400.00	400.00	Approved
Siegen Close Residents association	420.00	420.00	Approved
St Andrews Community Hall Steering Group	2,300.00	2,300.00	Approved
St Marys United Reformed Church	1,000.00	1,000.00	Approved
Grand Total	10,922.00	9,912.00	

10.2.5 'Pending' means the project has only recently been submitted to CDF and needs to be processed, or that the group have not yet returned their grant acceptance form to CDF.

10.2.6 'Approved' means that the group have returned their grant acceptance, so if it is 'Approved' but without a payment it either means that it is scheduled for payment shortly, or that there is a query relating to the payment details.

11.0 **Integrated Locality Working**

11.1 Community Heroes Event

11.1.1 At the December Area Committee members agreed to support an event for Outer South Tenants and Residents Associations. Details of the event are:

Event date: 16th April 2013
Location: Blackburn Hall, Rothwell
Timing: 5.00 pm – 8.00 pm

11.1.2 Invitations have now been sent to community groups and arrangements for the event are progressing. Area Committee will continue to receive updates.

12.0 **Corporate Considerations**

12.1 **Consultation and Engagement**

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

12.2 Equality and Diversity / Cohesion and Integration

12.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

12.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

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

12.3 Council Policies and City Priorities

12.3.1 The projects outlined in this report contribute to targets and priorities set out in the following council policies:

- Vision For Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

12.4 Resources and Value for Money

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

12.5 Legal Implications, Access to Information and Call In

12.5.1 All decisions taken by the Area Committee in relation to the delegated functions from Executive Board are not eligible for Call In.

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

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

12.6 Risk Management

12.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

13.0 Conclusions

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

14.0 Recommendations

14.1 The Area Committee is asked to:

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

15.0 Background documents¹

15.1 There are no background documents associated with this paper.

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.

Attendance:

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

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

Minutes: S. Warbis

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

Item	Description	Action
1.0	Apologies	
1.1	Cllr A. Gabriel, R. Barke	
2.0	Minutes and Matters Arising	
2.1	The minutes of the previous Area Chairs Forum meeting on 2 nd November 2012 were agreed as an accurate record.	
2.2	<u>3.5 of previous minutes – Review of Youth Services</u> The question was raised as to when the change to appointing members to Cluster Boards through Area Committees would be taking place. The intention is to introduce the changes at the next Full Council AGM in May.	
2.3	<u>4.19 of previous minutes – Neighbourhood Planning</u> It was requested that the meeting should be arranged as soon as possible to discuss the role of Area Committees in the Neighbourhood Planning process, involving Cllr Angela Gabriel, Cllr J McKenna, Cllr Ghulam Hussain, Kathy Kudelnitzky and Ian Mackay.	
3.0	Welfare Reform	
3.1	Shaun Kelly, Finance Manager – Welfare Benefits, attended to provide an update on the impact of welfare reforms in Leeds.	
3.2	The April changes are known and are in hand and there has been good cooperation with the ALMOs and registered social landlords in dealing with the housing benefit changes.	
3.3	Under-occupation cases have been contacted by Leeds Benefits Service and the more vulnerable cases, including foster carers and properties with substantial adaptations have been identified. The discretionary housing payment settlement for 2013/14 has been settled and is an increase of almost £900k from the previous year.	
3.4	Implementation of the Housing Benefit cap has now been deferred nationally until June 2013 and those already identified as being affected will have the cap applied from September 2013 at the latest.	
3.5	Claimants on current council tax benefit who will now have to contribute to council tax will be informed how much they will have to pay. A scrutiny board working group is looking at issues regarding council tax and under-occupation.	
3.6	In terms of Local Welfare Provision, the settlement to Leeds following the abolition of community care grants and crisis loans has been confirmed for 2013/14 as around £2.8m. The draft policy for local welfare provision will go to Executive Board in February 2013.	
3.7	It is now unlikely that there will be any impact in Leeds until March 2014 and it	

is likely that Leeds Benefits Service will continue to be dealing with housing benefit claims long after that. Pathfinders for introducing universal credit will take place in Greater Manchester and Cheshire from April 2013 and these will initially only be applied to the least complicated cases.

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

**Shaun
Kelly**

**Steve
Carey**

- | | | |
|------|---|---------------------|
| 3.20 | It was suggested that the issues of welfare reform and worklessness should be focused on by the three Leadership Teams and that this may be one of the ways to maintain cross partner co-ordination of efforts. | Area Leaders |
| 3.21 | Shaun Kelly agreed to take comments from this meeting to the Welfare Reform Board and will discuss how best to update Area Committees in current and future changes. | Shaun Kelly |
| 3.22 | It was also requested that Dave Roberts should be invited to the next Area Chairs forum meeting to discuss approaches to financial inclusion. | Sarn Warbis |

4.0 Area Review – Executive Board Paper and Implementation Planning

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

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

- 4.14 The subject of Youth Service provision was raised and it was agreed that Area Committees should have an influence over the deployment of services. It was also suggested that there were links with Extended Schools Budgets and that a co-ordinated approach was needed to maximise resources. It was also suggested that where youth work is organised through school clusters there is a danger that the whole community is not considered. It was pointed out that there were concerns from within procurement as to the value of local commissioning, but there were clearly pros and cons and this was still worthy of debate.
- 4.15 It was suggested that the Area Chairs should consider their structures and their ability to cope with the new areas of influence that were suggested in the review report. There needed to be a demonstration of the will and capacity of Area Committees to cope with the proposed changes for the review to be successful.
- 4.16 It was also pointed out that the Area Support Teams were already stretched and that for any new delegated service or increased locality influence there would need to be the staff allocated to support it's function in the localities.

5.0 Wellbeing Budgets

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

**Dean
Marshall**

commissioning of longer term projects easier and would make budget management more accurate.

- 5.10 A suggestion was made that Area Committees with budget carry forwards could use funds to support Areas that are not able to fund all potential projects in their area each year.
- 5.11 It was mentioned that each Area Committee needed to ensure that any spend was good spend, and that efforts should be made to lever in additional funding whenever possible.
- 5.12 It was pointed out that in some inner areas there was active promotion of applications for wellbeing funding which made it easier to allocate funding at the beginning of the financial year.
- 5.13 It was mentioned that as pressures on services budgets increase, there will be a greater onus on Areas to define their priorities and to add to the minimum offer from a service if there is a particular local need.
- 5.14 It was pointed out that a lot of progress has been made in rationalising the wellbeing budgets. Area Chairs will be provided with regular updates from Area Support Teams as the picture develops over the next three months.

6.0 Any Other Business

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

7.0 Date of Next Meeting

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

Outer South Community Centres Sub Committee Meeting

Wednesday, 27th February 2013

Drighlington Meeting Hall 10.00am


Leeds
CITY COUNCIL

MINUTES

PRESENT:	Councillors: Bob Gettings (Chair), Cllr Lisa Mulherin, Officers: Trudie Canavan (TC), Jonathan Sharp(JS), Sharon Smith(SS) Light Addaquay(LA)
APOLOGIES:	Cllr Judith Elliott, Cllr David Nagle, Malcolm Fisher and Carl Sawyer

1.0	Introductions & Apologies	ACTION
1.1	Councillor Bob Gettings welcomed everyone to the meeting.	
1.2	Members expressed disappointment regarding attendance by Officers at meetings. As meetings are arranged well in advance Officers should endeavour to attend or send a suitable substitute who is able to provide updates on actions.	All
2.0	Tour of Drighlington Meeting Hall	
2.1	<p>Drighlington Meeting Hall comprises of:</p> <ul style="list-style-type: none"> • Large hall, kitchen, small meeting room, Parish Council Office, Youth Room, IT suite, Drighlington Community Group Library and a small office. <p>The following issues were identified:</p> <ul style="list-style-type: none"> • Broken window in the small meeting room • Fire door blocks ramps when opened • Wall outside the building needs repair • 2 security lights in the library needs repair <p>Caretaker has reported these issues to maintenance.</p>	Malcolm Fisher(CPM)
3.0	Minutes of the last meeting	
3.1	<p>Minutes of the last meeting held on 7th November 2013 were agreed as a correct record subject with the following amendment :</p> <ul style="list-style-type: none"> • Members requested an update on the toilets at Blackburn Hall. 	
4.0	Matters Arising	
4.1	Members were informed that the Police held a Pact meeting at Morley Town Hall on the 26 th January and had requested for the fee to be waived. It was recommended that Area Committee supports this request.	Area Committee
5.0	Rose Lund Centre	
5.1	Trudie Canavan spoke to this item. Report to go to Children Services Asset Management Board on the 5 th March about transfer of the centre to Children Services from Environment & Neighbourhoods. Trudie to consult with Rothwell ward members.	TC
6.0	St Gabriel's – Draft Annual Review to Area Committee	
6.1	Cllr Mulherin asked at previous meetings whether the £10 per hour rate agreed at Area Committee. It was confirmed that the reduced rate was now reflected in the lettings system. Cllr Mulherin has recently been	TC/Lettings

	informed that a resident had booked the centre for a children's party and was charged a £25 per hour rate and was concerned this might put people off from hiring the centre.	
6.2	Sharon is happy to attend the St Gabriel's Management Group meeting when given advance notice to discuss any particular issues raised.	SS/St Gabriel's Mgt Cttee
6.3	Discussions ensued, and members expressed concerns about Lettings procedures and recent actions. Main points includes: <ul style="list-style-type: none"> • Double bookings • Clear communication with users • Onerous application form (Members asked for form to be circulated) • Summary of activities at community centres • Number of enquiries about a centre <p>Members requested for lettings to be placed on the agenda for next the meeting with representation from Facilities Management present.</p>	SS LA
6.4	Members agreed for the report to go to the 25 th of March Area Committee Meeting.	
7.0	Outer South Community Centre Work Programme	
7.1	An updated work programme was presented to the committee. Please see work programme. (Attached)	
7.2	Sharon to arrange for Cllr Mulherin to have keys for Tingley Youth Centre.	SS
7.3	Implementation of a revised Pricing & Lettings Policy for South Leeds: Cllr Mulherin asked for minutes from this group to be circulated.	TC
7.2	Sharon Smith to provide Cllr Mulherin with key to Tingley Youth Centre	SS
8.0	Friends of Drighlington Community Library	
8.1	Summary update from the group was tabled. At the last meeting, a set of criteria was agreed by the committee for the group to report against. This has recently been circulated to the group with reporting deadlines. <p>Light Addaquay asked for members to agree how the 12 months review will be processed following this meeting and to Area Committee and what Neil Evans would expect the review to entail.</p> <p>Trudie Canavan suggested using information held by from Library Services as a baseline against the group's performance.</p>	LA/Bev Rice
8.2	It was pointed out that the Library is recorded as closed on LCC website. Light to explore with communication team about correcting statement or providing a link to the group's website	LA/Bev Rice
9.0	Any other business	
9.1	None	
9.0	Time and date of next meeting	
	<ul style="list-style-type: none"> • 10:00am Wednesday, 15th May 2013, Morley Town Hall • 10:00am Wednesday, 6th November 2013 	All to note

Outer South Community Centres Sub Committee: Work Programme

Chair: Cllr Bob Gettings

Members: Cllr Judith Elliott(Morley South), Cllr Lisa Mulherin (Ardsley & Robin hood), Cllr David Nagle(Rothwell), Trudie Canavan (Strategy and Commissioning), Jonathan Sharp (Strategy and Commissioning), Carl Sawyer (Facilities Management), Pauline O'Connell(Facilities Management), Malcolm Fisher (Corporate Property Management), Light Addaquay(Area Support Team), Aretha Hanson(Area Support Team)

Strategic Target	Facilities	Action/Issues	Comment/Progress to date	Action Owner	Contributing Officers	Due Date
To ensure the community centres portfolio is operating effectively	All	Review the usage pattern of community facilities in outer South Leeds.	As and when there is a particular issue at the facility.	All	All	
Maintenance and management issues	Blackburn Hall	Painting of the ladies toilet	Malcolm received confirmation from the decorators that the painting of the ladies toilets at Blackburn Hall has been completed			
		Piano	Consider transferring piano to Morelian Room at Morley Town Hall if no longer being used.	Sharon Smith	Facilities Management Team	15/03/13
	Churwell Community Centre (Stanhope Hall)	Update on lease	Lease still being progressed by legal team.	Trudie Canavan	Jonathan Sharp	27/03/13
	East Ardsley CC	East Ardsley Community Association have signed and returned the Heads of Terms so the lease is now being drafted by Legal.	Lease still being progressed by legal team	Trudie Canavan	Jonathan Sharp	27/03/13
	Morley Town Hall (Morelian, Alexandra Hall, Small Banqueting and Large Banqueting)	Ongoing work to resolve hearing and heating issues was explained. The Council Chamber would receive a 'loop' facility. Meanwhile, it was suggested that the Alexandra Hall should also be fitted out.	Pauline has organised for the loop system within the building (Alexandra Hall, Council Chamber and Large Banqueting Hall) to be checked and a quote to be provided for it to be repaired.	Sharon Smith	Carl Sawyer	18/03/13

**Outer South Community Centres Sub Committee:
Work Programme**

Strategic Target	Facilities	Action/Issues	Comment/Progress to date	Action Owner	Contributing Officers	Due Date
		Small Banqueting Room: o Display cabinet needs cleaning and repair – broken glass. Equipment needed to lift cabinet and repair flooring under the cabinet space o Crack in flooring and threshold at entrance door also the loose carpeting taped down across doorway is lifting.	Stephanie Mortimer to progress with the issues identified.	Sharon Smith	Carl Sawyer	18/03/13
		Large Banqueting Room: o Look into requesting some painting from Leeds Arts Gallery's storage for display o Costing for Edwardian light fitting over the piano o Hoists/equipment required to move piano o Cracked window needs repair and cleaning	Stephanie Mortimer to progress with the issues identified.	Sharon Smith	Carl Sawyer	18/03/13
			Carl Sawyer to provide costing for the light fitting	Sharon Smith	Carl Sawyer	18/03/13
		Alexandra Hall: o Smashed window needs repair o Covering on arched windows peeling off, permanent blinds required o Dedicated bar room/area needed o Collapsible staging	Sharon Smith to progress with the issues identified.	Sharon Smith	Carl Sawyer	18/03/13
			Carl Sawyer to provide costing for the collapsible staging	Sharon Smith	Carl Sawyer	18/03/13
		Morleian: o New piano required	Look into transferring piano from Blackburn hall if not in use	Sharon Smith	Carl Sawyer	18/03/13

Outer South Community Centres Sub Committee: Work Programme

Strategic Target	Facilities	Action/Issues	Comment/Progress to date	Action Owner	Contributing Officers	Due Date
		Wells: Provide lighting in the Wells to illuminate the stained glass windows	Costing has been quoted at £600.00. Explore repairing the lighting and if not repair issue, explore funding to install	Malcolm Fisher	AST/Ward Councillors	27/03/13
	Lewisham Park	No issues at present				
	Rose Lund Centre	Transfer to Children Services	Report to go to Neil Evans on 5th of March re transfer from E&N to Children Services	Trudie Canavan		
	Tingley Youth & Community Centre	Explore parking strip for pensioners	Sharon to explore with Lorriane Metcalf and report back	Sharon Smith		15/03/13
		Explore the painting of the main hall	Sharon to look into it and cost up	Sharon Smith		15/03/13
	West Ardsley Community Centre	<ul style="list-style-type: none"> • Although Kaleidoscope were awarded rental support for West Ardsley CC in 2011-12, this is reviewed annually. It is unlikely that rental support will continue for 2012-13 due to the organisation being in a healthier financial position. • 90% rental support awarded for 2012-13 	Various attempts to contact group has been unsuccessful. Agreed by Neil Evans on the 14th March to revert back former agreement.	Trudie Canavan		05/03/13

**Outer South Community Centres Sub Committee:
Work Programme**

Strategic Target	Facilities	Action/Issues	Comment/Progress to date	Action Owner	Contributing Officers	Due Date
	Windmill Youth Club	Disabled access within the building and disabled toilets are inadequate - If a wheelchair user gets out of their wheelchair, uses the stair lift up the few stairs, their wheel chair is still at the bottom of the lift.	Corporate Property Management has been instructed to carry out an updated DDA survey to improve access to the area leading to and within the disabled toilet facilities at Windmill Youth Club and to advise how access can be improved and to provide costs for carrying out this work. CPM's records indicates a survey was carried out in October 2010 and no proposals for how to improve access to the disabled toilet area have been put forward by CPM. Once all the DDA surveys have been completed CPM will draw up a prioritised list of projects where work is to be carried out. Every effort will be made make this a priority taking into account existing work programmes. Date for DDA survey not conformed yet.	Malcolm Fisher		31/03/13
		Explore installing disabled toilet at the garage	To be included in DDA Survey. Lift has been costed at £200,000	Malcolm Fisher		27/03/13
		Ascertain ownership of washer-Dryer Machine	Facilities Management to put a sign on machine with a deadline for end of November, if no one comes forward to claim it. It should be recycled. St Jude's, SLATE or St Vincent can be explored.	Pauline O'Connell	Sharon Smith	30/112012
Rationalisation of community facilities portfolio	Gildersome Youth Club	Usage information shared with committee. Clash with the Scouts and Slimming world.	Trudie to circulate electronic copy to members	Trudie Canavan	Jonathan Sharp	
	St Gabriel's Community Centre	CPM to investigate and report on current position regarding repairs at this centre.	Repairs included in the maintenance programme	Malcolm Fisher		

Outer South Community Centres Sub Committee: Work Programme

Strategic Target	Facilities	Action/Issues	Comment/Progress to date	Action Owner	Contributing Officers	Due Date
Pricing and Lettings Policy for South Leeds	All	Implementation of a revised Pricing & Lettings Policy for South Leeds	City Wide Review still under way, meeting scheduled for 19th November 2012. Sub groups set up to oversee a number of strands:	Carl Sawyer		
			1st Group: Rationalisation of existing centres and looking at the 16 sites	Carl Sawyer		
			2nd Group: Partnership and new opportunities - a visit to Huddersfield to look at remote control access to door entry and CATs	Carl Sawyer		
			3rd Group: Value for Money - led by Steve Hulme- use /longevity of community centres	Carl Sawyer		
			Pricing element not progressed yet ideas put forward Director.	Trudie Canavan		
Promote the facilities we have on offer to local people, businesses and organisations		Develop marketing and promotional strategy for Outer South Leeds Community Centres	LCC website not up to date with information on all the centres. Work is on going to promote the centres better.			

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Outer South Environmental Sub Group
4.00pm Wednesday 20th February 2013
Blackburn Hall
Rothwell

ATTENDANCE	
Cllr Karen Bruce (Chair)	Ward Councillor
Cllr Karen Renshaw	Ward Councillor
Cllr. Robert Finnigan	Ward Councillor
Tom Smith	South East Locality Manager
Bob Buckenham	Parks & Countryside
Light Addaquay	Area Officer (Acting)
Aretha Hanson	Area Officer
In-Attendance: Mark Gray	Aire Valley Homes

1.0	Welcome and Introductions	ACTION
1.1	Everyone was welcomed and introductions were made.	
1.2	Apologies received from Cllr Shirley Varley	
2.0	Matters arising and minutes of the last meeting	
2.1	The minutes of the last meeting were agreed as an accurate account.	
2.2	(5.5) Mark reported that a ginnel standard has been approved. Light to email Mike Holdsworth for the final copy for circulation to group.	MH/LA
2.2.1	(3.2.2) Bob reported that from Dawson Hill to Brighton Avenue and Bruntcliffe Lane to Foster Crescent is all Public Footpath Morley No. 53, which is recorded on the Definitive Map of public rights of way. This path was cleared of overgrowth last year and is also referred to in the Priority Ginnels list and will be inspected as per the programme referred to in item 4.1. There are no public rights of way recorded on the Definitive Map between Queen Street and Merlyn Rees Avenue although both of these streets are adopted and maintained by LCC Highways. Bob to respond to Cllr Varley with copy to South East Area Support team.	BB
2.2.2	(4.2.3) Issue of fair distribution of resources across the four wards was raised. Tom responded that the budget is managed by equality of outcome and that the rota reflects how money is spent.	TS
2.2.3	(6.1) Litterbins replacement completed. If members want new litterbins at some locations, other funding streams need to be considered. The bins cost £324.00 each. Tom Smith continues to liaise with finance re budget for bins.	
2.2.4	(8.1) Out of the £3000 of Outer South Area Committee well fund ring fenced to support SLA2, £2,940 spend was approved at Area	

2.2.5	<p>Committee on 4th February 2013 to purchase 6 covert cameras and out of hours and weekend patrol work to the end of March 2013.</p> <p>(9.1) Ash dieback is a serious disease that affects ash trees and is caused by the fungus <i>Chalara fraxinea</i>. The fungus initially kills the leaves and then spreads to the branches and the main stem. This leads to the death of the whole tree. They are more prevalent in late May /summer time and as and when it happens, remedial action will be taken. One privately owned nursery has been affected all sites are being monitored closely.</p>	BB
Standing Items:		
3.0	Service Performance	
3.1	<p><u>Overall Cleanliness Performance:</u></p> <p>Report was tabled by Tom Smith. Overall 2,794 requests for services were received between 1st September and 31st December 2012 of which 657 were for the Outer South area (24%). The most prevalent issues in Outer South in the period were in descending order were fly-tipping, overgrown vegetation and litter. These accounted for 48% of requests received for the area. Tom added that the covert cameras can contribute to combating the issue of fly-tipping.</p>	
3.2	<u>Service Delivery Performance: 1st September to 31st December 2012</u>	TS
3.2.1	Manual Cleaning: 97% of manual cleaning rotas in Outer South area were taken as scheduled in the period an increase from 95% in the previously reported period (August to September) The 6 non-running routes were all due to holidays. There is currently no spare capacity within the budget to cover holidays/overtime.	
3.2.2	Mechanical Cleaning: 83% of the mechanical cleansing rotas in Outer South area were undertaken as scheduled in the period an increase compared to the last period where 80% were undertaken. Of the 45 non – running routes, 18 were in order to undertake leaf-fall clearance for which SSE locality Team receive no additional resources. Other services had to be suspended to respond to the leaf –fall clearance.	
3.2.3	Wedge-wide Services: Service generally ran as scheduled, with the exception of gully cleaning service which did not run on occasions in the period mainly due to holidays and inability to source appropriate cover	
3.3.4	Fly-tip removal: Aim to clear within 2 days, the number for 5days+ seem high and could be as result of administration not recording jobs quickly enough.	
3.3.5	Full litter bin emptying: Tom Smith noted the numbers are low and wonders if it was due to perception. General discussions ensued about discrepancies over bin ownership, whether or not the bins are owned by LCC or shop owners. Examples of these instances to be reported to Tom Smith. Overflowing litter bins to be reported to the	

	Locality Team. Cllr Finnigan mentioned an over flowing at the end of Scotchman lane.	TS
3.3.6	<p>Enforcement Activity: Enforcement activity and Legal Notices served needs to be improved. Historically residents tend to comply in the Outer South Area when they are issued with a caution. Areas of concern highlighted include:</p> <ul style="list-style-type: none"> • Fly-tipping –New Lane carries Public Bridleway Morley No.145. This has previously been cleared by cleansing and barriers have been installed by PROW in addition to the bollards that are already. Toms Smith to arrange to clear the fly tipping • Stream near Moor Knoll Lane towards forest of Leeds sign – Tom and Bob to look into this. • Illegal advertising for a deli on Commercial Street on Leeds Road. Tom to look into this. • Clear needed on Leeds Road - Cllr Renshaw to send Tom details. 	TS/BB/Cllr Renshaw
3.3.7	Bob to pass the enquiry about signage and access controls at the entrance to East Ardsley Fall at Moor Knoll Lane onto my colleagues in Natural Habitats.	BB
3.3.8	Consultation will be carried out next month on the use of dog leash in community parks.	
4.0	Delivery of SLA Priorities	
4.1	<p><u>Actions in Priority Neighbourhoods and against Specific ward priorities:</u></p> <p>Work in these areas has currently stalled due to the restructure. Patrol work will be up and running in the next two week. Members to direct priorities for the Ward patrols.</p> <p>Programme of inspections and cleansing of ginnel to be shared with the group. Tom to email copy to Light for circulation.</p> <p>Any problems identified with ginnels to be reported to Tom Smith</p>	TS/LA
4.2	Bob Buckenham informed the group that there is information currently available on Leeds City Council website about Public Rights of Way and also added it is currently work in progress.	
4.3	<p><u>Actions in relation to Education and Enforcement:</u></p> <p>Cllr Renshaw reported the Fairleigh Road shops needs a clean up.</p>	TS
4.4	<p><u>Partnership Working and Development:</u></p> <p>Ongoing with AVH, P&C, and NPT to develop models of integrated working on environmental services is progressing well. Tom Smith asked Members to consider and suggest businesses in their areas</p>	Ward

	they think should be contributing towards resources.	Councillors
4.5	<u><i>Seasonal and Annual Events Planning:</i></u> A forward plan of events is also in production especially with forthcoming In Bloom events, Morley Literature Festival, St Georges Parade. Bob Buckenham to share P&C events leaflet.	BB
Meeting Specific Items:		
5.0	Review of Locality Regulatory Service	
5.1	First round of recruitment has been completed. There has been a reduction from 16 Enforcement Staff to 11. There are currently 3 vacancies to fill and hope for that to be concluded by the end of next month. 1 Senior Enforcement Officer appointed for Outer South and Outer East and 1 for Inner South.	
6.0	SLA3 – process and priorities	
6.1	Tom proposed plans for SLA3 to be signed off at the July Outer South Area committee meeting. He added that the priorities identified during SLA2 would not have changed much and if Members would allow, he will circulate SLA2 priorities to Members with the view to seek whether the priorities has changed with the option to bring to ward based briefing for further discussion. SLA3 to include more details about partnership agreements between agencies. Proposal was agreed by members.	
7.0	Review of mechanical cleansing routes(Attached)	
7.1	Tom Smith tabled the attached proposed revised schedule. The spreadsheet outlines the old frequency, in weeks and days, alongside the new frequency, the refuse collection day and the day of cleansing. Key features include: <ul style="list-style-type: none"> ○ Cleansing days are now fixed on a particular day each time rather than on the rolling eight day cycle. ○ Increased the frequency of all of the routes that were on a twelve week, eight day cycle, to 8 weekly. Following consultation with staff, who reported back that some routes were significantly too small, several routes made larger and this has released capacity to increase frequencies. ○ Increased the frequency of cleaning in some priority areas where the current regime was not delivering an acceptable outcome in terms of cleanliness. ○ In a very small number of areas, where sustainable, the frequency reduced from 7 weeks (48 days in the eight day cycle) to 8 weeks (56 days in the new cycle), in order to accommodate the overall move to an eight week cycle. 	

	<ul style="list-style-type: none"> ○ Where possible cleansing day has been put on the day after refuse collection takes place. This was not possible in all areas so focus was placed on the priority areas identified in the SLA. ○ Maintained capacity days to enable support to community and other events, and react to issues when they arise. <p>Cllr Finnigan suggested revisiting Route Ref: W27A.</p>	TS
7.2	<p>This should result in an improved service in all areas and in addition, give static and predictable routes, making it much easier to communicate rotas to the public and support community groups in their activities.</p> <p>Build in some focus on some of the commercial centres in the Morley / Rothwell Town Centres. Include weekly additional sweep.</p> <p>Any final suggestions to be feedback to Tom Smith</p>	Ward Councillors
8.0	Public Conveniences	
8.1	<p>Tom Smith spoke to this item and tabled a list of Public Conveniences vested with Environment and Neighbourhoods. The following has been identified in the Outer South Area:</p> <ul style="list-style-type: none"> • Midland Street Woodlesford – closed for 5years, condition very poor, being declared surplus and will be marketed. Property Services have three potential purchasers. Cllr Bruce to confirm if Rothwell Members were consulted. • Wesley Street Morley – Closed for many years, condition poor, roof collapsed. In July 2012 Members were asked for their views on a sale of the building. Further information is awaiting on the current position. • Rothwell – part of phase 2 PC refresh programme – condition reasonable £3892 allocated to improve condition. <p>Aretha Hanson asked who monitors how often they are used. Tom Smith to feedback to board.</p>	<p>Cllr Bruce</p> <p>AH</p> <p>TS</p>
9.0	Parks & Countryside	
9.1	<p>At the last Outer South Area Committee meeting on the 4th February 2013, Members expressed the wish to have transparency and influence on Parks & Countryside resources allocated to the Outer South Area, also their wish to see greater joined up working between Parks & Countryside and Environmental Services.</p>	
9.2	<p>Bob Buckenham after consultation with colleagues reported that resources allocated were included in the report to Area Committee on the 4th February 2013 and those resources are fluid and spent on</p>	

	<p>functions rather than areas. He asked members for what areas specifically they wanted information.</p> <p>Cllr Finnigan said he would like to know what the Operational teams did, how many there are, how are priorities set and who was involved in setting those priorities, a work programme. He added certain areas get more than others and would like to see more can Members influence. A better planned approach as currently its all reactive work.</p> <p>Bob to seek further advice from the Area Managers in Parks regards the question of resources.</p>	BB
10.0	Any Other Business	
10.1	<p>Bob Buckenham tabled papers on the South Leeds Green Infrastructure Corridor (SLGIC) The SLGIC paper describes the planned enhancement of Green Infrastructure in south Leeds, following an existing green corridor, from Lingwell Nook, northwards through East Ardsley Fall, Thorpe and south Middleton, to link with Rothwell Country Park and the Lower Aire Valley plus Leeds City Centre. The TransPennine Trail - Swillington Bridge to Fleet Bridge was also tabled. The path outlined to be resurfaced by Leeds City Council.</p> <p>Bob also reported that the Natural Environment Service (Public Rights of Way and Natural Habitats) had arranged and implemented 800 metres of surfacing work on the permissive bridleway from Moor Knoll Lane to Fall Lane at East Ardsley.</p> <p>Members are asked to review the paper and feedback to Bob</p>	Ward Councillors
10.2	Tom Smith asked if members felt they have been reasonably briefed on the waste management. Members confirmed they have been thoroughly briefed and engaged.	
10.3	Cllr Renshaw passed on a request from Cllr Jack Dunn for a gritting machine for community use. Tom Smith to cost and report back.	TS
11.0	Date of Future Meetings	
11.1	<p>Future meeting dates:</p> <p>Wednesday 24th April 2013 – Morley Town Hall, Small Banqueting Room - 4pm</p>	

Minutes of South East Leeds Health and Wellbeing Partnership 24th January 2013

Attendees:

Dave Mitchell (Chair) – South CCG
 Bash Uppal – LCC Adult Social Care/NHS Leeds
 Cllr Paul Truswell – Inner South Elected Member Health Champion
 Councillor Shirley Varley – Outer South Elected Member Health Champion
 Gerry Shevlin – Community Safety
 Martyn Stenton – Children’s Services
 Marrisa Carroll – Leeds & York Partnership NHS Foundation Trust
 Shaid Mahmood – Area Leader
 Emma Stewart plus PA – LINK
 Pat McGeever – VCFS rep
 Aneesa Anwar – LCC Admin Support

In attendance:

Jacs Hillaby – Leeds Community Healthcare NHS Trust
 Bernie Bell – Leeds Community Healthcare NHS Trust
 Vic Clarke-Dunn – Adult Social Care
 Catherine Ward – NHS ABL Public Health

1. Welcome, introductions and apologies

Round table introductions were made and all welcomed to the meeting.

Apologies were received from Tom Smith, Barbara Temple, Julie Bootle, Victoria Eaton, Ruth Middleton, Michelle Atkinson and Cllr Lewis.

2. Minutes of meeting held on 29th November 2012

Agreed as an accurate record.

3. Matters arising

Min 4 – noted that the report has now been circulated to the partnership and due to the size of the file the appendices were not circulated.

4. Integrated Health & Social Care update

Vic presented an update about Integrated Health & Social Care now called neighbourhood teams.

The main focus of this work is to support older people and people with long term conditions. By using the 3 strand approach (John Oldham model) where neighbourhood teams, self management and risk stratification come together for the person receiving the care and support.

Noted that there are various agencies involved in this piece of work.

There are 12 neighbourhood teams across the city with a mix of health and adult Social Care staff within each site. The neighbourhood teams based in the South area are in place in Beeston, Middleton, Hunslet and Kippax.

Actions: Vic can circulate other useful information at request.
Aneesa to circulate presentation with the minutes.

There are 4 multi-disciplinary team meetings a year, these meetings are attended by different professionals who discuss the care and support of a person whose needs may soon increase.

One of the next steps for the neighbourhood teams is to create a single gateway to our services including reablement services. This will look at a single point of urgent referral for adults including health services.

Looking at caseloads of district nurses and community matrons to identify where services can join up by building on existing approach. Adults data is to be looked at to see where the overlaps are and how all services could integrate.

There is some work being done around self management and Vic suggested the project manager for this piece of work come to a future meeting as both projects are running differently.

It was suggested to use the Calderdale model for data sharing.

5. Mental Health Challenges in South East area

Catherine Ward

Catherine presented about mental health and informed the partnership that her role is to keep people mentally healthy and well.

Catherine offered to provide further information if needed in the future.

The action plan is being updated with 6 key themes.

Data shows the majority of suicide rates are predominantly male and the majority come from white British background.

Areas of deprivation have a higher number of recorded deaths due to mental health issues.

Action: If anyone is interested in being part of one of the strategic sub groups please get in touch with catherine.ward@nhsleeds.nhs.uk.

Catherine offered to run a workshop to focus on a particular demographic area or a particular element of mental health issues.

Action: form a small group to think of what to take forward for Mental health and plan a workshop to be delivered by Catherine.

Action: Aneesa to send a copy of the presentation out with the minutes.

Bernie Bell

Bernie tabled some papers about IAPT. The service is around inter personal treatment for mental health issues.

They see 18,500 people a year and their main way of working with people is on a 1:1 and face to face contact basis.

The service is looking at linking with neighbourhood networks and people with long term conditions.

Noted that often accommodation is an issue for the service. Shaid welcomed a conversation to see if Council buildings can be used.

Action: Bernie to circulate papers electronically to be sent out with the minutes.
Marrisa Carroll

Marrisa presented about the service she works in. Their aim is to provide services that are better, simpler and more sufficient which improves peoples health and lives.

They deal with people suffering from moderate to severe mental health issues or complexity.

Single point of access anybody can refer to this service.

Some services will be delivered across the City. These are:

- Memory and younger people with dementia
- Care home service
- Assertive outreach / community forensic services
- Some psychology services

Shaid suggested it would be helpful to have discussions to engage wider services and link to other local work such as the alcohol work in south.

Action: Bash and Marrisa to discuss links with alcohol activity.
Aneesa to send a copy of the presentation out with the minutes.

6. Obesity report sign off and follow up actions

The report is now completed and the next steps include taking the report to various boards. The report is to be sent to Ian Cameron to check which boards to present it to.

Dave as Chair has agreed to present jointly with Bash. However, some boards meet on days which clash for Dave with his practice role therefore need other members of the partnership to attend.

Bash is presenting at Area Leadership Team on 11th Feb and welcomed someone else from the partnership to go with her. Agreed Shaid to support as also attending.

Bash and Joanne Davis are putting together draft action plan as per recommendations and to pull together working group with Cllr Truswell leading, focussed on the Middleton area.

It was suggested that an executive summary is needed at the beginning of the report as it's too lengthy.

Dave asked for it to be noted on behalf of the partnership that the report has been put together very well and it's a good job done.

Action: Aneesa to send final report along with appendices in a zipped folder.

7. Any other business

None.

- 8. Date and time of next meeting – 28th March at 2 – 4 at Civic Hall.**
Key agenda item - consolidating area partnership priorities and plans and connections with partners plans such as CCG priorities.

DRAFT

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

Report to: South Leeds (Outer) Area Committee

Date: Monday 4th February 2013

Subject: Outer South Area Committee Well being Budget Report

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

Summary of main issues

This report seeks to provide Members with:

1. Confirmation of the 2012/13 revenue allocation.
2. The current position of the Well being Budget.
3. Details of capital and revenue funding for consideration and approval.
4. Details of revenue projects agreed to date (Appendix 1).
5. Details of capital projects agreed to date (Appendix 2).
6. A summary of the revenue for 2011/12 and 2012/13 already approved and linked to the priorities and actions in the Area Committee Business Plan.
7. Members are also asked to note the current position of the Small Grants Budget.

Recommendations

Members of the Outer South Area Committee are requested to

- a. Note the contents of the report.
- b. Note the position of the Well being Revenue Budget as set out at 3.0.
- c. Note the revenue projects already agreed as listed in Appendix 1.
- d. Note the capital projects already agreed as listed in Appendix 2.
- e. Consider the project proposals detailed in 4.0
- f. Note the Small Grants situation in 5.0

1 Purpose of this report

- 1.1 Confirmation of the 2012/13 revenue allocation and carry forward figure.
- 1.2 An update on both the revenue and capital elements of the Well being budget.
- 1.3 A summary of the revenue allocation for 2012/13 already approved and linked to the priorities and outcomes in the Area Committee Business Plan.
- 1.5 Details of capital and revenue funding for consideration and approval.
- 1.4 Details of revenue projects agreed to date (Appendix 1).
- 1.5 Details of capital projects agreed to date (Appendix 2).
- 1.6 Members are also asked to note the current position of the Small Grants Budget.

2.0 Background information

- 2.1 Each Area Committee has been allocated a Well being Budget which it is responsible for administering. The aim of this budget is to support the social, economic and environmental well being of the area by using the funding to support projects that contribute towards the delivery of local priorities.
- 2.2 Well being funding cannot be paid retrospectively. An application form must be submitted and approved by the Area Committee before activities or items being purchased through Well being funding are completed or purchased.
- 2.3 Members are reminded that due to the timescales required for the scrutiny and processing of documentation prior to submission to the Area Committee that the deadline for receipt of completed application forms is at least five weeks before an Area Committee.

3.0 Well Being Budget Position

3.1 Revenue 2012/13

- 3.1.1 **Table 1** shows a carry forward figure of £53,479.62. This figure includes £22,566.63 of funding already attached to ongoing projects that was not spent in 2011/12.
- 3.1.2 The revenue budget approved by Executive Board for 2012/13 is £183,790.00
- 3.1.3 Therefore the total amount of revenue funding available to the Area Committee for 2012/13 is £214,702.99
- 3.1.4 The Area Committee is asked to note that £165,792.06 has already been allocated from the 2012/13 Well being Revenue Budget as listed in **Appendix 1**.
- 3.1.5 The remaining balance yet to be committed of **£43,546.53** is divided between the four wards in the Outer South Area: Ardsley & Robin Hood; Morley North; Morley South; Rothwell and is shown in **Table 2** below.

Table 1		2011/12	2012/13
INCOME	Revenue Well being Budget	£183,790.00	£183,790.00
	Roll Forward	£30,459.05	£53,479.62
	Funding made available through conversion of PB projects to Capital	£1,587.14	
	Re-allocation of Town Centre Manager Pension provision not taken up	£1,899.34	
	TOTAL	£217,735.53	£237,269.62
RING FENCED AMOUNTS			
	Allocated Funding Carried forward from 2010-11	£245.00	£0.00
	Allocated Funding Carried forward from 2011-12	£22,566.63	(£27,036.90)
ADP Theme Project		2011/12	2012/13
Sustainable Economy and Culture		£55,176.05	£36,010.25
	Small Grants Scheme	£5,338.45	£5,000.00
	Communications Budget e.g. printing, meetings	£114.60	£1,000.00
	Town Centre Management	£21,070.00	£0.00
	Morley Literature Festival 2012	£10,000.00	£10,000.00
	Rothwell 600	£7,763.00	£7,500.00
	Christmas trees and decorations	£10,890.00	£11,555.00
	Ardsley & Robin Hood: Copley Lane Christmas Lights	£0.00	£955.25
Safer And Stronger Communities		£74,651.49	£72,043.79
	Support for Community Safety Off Road Bikes	£2,964.00	£2,964.00
	Victims Support – Victims Fund	£1,000.00	£1,000.00
	No Cold Callers	£0.00	£2,400.00
	Crime and Grime Issues	£0.00	£4,000.00
	Priority Neighbourhood Worker	£25,224.48	£20,402.38
	Site Based Gardeners	£34,951.50	£34,937.41
	Community Skips	£920.00	£2,000.00
	Environmental Sub Group – SLA development	£0.00	£3,000.00
	Tingley Crescent - Alleygating		£1,340.00
Health and Well Being		£33,000.00	£33,000.00
	Garden Maintenance Scheme (Year 3 of 3)	£33,000.00	£33,000.00
Children and Families		£23,750.00	£20,000.00
	Activities for Children and Young People	£20,000.00	£20,000.00
	John O'Gaunts Mothers Pride Tea Time Club	£3,750.00	£0.00
	Balance Remaining	£53,479.62	£49,178.68
TOTAL		£186,822.54	£188,090.94

Table 2	Total	Ardsley & Robin Hood	Morley North	Morley South	Rothwell
	£	£	£	£	£
Balance Remaining	47,336.53	11,834.14	11,834.13	11,834.13	11,834.13
Ring fenced for Ardsley and Robin Hood	1,842.15	1,842.15			
Balance per ward	49,178.68	13,676.29	11,834.13	11,834.13	11,834.13

Ardsley & Robin Hood Christmas provision: Copley Lane	1,842.15	1,842.15	-	-	-
Community Hero's Event 2013	1,000.00	250.00	250.00	250.00	250.00
WYP PCSO Bicycles	1,000.00	333.00	334.00	333.00	-
Locality Enforcement	2,940.00	735.00	735.00	735.00	735.00
Total spend	6,782.15	3,160.15	1,319.00	1,318.00	985.00

Refund from Christmas Trees & Lights for 2012/13	1,150.00		575.00	575.00	
Total remaining balance per ward	43,546.53	10,516.14	11,090.13	11,091.13	10,849.13

3.1.5 The 2012/13 Christmas Tree & Light provision for Morley North and Morley South was £1,150 less than had been approved at May 2012 Area Committee. A refund of £575 has been returned to each of the Morley North and Morley South allocations.

3.1.6 At the February 2013 meeting Area Committee approved a wellbeing application for £1,600 to Oulton Rugby Club for pitch improvements. The group has secured funding from an alternative source, the application was not progressed and is not recorded in Table 2.

3.2 Capital

3.2.1 Of the £683,008 capital funding allocated to the Area Committee for 2004/12 a total of £676,603.44 has been committed to date leaving a balance of **£6,404.57**.

3.2.2 Members are asked to note the capital allocation by Ward. The spend broken down by Ward is as follows

	Ardsley and Robin Hood	Morley North	Morley South	Rothwell
Total Allocation 2004-12	£170,752.00	£170,752.00	£170,752.00	£170,752.00
Allocation to date	£170,013.20	£166,612.11	£169,226.20	£170,751.93
New Balance	£738.80	£4,139.90	£1,525.80	£0.07

4.0 Well Being Projects for Approval

4.1 **Appendix 1** details revenue projects that have been commissioned by the Area Committee to date, including a current position statement and project outcomes.

- 4.2 It is possible that some of the projects in **Appendix 1** may not use their allocated spend. This could be for several reasons including the project no longer going ahead, the project not taking place within the dates specified in the funding agreement or failure to submit monitoring reports.
- 4.3 Details of projects agreed for the capital budget to date, including a current position statement and project outputs are listed in **Appendix 2**.
- 4.4 Members are asked to note that the deadline for receipt of completed application forms is at least five weeks before an Area Committee to allow for processing the necessary paperwork.
- 4.5 Members are asked to consider the following projects:-

- 4.5.1 **Project Title: Replacement of perimeter fencing on Rein Park, Morley**
Name of Group or Organisation: Parks & Countryside
Total Project Cost: 5,480.00
Amount proposed from Well Being Budget 2012/2013: £5,480.00
Ward Covered: Morley South

Project Summary: Rein Park was adopted by Leeds City Council as a part of the formal handover of the greenspace in 2006. This included an area of amenity grass, shrub areas, trees, hard surface pathways and a metal vertical bar perimeter fence adjacent to Harrop Avenue. This asset is presently managed and maintained by Parks and Countryside (P&C). The fence is currently in a state of constant disrepair due to vandalism.

The project would provide a more sustainable and robust boundary being installed. The type of fencing would be heavy duty mesh style fencing similar to those used at multi-use games areas and will involve some on-site custom fabrication. This type of fencing is more difficult to climb and bend.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:
 These proposals supports the Area Committee priority “address environmental problems in local neighbourhoods”.

- 4.5.4 **Project Title: Outer South Garden Maintenance Scheme**
Name of Group or Organisation: Morley Elderley Action
Total Project Cost: £33,000
Amount proposed from Well Being Budget 2013/14: £33,000
Ward Covered: Ardsley & Robin Hood, Morley North, Morley South, Rothwell

A full report on Outer South Garden Maintenance Scheme is included elsewhere on the agenda for Members to consider.

Area Committee is asked to consider the options outlined in that report.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:
 These proposals supports the Area Committee priority “environmental improvements and community safety benefits.”

4.5.5 Project Title: Outer South Christmas Trees & Lights for 2013/14

Name of Group: Leeds Lights

Amount proposed from Well Being Budget 2013/2014: £23,150.00

Ardsley & Robin Hood: £2,985

Morley North & South: £7,205

Rothwell: up to £12,960

Wards covered: Ardsley & Robin Hood, Morley North, Morley South, Rothwell

Area Support Team has worked with Ward Members to identify options for Christmas trees and lights for 2013/14. Detailed below are packages identified by Members for communities in the Outer South. There may be a possible increase in the costs of up to 10% due to increases in material costs. Members are asked to consider the following proposals:

Ardsley & Robin Hood

Thorpe Village 20ft Tree and Lights	£1,030
Lofthouse 15ft tree and lights	£ 570
East Ardsley Westerton Road 20ft tree & lights & fence	£1,130
Installation of Tree Lights in natural tree at Copley Lane	<u>£ 255</u>
Total for Ardsley & Robin Hood	<u>£2,985</u>

Morley North & South

Members are asked to note that the proposals put forward for 2013/14 are an enhanced scheme. Morley Town Council and Area Committee each pay a contribution towards the total cost of the Christmas Trees and Lights for Morley. Area Committee are asked to consider a contribution of £7,205 with the remaining £5,200 being met by Morley Town Council. Members are asked to note that £4,000 of the costs outlined below are one-off costs and will not be incurred in future years.

Lights in Natural Trees in the Park and Scarth Gardens

6 x sets of Led white twinkle tree lights	
1 x set per tree at £ 255 per tree	£1,530
2 x sets of control equipment installed in lamp columns at £500 per column ("one off" cost)	£1,000

Queens Street

18 x Angels wings type motifs (with white led twinkle lights) £185 per motifs	£3,330
6 x sets of control equipment installed in lamp columns at £500 per column ("one off" cost)	£3,000

Morley Bottoms

7 x Motifs at £185 per motif	£1,295
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Queens Way

3 x cross street spans at £250 per span	£750
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Town Hall

1x sign installed	£250
25 ft cut tree with lights adjacent to Town Hall	<u>£1,250</u>
Total for Morley North and Morley South	<u>£12,405</u>

Rothwell

Following consultation with Members the following is an enhanced scheme for Rothwell Town Centre. Total costs include £6,000 one-off costs and would not be included in future years.

Marsh Street

Hire of 12 motifs at £185 per motif	£2,220
Installation of 12 sets of control equipment in lamp columns at £500 per column("one off" cost)	£6,000

Commercial St.

1 x sign in small garden at the top of Commercial Street	£300
Hire of 24 motifs at £185 per motif	<u>£4,440</u>
Total costs for Rothwell	<u>£12,960</u>

Members are asked to note that the number of motifs on both Marsh Street and Commercial Street can be reduced as required. In the case of Marsh Street the cost for the installation of control equipment in lamp columns is also reduced dependant on the number of motifs required.

Members are asked to consider the options outlined.

Area Committee/Area Business Plan Key Themes and Action Plan Priorities:

This proposal supports the Area Committee priority: 'Residents in Outer South have access to opportunities to become involved in sport and culture'.

5.0 Small Grants Update

5.1 There have been no small grants approved since the last Area Committee.

6.0 Corporate Considerations

6.1 Consultation and Engagement

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

6.2 Equality and Diversity / Cohesion and Integration

6.2.1 Community groups submitting a project proposal requesting funding from the Well being budget have an equal opportunities policy and as part of the application process, complete a section outlining which equality groups the project will work with and how equality and cohesion issues have been considered.

6.2.2 Internal and statutory partners are committed to equality and cohesion and all projects they are involved with will have considered these issues.

6.2.3 A light touch Equality Impact Assessment is carried out for all projects.

6.3 Council Policies and City Priorities

6.3.1 The projects outlined in this report contribute to target and priorities set out in the following council policies:

- Vision for Leeds
- Children and Young Peoples Plan
- Health and Well being City Priority Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

6.4 Resources and Value for Money

6.4.1 Resource implications will be that the remaining balance of the Well being Budget for capital and revenue will be reduced as a result of any projects funded.

6.5 Legal Implications, Access to Information and Call In

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

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

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

6.6 Risk Management

6.6.1 This report provides an update on work in the Outer South and therefore no risks are identifiable. Any projects funded through Well being budget complete a section identifying risks and solutions as part of the application process.

7.0 Conclusions

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

8.0 Recommendations

- 8.1 Members of the Outer South Area Committee are requested to
- a. Note the contents of the report.
 - b. Note the position of the Well being Revenue Budget as set out at 3.0.
 - c. Note the revenue projects already agreed as listed in Appendix 1.
 - d. Note the capital projects already agreed as listed in Appendix 2.
 - e. Consider the project proposals detailed in 4.0
 - f. Note the Small Grants situation in 5.0

9.0 Background Documents¹

9.1 There are no background documents associated with this paper.

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.

**Outer South Wellbeing Budget
2012 - 2013**

Budget	Allocation	£183,790.00
	Roll forward	£53,479.62
	TOTAL	£237,269.62

Projects rolled forward from 2011/12		Committed	Paid
Morley Tasking - CASAC		£2,500.00	
Morley Literature Festival			£10,000.00
Off Road Bikes			£2,964.00
Rothwell NPT		£999.70	
Rothwell NPT smartwater		£1,005.00	
Rothwell NPT speeding			£1,385.58
Morley NPT (OS-11-11 (5)		£2,996.85	
NIP: Asquith & Ingles		£454.12	£985.00
NIP: Springbank & Moorlands		£1,028.00	£934.00
Ringfenced to Ardsley and Robin Hood			£1,842.15
Morley Stroke Cricket Club - Money Back			-£57.50
TOTAL		£8,983.67	£18,053.23

Page	Project	Delivery Organisation	2012/2013 Revenue Costs				Outcomes
			Approved	Actual	Committed	Balance	
	Projects rolled forward from 2011/12		£27,036.90	£18,053.23	£8,983.67	£0.00	
	Skips Budget To provide skips for community use.	South East Area Management	£2,000.00	£1,180.00	£140.00	£680.00	Community groups undertake clean-ups. Improved streetscene in local neighbourhoods. Increased community pride.
	Small Grants Fund a fund for small scale community based projects meeting Area Delivery Plan priorities.	South East Area Management	£5,000.00	£4,340.00		£660.00	Voluntary and community groups supported through grant aid. Increased range of community activity. Increased community participation. Increased community pride. Delivery of Area Delivery Plan priorities.

**Outer South Wellbeing Budget
2012 - 2013**

Project	Delivery Organisation	2012/2013 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Communications budget to enable effective communication and consultation on Area Committee issues.	South East Area Management	£1,000.00	£127.00		£873.00	5 newsletters, Questionnaires, Promotional material. Increased awareness of the Outer South Area Committee. Improved consultation that can inform local projects and plans. Public participation in projects / plans.
Activities for Children and Young People	Children and Young Peoples Working Group	£20,000.00	£0.00		£20,000.00	Summer activities for young people across the Outer South area. More young people involved in activities over the school holidays. Reduction in complaints of anti social behaviour in the area over the holidays.
Priority Neighbourhood Worker	South East Area Management	£20,402.38	£10,631.55		£9,770.83	One worker to help progress NIP projects. Increased social capital through capacity building of small groups and the voluntary sector.
Site Based Gardeners	Parks and Countryside	£34,937.41		£34,937.41	£0.00	3 full time Gardeners for 1/2 year. Crime reduction. Reducing fear of crime. Increasing voluntary and community engagement. Cleaner safer public green spaces.
Morley Literature Festival 2012	South East Area Management	£10,000.00	£0.00	£10,000.00	£0.00	A five day festival with a full programme. Increased community spirit, education and activities for families. Encourage partnership work between the public and private sectors. Engender a stronger community link with the town centre.
Rothwell 600 Celebrations	Rothwell 600 Committee	£7,500.00	£6,330.00	£1,000.00	£170.00	Several events and activities ran by local community groups. Encourage people from a wide variety of backgrounds to share and appreciate the culture and heritage of the area. Use the celebrations as vehicle to regenerate the Ward through a variety of methods, promoting community pride and identity.

**Outer South Wellbeing Budget
2012 - 2013**

Project	Delivery Organisation	2012/2013 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Garden Maintenance Scheme Morley Elderly Action	Morley Elderly Action	£33,000.00	£0.00	£33,000.00	£0.00	100 gardens visited over the course of the year. Environmental improvements. People being helped to maintain their homes. Community Safety benefits.
Off Road bikes	South Leeds Area Management	£2,964.00	£0.00	£1,976.00	£988.00	Reduction in off road bike offences. Reduction in fear of crime amongst South Leeds residents.
No Cold Callers	South Leeds Area Management	£2,400.00	£0.00	£1,535.82	£864.18	Raising awareness in local community and reduce incidents of nuisance calls
Victims Fund	Victims Support	£1,000.00	£0.00	£1,000.00	£0.00	Reduction in the fear of crime and repeat offences through target hardening work.
Crime and Grime Issues	South Leeds Area Management	£4,000.00	£0.00	£1,999.70	£2,000.30	
Environmental Subgroup SLA development	South Leeds Area Management	£3,000.00	£0.00		£3,000.00	Cleaner neighbourhoods and improved environmental appearance.

**Outer South Wellbeing Budget
2012 - 2013**

Project	Delivery Organisation	2012/2013 Revenue Costs				Outcomes
		Approved	Actual	Committed	Balance	
Xmas 2012 trees and decorations	Leeds Lights	£10,405.00	£10,405.00		£0.00	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
Alleygates, Tingley Crescent:	Leeds Community Safety	£1,340.00	£618.12	£721.88	£0.00	Reduction of crime within area, providing a sense of security for residents
Copley Lane Christmas Lights (Ardsley and Robin Hood)	Leeds Lights	£2,797.40			£2,797.40	Develop community pride through festive activities and provide an attractive town centre that increases footfall and supports businesses.
Community Heroes Event	South East Area Support Team	£1,000.00			£1,000.00	Develop and deliver an awards event for community groups across the outer south area
Police Mountain Bikes		£1,000.00			£1,000.00	The bikes will provide PCSO's with more capacity to cover larger areas, provide high visibility within the community, access a higher number of residents who are most vulnerable, make areas more accessible
Locality Enforcement	South Locality Team	£2,940.00			£2,940.00	Purchase of CCTV to combat fly-tipping. Out of hours and weekend patrols to deter littering and dog fouling.
TOTAL	Projects agreed	£193,723.09	£33,631.67	£86,310.81	£46,743.71	
	Balance				£43,546.53	

Ardley & Robin Hood Project Name	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Sports Facility Development The development of a home ground site with training facilities and a club house for Tingley Athletic Junior Football Club Approval date: 25/04/2005	Tingley Athletic Football Club	£ 20,000.00	£ 20,000.00	Clearance of the existing site Levelling and drainage of the site. Provision of a new access point with car parking facilities. Build of a new clubhouse with changing facilities and multi purpose room. More people in the area benefiting from local sports facilities.	Complete
West Ardsley Community Centre Improvements Repairs to bring community centre back into active use Approval date: 11/07/2005	City Development/ Neighbourhoods & Housing	£ 16,564.00	£ 16,564.00	Restore outside lighting. Replace existing handrails. Additional fencing. Roller shutter door. Replace gutter and fall pipes. Connect gas supply to centre. Maintenance works to gents toilets. After school and youth provision provided in the area. More young people engaged in diversionary activities. A base for community groups to hold activities in the area.	Complete
Litterbins Ardsley & Robin Hood 2005/2006 Additional litterbins for areas identified as being problematic for litter. Approval date: 12/12/2005	Environmental Services	£ 2,900.00	£ 2,900.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
East Ardsley Community Centre Fence Security measures taken around the East Ardsley Community Centre which has been a hotspot for ASB Approval date: 12/12/2005 (£13,193)	City Development	£ 12,300.00	£ 12,300.00	A security fence to be installed around the Centre. Lighting to be installed on the exterior of the centre. Planning permission to be obtained from City Services. A reduction in the amount of vandalism the centre was experiencing.	Complete
Westerton Road Allotments Fencing To erect steel fencing around the back of Westerton Road Allotments. Approval date: 06/11/2006	Parks & Countryside	£ 10,071.75	£ 10,071.75	A steel security fence. Reduction in vandalism, and anti social behaviour.	Complete
Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter Approval date: 25/02/2008	Environmental Services	£ 2,325.00	£ 2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
Tingley Athletic Junior Football Club – Car Park Provision To continue development of Tingley Junior Athletic FC by supporting the installation of a car park surface on the overflow car park. Approval date: 25/02/2005	Tingley Junior Athletic Football Club	£ 12,000.00	£ 12,000.00	New Overflow car park for users of Tingley FC. Supporting community groups to improve local environment and involving more young people in activities.	Complete

Ardley & Robin Hood Project Name	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Smithy Lane Recreation Ground To develop play facilities at this Parks and Countryside owned recreational ground. Approval date: 09/02/2009	Parks and Countryside	£ 35,000.00	£ 35,000.00	New play facilities. Tenants and Residents Group supported in delivering a project requested from community consultation. Improvement to the environments. Reduction in ASB. Increased facilities for children and young people.	Complete
Smithy Lane Recreation Ground Youth Equipment To purchase and install a 'Nexus' play unit Approved date: 30/11/09	Parks and Countryside	£ 8,000.00	£ 8,000.00		Complete
Improved Drainage to Public Footpath Number 20 Rothwell at Oakley underpass Installation of a gully to prevent a key public right of way being flooded. Approval date: 14/04/2008	Parks and Countryside	£ 1,717.19	£ 1,717.19	Improved footpath. Improvement to the environment. Supporting local residents association to improve local environment.	Complete
Lofthouse Cemetery Erect a new metal fence and a gate Approval date: 15/03/10	Parks and Countryside	£ 5,500.00	£ 5,500.00	Reduce ASB and vandalism, improve security and visual impact.	Complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. Approval Date: 15/3/10	Lofthouse Brass Band and Carlton Scouts.	£ 2,540.75	£ 2,540.75	More activities for children and young people and improvements to the local environment.	Complete
Litterbins 2010/2010 Additional litterbins for areas identified as being problematic for litter Approval date: 21/6/2010	Environmental Services	£ 3,200.00	£ -	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	ongoing
Robin Hood Athletic FC - new changing facilities New changing facilities at local club Approval date: 18/10/10	Robin Hood Athletic FC	£ 5,000.00	£ 5,000.00	Local community facility improved to provide high quality activities for children and young people.	ongoing
East Ardsley Recreation Ground Footpath Improvements Improve footpath at the recreation group Approval date: 14/03/11	Parks and Countryside	£ 5,000.00	£ -	Increased access to leisure facilities for local residents.	ongoing
Proposed Zebra Crossing, Robin Hood Installation of a Zebra Crossing on Leadwell Lane/Westfield Road Approval date: 14/03/11	Highways	£ 20,000.00	£ -	Increased safety for pedestrians crossing Leadwell Lane and Westfield Road in Robin Hood	ongoing
Improved Access, East and West Ardsley Allotment Association To allow the community group to build a hard standing drive for deliveries to their shop. Approval date: 14/03/11	Parks and Countryside	£ 1,300.00	£ 1,300.00	Increased sustainability for this group as they are able to sell produce and supplies with the profits going back into the association.	Complete

Ardley & Robin Hood Project Name	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Rothwell NPT Pro Laser Device To purchase a pro laser speeding device Approval date:	Rothwell NPT	£ 1,750.00	£ -	Reduction in speeding and road traffic collisions in Rothwell NPT area.	ongoing
Northfield Place Fencing Installation of new fencing Approval date:	Aire Valley Homes	£ 560.00	£ -	Reduction in fear of crime as footfall is diverted away for vulnerable residents gardens and homes.	ongoing
Ramsgate Crescent additional parking Approval date:	Parks and Countryside	£ 3,323.31	£ -	Increased use of a community facility. Improved physical appearance of a priority neighbourhood.	ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. Approval date: 4/7/11	Parks and Countryside	£ 71.20	£ 71.20	Reduction in dog fouling at parks across the outer south.	ongoing
Smithy Lane Rec Goal Posts Purchase 5 a side goal ends for the park. Approval date: 17/10/11	Parks and Countryside	£ 750.00	£ -	Encourage use of the park, enhance the environment and safeguard children and properties by deterring children from playing close to the properties.	ongoing
Ardley & Robin Hood Total		£ 169,873.20	£ 135,289.89		

All Morley Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Morley Community Radio A radio station to be established covering the Morley area Approval date: 24/04/2005	Morley Community Radio	£ 10,000.00	£ 10,000.00	Broadcasted 12 days in December and 10 days in July. 40 people were involved. Many voluntary and statutory organisations fed into this and gave interviews on air. More local people being aware and able to voice their opinion on local issues.	Complete
Morley Leisure Centre Disability Access Measures to make Morley Leisure Centre DDA compliant. Approval date: 11/07/2005	Leisure Services	£ 15,000.00	£ 15,000.00	New disabled changing facilities. Lowering of reception counter. More disabled people being able to access Morley Leisure Centre facilities and the health benefits that will come from that.	Complete
Town Centre Environmental Improvements Environmental Improvements in Morley Town Centre Approval date: 11/07/2005	Morley In Bloom	£ 1,000.00	£ 1,000.00	Purchase of flowers, shrubs, planters and tubs and gardening equipment for use in Morley Town Centre. A more pleasant environment in Morley Town Centre encouraging more people to shop there.	Complete
New Creation To run environmental projects in Morley schools until the end of 2008. Approval date: 25/02/2008	Groundwork	£ 1,000.00	£ 1,000.00	Yellow Woods Challenge. Recycled Christmas Decorations projects. Development of bring bank sites in Morley schools. Composting schemes in Morley schools. Litter pick with Seven Hills primary School. Increase Young people and their family's knowledge of environmental issues such as recycling. An increase in recycling rates in the Outer South. Environmental Improvements in the Outer South.	Complete
Morley Bottoms Regeneration Scheme Physical regeneration to the Morley Bottoms area. Approval date: 25/09/2006 (£30,000) Install new layby along with seating and fencing. Approval date: 25/09/2006 (£8,006.57)	City Projects Team	£ 34,742.13	£ 34,742.13	Improve appearance. Fencing. Landscaping. Stabilizing bank. Develop lay by. Improve appearance; quality and value of the local area as well improve the public realm and environment. Significant regeneration scheme to improve the street scene and support economic development.	Complete
Morley Bottoms Phase 3 Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. Approval date: 30/11/10	City Projects Team	£ 5,400.00	£ -	Improved street scene and better link between town centre and Morley Bottoms.	Ongoing
Morley Bottoms Phase 3 additional Public realm improvements including repainting and repairing seating, provide ornate street lighting and spotlight on war memorial. Approval date: 15.03.10	City Projects Team	£ 1,200.00	£ -	Improved street scene and better link between town centre and Morley Bottoms.	Ongoing
Scatcherd Park War Memorial Restoration of the war memorial Approval date: 10/09/2007	Parks and Countryside	£ 10,000.00	£ 10,000.00	Improve appearance. Protection of a local heritage site and improve the general appearance of the park while promoting pride in the area.	Complete

All Morley Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Electrical Services to Bandstand Installation of an outdoor power point at the bandstand. Approval date: 17/11/2007(£936)	Civic Buildings	£ -	£ -	Develop the technical infrastructure of the town centre. Support outdoor entertainment such as the Morley light switch on and future events.	Complete. Paid through TCM
Glutton Street Cleanser Purchase of a mechanical sweeper Approval date: 17/11/2007	Environmental Services	£ 6,000.00	£ 6,000.00	Improve the appearance of the Town and surrounding area. Improved street cleaning of Morley town centre.	Complete
Car parking scheme at Queensway Car Park Installation of equipment providing time limited parking in car park. Approval date: 17/11/2007	City Development	£ 6,000.00	£ 6,000.00	Improved car parking provision in town. Support development of town through improved infrastructure.	Complete
Morley Heritage Society Provision of an archive for Morley Heritage Society Approval date: 25/02/2008	Corporate Property Management	£ 1,700.00	£ 1,700.00	New archive to house and show artefacts of Morley Heritage. Support development of community group. £1800 ring fenced but project underspent.	Complete
Morley Bring Site Improve and enhance existing recycling facilities in Morley Approval date: 25/02/2008	City Development	£ 6,162.25	£ 6,162.25	Improved recycling facilities in Morley. Encourage residents to recycle, reuse and reduce waste.	Complete
Morley Town Hall Improve facilities at Morley Town Hall. Approval date: 25/02/2008 (£31,000 approved)	Corporate Property Management	£ 29,822.79	£ 29,822.79	Four rooms in Town Hall to be improved and enhanced. Encourage Town Hall to be rented out by the public and increase rental income.	Ongoing
Morley in Bloom Purchase of planters Approval date: 25/02/2008 £1,835.40	Morley in Bloom	£ -	£ -	Increase number of planters in Morley and improved appearance of community. Cleaner neighbourhoods and vibrant town centres and creation of community spirit.	Complete. Paid through revenue budget
Morley Elderly Action Building extension at Morley Elderly Action (£40,000) Approval date: 08/12/2008	Morley Elderly Action	£ -	£ -	New space within the voluntary organisation to offer more services to the users of the centre and also provide additional funding streams for the charity and therefore increasing its sustainability.	Cancelled due to no match funding secured
Speed Indicator Display Device Purchase a SID Device to be deployed in partnership with community groups, schools and police to reduce speeding in Morley Approval date: 6.09.11	Morley NPT	£ 2,516.58	£ 2,516.58	Reduction in Speeding and road traffic collisions in Morley NPT area.	Complete
Alexandra Hall Improvements 7 phases of work including stage improvements, new floor, curtains, lighting and electrics. Approval date: 4/7/11 Approval date: 5/9/11 25K+ 4K	Morley Amateur Operatic Society	£ 29,000.00	£ 14,300.00	Improved facilities in the Alexandra Hall; benefiting the current users of the room and to make a much more attractive venue for hirers, increasing the sustainability of the community centre.	Ongoing
All Morley Total		£ 159,543.75	£ 138,243.75		

Morley North Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Gildersome Springbank Green Doorstep Project The transformation of an area of under used public green space that is subject to fly tipping and vandalism into a community resource. Approval date: 24/10/2005	Gildersome Action Group	£ 5,000.00	£ 5,000.00	Clearance of area. Litter bins in area. Benches in the area. Soft landscaping. An improvement to the physical environment of the area.	Complete
Gildersome CCTV Scheme The installation of a CCTV system around Gildersome Meeting Hall to reduce incidences of ASB and vandalism. Approval date: 11/07/2005	Gildersome Action Group	£ 12,600.00	£ 12,600.00	7 high resolution day / night cameras to be installed. A reduction in the incidents of crime and ASB in the area. A reduction in the fear of crime amongst local residents.	Complete
Drighlington Library Disability parking Improvements to Drighlington Library and meeting hall to make the building more DDA compliant and improve access to disabled users. Approval date: 12/12/2005	Learning & Leisure	£ 4,500.00	£ 4,500.00	Two additional disabled parking bays. An increase number of people being able to take advantage of facilities at Drighlington Library and meeting hall.	Complete
Minibus A new mini bus for the school to help continue the pupils sporting success and achievements Approval date: 12/12/2005	Birchfield School	£ 5,000.00	£ 5,000.00	Contribution towards mini bus for the school. More young people involved in diversionary activities.	Complete
Drighlington Meeting Hall Improvement to Drighlington Meeting hall Approval date: 05/11/2007	Learning and Leisure	£ 7,500.00	£ 7,500.00	Upgrade of Kitchen. Upgrade of toilets. New storage. Continued and developed use of Drighlington Meeting hall by community groups.	Complete
Litterbins 2007/2008 Additional litterbins for areas identified as being problematic for litter. Approval date: 25/02/2008	Environmental Services	£ 2,325.00	£ 2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
Springfield Mill Park Environmental Improvements to Springfield Mill Park Approval date: 07/07/2008	Friends of Springfield Mill Park	£ 5,000.00	£ 5,000.00	New footpath, hedging and plants. New notice board and bases for picnic benches. Improved habitats for wildlife. Increased community involvement and ownership of the site. Improvements to the local environment.	Complete
Churwell Park Improvements to Churwell Park Approval date: 14/04/2008	Parks and Countryside	£ 5,000.00	£ 5,000.00	New benches and plants for shrub beds. Improvements to the environment.	Complete
Churwell Park CCTV Installation of CCTV at Churwell Park Approval date: 30/11/09	Churwell Action Group	£ 14,757.00	£ 14,757.00	New CCTV system installed. Local community group Churwell Action Group supported in deterring vandalism to improvement works.	Complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. Approval Date: 15/3/10	Lofthouse Brass Band and Carlton Scouts.	£ 2,540.75	£ 2,540.75	More activities for children and young people and improvements to the local environment.	Complete

2014 - 2012 Capital Budget

Appendix 2

Morley North Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Removal of Walton Drive Steps Removal of steps and replacement with ramp and triangle of mortar along wall. Approval date 01/02/2010	Transport Strategy Team	£ 2,500.00	£ -	Improve access from Oakwell and Fairfax estate to services on Wakefield Road and reduce ASB on the estate by preventing congregation of young people by footpath.	Ongoing
Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter Approval date: 21/6/2010	Environmental Services	£ 3,200.00	£ -	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	ongoing
St Peter's Communtiy Hall Stonework repairs to the gable end wall Approval date: 18/10/10	Environmental Services	£ 6,332.00	£ 6,332.00	Improvements to a local community facility.	Complete
Gildersome Grit Bins Installation of 2 blue grit bins in Gildersome, Action Group responsible for maintenance. Approval date: 31/1/11	Gildersome Action Group	£ 414.28	£ -	Increased safety and access to local facilities by residents during bad weather conditions.	ongoing
Guiding Centenary New planter in Gildersome Approval date: 14/03/11	Gildersome Action Group	£ 2,000.00	£ -	Improved physical appearance of the local environment.	ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. Approval date: 4/7/11	Parks and Countryside	£ 71.20	£ 71.20	Reduction in dog fouling at parks across the outer south.	ongoing
Springbank Playing Fields - Securing Site Purcahse gate and fencing. Approval date: 4/7/11	Parks and Countryside	£ 2,000.00	£ -	A secure leisure site to be used for recreational purposes by local residents and visitors.	ongoing
Stanhope Memorial Renovation Building works	CPM	£ 3,000.00	£ -	Renovation works to stanhope memorial hall	ongoing
Stanhope Memorial Renovation Roof Cladding	CPM	£ 1,100.00	£ -	Renovation works to stanhope memorial roof cladding	ongoing
Drighlington War Memorial	Drighlington Parish Council	£ 2,000.00	£ -	Improvements to the existing War Memorial	ongoing
Morley North Sub Total		£ 86,840.23	£ 70,625.95		
All Morley (50%)		£ 79,771.88	£ 61,971.88		
Morley North Total		£ 166,612.11	£ 132,597.83		

Morley South Project	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Neighbourhood Improvement Area – Newlands & Denshaws A plan to aimed at making improvements in Priority Neighbourhoods. Approval date: ?	South Area Management	£ 25,100.00	£ 25,100.00	Albert Drive Shop Improvements. Kick around area in Newlands. Lewisham Park Improvements. More diversionary activities for young people in the area. A safer neighbourhood with a reduction in the fear of crime amongst residents.	Complete
Rein Park – Morley South An efficient hand over of the Public Open Space on the Rein Road Development in Morley South, from the developer to Parks and Countryside Department in an area with a high level of ASB. Approval date: 12/12/2005	Parks & Countryside	£ 3,000.00	£ 3,000.00	Land adopted. Fencing. Trees planting. Reduction in the number of reported incidents of anti social behaviour in the area.	Complete
Morley South Litterbins 2005/06 Additional litter bins for areas identified as being problematic for litter. Approval date: 12/12/2005	Environmental Services	£ 4,700.00	£ 4,700.00	14 additional dual compartments, free standing litter bins for Morley South. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Maggie Lane – Morley South Environmental improvements to secure Maggie Lane and prevent travellers from re entering the site. Approval date: 12/12/2005	Leeds South Homes	£ 8,000.00	£ 8,000.00	Measures taken to prevent travellers from re-entering the site on Maggie Lane. Improvements in the physical environment of the area. Residents of the area feeling more secure.	Complete
Lewisham Park Youth Centre CCTV CCTV scheme for Lewisham Park youth centre. Approval date: 12/12/2005	City Services	£ 8,400.00	£ 8,400.00	CCTV. A decrease of ASB in the area. Safer communities.	Complete
Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. Approval date: 25/02/2008	Environmental Services	£ 2,325.00	£ 2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
Denshaw Grove Landscaping Clear fly tipping, level the area and seed, create path and install a fence with lockable gate. Approval date: 07/07/2008	Groundwork	£ 2,214.97	£ 2,214.97	Safer stronger community. A safe and pleasant place to play.	Complete
Improvements to Footpath 79, Wide Lane Resurface footpath Approval Date: 30/03/09	Parks & Countryside	£ 3,162.40	£ 3,162.40	Improved Environment for local residents and allow better access of public right of way.	Complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. Approval Date: 15/3/10	Lofthouse Brass Band and Carlton Scouts.	£ 2,540.75	£ 2,540.75	More activities for children and young people and improvements to the local environment.	Complete

2014 - 2012 Capital Budget

Morley South Project	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Maggie Lane Play Space Provide new play facilities at Maggie Lane. Approval Date: 18/10/10	Parks & Countryside	£ 7,576.00	£ 7,576.00	More activities for children and young people and improvements to the local environment.	Complete
Woodkirk Murals (My Woodkirk) Install large murals in Woodkirk Approval Date: 14/03/11	Morley	£ 20,000.00	£ 10,000.00	Improved physical appearance of local environment. Greater sense of community identity and community spirit.	Ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. Approval date: 4/7/11	Parks and Countryside	£ 71.20	£ 71.20	Reduction in dog fouling at parks across the outer south.	ongoing
Alleygates, Tingley Crescent. Approved 18/5/12	West Yorkshire Police	£ 2,364.00	£ -	the installation of alley gates on the ginnel adjacent to Tingley Crescent	ongoing
Morley South Sub Total		£ 89,454.32	£ 77,090.32		
All Morley (50%)		£ 79,771.88	£ 69,121.88		
Morley South Total		£ 169,226.20	£ 146,212.20		

Rothwell Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Neighbourhood Improvement Area – John O’Gaunts A plan to aimed at making improvements in Priority Neighbourhoods 9K + 11.6K Approval date: ?	South Area Management	£ 20,600.00	£ 20,600.00	Diversionsary activities for young people. Pathways Initiative. Gardening Initiative. Youth Shelter. More diversionsary activities for young people in the area. A safer neighbourhood with a	Complete
Litterbins Rothwell 2005/06 Additional litter bins for areas identified as being problematic for litter. Approval date: 24/10/2005	Environmental Services	£ 5,000.00	£ 5,000.00	17 Dual compartment, free standing litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Oulton & Woodlesford Sports & Social Facilities The refurbishment and extension of the existing changing facilities / club house at Oulton and Woodlesford Sports and Social Club. Approval date: 06/02/2006	Parks & Countryside	£ 20,000.00	£ 20,000.00	Two new changing rooms. Officials room with toilet and shower activities. More young people involved in more sporting activities. Facilities meeting Sports England Requirements for health and safety.	Complete
Rose Lund Centre Improvements The extension of the Rose Lund Centre. Approval date: 25/02/2008	Parks & Countryside	£ 20,000.00	£ 20,000.00	2 new changing rooms. Officials room with toilet and shower facilities. More young people involved in sporting activities. Facilities meeting Sports England Requirements for health and	Complete
Litterbins 2007/08 Additional litterbins for areas identified as being problematic for litter. Approval date: 25/02/2008	Environmental Services	£ 2,325.00	£ 2,325.00	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment. £2,400 ring fenced but actual project underspent.	Complete
Rothwell Litterbins Additional litterbins for areas identified as being problematic for litter. Approval date: 25/02/2008	Environmental Services	£ 4,800.00	£ 4,800.00	Additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.	Complete
Rothwell Bring Site Improve and enhance existing recycling facilities in Rothwell. Approval date: 25/02/2008	City Development	£ 6,782.93	£ 6,782.93	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
Windmill Youth Club Improve facilities at Windmill Youth Club. Approval date: 25/02/2008 (£30,707 approved)	Corporate Property Management	£ 13,885.37	£ 13,885.37	Enhance and develop a community centre. Increase community use of building.	Ongoing
Recycling Bring Sites (additional) Resurfacing of the site. Approval date: 25/02/2008	City Development	£ 3,914.00	£ 3,914.00	Improved recycling facilities in Rothwell. Encourage residents to recycle, reuse and reduce waste.	Complete
Manor Road Shops Improvement works to area on Manor Road, Wood Lane Estate. Approval date: 25/02/2008	Groundwork	£ 19,453.75	£ 19,453.75	Improve retail area on Manor Road in Wood Lane, Rothwell.	Complete
Rothwell Competitive Music Festival - Staging Purchase temporary and portable staging Approval date: 1st February 2010	Rothwell Competitive Music Festival	£ 2,100.00	£ 2,100.00	Improve experience of participants and audience members to Rothwell Competitive Music Festival and provide an income to the group by hiring staging out to users of Blackburn Hall for a	Complete
Lofthouse PB Projects decided by the community through participatory budgeting to receive funding. Approval Date: 15/3/10	Lofthouse Brass Band and Carlton Scouts.	£ 2,540.75	£ 2,540.75	More activities for children and young people and improvements to the local environment.	Complete

Rothwell Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Litterbins 2010/2011 Additional litterbins for areas identified as being problematic for litter Approval date: 21/6/2010	Environmental Services	£ 3,200.00	£ -	6 additional litter bins. A reduction in the amount of litter in the area. Improvements to the environment.£2,400 ring fenced but actual project underspent.	Ongoing
Manor Road Shops CCTV Improve the quaiity of the cameras, update the recording system and move system to LLC owned property Approval date: 06/09/10	Commercial Asset Management	£ 3,389.00	£ 3,389.00	Reduction in crime and fear of crime, improvement to the local environment. Project will also support the work of the local TARA as they identified and supported the project through its	Complete
Rothwell NPT Pro Laser Device To purchase a pro laser speeding device Approval date:	Rothwell NPT	£ 1,750.00	£ -	Reduction in speeding and road traffic collisions in Rothwell NPT area.	Ongoing
Manor Road Litterbin Purchase of a single litterbin Approval date: 4/7/11	Streetscene	£ 400.00	£ -	Reduction in the amount of litter in the area, Improvements to the appearance of the local neighbourhood.	Ongoing
John O'Gaunts Gardening Group Purchase of equipment Approval date: 4/7/11	John O'Gaunts Gardening Group	£ 1,139.93	£ 600.00	Support residents in a priority neighbourhood to manage and maintain their gardens. Providing a sense of ownership and contributing to a cleaner and more attractive environment.	Ongoing
Posts for Dog Fouling Signs Purchase 16 posts and brackets to allow A4 signs to be erected. Approval date: 4/7/11	Parks and Countryside	£ 71.20	£ 71.20	Reduction in dog fouling at parks across the outer south.	Ongoing
Woodlesford Rec Environmental Improvements To support phase 1 improvement works at park. Approval date: 4/7/11	Parks and Countryside	£ 8,000.00	£ -	Improvements to access, new seating, signage and planting aim to increase community pride and ownership of the park.	Ongoing
Springhead Park Access To support improvements to paths on Park Lane and Oulton Lane entrances. Approval date: 17/10/11	Parks and Countryside	£ 7,000.00	£ -	Improve access and the accessibility into and around the park for users, improve the appearance of the park and will privde an enhanced visitor experience.	Ongoing
Rothwell Haigh Road Cemetery To build up the wall on Styebank Lane. Approval date: 17/10/11	Parks and Countryside	£ 800.00	£ -	Significantly improve the appearance of the local environment.	Ongoing
Springhead Park Playground Funding will provide new play equipment and improvements to the access to the bowling green Approval date 5/12/11	Parks and Countryside	£ 15,900.00	£ -	Significantly improve the appearance of the local environment.	Ongoing
Rothwell Country Park Inprinciple agreed to support a green gym project	Parks and Countryside	£ 1,000.00	£ -	Significantly improve the appearance of the local environment.	Ongoing
Wood Lane Estate Youth Shelter. Approved 18/5/12	LCC Youth Service	£ 6,700.00		Provision of shelter for young people in an area that is appropriate potential reduction in anti-social behaviour	Ongoing

2014 - 2012 Capital Budget

Rothwell Projects	Delivery Organisation	Projected Capital Cost	Actual Spend	Outcomes	Status
Rothwell Total		£ 170,751.93	£ 125,462.00		

2014 - 2012 Capital Budget

2004 - 2012 Capital Budget		683,008.00	
	Projected Spend	Actual Spend	Balance
Ardley & Robin Hood	169,873.20	135,289.89	878.80
Morley North	166,612.11	70,625.95	4,139.90
Morley South	169,226.20	77,090.32	1,525.80
Rothwell	170,751.93	125,462.00	0.07
Projects Agreed	676,463.43	408,468.16	6,544.57

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Report of the Chief Officer (Democratic and Central Services)

Report to: South (Outer) Area Committee

Date: Monday 25th March 2013

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

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

Summary of main issues

1. In line with previous practice, Area Committees have agreed their meeting schedule for the forthcoming municipal year at the last ordinary meeting of the current municipal year, in order to enable the agreed schedule to appear within the Council's diary.

2. The purpose of the report is to request Members to give consideration to agreeing the dates and times of their Area Committee meetings for the 2013/2014 municipal year which commences in May 2013, whilst also considering whether any revisions to the current meeting venue arrangements should be explored.

Recommendations

3. Members are requested to consider the options detailed within the report and to agree the Committee's meeting dates and times for the 2013/14 municipal year, in order that they may be included within the Council's official diary for the same period.

4. Once the date of the Annual Council Meeting for 2014 has been finalised, Members are requested to agree to the Chair, in consultation with Area Support Team Officers, approving the arrangements for the seventh Area Committee meeting (the main purpose for which is to elect a Chair for the forthcoming municipal year), with all Committee Members and relevant parties being informed of the arrangements for the meeting at the earliest opportunity.

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

1 Purpose of this report

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

2 Background information

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

3 Main issues

3.1 Meeting Schedule

- 3.1.1 The following provisional dates have been agreed in consultation with the Area Leader and their team. They follow a similar pattern to last year :-

15th July 2013, 23rd September 2013, 25th November 2013, 2nd December 2013, 27th January 2014 and 31st March 2014.

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

3.2 Meeting Days and Times

- 3.2.1 Currently the Committee meets on a Monday at 4.00 p.m. and the above suggested dates largely reflect this pattern.
- 3.2.2 Meeting on set days and times has the advantage of certainty and regularity, which assists people to plan their schedules. The downside might be that it could serve to exclude certain people i.e. members of the public, for instance, who have other regular commitments on that particular day or who might prefer either a morning or afternoon meeting or a meeting immediately after normal work hours.

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

3.3 **Meeting Venues**

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

4 **Corporate Considerations**

4.1 **Consultation and Engagement**

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

4.2 Equality and Diversity / Cohesion and Integration

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

4.3 Council policies and City Priorities

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

4.4 Resources and value for money

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

4.5 Legal Implications, Access to Information and Call In

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

4.6 Risk Management

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

5 Conclusions

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

6 Recommendations

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

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

7 Background documents¹

7.1 None.

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