



WEST (OUTER) AREA COMMITTEE

**Meeting to be held in St John the Evangelist, Dixon Lane Road, Leeds, LS12 4RU on
Friday, 14th December, 2012 at 1.00 pm**

MEMBERSHIP

Councillors

A Carter	-	Calverley and Farsley;
J Marjoram	-	Calverley and Farsley;
R Wood	-	Calverley and Farsley;
M Coulson	-	Pudsey;
J Jarosz	-	Pudsey;
R Lewis	-	Pudsey;
A Blackburn	-	Farnley and Wortley;
D Blackburn	-	Farnley and Wortley;
J Hardy	-	Farnley and Wortley;

Co-optees

Rev Paul Ayers	-	Faith Representative
Rev Kingsley Dowling	-	Farnley & Wortley

**Agenda compiled by:
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**West North West Area Leader: Jane
Maxwell
Tel: 33 67858**

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>OPEN FORUM</p> <p>In accordance with Paragraphs 6.24 and 6.25 of the Area Committee Procedure Rules, at the discretion of the Chair a period of up to 10 minutes may be allocated at each ordinary meeting for members of the public to make representations or to ask questions on matters within the terms of reference of the Area Committee. This period of time may be extended at the discretion of the Chair. No member of the public shall speak for more than three minutes in the Open Forum, except by permission of the Chair.</p>	
7			<p>MINUTES - 12 OCTOBER 2012</p> <p>To confirm as a correct record the minutes of the meeting held on 12 October 2012</p>	1 - 4
8			<p>WNW ENVIRONMENTAL SERVICES LOCALITY TEAM</p> <p>To receive and consider the attached report of the Locality Manager (West North West)</p>	5 - 18

Item No	Ward	Item Not Open		Page No
9			<p>COMMUNITY SAFETY REPORT</p> <p>To receive and consider the attached report of the Director of Environment and Neighbourhoods</p>	19 - 42
10			<p>WELLBEING MONITORING REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	43 - 54
11			<p>AREA UPDATE REPORT</p> <p>To receive and consider the attached report of the Area Leader (West North West)</p>	55 - 70
12			<p>BUSINESS PLAN UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	71 - 86
13			<p>DATE AND TIME OF NEXT MEETING</p> <p>Friday, 18 January 2012 at 1.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>St John The Evangelist Church Dixon R Lane Road Leeds LS12 4RU</p>	

WEST (OUTER) AREA COMMITTEE

FRIDAY, 12TH OCTOBER, 2012

PRESENT: Councillor J Jarosz in the Chair

Councillors A Blackburn, D Balckburn,
M Coulson, J Hardy, R Lewis and R Wood

27 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor A Carter, Councillor J Marjoram and Rev'd K Dowling.

28 Open Forum

The agenda made reference to the provision contained in the Area Committee Procedure rules for an Open Forum Session at each ordinary meeting of an Area Committee, for members of the public to ask questions or to make representations on matters within the terms of reference of the Area Committee. On this occasion, no matters were raised under this item as there were no members of the public in attendance.

Councillor Hardy reiterated comments made at earlier meetings regarding the start time of the meetings and whether these could be changed to encourage public attendance.

29 Minutes - 7 September 2012

RESOLVED – That the minutes of the meeting held on 7 September 2012 be confirmed as a correct record.

30 Update on Make the Grade at Crawshaw School

The report of the Area Leader, West North West provided the Area Committee with a progress update on the 'Make the Grade' Scheme at Crawshaw School which was run by Leeds Head. Members had requested an update at the September meeting of the Area Committee.

The Chair welcomed the following to the meeting for this item:

- Nigel Conder – Leeds Ahead
- Claire Studd – Crawshaw High School
- Nigel Beck – Kayes Solicitors

Claire Studd addressed the meeting and gave an update on how the scheme was progressing at the school and the work being undertaken with partners. The following issues were highlighted:

Draft minutes to be approved at the meeting
to be held on Friday, 14th December, 2012

- Opportunities to bridge the gap in helping young people to develop basic work place / functional skills.
- Activities being undertaken in partnership with local businesses.
- Partnership work with Trinity and All Saints College.
- Members were invited to attend a forthcoming careers event.

Nigel Beck from Kaye's Solicitors informed the Committee of how they were wishing to get involved in the local community and of their involvement with the Make the Grade programme. Kaye's would be looking to involve young people to help them gain employability skills and offer work experience placements.

The Area Committee was also informed of the newsletter that had been sent to local businesses which detailed how they could become involved, areas of support including funding and news stories of events in Outer West Leeds.

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

- It was hoped to get Priesthorpe and Pudsey Grange Schools involved.
- Twenty businesses had become involved so far and these were spread across the city and not just based in Outer West Leeds. The four businesses named in the report had committed funds to the project.
- How to engage with manufacturing business - work with the Textile Manufacturers Association and Manufactures Association was being undertaken.
- Work with West North West Homes.
- Mentoring skills.
- It was agreed to circulate the newsletter to Members.

RESOLVED – That the report be noted.

31 West North West Homes Leeds Involvement in Area Committees

The report of West North West Homes Leeds (WNWhL) advised the Area Committee of activities undertaken which impacted on local communities and areas where opportunities existed to work collaboratively to improve conditions for local people.

The Chair welcomed Kevin Bruce, West North West Homes Leeds to the meeting for this item.

The following issues were highlighted from the report:

- Pilot programme with locality teams and Ward Members on monitoring standards. This had received good publicity and reference was made to clean up days that had taken place.

- Customer satisfaction surveys – these had shown a significant increase in satisfaction between January and May 2012.
- Estate walkabouts and involvement of Ward Members.
- Work of the Area Panels and funding allocated.
- Community engagement.
- Focus on activities including litter, youth provision and anti-social behaviour.

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

- Success of the project carried out on the Tong estate. This was a joint project carried out by WNWhL and the Locality Team.
- Which areas to prioritise for further projects.
- How to involve other partners including Neighbourhood Networks and other volunteers.

RESOLVED – That the report be noted.

32 Well Being Fund Report

The report of the Area Leader, West North West updated Members on the current amount of revenue funding committed and available via the Area Committee well-being budget for wards in the Outer West area. Members were also asked to consider grant applications that were detailed in the report.

With regards to the application for funding from Rycroft High Rise Residents Association, Members felt that in respect of previous similar applications that had been refused and in light of more restricted budgets, that the Area Committee was not the appropriate mechanism for the funding. It was suggested that the group be contacted and provided with details of other funding streams that they could apply for.

Members discussed the application for The Chaucer Avenue Alley Gating Scheme. Further information was requested regarding rights of way.

RESOLVED –

- (1) That the amount of Well-Being funding for 2012/13 be noted.
- (2) That the monitoring information for projects approved in 2012/13 be noted.
- (3) That the financial breakdown for 2012/13 be noted.
- (4) That the application from Rycroft High Rise Residents Association be refused.
- (5) That the application for the Chaucer Avenue Alley Gating Scheme be deferred to seek further information regarding rights of way.

33 01. Outer West - Area Progress Report 2012.10.12

The report of the Area Leader, West North West, informed the Area Committee of progress against the Area Support Team work programme for Outer West Leeds and local contributions to council priorities.

Harpreet Singh, Area Project Officer presented the report. Issues highlighted included the following:

- Farsley Town and District Centre Scheme – this was due to be completed on 26 October 2012.
- Environment Sub Group – Members attention was brought to an update on sites that were eyesore, derelict and nuisance sites in Outer West Leeds.
- CCTV At Farfield Avenue – funding had been secured and it was hoping to be operational in the new year.
- Pudsey Public Conveniences – further discussion had been held with the Access Team regarding the provision of disabled toilets.
- Update on the Healthy Living Network/Community Development Worker.
- Update on funding options for the works at Musgrave Court.

RESOLVED – That the report be noted.

34 Date and Time of Next Meeting

Friday, 14 December 2012 at 1.00 p.m.



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Report of Locality Manager (West North West)

Report to Area Committee (Outer West)

Date: 14th December 2012

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

Are specific electoral Wards affected? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If relevant, name(s) of Ward(s): Calverley & Farsley Farnley & Wortley Pudsey
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 the main issues:

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

Recommendations:

1. That the Outer West Committee note the report, comment where progress in delivering the SLA is good/not so good and identify any service developments/priorities it would like to see included in service planning for 2013/14.
2. Note the attached notes from the Outer West Environment Sub group meeting held on 19 October 2012 at Appendix C

Purpose of this report

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

Background information

- 5 At its meeting of 30th March 2011, the Executive Board approved revisions to the Area Committee Function Schedules to include a new delegated responsibility for Street Cleansing & Environmental Enforcement Services.
- 6 The delegation makes clear the responsibility of Area Committees to negotiate, develop and approve a Service Level Agreement (SLA) with the service that achieves as a minimum, the service standards set by Executive Board. The SLA should determine the principles of deployment of the available resources by:
 - 7 the identification of priorities for service delivery annually (both geographical and in terms of types of services delivered)
 - 8 the agreement of the most appropriate approaches to be taken to achieve local environmental cleanliness and quality.
- 9 Services included in the delegation are:
 - Street cleansing (mechanical and manual);
 - Leaf clearing;
 - Litter bin emptying;
 - Gully cleaning
 - Graffiti removal
 - Needle removal
 - Ginnel clearance
 - Dog warden services (excluding responsibilities for dangerous dogs);
 - Littering & fly-tipping regulation;
 - Domestic & commercial waste (storage & transportation issues);
 - Highways enforcement (abandoned & nuisance vehicles, A-boards on pavements, mud on roads and placards on street furniture);
 - Graffiti enforcement; and
 - Overgrown vegetation controls.
- 10 To enable this to happen, a restructuring of the previous Streetscene service was undertaken and completed by September 2011. Importantly this separated out the local street cleansing functions from the city's refuse and recycling functions and created for the first time local supervisory/support roles for a key front line service. At the same time, Environmental Action

Teams that had previously just focused on enforcement and regulatory practices were brought together with the street cleansing function to create new Locality Teams.

- 11 This “enforcement” element of the Locality Team is currently undergoing a restructure to rationalise the various grades/posts and modernise/strengthen the job descriptions to better reflect the needs of Area Committees identified through the locality based/focused work so far. This is planned to be completed by Christmas 2012.
- 12 The delegation of the specified environmental services to Area Committee means that the majority of service resources, mainly staffing, are devolved to a locality level to a Locality Manager. These resources are organised into three wedge based teams for East North-East, South South-East and West North-West, aligned to Locality Teams. The Service Level Agreement sets out the how those resources will be used to meet the requirements of each Area Committees in order to achieve the outcome of clean streets.

Main issues – performance against the SLA commitments

- 13 The SLA sets out how the service will be developed, organised and delivered in four key sections. Progress over the first six months of the current SLA against each section is summarised below and referred to in the appendices:

Delivering Service Principles and Priorities

- 14 Appendix A provides an update on progress in implementing the SLA. This includes a summary on what we have been doing to change the way the service delivers, to increase efficiency and become more responsive to local needs and update on progress actually delivering the different strands of service activity.
- 15 Appendix B provides an analysis of the service requests, legal notices and fixed penalty notices dealt with by the enforcement and regulatory staff in the three Outer West wards during this reporting period.
- 16 A key performance measurement is how many mechanical sweeping blocks have been scheduled and how many we have actually managed to complete in the reporting period. This is a summary for Outer West which includes road sweeping and path-sweeping:

Ward/Area	June 2012 - November 2012	
	No of blocks scheduled	No of blocks completed
Calverley & Farsley	53	45
Farnley & Wortley	55	44
Pudsey	54	43
Outer West Area	162	132

- 17 The main reasons for the number of missed blocks has been a lack of cover for leave, sickness and carry-over of in lieu days awarded as part of the return to work agreement – this is due to an on-going pressure on over-time budgets.

Outcomes and partnership working

- 18 The locality team continue to develop strong working relationships with key environmental services delivery partners including West North West Homes, Parks & Countryside, LCC Highways and Continental Landscapes. The service has now firmly embedded the principle of cleansing waste/ rubbish from all council land regardless of departmental ownership wherever possible. A pilot programme of joint working is being launched in the Upper Wortley Road area with WNW Homes in the New Year to test out and extend principles of how staff/ resources can be effectively shared and tasked to focus on common local priorities SLA priorities. The service is continuing to work with Parks & Countryside and is currently identifying how their staff and ours can support each other better in terms of litter-bin emptying and litter-picking (Parks staff on streets and vice-versa at weekends) where this is mutually viable. Joint work with Continental Landscapes has gone very well this year despite the 'teething' problems with the grass-cutting contract earlier in the year due to high levels of rainfall. Our staff are using lane and road closures provided by Continental to clean and service problematic arterial routes, in return our staff are removing litter gathered by Continental staff and sweeping roads once their cuts are complete.
- 19 Revised versions of neighbourhood surveys measuring levels of litter and detritus have been taking place across the city since late November/early December 2011. These were initially planned as quarterly but have been revised to half-yearly as they were considered too resource intensive/costly for the value of the data. Following consultation with Elected Members about the measure of street cleanliness (National Indicator (NI) 195) and it's usefulness at a local level, this is now carried out on a citywide basis only. The latest figure for citywide cleanliness indicates that 91% of sites surveyed were at a satisfactory level of cleanliness.
- 20 The city's citizen panel is currently being asked a variety of questions relating to council performance – one of which is around satisfaction about the environmental condition of neighbourhoods. At the time of producing this report the results were not available and will therefore be reported through the Environmental sub group at a later date.
- 21 The Locality Manager continues to use the judgement of the ward members/Area Committee and feedback from residents groups, key partners such as the ALMO and ward forums to assess whether satisfaction levels are acceptable and where outcomes need improvement.

Accountability and Member Influence

- 22 The Locality Team ensures senior manager representation at ward member meetings. The meetings provide opportunity for members to be consulted on priorities/issues in their wards and for these concerns to be tracked. Discussions on how sweeping routes could be altered and where new litter bins could be best placed have also taken place. Locality Team staff and the Locality Manager attend also attend a number of community forums and residents meeting to further enhance local influence on service delivery.
- 23 The Environmental Sub-Group meets every two months and considers/raises services issues with the Locality Manager. It also receives updates and challenges other services that have an influence on the environmental condition of the area, such as WNW Homes, LCC Highways, Park & Countryside and Continental Landscapes. The group ensures there is appropriate coordination in place between the Locality Team and these services.
- 24 Individual ward members are referring issues direct to the Locality Team where they are deemed a significant issue that need a quick response. Feedback from Members continues to be positive - most cleansing issues are being responded to and resolved quickly. There are some issues though that Members feel are not always being responded to quick enough, for example requests for new litter bins, ginnel clearance that required cutting back of vegetation and programmed enforcement work.

- 25 The Locality Manager has also been working directly with local residents groups particularly on the Bournes, Gambles & Heights, Tong Estate, Farnley Village, Swinnow, and Farsley to tackle very local environmental problems. Feedback from these groups continues to be positive, with particular improvements reported in responses to reports of gully blockages and cleansing issues.

Resources and Staffing Issues

- 26 Work continues on staff engagement and improving industrial relations with the 77 strong cleansing staff and 13 enforcement staff – each member of staff has now had a performance appraisal linked to an individual training and development record. The Locality Manager has developed an extensive staff engagement plan designed to encourage and enhance opportunities for staff dialogue for a workforce that largely works out on-site – this includes all service managers and supervisors being required to meet each member of staff to understand their roles fully and support them to improve the ways in which they are delivering the service.
- 27 Staff sickness and absenteeism has improved on last year but work is still required to provide more stringent sickness management across the team to ensure staff progressing through the sickness stages in the Councils absentee management process.
- 28 The number of grievances in the team and need for formal management instructions and disciplinary action has also reduced over the last 6 months – this is due to a largely to better communication and locality management and supervision arrangements.
- 29 The WNW Locality Manager is currently leading city-wide work on the procurement of a new mechanical cleansing fleet - a city-wide business-case is currently being developed to establish the best model to procure a contract for supply, a further update will be provided to members via the area committee's sub-group.
- 30 The service is continuing its efforts to improve productivity via initiatives such as the use of local skips to minimise tipping times for mechanical cleansing drivers and reviewing staff starting and finishing locations in order to maximise cleansing/ service delivery time and minimise time spent travelling to and from the depot.
- 31 The service remains on-target in terms of budgetary expenditure and performance at the end of period 7 of the financial year. There is a pressure on agency and overtime budgets which is being closely managed and monitored.

Equality and Diversity / Cohesion and Integration

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

Council Policies and City Priorities

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

Resources and Value for Money

- 34 There are no resource implications.

Legal Implications, Access to Information and Call In

- 35 There are no legal implications - the report contains no information that is deemed exempt or confidential.

Risk Management

- 36 There are no risk management implications within this report.

Recommendations

- 37 That Outer West Area Committee note and comment on:
- a) what aspects of the service they feel are working well and delivering against the commitments made in the SLA;
 - b) what aspects of the service they feel are not working as well as they should against the commitments made in the SLA and would like to see improvements made;
 - c) what the Area Committee's views are, what the key service developments and continued top priorities for Outer West should be in planning for 2013/14, particularly in light of the expected on-going financial pressures.

Background documents

Delegation of Environmental Services - Outer West Area Committee - July 2012.

APPENDIX A - SLA UPDATE – OUTER WEST LEEDS

Service Principles and Priorities:

1. The service has been working to improve delivery outcomes across OW Leeds - in the last six months we have worked with numerous residents groups across each of the 3 wards to trial different approaches to cleansing and enforcement.
2. We have now met with all elected members in the area and identified priorities for each of the 3 ward plans which underpin the SLA - key areas of focus include more enforcement work on overgrown vegetation across the area, litter patrols and enforcement activity around the high schools in the area, developing an approach and technique to remove build-up of moss from pathways, the closing-off and cleansing of key high-speed/ country roads such as Troydale Lane, cutting back weeds/ verge encroachment on pathways, better joint working and service delivery with the ALMO and Parks & Countryside and supporting residents forums such as the Pudsey and Tyersal forums to better influence the service and the deployment of team resources.
3. We have also worked with in-bloom groups over the summer across outer west to ensure that streets are cleansed to enhanced levels to support in-bloom judging and that community clean-ups and public events such as Olympic receptions etc are supported by the service agreeing to provide additional clean-ups and remove bags of litter filled by local residents who are supporting cleansing in neighbourhoods.
4. The service is currently delivering it's annual leaf-clearance service but it is being done differently this year - through a variation to the existing grounds maintenance contract with Continental Landscapes they have provided the labour-force to accompany our hired drivers on the adapted refuse vehicles that undertake the de-leafing work. The agreement will run for 17 weeks to the end of January 2013. There are mutual benefits/outcomes not least that we will keep 8 people in a full time job that would otherwise have been laid off and consequently their skills and experience are retained by the company which helps come the new cutting season in 2013. A full evaluation report of leaf-clearance will be submitted to sub-groups in the new year
5. The service has used area committee well-being commissioning funds to provide enhanced services such as additional litter bins.

Education and Enforcement:

6. Enforcement work and dog-control work continues to be provided Monday to Friday from 7am to 7pm – evening/ early morning and weekend work is provided by prior arrangement. The majority of enforcement work in OW involves responding to requests to service via the contact centre or increasingly from residents and ward members directly.

7. Key local enforcement priorities have now been identified by ward members. Resources are now being allocated to supporting enhanced enforcement work on these priorities which include:
- Work with the High Schools on littering education,
 - Dog fouling awareness and control audits,
 - Grass verge enforcement policy development,
 - Bin-yard cleanliness and control,
 - Overgrown vegetation, and,
 - Bins on streets,
 - Cote Lane Ginnel clean-up and enforcement plan,
 - Bin-yards in the Cobdens and Pinders
 - Environmental audits and litter/ dog-fouling patrols in Pudsey and Farsley Town Centres, and,
 - Addressing known problem sites through joint-up enforcement work with planning such as the antiques shop on Chapel Town and the Railway Pub on Littlemoor Road.
8. The service has delivered a major dog-fouling initiative in Calverley Park and the surrounding areas to raise awareness of problems associated with dog-fouling. The service also secured a major prosecution against a persistent offender in Farnley for unsupervised dogs - a fine of £1000 was paid by the dog- owner.
9. The service has also been working with Lawns Park Primary school in Wortley on littering education. Enforcement officers have been doing project work with pupils at the school on the effect of littering and how it should be controlled in communities. The service has sponsored a prize ceremony at the school to reward pupils work.

Cleansing:

10. **Mechanical Path and Road Sweeping-** we continue to provide weekly, 6 weekly and 12 weekly mechanical sweeping across the three wards in outer west - work cycles are based on an 8-day week - this enables an extra day of 'spare' capacity to be programmed in which allows the service to recover days lost due to leave, sickness or vehicle breakdown. One particular positive change over the last 6 months has been the introduction 4x weekly mechanical sweeping of key town centres across outer west. This means that Pudsey Town Centre and Farsley High Steet and shops around Pudsey Civic Centre are now swept first thing every Tuesday, Thursday Saturday and Sunday. Additional sweeping also takes place on the Leeds/ Bradford Road section to Thornbury.
11. **Manual Litter Picking** - continues to be undertaken on pre-set routes - there are currently 2 manual litter pickers covering neighbourhoods in outer west. each day of the week including Pudsey, Farsley and Wortley- a number of litter picking routes have been altered and diverted across the area due to member and resident feedback.

12. **Litter Bins** - are currently emptied and the immediate vicinity checked for cleanliness by one of the teams three litter-bin crews. We continue to meet the SLA commitment that all bins will be emptied without any over-flowing and that frequencies of visits will be adjusted to ensure this commitment is met. Over the last six months 20 additional litter bins have been installed across the outer west 15 of which have been paid for by service – a further 12 bins have been ordered for the area and will be installed over the next few weeks.
13. **Fly-tipping and bulky item teams** - the service continues to deploy its 2 fly-tipping crews across 7 days. The crews work largely on reactive basis following requests for service from the contact centre or increasingly from residents and member directly -they also monitor regular hot-spot areas proactively across outer west such as Gibraltar Road, Whitehall road near Lawns lane, Back lane, Farnley and Tyersal. These crews have been successfully used in a flexible way over the last 6 months to meet SLA commitments across OW ,for example, one of the crews is now dedicated to support to the leaf-clearance programme across OW as well as being equipped to cut back and remove over-grown vegetation which is an SLA priority. These crews are also used across the area to support additional clean-ups and ginnel clearance activity.
14. **Gulleys** - we continue the service the circa 52,000 gullies across WNW Leeds using 2 dedicated crews over 7 days. The crews work on a ward programme basis in the following order: Pudsey, Armley, Bramley Farnley & Wortley, Bramley & Stanningley, Calverley & Farsely, Guiseley and Rawdon, Otley & Yeadon, Kirkstall, Horsforth, Adel & Wharfedale, Weetwood - they are currently working in Bramley and it is anticipated that each ward can take up to six weeks to complete - one of the 7 days is used for member/ referral reactive activity across WNW. The programmed work is supported by a city-wide wet-spot team which covers known flood/ wet-spot areas and all beanie-blocks. Over the last 6 months we have worked with highways to develop protocols around reporting and mapping collapsed gullies across outer west and have identified priorities for capital spend to repair key gullies.
15. **Graffiti Removal** - the team currently manages the city-wide graffiti team – we have 2 crews working 7 days a week across the city - we aim to remove all offensive graffiti within 24 hours of receiving reports. The team are also deployed to proactively remove graffiti in known hot-spot locations which includes parts of Tyersal and Wortley.
16. **Bush & Ginnel Team** - a number of referrals for each of the wards have been made for to the bush and ginnel team - these form part of the on-going ginnel cleansing work via ward member and sub-group meeting - the locality team now visits key ginnels for cleansing purposes across OW and work with Parks & Countryside, West North-West Homes and the Bush and Ginnel Team to cut-back overgrown vegetation across ginnels in outer west – this is an area which requires further improvements and better joint working by the service with WNW Homes and Parks & Countryside.
17. **Needle Team** - we continue to make referrals for needle removals across Outer West to the city-wide needle team.

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APPENDIX B

OUTER WEST - Service Requests received 11th June -16th November 2012

DESCRIPTION	TOTAL	CALVERLEY & FARSLEY	FARNLEY & WORTLEY	PUDSEY
Fly Tip streets	99	18	53	28
Overgrown Vegetation	80	28	30	22
Gully	60	31	16	13
Flytipping	37	2	21	14
Road Sweeping	23	9	11	3
Waste in Gardens	19	5	10	4
Illegal Advertising	18	12	1	5
Litter Complaint	17	4	5	8
Bin not Returned	16	7	5	4
Litter Bin Request	14	4	3	7
Nuisance - Accumulation/Deposit	14	3	4	7
Dog Fouling Enforcement Signage Request	12	5	5	2
Graffiti	12	4	5	3
Dead Animal Removal	11	5	4	2
Dog Fouling	11	2	6	3
Domestic Waste Issues	11	2	7	2
Footpath Sweeping	11	4	5	2
Ginnet	11	3	3	5
Smoke from Bonfire	11	4	4	3
Commercial Waste Issues	9	3	1	5
Obstruction	9	5	1	3
Nuisance - Other	8	3	1	4
Damage to Highway	7	2	3	2
Drainage	7	2	3	2
Housing - Vacant	6	3	1	2
Rodents	6	1	4	1
Leafing	5	2	1	2
Abandoned Vehicle	4	2	2	
Dog Fouling General Area	4			4
Litter Problems	4	2		2
Abandoned Caravan/Trailer	2		1	1
Emissions	2	1		1
Housing - Defect	2	1		1
Housing - Other	2		1	1
Litter Bin Empty	2			2
Litter Bin Repair	2		1	1
Mortar etc allowed to wash down gullies	2	1	1	
Nuisance - Light	2		1	1
Placard	2	1	1	
Request for Environmental Information	2		1	
Vehicle - Stop and Search	2	2		
Bulky request	1			
Cellar Grate	1		1	
Commercial Premises Duty of Care Inspect	1	1		
Dog Fouling Specific Address	1			1
Housing - Dirty	1			1
Mud etc on Road	1			1
Noise - Domestic	1		1	
Nuisance Vehicle	1			1
Smoke from Chimney	1			1
Street Cleansing Quality	1		1	

URGENT - Drainage	1	1		
Vehicles for Sale	1		1	
TOTAL	588	185	226	177

LEGAL NOTICES SERVED

LEGAL NOTICES	Total	CALVERLEY & FARSLEY	FARNLEY AND WORTLEY	PUDSEY
HW154 - Overgrown Vegetation	7	1	5	1
EPA92A - Waste in Gardens	3		2	1
HW132 - Illegal Advertising	3	2		1
HW137 - Illegal Advertising	2	2		
HW143 - Obstruction	2	2		
D_FOUL - Nuisance - Accumulation/Deposit	1			1
EP34_5 - Vehicle - Stop and Search	1	1		
EP46 - Bin not Returned	1	1		
EP46 - Flytipping	1			1
EP46 - Nuisance - Other	1			1
EP47 - Commercial Waste Issues	1			1
EP80 - Housing - Vacant	1			1
EP80 - Nuisance - Accumulation/Deposit	1			1
EPA92A - Domestic Waste Issues	1		1	
EPA92A - Flytipping	1			1
EPA92A - Housing - Vacant	1	1		
HW137 - Housing - Vacant	1	1		
HW143 - Abandoned Caravan/Trailer	1			1
LG16 - Waste in Gardens	1	1		
LG29 - Housing - Vacant	1	1		
PD4 - Waste in Gardens	1	1		
PH83 - Housing - Dirty	1			1
TOTAL	34	14	8	12

3 fixed penalty notices were served in Calverley and Farsley in relation to litter problems. No prosecutions were undertaken during this time period.

Outer West Area Committee

Environmental Services Sub Group



Note of 19 October 2012 Meeting 9.30 at Henshaw Depot

Present

Cllr Coulson (Chair)	– Pudsey Member
Cllr Blackburn	– Farnley & Wortley Member
Cllr Wood	– Calverley & Farsley Member
Jason Singh	– Locality Manager Environment & Neighbourhoods
Sam Woodhead	– Service Manager Environment & Neighbourhoods
Steve Spencer	– Locality Supervisor Environment & Neighbourhoods
Phil Staniforth	– Parks & Countryside's
Sharon Guy	– West North West Homes
Kevin Bruce	– West North West Homes
Harpreet Singh	– WNW Area Management

Apologies

None

Key Issues discussed:

1. Continental Landscapes grass cutting contract

Cllr Blackburn informed that grass was still regularly being blown from the central reserve onto the main road and into the gutters. JS explained there was a dip in the performance during summer, however they had made progress. PS informed Parks & Countryside's would be taking over the grass cutting contract and were working with Continental Landscapes on a number of issues and assured the next years performance would be a lot better.

2. Calverley Park grass cutting

Following on from the issues previously reported on poor techniques and standards of grass cutting in Victoria Park, Cllr Wood explained the area in question required planting up.

PS explained that the weather when the complaint was received had been bad and didn't provide the perfect conditions for cutting. However if left the condition would have been far worse and therefore the contract would suffer. It was noted that Frank Robinson was dealing with this particular issue and Cllr Wood and PS would be taking up the issue in January.

3. ALMO Review

SG informed Area Panel members were not fully aware of the situation and how to feedback their points of view in terms of the ALMO Review. Panel members would benefit from further information about the ALMO and how it operates to be in a better position to provide feedback.

Cllr Coulson expressed his interest in there being more partnership and locality working and for more accountability to be given to Area Committees. Cllr Coulson also informed he would be discussing his thoughts with Cllr Gruen and would be requesting a meeting with senior managers.

4. Environmental Services update

JS informed, the team had been working in partnership with Parks & Countryside's and WNWHL.

JS circulated the OW stats and explained the team received mainly reactive works and on the whole stayed on top of the work program. Leaf clearing was the main priority for the remainder of the year and work would be undertaken with Continental Landscapes. SS provided councillors with leafing routes.

5. ALMO Update

KB noted WNWhL had been invited last year and were asked to attend more frequently. Cllr Blackburn noted it would be useful to receive information on the work program of the environmental caretakers and to integrate work with Street Scene going forward. Cllr Wood suggested WNWhL brought performance information relating to environmental works to future meetings.

6. Parks & Countryside update

PS provided an update on development work being undertaken in the 3 wards. PS also informed that Leeds received a gold award from Britain in Bloom.

7. Date and Time of Next Meeting

Wednesday 19 December 2012 at Henshaw Depot

Actions:

1. Cllrs requested WNWhL to be invited to every other meeting. **HS**
2. Cllr Blackburn noted it would be useful for future meetings to receive information on the work program of the environmental caretakers **SG / KB**
3. Cllr Wood suggested WNWhL brought performance information relating to environmental works to future meetings. **SG / KB**

Report of the Director of Environment and Neighbourhoods

Report to North West (Inner) Area Committee

Date: 14th December 2012

Subject: Annual Community safety Report

Are specific electoral Wards affected?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
If relevant, name(s) of Ward(s): Calverley/Farsley, Farnley/Wortley, Pudsey		
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 details on crime trends and a range of community safety activity that has taken place during 2011/12.
2. It updates Members on the key priorities for 2012/13 and provided information on wellbeing spend on community safety issues.

Recommendations

3. The Area Committee is asked to:
 - a. Note the contents of the report and offer comments as appropriate
 - b. Note the Area Committees role in reducing burglary and other crime

1 Purpose of this report

1.1 This report provides an annual update from the Area Community Safety Co-ordinator and the Neighbourhood Police Inspector on activity in Outer West to deliver the key outcomes agreed for both Safer and Stronger communities. It includes a section on crime levels and activity that has been carried out to achieve or maintain reductions in crimes. It has a section on two Delegated Functions (Leeds Anti Social Behaviour Team and CCTV service) and their activity during 2011/12. It identifies the key priorities for 2012/13 for the North West Divisional Community Safety Partnership and outlines the approach to addressing those priorities.

2 Background information

2.1 A number of factors have a bearing on crime, criminologists have placed these factors into three broad categories:

- A suitable target or opportunity, for example: valuable items which can be removed relatively easily such as laptops near an open window, vehicles with unlocked doors and a valuable item on show, etc
- A motivated offender, for example: someone whose values or beliefs make stealing acceptable, drug dependency, someone motivated by greed, etc
- A low likelihood of getting caught, for example: no Police or security guards, a neighbourhood with a low level of reporting crime, no natural street surveillance, etc

2.2 Traditional problem solving techniques aim to reduce crime by impacting on these three categories:

- Working to educate the victim (leaflet drops, face to face crime prevention advice, etc)
- Tackle the offender (known as offender management; visit known offenders, tenancy action, curfews, criminal sanctions – prison, etc)
- Undertake community based work to improve natural surveillance such as community engagement and capacity building to increase reporting (eg neighbourhood watch), environmental works such as cutting hedges back, secure by design, etc)

2.3 However it should be acknowledged that other factors also have a bearing on crime;

- Seasons
- Weather
- Release of offenders
- Location
- Population

2.4 It is also important to note that one offender can commit many offences in a short period of time and this can lead to significant increases in crime figures. For example, where six cars are damaged in a street, this would lead to six reports of criminal damage.

2.5 The North West Divisional Community Safety Partnership is a multi agency partnership chaired by the Police and West North West Homes and includes partners from Fire Service, Leeds University, Youth Service, Youth Offending Service, Children's Services, Safer Leeds and Community Safety Lead Member representatives from each of the four Area Committees in West North West Leeds. The Partnership meets four times a year and sets the strategic direction for partnership work, examining performance and agreeing priorities. The work of the group is accountable to the Safer and Stronger Communities Board, who receives regular reports of the activity undertaken.

3 Summary of key Actions

3.1 The following key actions have been delivered through the Divisional Community Safety Partnership during the last 12 months:

3.2 Multi Agency Tasking. This group meets monthly and its membership includes; Safer Leeds (Co-chair), Police (Co-chair), Area Support Team, West North West Homes, Fire Service, Youth service, Children's Services, Environmental Action Team, Metro and Leeds ASB Team. The group aims to direct partnership resources to tackle the priorities set by the Divisional Partnership and from local agency intelligence.

Examples of the work undertaken by the Multi Agency Tasking group during the period November 2011 – October 2012 includes:

- Planning and delivering action days to tackle specific problems; action days were held in the following areas: the Heights and Gamble Hill area , cross boarder initiatives with Bradford Council and Police officers , and hate crime awareness in Farnley.
- Tackling anti social behaviour problems, around Pudsey Town Centre , the Gamble Hill and Heights high rise flats, Calverley Park and Tyersal loose horses initiatives as some examples.
- Police crime reduction training delivered at Safety Central to 30 staff across the partnership .
- planning and contributing to 12 months of community engagements events held across Outer West. Partners used these events to engage with residents about crime, grime and anti social behaviour priorities and work being undertaken in communities.

3.3 Burglary remains a high priority for the Division. The table below shows the position of the wards in relation to the city. Calverley & Farsley ward has seen 28.7% reduction over the last 12 months, Farnley & Wortley ward has also seen a 52.4% reduction in burglary over a 12 month period with Pudsey ward seeing a 52.7 % reduction over the last 12 months.

Burglary will remain a priority for the North West Divisional Community Safety partnership for 2013, and resources and partnership activity will continue to focus on reducing burglary.

Ward Risk Matrix

Ward	Oct-11	Nov-11	Dec-11	Jan-12	Feb-12	Mar-12	Apr-12	May-12	Jun-12	Jul-12	Aug-12	Sep-12	12 Month Total	12 Month % Change	3 Month Change	Colour Key
Hyde Park & Woodhouse	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	Very High Concern	High Concern	Some Concern	Some Concern	Some Concern	Some Concern	Some Concern	472	-13.9%	19.7%	Very High Concern High Concern Some Concern Low Concern Strategic Area
Burmantofts & Richmond Hill	Very High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	347	-39.0%	-45.3%	
Gipton & Harehills	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	315	-19.9%	1.5%	
Armley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	314	-35.9%	0.0%	
Headingley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	298	-41.5%	-11.5%	
Killingbeck & Seacroft	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	255	-35.6%	11.6%	
Kirkstall	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	244	-52.3%	-4.3%	
Bramley & Stanningley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	223	-56.8%	19.4%	
Chapel Allerton	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	215	-55.7%	8.1%	
Weetwood	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	215	-34.0%	-2.0%	
Middleton Park	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	209	14.4%	-23.7%	
Beeston & Holbeck	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	208	19.4%	26.5%	
Calverley & Farsley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	190	-28.7%	-11.1%	
Cross Gates & Whinmoor	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	189	-39.1%	12.5%	
Roundhay	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	188	-35.6%	0.0%	
Farmley & Wortley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	187	-52.4%	-27.5%	
City & Hunslet	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	172	-14.7%	-36.2%	
Moortown	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	171	-47.4%	30.3%	
Alwoodley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	165	-9.6%	89.3%	
Temple Newsam	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	161	-55.1%	60.7%	
Pudsey	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	158	-52.7%	43.5%	
Adel & Wharfedale	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	136	-24.2%	100.0%	
Morley North	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	135	-14.4%	85.7%	
Horsforth	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	126	-41.7%	3.2%	
Rothwell	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	93	-13.7%	-53.6%	
Harewood	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	91	-12.3%	-8.0%	
Morley South	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	81	-27.7%	7.1%	
Wetherby	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	77	11.5%	-37.5%	
Otley & Yeadon	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	69	-42.4%	100.0%	
Ardsley & Robin Hood	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	67	-22.0%	35.7%	
Kippax & Methley	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	65	-36.9%	7.1%	
Guiseley & Rawdon	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	62	-43.3%	0.0%	
Garforth & Swillington	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	High Concern	59	-62.2%	72.7%	

3.4 The Divisional Community Safety partnership and the multi agency tasking meetings focussed on have contributed to the reduction in burglary in Outer West.

- The local factors driving burglary
- Utilising crime data from the intelligence unit
- What multi agency actions can be delivered to address these factors

From this a number of partnership initiatives have taken place. Examples of work delivered through the partnership :

- Delivering crime reduction training to partnership staff to incorporate into estate walkabouts and to give advice on crime prevention whilst working in the local community .
- Promote Immobilise.com through the partnership to increase registrations to the national property database
- Managing the multi agency work in these areas to maximise the impact on burglary; action days to have a burglary focus for example in the high Optimal areas.
- Identify and secure funding for target hardening of properties to address the Euro Cylinder problem targeting the most vulnerable properties and locations within Outer West
- Target campaigns through the Darker Nights Initiatives and It Only Takes a Minute Campaign to raise awareness of the lighter nights and sneak- in burglary.
- Arrange environmental audits with partners of the areas to address any environmental issues impacting on burglary for example overgrown hedges, obscured street lighting, broken street lighting, etc
- Co-ordinate engagement with residents to offer crime reduction advice and encouraging residents to form neighbourhood watches and attend Partners and Community Together (PACT) meetings
- Development of the multi agency Amber Nominal meetings targeting to manage offending behaviour and provide incentives to engage with support agencies.

3.5 Multi agency action days are delivered in partnership and aim to tackle crime, anti social behaviour and environmental issues within an agreed area. During the action day a number of agencies come together to focus their activity in this geographical area, joining together to have a greater impact. During the last 12 months, 7 action days have been held in the Outer West area , these have focussed on anti- social behaviour issues around the bus station /Pudsey Town Centre, on the Heights and Gamble Hills area in particular the high rise flats, anti social behaviour on Farfield Road in Farsley, issues relating to loose/tethered horses and nuisance off road bikes in the Tyersal area and joint cross boarder initiatives with Bradford around the Thornbury/Phoenix Park complex and work with Bradford Police and Bradford Metropolitan council in relation to Off Road Bike issues in Ravencliffe Woods in Calverely.

3.6 Immobilise.com. During the last 12 months Safer Leeds and WNW Homes have funded equipment used by the Neighbourhood Policing Team to provide easy access to Immobilise.com which is the world largest register of property. This equipment has been used on action days, in the Optimal target areas and also at community engagement events.

3.7 Operation Optimal. This initiative was introduced in February 2012 by West Yorkshire Police in the North West Division. The initiative looks at where recent burglaries have occurred and then maps areas of concern down to street level. Police patrols are then deployed to these streets to reduce the number of burglaries. This analysis is also shared with partners such as West North West Homes and Environmental Action Services Fire Service who will give these areas extra attention. Where burglaries do occur the victim is visited and provided with crime reduction advice and signed upto immobilise.com. Neighbouring properties (back, front and either side) are also visited, offered crime reduction advice and signed upto Immbolise.com, if appropriate.

- 3.8 Off Road Bikes. The cost of this project is shared across the four Area Committee areas, with each Area Committee contributing £1,500 per annum towards the running costs of two vehicles. The Bikes are deployed across the Division to patrol greenspaces or to target specific problems. The vehicles are effective in reducing anti social behaviour and low level crime, particularly on green spaces providing reassurance to those using parks and greenspaces. The vehicles have also been used during specific initiatives such as action days or more focused initiatives in conjunction with the council's Park Ranger Service. Local information and breakdown of activities is detailed at point 6 of the report.
- 3.9 CCTV. The Area Committee with West North West Homes Leeds are supported the permanent citing of one CCTV cameras on the Farfield estate in the Calverley /Farsley ward. This should be operational by January/February 2013 and will support the police and partners in monitoring and dealing with complaints of ASB. Cameras are monitored by LeedsWatch based within Safer Leeds. There are five cameras in Pudsey ward, four cameras in Farsley and two cameras in Farnley. CCTV footage has been used in relation to 11 arrests within Outer West Leeds, for a variety of offences including burglary, robbery, theft, criminal damage, sexual assault, outraging public decency, offensive weapons, drug offences and public disorder, more detailed information about CCTV is contained at 4.0.
- 3.10 North West Leeds Hate Crime Marac. This multi agency meeting meets each month to look at hate crime incidents across the Division. The meeting is chaired by the Community Safety Coordinator and supported by Safer Leeds and seeks to support victims, take firm action against perpetrators and address any location based issues which need additional attention, through action days for example. During the last 12 months 41 cases have been discussed at this meeting. There have also been a multi-agency action days to raise awareness of Hate Crime focussing in the Bawns and Butterbowl area of Farnley.
- 3.11 Offender Management. In January 2012 West Yorkshire Police and Safer Leeds arranged for a number of partners to come together and look at what additional focused support could be provided to individuals involved in burglary and other priority crime. The group is chaired by Safer Leeds with support from the Divisional Neighbourhood Policing Support Team and brings together representatives from Sign Post, Probation, Youth Offending Service, WNW Homes, Leeds ASB Team, Connexions and Attendance Management. The group seeks to address the support needs of individuals and families to help them to stop offending, this support could be through training opportunities provided through Connexions, additional support by Youth Offending Service, Signpost working with the family offering intensive support. Since its inception the group has discussed 16 individuals and taken 6 individuals off the list due to either engagement with services and reduction in offending or incarceration (resulting in a reduction in offending). The list of individuals is fluid with about 10 on the list at any given time.

4. Leeds Watch : Outer West

- 4.1 LeedsWatch' provides a monitoring service for public space surveillance cameras covering open spaces across Leeds. The CCTV control room is staffed, and cameras are recorded 24 hours per day, 365 days a year. The service also provides two mobile CCTV vehicles for deployment within communities across Leeds.
- 4.2 The main objective of the service is to reduce crime and the fear of crime through the use of CCTV technology, leading to improved crime prevention, and an increase in the detection and prosecution of offenders. CCTV is one of a number of Service functions delegated to Area Committees. The Area Committee's role in relation to this function is to 'maintain an overview of the service in the Committee area and receive regular information about it.'
- 4.3 The LeedsWatch service works in partnership with a large number of internal and external partners such as; Urban Traffic Control (UTC), Emergency Planning, Leeds Anti-Social Behaviour Team (LASBT), West Yorkshire Police, WY METRO and other Local Authorities across the West Yorkshire sub-region
- 4.4 Within the last 12 months the mobile vans have been deployed for a total of 4 months within the Weetwood / Pudsey Policing Area and patrols have been deployed in specific areas highlighted by the police specifically in relation to identified crime 'hot spots'. The vehicles are evenly deployed throughout the year between the three policing divisional areas. The deployment of the mobile vans is co-ordinated by the police.
- 4.5 The charges levied to the Outer West Area Committee regarding public space surveillance camera(s).

Camera Location	Monitoring & Maintenance	Total
Pudsey Park	£1,000	£1,000
Lidget Hill Car Park	£1,000	£1,000
Lidget Hill Pudsey	£1,000	£1,000
Lowtown Pudsey	£1,000	£1,000
Chapelton Pudsey	£1,000	£1,000
Farsley Park	£1,000	£1,000
Town Street (Co-Op)	£1,000	£1,000
Farsley Town Street	£1,000	£1,000
Farsley	£1,000	£1,000
Old Road Farsley	£1,000	£1,000
(Butterbowl) Farnley	£1,000	£1,000
Cross Lane Farnley	£1,000	£1,000
Total Annual cost		£11,000

- 4.6 The Leedswatch service this year has undertaken a critical role in the delivery of the Leeds Burglary Reduction programme, assisting with the identification and detection of offenders using the City wide Leedswatch network, mobile CCTV vans and the West Yorkshire Police Automatic Number Plate Recognition (APNR) system to detect cross boundary offenders and supporting city wide and locality based operations.
- 4.7 Within the Outer West Committee Area there were 11 recorded arrests on camera for various offences, public order (3), theft (2), drunk and disorderly (2), robbery (2), breach of ASBO and resist arrest (1), motor crime (1) recorded between October 2011 and September 2012. CCTV footage has been requested in relation to a further 111 incidents within the Outer West Committee Area.
- 4.8 Improving the Out of Hours Noise Nuisance service – Noise nuisance is a major cause for concern across the city. This service was transferred from Environmental Services April last year. Work is still taking place to look at how closer working can be developed with the new ASB casework teams to deal with persistent offenders and to work in liaison with Customer Access and Performance in providing additional staff to assist in the logging of such Out of Hours Noise Nuisance Calls.
- 4.9 Supporting the city's most vulnerable residents is also a priority. The Leedswatch service is now responsible for providing a first response to Care Ring alarms. On call 24 hours a day, 7 days per week, this service responds to alarms from mainly elderly clients who may have fallen or find themselves in need of support. Officers attend to the alarm call and contact emergency services, family members or other appropriate individuals, staying with the client to provide support and re-assurance until further help arrives. Improving the information and intelligence we provide to Leedswatch customers is a key priority for the service. We are reviewing how this data is recorded, in the way in which we can provide accurate information to service users, to provide more detail and improve the services analytical and intelligence capacity.
- 4.10 Leedswatch service is now responsible for the delivery of a number additional service responsibilities. In order to ensure that the service is making the best use of its resources, a full service restructure has now commenced with a view to offering best value for the department. In particular discussions are still taking place with the Anti-Social Behaviour Teams, Environmental services, West Yorkshire Police and the ALMOs to look at how the various services can better linked together to improve service delivery, collate accurate information for service users and to provide a more pro-active response to issues of public concern, through improved collating of data / information and intelligence sharing between agencies.

5.0 Leeds Anti Social Behaviour Team

- 5.1 Following a 14 month city wide review into how partner agencies across Leeds work together to tackle anti-social behaviour, the newly re-structured, multi-agency, Leeds Anti-Social Behaviour Team (LASBT) became fully operational on Monday 4th April 2011. There are three area based teams, covering the East, West and South of the City. The West Team comprises of staff drawn from Leeds City Council, West North

West homes Leeds, West Yorkshire Police, West Yorkshire Fire & Rescue Service and Victim Support.

- 5.2 All anti-social behaviour (ASB) cases are managed within the team from 'cradle to grave', and ASB Case Officers cover defined area based patches. The team works closely with a range of agencies to tackle ASB, provide support, and improve community safety within estates across all tenure types.
- 5.3 A full evaluation of the first 12 months of the new service has been undertaken that has surpassed expectation and is showing significant improvements in our collective response to ASB.

5.4 Performance Data

Enquiries are requests for service from the Leeds Anti-Social Behaviour Team and come via the contact centre, the local housing office, West Yorkshire Police, Stop Hate UK and elected members and MP's. The service standard for response is 1 or 2 working days dependent on the nature of the behaviour being reported.

1 & 2 Day response to Enquiries from Contact Centre -

1009 enquires were received in 2011/12. 79.8% of these enquiries relate to ALMO properties.

70.2% of enquiries were responded to within service standards. 29.4% did not record a one or two day response (noting not all enquiries logged as an LASBT enquiry type are allocated to LASBT).

SSTD3 – Initial Contact with Customer – (service standard 10 days)

The year end cumulative performance for this measure is 78.5% of customers were contacted within 10 days of a case being opened.

SSTD5 – 10 day Customer Update – (service standard every 10 days)

The year end cumulative performance for this measure is 81.6% of customers were contacted every 10 days.

SSTD4 – Initial Contact with Perpetrator – (service standard 10 days)

The year end cumulative performance for this measure is 75.5% of perpetrators were contacted within 10 days of a case being opened.

- 5.5 Customer Satisfaction Surveys are undertaken when a case has been open for a period of four weeks. Feedback from customers is one of the most important measures of what's been done well, how well the team are performing and what needs to be done to improve the service for the future. All outcomes from Customer Surveys are shared with the team to enable learning, and the sharing of good practice.
- 5.6 In addition to the four week customer satisfaction survey, a survey is also undertaken within 28 days of the case closure. This contact ensures that there are no further ASB issues, and gauges satisfaction levels once the case has closed.

The performance data for 2011/12 is shown below;

Customer Satisfaction with service - 4 week case onset survey –

75% of respondents stated they were either satisfied, or very satisfied with the service they had received although note that the team achieved 100% performance in January, February and March.

Customer Satisfaction with service – Closed Case survey -

81% of respondents stated they were either satisfied, or very satisfied with the service they had received. 88.8% of respondents were either satisfied or very satisfied with the investigation carried out by the Case Officer.

5.7 ASB Caseload

The table below shows a breakdown of the cases investigated in the Inner North West area during 2011/2012.

Ward Boundaries	Number of Cases Investigated
Calverley & Farsley	8
Farnley & Wortley	43
Pudsey	23

5.8 ASB Case Studies by Ward Area

This section provides a summary of some of the ASB cases that have been investigated by the team during 2011/2012.

Calverley & Farsley

A Housing Caution was served following reports of threats and verbal abuse.

Farnley & Wortley

- An application for a possession order is currently going through court after a cannabis farm was found in the property by two Case Officers from the Anti-Social Behaviour Team.
- Following a worrying increase in the number of incidents of criminal damage, several individuals were identified as responsible and signed Acceptable Behaviour Contracts. These were closely monitored and during a joint action day with the police, residents reported that the situation had greatly improved.
- A young tenant has been supported into rehousing after he called the ASB Team to report he has subject to threats and violence.

Pudsey

- Following complaints of fighting and violence, the ASB Team worked with the private landlord to help him evict his tenants.
- A Anti-Social Behaviour Order, injunction and closure order were obtained on one family following reports of arson, threats and noise nuisance. An application for a possession order is currently going through the court.
- A further closure order was obtained due to ongoing abusive and threatening behaviour.
- Following reports of anti-social behaviour in Pudsey Park, names of a large group of youths were identified. All were visited at their home address, warnings and Acceptable Behaviour Contracts were issued and referrals undertaken to a range of

support providers. This has resulted in a reduction in the number of complaints being received from local residents.

5.9 Domestic Noise Service

Officers dealing with domestic noise nuisance, previously in the Environmental Protection Team, moved across to the Leeds ASB Team on 1st October 2012. The three Officers who moved across are now managed by the ASB Team Managers and work closely with LASBT West Case Officers. There are cases which are a complex mix of noise and anti social behaviour and Officers are working jointly on these cases. Work has started to rewrite procedures which aim to offer the most effective and efficient outcome for victims. However, this joint working practice is already in place and has led to improved outcomes when dealing with cases where domestic noise is associated with anti-social behaviour. Officers are working together by undertaking joint visits and installing noise monitoring equipment quicker in appropriate cases. Cases involving just domestic noise such as loud music where a statutory noise nuisance has been proved are now being taken down a tenancy enforcement route presenting a much quicker outcome as information is being shared more effectively.

One of the major changes already implemented is giving the ALMO responsibility for investigating domestic noise complaints as a tenancy management breach. If the ALMO have undertaken the initial investigation and taken appropriate measures and the noise continues, the case can then be referred to LASBT as per existing referral procedures.

5.10 Community Ownership

Above are just a few examples of how working with residents within our communities enables us to tackle ASB effectively. Feedback from victims and community advocates, attendance at community meetings, multi-agency tasking, intervention panels and community forums are all helping partners to better understand how ASB affects different communities and how early intervention and support can impact on reported problems.

Community groups were consulted regarding the revised ASB policy and procedure document and able to influence its final draft. West North West homes Leeds has a Tenancy Management Service Improvement Group and a Customer Sounding Board. The ASB Manager attends these meetings and all new policies, procedures and initiatives are discussed with customers and their input is a valuable contribution to new and ongoing work.

5.11 The journey undertaken in Leeds has significantly improved our collective response to anti-social behaviour, for both the services involved in responding to ASB and more importantly the victims themselves.

6.0 West Outer Off Road Bikes

In the period January 2012 to September 2012 there have been 190 calls in this ward regarding nuisance motorcycles and quads.

6.1 Incidents Of Note

As a result of the numerous calls of nuisance quads and motorcycles causing anti-social behaviour in Black Carr Wood, liaison with Bradford Council resulted in felled trees being placed to reinforce the fencing which had been damaged previously. This damaged fencing had been allowing easy access to motorcycles and quads (usually from the Holme Wood Est.)

6.2 As a result of this liaison there has been a reduction in the number of quads / motorcycles in the area. LCC has spent considerable monies in improving footpaths in these woods on the Pudsey side; unfortunately these are a haven for motorcycles and quads but we will continue to closely monitoring the area.

6.3 A multi agency liaison between several members of both Leeds and Bradford Council resulted in a site meeting, whereby all that attended walked across the problem area of common land off Dick Lane and onto the old Phoenix Park Golf Course. It was decided that a series of earthworks would reduce the accessibility to both problem areas, however due to the nature of the area it is impossible to completely block the area off. A further result of this meeting saw monies from both Leeds and Bradford councils used to purchase 3 Section 59 warning Notices to be erected at all entrance's to the site. Extended patrols have been carried out in this Ward whereby the Off Road bikes have worked until 2am in an effort to reduce crime in the area.

6.4 The hot weather in March caused chaos with a sharp rise in the number of calls regarding nuisance motorcycles. Over one weekend the Off Road Motorcycles Team had:-

- 2 x Seizure's for Sec 59 offences
- 1 x Seizure of a stolen motorcycle
- 12 x Sec 59 Warnings
- 7 x Verbal Warnings.

6.5 PC McGuire and I were responsible for an initiative over the weekend 26 / 27th May 2012, in the Calverley and Ravenscliffe area. Together with the Leeds City Council Parks Watch Officers who provided valuable support with there Land Rover and motorcycles . This was very successful with the following results:-

- 2 seizures (1 quad no insurance and 1 motorcycle Sec 59)
- 7 Sec 59 warnings issued.
- 4 Stop searches

The most important thing we believe was the positive effect that the sight of 5 Off Road motorcyclists and a liveried LCC Land Rover patrolling the area, had on both the community and offenders. We were approached by several members of the public who stated how good it was to see the Police and Council actively patrolling against the nuisance bikes and quads which plague the areas.

6.6 Wortley

The main problems in this area being: - the Wortley recreation ground, patrols are conducted on a regular basis with the LCC Parks Watch officers in an attempt to prevent vandalism to the expensive all weather playground surface. There are also occasional calls regarding youths drinking on the BMX / Skate park we make regular patrols in order to combat this issue. The small area of common land at the end of Percy Street has been plagued with nuisance bikes and quads, access to this is very easy and has been made even easier by the removal of fencing at the very end of Percy Street to allow access by 4x4's and quads.

6.7 Farnley

The major problem area here being the common land at the rear of Hollybush Farm off Billy Lane, youths usually ride on here and then go onto the private land owned by the Mone family, this in turn creates noise and nuisance problems for residents on Coach Road and Croft Terrace. The Butterbowl Estate has minor outbreaks of nuisance youths. Lawns Lane also suffered a spate of sporadic nuisance motorcycle issues.

6.8 Calverley / Woodhall

This area continually has a large number of calls, predominantly in the Bill, Round and Ravenscliffe woods. A combination of heavy use by 4X4's Quads and motorcycles makes it a less than enjoyable experience for a lot of horse rider's, cyclist's, walkers and families.

The majority of riders using these woods are from the Fagley / Bradford area.

A meeting took place in early July with the land owners and LCC regarding making access to all of these woods more difficult but as a large section of the these woods are privately owned and with LCC looking at adopting these woods for the benefit of the community it may take some time to get positive measures in place.

Despite large amounts of monies being spent on gates at the Ravenscliffe Road end of the woods one gate was stolen with its replacement being rammed and damaged shortly after being placed.

Part of the issue with access to all of this area is simply due to local residents not securing gates on Priesthorpe Road and Fagley Road. So far our concerns re quads and motorcycles using the Old Quarry have been unfounded. Most walkers and horse riders that we have spoken to stated that there are very few problems during the morning but issues have occurred in the afternoon.

6.9 Pudsey

There have been a few calls in the Gibraltar Road and Smalewell Road area, the majority of these riders are making there way toward Black Carr woods. However the majority of riders that are spoken to at this location are again from the Bradford area (Holme Wood) gaining access from Ned Lane again through either an unlocked gate or the walkers sty. Residents from the Daleside estate have seen a reduction in the number problems with nuisance motorcycles due to the landowner fencing a large part of the old golf course off. However there are now around 2 dozen horses there.

The common land off Dick Lane has also seen a reduction in the number of calls re nuisance motorcycles due to works carried out following a meeting of Leeds and Bradford City Council members. This included raised earthworks and the erection of Sec 59 warning signs. However the offenders have already found a way past the earthworks designed to keep riders off. The issue of horses on this land is still problematic due to them straying onto the main road.

An increase in the number of calls from residents living close to the Cottingley Springs traveller's site saw the Police Off Road Motorcyclists meet with youths and elders from the site; this appears to have had a positive effect. Due to the location of the calls this involved a joint initiative with the Police Off Road Motorcycle from City and Holbeck Division.

6.10 Tyersal

This area always has a steady number of calls. The majority of riders being from the local estate who either ride around the estate for 10 minutes or find the temptation of the old golf course and common land off Dick Lane too much to resist and are willing to take a chance that there are no Police patrols around.

In the period January 2012 to September 2012, in this ward the LCC Funded Police Off Road Motorcycles have issued:-

20 Verbal Warnings for nuisance motorcycles / quads
24 Sec 59 warnings issued,
12 fixed penalty notices for numerous offences,
And seized 19 motorcycles / cars.

- 6.11 There is absolutely no doubt and as the figure clearly show, that were it not for the funding provided by the Outer West Area Committee, the absence of the Police Off Road Motorcycles would mean a very high number of calls for anti social behaviour caused by nuisance motorcycles and quads. This would in turn result in a very low level of satisfaction from all of the communities within the North West Leeds Division resulting from the anti social behaviour that is caused by nuisance motorcycles.

The level of confidence and satisfaction with both the West Yorkshire Police and Leeds City Council, within the West North West homes area has over the last few months seen a slight decline as the number of calls has increased. However we will continue working hand in hand with the LCC Park Watch Officers to improve on this. We will continue in dealing with complaints on all greens pace areas. The Parks Watch Officers continue to be excellent partner in our endeavours and they continue to provide valuable intelligence, presence and local knowledge.

7.0 Diversionsary Activities

- 7.1 During 2012 the partnership have worked with partners on diversionary activities for young people. This has included specific targeted at those young people involved or at risk of crime and ASB through a revisit programme delivered by youth services in Swinnow. Additional activities include a partnership event in April on

the Owlcotes in Pudsey, supporting the opening of Swinnow playground and a football project in Farnley to name a few.

- 7.2 The Friday night project supported by funding from the Outer West Area Committee offers activities for young people from 8 – 11 Junior and 12- 16 senior. The Neighbourhood Police team support the Friday Night Project at Pudsey Leisure Centre allocating staff to build on developing positive relationships. Funding to support the Friday night project from the Outer West Area Committee as contributed to the success of the project with 30+ juniors and 15 + seniors attending on a regular basis.
- 7.3 Operational Analgesic examined crime and youth related ASB during the summer holidays in 2010 and 2011 and was running during the 2012 school holidays . This involved to police and PCSO's every day conducting targeted patrols in ASB areas, proactive warrants, licensing enquires (mode etc) and vehicle crime operations across the ward areas. The Operation ran between 0700hrs and 0300hrs every day for 2 weeks and had a very positive response from both the public and partners.

8.0 Safeguarding

- 8.1 Within the Safer Leeds Partnership Plan 2011-2015 a key strategic priority is improve safeguarding and reduce vulnerability. During 2012 the Community Safety Co-ordinator and the Neighbourhood Police Team have been developing work with the Clusters within Outer West and have participated and contributed to some of the Out Come Based Accountability workshops on the 3 Children's Services main obsessions these being attendance, looked after children and young people not in Education, Training or Employment (NEET).

8.2 Families First Initiative

Leeds has secured up to £8 million over the next 3 years for a major programme to work with families to reduce offending and anti-social behaviour, improve school attendance and support parents to move into work. The programme is funded through the Government's Troubled Families scheme. Following consultation it will now be know locally as Families First Leeds. Leeds is an early adopter of the programme which will provide additional support to a significant number of families in the city over the next 3 years. The £8million includes a £2.3 million injection up front for year 1 and the scheme aims to build on existing good practice across the city. It will aim to bring all agencies and council services together to ensure effective, joined-up support for our most vulnerable families and therefore benefiting communities across the city.

- 8.3 The programme will integrate and support priorities and plans across the council and will play a major part in contributing to the council's ambition for Leeds to become the best city and to develop stronger communities and restorative approaches. Community Safety will be working in partnership with Children's services in Outer West and to identify those families who fall into these categorise and put in place partnership interventions. Within West North West Leeds initially there have been 459 families identified and an assessment of concerns ranging from 13 families extreme concern with 139 low concern.

8.4 Farnley Wortley

Household assessments

	Assessed Level	Households in Cluster	% Total Households	Overall % (Leeds total)
LOW	6 ~ Low	17	29.82%	28.60%
	5 ~ Potential	17	29.82%	19.85%
MODERATE	4 ~ Concern	15	26.32%	25.57%
	3 ~ Significant	8	14.04%	18.06%
HIGH	2 ~ High	n/a	n/a	5.10%
	1 ~ Extreme	n/a	n/a	2.83%
	<i>Total</i>	57		

8.5 Outer Pudsey – Farsley/Calverley

Household assessments

	Assessed Level	Households in Cluster	% Total Households	Overall % (Leeds total)
LOW	6 ~ Low	4	36.36%	28.60%
	5 ~ Potential	2	18.18%	19.85%
MODERATE	4 ~ Concern	3	27.27%	25.57%
	3 ~ Significant	2	18.18%	18.06%
HIGH	2 ~ High	n/a	n/a	5.10%
	1 ~ Extreme	n/a	n/a	2.83%
	<i>Total</i>	11		

8.6 Inner Pudsey Household assessments

	Assessed Level	Households in Cluster	% Total Households	Overall % (Leeds total)
LOW	6 ~ Low	11	28.21%	28.60%
	5 ~ Potential	7	17.95%	19.85%
MODERATE	4 ~ Concern	12	30.77%	25.57%
	3 ~ Significant	7	17.95%	18.06%
HIGH	2 ~ High	1	2.56%	5.10%
	1 ~ Extreme	1	2.56%	2.83%
	<i>Total</i>	39		

- 8.7 Community Safety and the Neighbourhood Police Team contribute to the priorities of Children’s Services through the work with the Clusters and will be attending and contributing to the Support and Guidance partnership meetings at a Cluster level.

Further work is being developed with Community Safety and Children’s services to identify those young people at risk of Child Exploitation. Information of those young people identified as being at risk are brought to the relevant tasking meetings for discussions/actions with partners. The Safer Schools Officers have received training to deliver a tailored lesson plan on grooming to young people in High Schools and this is will be delivered the High Schools in Inner West .

8.8 Domestic Violence

- 8.9 During 2013 we will looking at how to support the Outer West cluster with the aim of reducing the prevalence and impact of domestic violence and effectively improving safety and reducing risk for families – in the short and long term. This will be achieved by developing a ‘whole school, cluster wide approach’ to domestic violence issues. This involves not just working with schools but other children’s services in the area to raise awareness of DV and promote a consistent approach.
- 8.10 During 2013 joint work will the clusters and Children’s services will also focus on wider issues about local agency support for Domestic Violence cases: around the Multi-agency Risk Assessment Conferences (MARAC) and non-MARAC cases through the development of the FABDA (families affected by domestic abuse) model.

9.0 West Outer Crime & Anti-Social Behaviour Figures

- 9.1 Analysis of Crime Figures : The following table’s provides an overview of crime figures for Outer West wards . The figures presented cover the period April 2009 – March 2012 and relate to all crime types, including Fraud & Forgery, handling stolen goods, sexual offences and other thefts.

9.2 Ward 8: Calverley & Farsley

Recorded Crime	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
Burglary Dwelling	244	280	243	247	3	66
Burglary Elsewhere	147	196	207	196	49	55
Criminal Damage	303	248	202	204	-99	91
Drugs Offences	46	28	42	60	14	44
Fraud & Forgery	108	81	64	107	-1	77
Handling	0	1	5	5	5	0
Other Crime	19	13	8	19	0	8
Other Theft	391	409	433	468	77	183
Robbery	13	14	20	22	9	8
Sexual Offences	10	6	6	8	-2	3
Theft From Vehicle	153	179	227	234	81	64
Theft Of Vehicle	42	28	27	34	-8	16
Violent Crime	165	149	167	126	-39	71
Total Recorded	1641	1632	1651	1730	89	686

Incidents	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
ASB	827	804	988	672	-316	263

Between 2008 to 2012 the crime figures across the board have remained fairly static with minor fluctuations with increases and decreases. The main exception to this concerns criminal damage and antisocial behaviour, there are 99 less reported cases of criminal damage and 316 less reported cases of anti social behaviour. In the first half of this year April – Sept period we are on target for a 50% year end

reduction in Burglary, Burglary elsewhere, and criminal damage. We are headed for greater decreases in theft of and theft from motor vehicle.

9.3 Ward 12: Farnley & Wortley

Farnley & Wortley	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
Burglary Dwelling	321	306	348	290	-31	61
Burglary Elsewhere	200	162	182	173	-27	102
Criminal Damage	625	482	358	365	-260	157
Drugs Offences	58	57	65	96	38	42
Fraud & Forgery	76	78	67	83	7	37
Handling	6	6	3	4	-2	2
Other Crime	35	42	34	47	12	13
Other Theft	376	341	442	373	-3	157
Robbery	32	25	28	18	-14	11
Sexual Offences	25	17	21	27	2	7
Theft From Vehicle	396	253	185	318	-78	118
Theft Of Vehicle	78	74	56	51	-27	21
Violent Crime	383	337	309	288	-95	153
Total Recorded	2611	2180	2098	2133	-478	881

Incidents	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
ASB	1799	1666	1448	1049	-399	469

The statistics show that significant decreases in recorded crime have been made across the board when the 08/09 – 11/12 periods are compared. Standout figures include theft from vehicle -78, violent crime -95, theft of vehicle -27 and criminal damage -260. Drugs offences show an increase in this period and I would attribute this to the proactive approach taken by the NPT and colleagues in this area with the increase in stop and search and the increase in proactive drugs warrants executed in this area as a result of community intelligence.

9.4 Ward 28: Pudsey

Pudsey	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
Burglary Dwelling	211	276	226	244	33	57
Burglary Elsewhere	295	276	204	216	-79	25
Criminal Damage	537	325	288	252	-285	134
Drugs Offences	24	32	34	46	22	21
Fraud & Forgery	25	31	22	17	-8	11
Handling	6	2	3	3	-3	0
Other Crime	23	20	20	32	9	22
Other Theft	295	309	367	319	24	173
Robbery	7	16	16	13	6	8
Sexual Offences	8	13	9	6	-2	5

Theft From Vehicle	307	189	302	188	-119	58
Theft Of Vehicle	64	47	36	29	-35	10
Violent Crime	283	244	228	193	-90	115
Total Recorded	2085	1780	1755	1558	-527	639

Incidents	2008-09	2009-10	2010-11	2011-12	Change 11-12 v 08-09	Apr-Sep 2012
ASB	1130	1189	987	827	-160	312

Ward 28 has shown a reduction of over 500 recorded crimes in total in 2011/12 compared to 2008/9. Significant reductions have been made in criminal damage and theft from motor vehicle. The first half of 2012 shows that we are on target to achieve over 60 % reductions in recorded burglary dwelling, burglary elsewhere sheds/garages etc) and theft from and of motor vehicle. Drugs offences again appear to be increasing along with the other ward areas and I would again put this down to the proactive stance that the police are taking on drugs with an increased number of warrants being executed under the misuse of drugs act.

9.5 West Outer Overall Public Confidence in Policing Levels

Confidence in Local Policing	2010-11	2011-12	Change
Year ended 31-Mar	57.4%	57.9%	↔

Public confidence in local policing has shown an increase of 0.5% to 57.9%. This figure is 2.5% higher than the average for West Yorkshire Police which currently stands at 57.9%. Although a relatively small increase it is still moving in the right direction and Pudsey NPT is committed to making further increases in the new year.

9.6 **Crime Data**

Data extracted from West Yorkshire Police Corvus download. Offences broken down into the '14 Offence Categories' based on Home Office Class. Date period used are financial years (01-Apr to 31-Mar).

ASB Data

Data extracted from West Yorkshire Police Corvus download. ASB incidents identified from the 'Disposition 1 Code' (the code the log was written off with by the operator). Date period used are financial years (01-Apr to 31-Mar).

Confidence Data

Confidence Data gathered from the Public Perception Survey. Figures provided are for 'Confidence in Local Policing' (Question 13 on the survey; '% of residents who agree that overall the police do a good job'). Date period used are financial years (01-Apr to 31-Mar)..

9.7 There have been a number of local initiatives' and operations with partners that have contributed to reducing levels of crime and Anti Social Behaviour Outer West which include:

- Operation Alice with the NPT staff having deviated their tours of duty to work a variety of hours in line with offending times. This has often mean that they have worked 1800 – 0600.
- Operation Optimal - visits to burglary victims and their neighbours and target patrols to hotspot areas
- Spring and Autumn campaigns including door knocking providing crime reduction advice in burglary hotspots
- Promotion of Immobilise.com property marking, including door knocking and community events.
- Operation Anchor focussing on prison releases
- Completion of the railing project in Farsley behind Farsley Celtic football club
- An environmental and visual audit undertaken with West North West Homes and the Environmental Action Teams to identify and refer on any environmental issues impacting on crime and the fear of crime for example overgrown hedges, obscured or broken street lighting, graffiti, untidy communal areas, etc
- Operation Bullseye targeting receivers of stolen good including the Apollo scanning equipment to be used on warrants
- The North West Leeds Dog Watch Scheme.
- Joint Operations with Bradford Council and Police Division to tackle cross broader issues and criminality.
- Operation Coast to tackle metal theft and unlicensed waste traders
- Operation Clock targeting burglary as the darker nights draw in
- Lock up/light up campaign to protect homeowners
- Proactive traffic operations with both the force and regional road crime team targeting travelling criminals coming into our area
- Community road safety and speed watch (starting December 6th) using 3rd sector volunteers
- Partnership ASB work involving the local authority video van
- Proactive patrols and effective use of stop and search
- Target hardening (Jan 2013)
- No cold calling zone (Jan 2013)

9.8 Priorities for The North West Division for 2012/13

The North West Division Leadership team have identified the following priorities for the division;

- Strong strategic leadership
- Partnership commitment / information / communication
- Shared and publically agreed priorities
- Co location where possible
- Multi agency problem solving

- Evidence based deployment
- 3rd sector (portal), volunteers / special constables

9.9 The Operational key themes are :

- Burglary
- Confidence and satisfaction
- Anti Social Behaviour
- Community engagement
- BME satisfaction gap
- Troubled Families (Families First)
- Metal theft

The North West Division will continue to strengthen its partnership work to reduce crime and deliver joint crime and community Safety initiatives. There will be a strong focus on a commitment to combating local issues that are important to local people across wards in Outer West.

9.10 Priorities for the North West Division Community Safety Partnership 2012/13

9.11 Through the Safer Leeds Community Safety Partnership the following priorities have been identified for 2013;

- Reduce crime and its impact which includes burglary and other high volume crime and support for victims
- Reduce re-offending working in partnership with probation and the prison service
- Effectively tackle anti-social behaviour and develop and deliver multi agency ASB service
- Improve Safeguarding and reduce vulnerabilities including Domestic Violence and Child sexual exploitation through a coherent partnership approach.

10.0 Corporate Considerations

10.1 Consultation and Engagement

The projects highlighted in this report will include consultation and engagement under the theme of crime and anti social behaviour with the aim of providing crime reduction advice and to increase reporting.

10.2 Equality and Diversity / Cohesion and Integration

The Hate Crime MARAC discuss individual cases of hate crime and agree actions to progress support for victims of hate crime, action against perpetrators and any

key location work which is required. The meeting receives quarterly monitoring information relating to hate crime and takes appropriate action to address any concerns arising from the report including; awareness raising engagement events to increase reporting, letter drops to areas and talks to school year groups.

Engagement events and projects take account of equality and diversity in their delivery. Considerations such as date, time, venue, access all have an impact on equality and diversity in relation to ensuring events are accessible to all members of the community.

10.3 Council Policies and City Priorities

Effectively tackling crime and anti social behaviour is a strategic priority in the Safer Leeds Plan 2011-2015 and contributes to delivering the key outcomes agreed for both Safer and Stronger communities.

10.4 Resources and Value for Money

Projects and work highlighted in this report have been funded through a mixture of Safer Leeds, Area Committee, West North West Homes and proceeds of police crime funding. Further opportunities for partnership funding will be explored through the coming year.

10.5 Legal Implications, Access to Information and Call In

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

10.6 Risk Management

Risk implications and mitigation are considered for each project.

11 Conclusions

11.1 Burglary continues to be a concern for the North West Division and considerable partnership work is delivered in Outer West to address burglary hotspots. Specific work has been delivered in the Outer West wards actions plans have been used to introduce new initiatives and pieces of work to address specific problems in each of the localities and the continued support from Members to tackle burglary is welcomed.

Although burglary is quite rightly a concern for the division Pudsey NPT is committed to combating local issues that are important to local people across wards 8,12 and 28. Continued support from members of the area committee is vital if these issues are to be addressed.

12.0 Recommendations

12.1 Members of the Outer West Area Committee are requested to:

- a. Note the contents of the report and offer comments

- b. Note the Area Committees role in reducing burglary and other crime and supporting Community Safety Partnership projects.

13 Background documents

13.1 None

Report of Assistant Chief Executive (Customer Access and Performance)

Report to Outer West Area Committee

Date: 14th December 2012

Subject: Well-Being Fund Report

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

Summary of main issues

1. This report seeks to update Members on the current amount of revenue funding committed and available via the Area Committee well-being budget for wards in the Outer West area.

Recommendations

2. The Area Committee is asked to:
 - i. Note the amount of Well-Being funding remaining for 2012/13
 - ii. Approve or otherwise the grant applications listed at 3.3 and 3.4

1 Purpose of this report

- 1.1 This report seeks to update Members on the current amount of funding committed and available via the Area Committee Well-Being Budget for wards in the Outer West area and also to provide monitoring information on projects approved in 2012/13.

2 Background information

- 2.1 At the last Area Committee meeting, the Well-being revenue budget available for 2012/13 was reported as £154,434. Since April, projects totalling £148,380 have been approved.

3 Main issues

Well-being Budget Review

- 3.1 It was agreed at the July Area Committee that the small grants would be suspended and any received applications would be taken to the Area Committee for consideration. Any urgent applications would be sent to Cllr Jarosz and alternatively Cllr Blackburn (in Cllr Jarosz absence) and if cleared sent to members, following the normal procedure.
- 3.2 At the October Area Committee, the balance of the Well-being revenue budget was reported as **£6,053**.
- i. Please find table of commitments below.

Project Name	Organisation	Total
Summer Bands	LCC LICS	£3,000.00
Site Based Gardener	LCC P & C	£23,534.00
I Love West Leeds	I Love WL ltd	£10,000.00
Swinnow & Heights Worker	Healthy Living Network	£19,922.00
In Bloom Summer Planting	Pudsey / Calverly / Farsley IB	£9,000.00
Summer Sports & Coaching	LCC Sports Development	£2,500.00
Summer Cricket Coaching	Thornbury Cricket Club	£1,400.00
Police off road bikes	West Yorks Police	£1,500.00
Business Management Project	Leeds Ahead	£20,000.00
Farsley Jubilee Festival	Farsley Youth Development Project	£2,500.00
Outer West CCTV cameras	Leeds Watch	£30,000.00
Pudsey Festive Light switch on	Farsley Youth Development Trust	£8,000.00
Farsley Festive Light switch on	Farsley Christmas Lights	£5,000.00
Pudsey Jubilee	Farsley Youth Development Trust	£2,500.00
Pudsey Friday Night Project	LCC Breeze Team	£2,000.00
TCM - overspent		£1,684.44
Turbary Avenue railings & Broad Street Railings	Community Safety	£1,640

- 3.3 Since September, three grants have been submitted and are listed below. Details of these are attached at **Appendix 1, 2 and 3** respectively.

Project Name	Organisation Name	Funding requested
Cow Close Community Corner	Armley Junior	£4893
Balance Remaining (if project approved)		£1,160

- 3.4 The following applications are being made now, to agree in principle and ratify once the 2013/14 budget has been agreed. These applications have been submitted for the summer bands 2013 and the Farsley Festival 2013. Further information about these applications are attached at **Appendix 2 and 3**.

Project Name	Organisation Name	Funding requested
Summer Bands in Leeds Parks 2013	Leeds International Concert Season	£3,000
Farsley Festival 2013	Farsley Christmas Lights organisation	£2,500

- 3.5 There has been one skip request received since the last Area Committee and there is **£242** remaining in the skips budget for 2012/13.
- 3.6 At the October Area Committee an application was received from Community Safety regarding the Chaucer Avenue Alley Gating Scheme. The application was deferred to seek further information regarding rights of way.
- 3.7 Since the Area Committee in October it has been determined that the land is owned by WNWhL. Community Safety are now working with WNWhL to suggest to the property owners to consider incorporating the area into their land. Discussions' are currently ongoing and an update will be provided.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Area Committee receives regular updates on the Well-being budget through the Well-being Budget Report.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 All Well-being funded projects are considered prior to their submission to Area Committee for their impact on Equality and Diversity and Cohesion and Integration.

4.3 Council Policies and City Priorities

4.3.1 Small grant applications submitted to the Area Committee for funding support are assessed to ensure that they are in line with Council and City priorities. Area Management's work programme contributes at a local level to the themes contained in the:

- Vision for Leeds
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

4.4 Resources and Value for Money

4.4.1 The small grant programme outlined in this report is resourced by Area Support Team staff

4.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well-Being budgets.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report is the report of the Area Leader for West North West Leeds who has delegated responsibility to action decisions in accordance with Area Management's work programme in accordance with part 3 of the Council's Constitution in relation to Area Committee Functions.

4.5.2 This report is not confidential, neither is it, or part of it exempt.

4.5.3 This report is not eligible for call in.

4.6 Risk Management

4.6.1 Risk implications and mitigation are considered on all Well-being applications.

5 Conclusions

- 5.1 The report outlines a limited budget remaining for the Area Committee for financial year 2012/13.

6 Recommendations

- 6.1 Members are asked to:
- i. Note the amount of revenue well-being budget available for 2012/13
 - ii. Approve or otherwise the small grant applications listed at 3.3 and 3.4 and at **Appendix 1 – 3** respectively

Background documents¹

None

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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Area Committee Well-being Fund – Expression of Interest

Project Name: Cow Close Community Corner

Lead Organisation: Armley Junior Project 4 Young People

Project Summary (please include a brief description of the main activities and why this project is needed):

The funding will be used to pay for 3 months fully inclusive salary costs for a Centre Manager and Trainee Development worker at the Cow Close Community Corner.

The over all aim of the project is to turn the recently closed library building in to a community resource called the Cow Close Community Corner. The centre will offer debt management advice, training, housing support, job search & skills, computer workshops, a bookcase library service and a meeting place for the local community.

The Centre Manager will be responsible for running and managing the centre, and training the Development Worker. They will work together with the community to turn the centre in to a community focal point and over time will recruit a volunteer team. Initially the posts will be for 5 half days. As the centre becomes more utilised the post will change to 5 full days.

The group have undertaken a consultation with the local community to incorporate the views of the local users in the vision for the centre and to ensure the services offered meet the needs of the community.

Outcomes (please summarise the main outcome/output/benefit the project will achieve):

- Providing training and volunteering opportunities to the community
- Providing opportunities for the community to be involved in a wide range of social, cultural and educational activities for all ages
- Utilising local skills and knowledge to enhance a community resource

Project Cost (please indicate how much the project will cost, how much Well-being funding is sought and the breakdown between capital and revenue):

Please note, the salary costs are for 3 months only

Centre Manager (annual cost £11,153) - £ 2788.25

Trainee Development Worker (annual costs £7619) - £1904.75

Voluntary Action Leeds Payroll admin and Year end returns fess - £200

Total revenue funding requested: £4893

Additional secured funding:

Farnley Wortley Community First Panel - £2,500

Environment and Neighbourhoods Dec 2012 - £5,000

Funding still pending:

Awards for all Dec 2012 £10,000

West North West Homes Area Panel Dec 2012 - £8,000

The group intent to apply for additional funding from the Area Committee from the 2013/2014 Wellbeing budget.

Identify which geographic areas will benefit and which Area Committee you are applying to:

Area Committee - Outer West Management Committee
Wards – Farnley and Wortley

Area Committee Well-being Fund – Expression of Interest

Project Name: Summer Bands in Leeds Parks 2013

Lead Organisation: Leeds International Concert Season

Project Summary (please include a brief description of the main activities and why this project is needed):

For ten brass band concerts as part of 'Summer Bands in the Parks' series: 2 in Farnley Hall Park, 3 in Pudsey Park, 2 in Victoria Park, Calverley, 2 in Western Flatts Cliff Park, Wortley and 1 in Westroyd Park, Farsley. These concerts will benefit the communities in Calverley, Farnley, Farsley, Pudsey and Wortley as they will be able to experience free music in their local parks. It also encourages individuals to use and visit their local park. The concerts will take place on Sunday afternoons between June - August 2013 from 2.30pm - 4.30pm.

Outcomes (please summarise the main outcome/output/benefit the project will achieve):

Having these concerts encourages more individuals in the community to enjoy using their local park.

'Summer Bands in the Parks' promotes Community Involvement as having these concerts in the park brings people together.

Short term achievement: The community will be able to enjoy free music in their local area.

Long term achievement: People can enjoy these concerts on a yearly basis.

Project Cost (please indicate how much the project will cost, how much Well-being funding is sought and the breakdown between capital and revenue):

£2,000 - Paying the bands to perform at the park

£1,000 - Payment to parks and countryside for hiring the park, opening the gates and setting out the chairs.

Total revenue funding requested: £3,000

Identify which geographic areas will benefit and which Area Committee you are applying to:

Area Committee - Outer West Management Committee
Wards - Calverley, Farnley, Farsley, Pudsey and Wortley.

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Area Committee Well-being Fund – Expression of Interest

Project Name: Farsley Festival

Lead Organisation: Farsley Christmas Lights organisation

Project Summary (please include a brief description of the main activities and why this project is needed):

In 2012, Diamond Jubilee Year, Farsley staged one of the largest street parties and entertainments for people of all ages, to celebrate the Queen's Diamond Jubilee. As a community in Farsley, we would now like to stage a Farsley Festival in 2013.

The theme will be a giant Street Party, with musical entertainment by local groups and artists; with side shows for young children, small fairground rides, etc. There will also be a live Rock Band playing.

The festival will involve inter generational activities for all ages and provide an exciting opportunity for all those living in Farsley to have a positive experience and take pride in their community.

Outcomes (please summarise the main outcome/output/benefit the project will achieve):

The event itself will be a celebration of life in Farsley Village, and of the community in Farsley, bringing together people of all age groups, backgrounds, religions, or no religion, and different ethnic groups who now live in the area.

The event will create a space where people of all ages of the community can come together and celebrate each other. This will provide an excellent showcase for Farsley Town Street and all of its local business. It will also help residents see their community as a safe place for families and young people.

Project Cost (please indicate how much the project will cost, how much Well-being funding is sought and the breakdown between capital and revenue):

£5,000 – Total Project Cost

Total revenue funding requested: £2,500

Identify which geographic areas will benefit and which Area Committee you are applying to:

Area Committee - Outer West Area Committee
Wards - Calverley & Farsley

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Report author: Harpreet Singh
Tel: 0113 3367862

Report of Area Leader West North West

Report to Outer West Area Committee

Date: 14th December 2012

Subject: Area Progress Report

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

Summary of main issues

1. This report informs the Area Committee of progress against the Area Support Team work programme for Outer West Leeds and local contributions to Council priorities.
2. All Ward Members who make up the Area Committee are consulted on projects and initiatives within their ward

Recommendations

1. Members are asked to:
 - Note the contents of the report, comment on any matters raised and suggest items for inclusion in future area update reports.
 - Note the enclosed appendix providing an update on the West North West Homes Leeds Outer West Area Panel minutes.
 - Comment on how the Council should target its efforts to fill the gaps in Leeds Citizens' Panel membership.

1 Purpose of this report

- 1.1 The purpose of this report is to inform Members of progress against the Area Support Team's work programme and local priorities.

2 Background information

- 2.1 An Area Committee update report is submitted at every cycle of Area Committee meetings. Partners contribute collectively on projects and provide service updates.

3 Main issues

Farsley Town & District Centre Scheme

- 3.1 The Farsley scheme has now been completed with Property Maintenance (PM) completing the outstanding work to the ginnel. The works have been well received by councillors and local residents.
- 3.2 As mentioned at the previous Area Committee of 12 October, a visit with Farsley Councillors to Andrew Square discussed new plans. City Development have provided councillors with a sketch plan and a quotation from Norfolk Property Services (NPS) to undertake the additional works.
- 3.3 A further site meeting took place on 20 November with Farsley Councillors, City development and the Area Support team. Further changes were discussed to reduce the costs of the scheme. The intention is now, to resurface the grassed area with Yorkshire stone kerbs instead of paving due to its short supply.
- 3.4 An assessment is being arranged by NPS to first assess if these kerb stones can be used and then how many of these will be required. City Development will provide a further update when this work has been undertaken.

Business Management Project

- 3.5 The business management project continues to provide regular signposting to up to 300 businesses and has an active involvement in the business forums in the Outer West Area.
- 3.6 The 'Make The Grade' element of the project which involves work with schools is working with Crawshaw High School. Funding has been secured in excess of £50,000 and over 20 businesses have agreed to support Crawshaw School.
- 3.7 The business management project organised a Careers Event at Crawshaw School Pudsey on 07 November.
- 3.8 Eleven local businesses provided a 2-minute presentation to approximately 190, year 9 students. The business representatives provided advice on the working world, information on their role and an insight into their sectors.
- 3.9 After the presentations each business representative hosted a stall to answer questions from the students. The careers event took place a week prior to the

students selecting their options, allowing them to gain an insights at an early stage as to what skills different roles require.

Environment Sub Group

- 3.10 The Outer West Environmental Sub Group continues to meet to monitor the Service Level Agreement and identify relevant environmental issues. The most recent meeting in October, discussed the collaborative working with Parks & Countryside's and WNWhL. Leaf clearing was the main priority for the remainder of the year and this would be undertaken by Continental Landscapes.

CCTV Farfield Avenue / Pudsey Town Centre

- 3.11 The Outer West Area Committee in January agreed to fund several community safety projects. One proposal was for a Closed Circuit Television (CCTV) Camera on Farfield Avenue Farsley. The provision of CCTV on Farfield Avenue would act as a deterrent to anti-social behaviour around the local shopping parade, and is subject to part funding by WNW Homes.
- 3.12 After initially being provided with additional costs by BT for the installation of a BT line, a new quote was negotiated and additional funding was sourced from the Proceeds of Crime.
- 3.13 The project is scheduled for completion by the new year.

Healthy Living Network: Community Development Worker (Swinnow and Heights & Gambles)

- 3.14 The CDW has been working on establishing a forum for both local professionals and interested residents to come together with the aim of mapping all local activities for all age groups. The forum has also looked at promoting these activities plus working in partnership to consult with residents and establish ways of making the community hall more vibrant and successful.
- 3.15 A steering group has been set up with 6 local residents with support from the children's centre, Bramley elderly action and the community police. The group is working together to engage with local people and recruiting for membership, out of which to form a management committee.
- 3.16 The community clean up day reported at the last area committee was successful in getting residents to interact with the local community police. The event involved working with the steering group, residents groups and community police to tidy up the neglected area outside the local community centre.
- 3.17 Other events include an apple pressing day and a Halloween event. The apple pressing day involved local groups gathered apples grown in the surrounding neighbourhood and allowed local residents to make there own fresh apple juice using rented equipment. The Halloween event was aimed at families which involved dancing and making traditional healthy, Halloween treats.

- 3.18 Future planned events and activities include Coffee mornings to encourage more residents to become members, which would give them a stake in voting in a management committee for the local community hall. This would also start a way of communicating to local people ways in which they can volunteer and provide their skills at events and in running the centre.
- 3.19 There have been discussions about restarting the family cook and eat sessions in the new year and the continuation of the community gardening / clean up events with hope to bring together people with an interest in gardening and or helping to improve there environment.
- 3.20 A mapping exercise has been undertaken of community activities in the Heights & Gambles area with a view to improve marketing of activities. The potential for a local forum is being explored to bring together various community groups to look at gaps in provision and encourage volunteering activities for all ages. Some of the activities being explored are listed below.
- **Swallow Hill Community College:**
Planning to build upon the existing cooking sessions with some 'Chill out' taster sessions with an emphasis on wellbeing and improved mental health for parents
 - **Greenhills Primary:**
Looking into the potential for further taster sessions with parents at Greenhills primary school, including 'chill out', make do and mend, or 'money matters.
 - **Volunteering:**
Exploring the potential to restart a skills swap, with new volunteers recruited from Greenhills Primary and Swallow Hill Community College

Festival Lights event

- 3.21 The Area Committee funded the festival lights event in Farsley Town Centre and Pudsey Leisure Centre. The Pudsey event was organised with support from the Area Support Team, Thisispudsey.com, Events Team and with invaluable support from local volunteers.
- 3.22 Pudsey Park also attracted over 1500 local residents who enjoyed the entertainment from local school choirs, bands and a performance from this years festive pantomime Jack & the Beanstalk. There was also an extravagant firework display and a funfair with stalls for the children.
- 3.23 The weather held up and very positive feedback was received from residents who enjoyed the community spirit.

West North West Homes Area Panel

- 3.24 A copy of West North West Homes Leeds Outer West Area Panel minutes from the last meeting are attached at Appendix 1.

Leeds Citizens Panel Update

- 3.25 As part of the process of developing the Leeds Citizens' Panel, a report was presented to the Area Chairs forum in November 2011 and the ten Area Committees in the December 2011 setting out the proposed changes to the service. As part of this consultation process Members requested that periodic updates be provided to Area Committees on the progress of the development of the Leeds Citizens Panel. This section of the report highlights the progress that has been made in relation to recruitment of new citizens panel members and which consultations have been undertaken to date.

Citizens Panel Membership:

- 3.26 An increase in panel membership from 1,500 to 6,000 is a key element of the improvements to the Leeds Citizens Panel. The smaller membership only allowed us to consult on issues affecting the whole of Leeds. The new larger body of panel members will allow us to provide analysis of consultations at the Area Committee level while retaining a representative sample based on age, gender and ethnicity. This will enable us to understand resident perceptions of services at the locality level.
- 3.27 Efforts to undertake citizens panel recruitment have been more challenging than first anticipated and it is taking longer to achieve the target of 6,000 panel members. However steady progress is still being made and the current membership of the Leeds Citizens Panel is now at 3,919. Appendix 2 sets out the details of panel membership at the city and area committee level as of 1 November 2011. Please note that total membership for age, gender, or ethnicity will not exactly add up to the total number of panel members as some personal information was missing when panel members submitted their applications. Work is being undertaken to receive this information from all panel members which should fix this problem in the future.
- 3.28 The citizens panel has been widely promoted in a number of ways in the past year, and some obvious gaps in membership have been identified particularly in relation to inner-city areas and young people across the city. This is a common pattern with citizens panels across the UK and further work will be undertaken to target recruitment efforts to fill the remaining gaps. Arrangements are being put in place to merge the analysis of Children's Services consultation through Breeze cardholders and the Leeds Youth Council and that of the Leeds Citizens Panel to help minimise the temporary gap in young person representation on the Citizens Panel. Members are asked to comment on how the Council should target its efforts to fill the gaps in Leeds Citizens Panel membership.

Programme of Consultation:

- 3.29 The following consultations have taken place through the Leeds Citizens Panel in the last 12 months:

Olympic Events for Leeds: This survey asked panel members what cultural activities they wanted to see in Leeds during the year of the Olympics? Feedback was

provided in the form of a newsletter to panel members. A response rate more than 70% was gained from this survey.

Future of Kirkgate Market: This was the second phase of consultation regarding Kirkgate Market and received a response rate of 65%. The third phase of consultation to be sent shortly will include design options and will be combined with a car parking survey for the area.

Healthy Communities: This analysis of this survey will be merged with a similar one undertaken by the NHS and will help identify barriers to access health services in localities. The Leeds Citizens Panel component of the survey received a response rate of 60 %.

Parks and Countryside and Environmental Cleanliness: The response rate for this survey was lower than other surveys at just under 50% and may be accounted for by the timing of the survey falling during the holiday period. And while this still represents a significant increase in response compared to previous surveys undertaken without the citizens panel this time period will be avoided for future surveys.

Council Tax Support: This survey asked members views on the government's reduction in terms of council tax benefits. Details of response rates were not available at the time this report was produced.

Budget consultation 2013/14: In addition to the You Choose budget consultation undertaken through the Leeds City Council website, this survey was sent to all citizen panel members and gives respondents the opportunity to highlight their priorities for the 2013-14 budget. The survey was still open for responses at the time of writing this report but the team has received more than 600 responses just the first week, so a good response rate is anticipated for this important survey.

Next Steps:

- 3.30 Management of Panel membership will be an ongoing feature of work to support the functioning of the Leeds Citizens Panel and will need to be refreshed on a regular basis with approximately one third of members being replaced with new members each year. New demographic targets for the city and individual area committee areas will need to be set this year to reflect recent census data.
- 3.31 The first year of operating the improved citizens panel has demonstrated the opportunities for cost savings for services while still achieving high response rates. An increase in the confidence in the Citizens Panel as a viable mode of public consultation has increased the request for surveys.
- 3.32 A process for managing the forward plan of Citizens Panel surveys will be put in place to ensure that panel members do not receive too many surveys in a short period of time and that busy holiday periods can be avoided. This process will also ensure that we are able to combine surveys to avoid duplication and save costs.

3.33 As well as being a valuable tool for reducing costs associated with public consultation the Leeds Citizens Panel has begun to prove its value in helping to shape opinions about important changes to Council services. For example, the findings from the Kirkgate Market survey has highlighted the need to broaden the options being considered for its future development, and analysis from the budget consultation through the Leeds Citizens Panel will be presented to Full Council in February to help set the budget for 2013-14.

High Rise Management Team

- 3.34 West North West homes Leeds has set up a new High Rise Management Team as part of the Action on High Rise Living project for 2012/13. This is a new team, focussed on achieving improvements for residents in 17 of high rise blocks, through intensive tenancy management and problem solving. The new team will work alongside existing local area teams to deliver Intensive tenancy management for customers. This work is part of a key Service Improvement Plan for 2012-13, to increase satisfaction levels for customers living in High Rise accommodation.
- 3.35 Analysis to date has demonstrated that there are a small number of priority blocks which require immediate and intensive management intervention, however it was felt appropriate to extend this list to include other blocks that would benefit from an intensive approach. WNWhL looked at issues in all 45 high rise blocks to prioritise 17 to be targeted by the team. Two of these blocks fall within the Outer West area. These are:
- Gamble Hill Croft
 - Gamble Hill Grange
- 3.36 The establishment of an intensive management team focussing on a small number of blocks will enable them to provide uninterrupted focus on the priority issues that customers have highlighted. It is anticipated that this team will operate until the end of the financial year in order to maximise impact and deliver customer priorities, at which point WNWhL will evaluate the successes to determine future operations.
- 3.37 Those High Rise blocks that are not covered by this team will still have their priority issues taken forward by their local NMO. The new team will also be a source of advice and support for other NMOs working on local issues in their high rise blocks.
- 3.38 The team is headed up by Akbar Khan, the Area Performance Manager for Inner West, and includes three High Rise Management Officers. They are all experienced in managing tenancy and neighbourhood issues, and together form a strong team. The team will be working alongside colleagues from the different area offices, and with other departments across WNWhL as they tackle the local challenges and issues in each block.
- 3.39 As this is a pilot, WNWhL will continually review progress to determine any changes necessary to improve services further.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Elected members have been consulted on the contents of this report

4.1.2 Community forums are held in Pudsey & Swinnow and Tyersal every quarter within Outer West Leeds to inform communities.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 This section is not applicable to this report.

4.3 Council Policies and City Priorities

4.3.1 The Area Committee Functions and Priority Advisory Functions were approved by the Executive Board in June 2009, this approval was rolled forward to 2012/13 with amendments only to environmental delegations.

4.3.2 The Area Functions are included in the Council's Constitution (Part 3, section 3C).

4.3.3 Area Management's work programme contributes at a local level to the themes contained in the:

- Vision for Leeds
- Leeds Strategic Plan
- Health and Wellbeing City Priorities Plan
- Children and Young People's Plan
- Safer and Stronger Communities Plan
- Regeneration City Priority Plan

4.4 Resources and Value for Money

4.4.1 Programmes of work outlined in this report are resourced in the main by Area Support Team staff and where relevant their partners which in turn provides value for money.

4.4.2 In order to meet the Area Committee's functions (see Council's Constitution Part 3, section 3C), funding is available via Well Being budgets and the Community Centres Budget.

4.4.3 In order to meet the Area Committee's roles, funding is in the main supplied by other Leeds City Council Departments main stream budgets, and external partner agencies e.g. the Police and Primary Care Trust, which is in turn reflected in the fact that the Area Committee's role here is only to influence, develop and consult. However, on occasion, wellbeing funding has resourced some projects related to its roles, e.g. community engagement, area based regeneration schemes and conservation area reviews.

4.5 Legal Implications, Access to Information and Call In

4.5.1 This report is the report of the Area Leader for West North West Leeds who has delegated responsibility to action decisions in accordance with Area Management's work programme in accordance with part 3 of the Council's Constitution in relation to Area Committee Functions.

4.5.2 This report is not confidential, neither is it, or part of it exempt.

4.6 Risk Management

4.6.1 There are no significant risks identified in this report.

5.0 Conclusions

5.1 In conclusion, the Area Progress report is in line with the functions and role of the Area Committee which are:

- Improve the quality and value for money of Council service delivery
- Improve the quality of democracy and find new ways to facilitate citizen participation in local government through the development of links between Ward Members and their communities
- To co-ordinate policy and service delivery between the local service providers.

6.0 Recommendations

6.1 The Outer West Area Committee members are invited to:

- i. Note that the contents of the report and to comment on any aspect of the matters raised.
- ii. Note the enclosed appendix providing an update on the West North West Homes Leeds Outer West Area Panel minutes.
- iii. Comment on how the Council should target its efforts to fill the gaps in Leeds Citizens' Panel membership.

Background documents¹

None

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.



MINUTES
OUTER WEST AREA PANEL MEETING
5.30pm at Westfield Chambers
Wednesday 10th October 2012

Attendees:

Area Panel Members:

Kevin Sharp (Chair)	KS
Brian Falkingham (Vice Chair)	BF
Margaret Rimington	MR
Lydia Appleby	LA
Marjorie Cook	MC
Corinne Brown	CB
David Atkinson	DA
Paul Tucker	PT
Cllr Ron Wood	CllrRW
Cllr Richard Lewis	CllrRL
Sheila Mecklenburgh (as an observer)	

Officers: Sharon Guy - Area Performance Manager Wortley/Pudsey SG
 Lee Wright - Resident Involvement Project Officer
 Dawn Appleyard – External Funding Officer
 Elaine Rey – Senior Project Officer, LCC
 Jo Hall - Project Officer, LCC
 Charlotte Jones – minute taker

1.0 Apologies for Absence:

- 1.1 Apologies received from Valerie Beaumont.
- 1.2 KS welcomed Paul Tucker to the panel

2.0 Minutes of the Previous Meeting Held on 8th August 2012 and Matters Arising

- 2.1 The minutes of the previous meeting were recorded as a true record.
- 2.2 Item 5.99 of the last minutes: AP09 2012 – the indication was that the other Area Panels had approved the same bid but this is not the case so it has been brought back to this meeting. A vote was taken and it was decided to withdraw the bid.
- 2.3 Item 7.2 – website – the issues have been raised with marketing and the website is a work in progress.
- 2.4 Item 7.5 – CCTV – this bid was underestimated but as CllrRW understands it is still going ahead. The money is committed but we cannot pay upfront, only when the work has been completed.

Action

SG to follow up and to bring back to the next meeting

3.0 Area Panel Training

- 3.1 Results from a recent satisfaction survey carried out on members of various customer involvement groups showed that satisfaction levels had dropped for the Area Panel members. It was felt that training was an issue and therefore we will be providing further training on Performance and Equality and Diversity. SG asked that members arrive half an hour before the next meeting to attend a training session.

4.0 Arms Length Management Organisation Review (LCC)

- 4.1 The current contract between the ALMOs and LCC runs out on 31st January 2013 and so now is a good time to revisit it and to find out what is working and what isn't within the ALMOs. A report will be put in to recommend that the contract is extended for up to 12 months.
- 4.2 LCC are currently going through a consultation period and would like WNWhL customers to feedback what their views are.
- 4.3 Our CEO will be putting in a submission on the 22nd October 2012 and a report will be submitted by 12th December to outline the options, however, these options have not yet been put together as these will come from consultation from residents.
- 4.4 There was concern within the Area Panel that if we were to become one ALMO, we would lose our local identity. Also members were worried that there would be different staff and the relationship between WNWhL and its residents would be lost.
- 4.5 There were some very positive comments about the WNWhL staff and members felt that things were starting to go right after 18 months. There was also concern that if there were to be one ALMO then the whole operation would become vulnerable.
- 4.6 Members especially didn't want the ALMOs to be dissolved for the operation to go back to LCC but this could be an option. If this were to happen, there were worries that a lot of good staff members would be lost and that LCC wouldn't listen to residents. Some of the Area Panel members felt that if the operation were to go to LCC then they would lose the support of the residents.
- 4.7 If there are any further comments, they are to go to SG so that she can forward them on.

5.0 Capital Expenditure

- 5.1 It was queried why there was no report for this meeting or anyone to represent the department.

6.0 Customer Involvement

6.1.0 Area Panel Bids

6.1.1 AP47 2012 New Street Grove bin area

There are currently no recycling facilities at New Grove and, as the residents are elderly, they are either leaving bags of rubbish out or not recycling at all.

AP47 2012 Approved

6.1.2 AP55 2012 47-69 Farrow Vale fencing

AP56 2012 15-37 Farrow Vale fencing

AP57 2012 1-3 Farrow Road fencing

AP58 2012 30-44 Farrow Road fencing

KS left the room while the four bids from AP55 2012 to AP58 2012 were discussed. It was decided by the panel that they needed to take into consideration all four bids as one as they didn't want to approve some and not the others as they are all for Farrow Vale/Road. It was also felt that the cost might be reduced if the works were ordered for all four bids.

The hedging around the Farrow Vale and Farrow Road area is damaged and unsightly. It is difficult for the elderly residents to maintain and also there are ASB issues with drug addicts hiding behind the hedging.

AP55 2012, AP56 2012, AP57 2012 and AP58 2012 all approved.

6.1.3 AP51 2012 Rycroft Towers fencing

BF, MC and DA left the room while this bid was discussed.

Some earlier fencing work has been carried out at Rycroft Gardens and Green and the residents are wanting an enclosure in anticipation from funding from the Big Lottery Fund for a garden.

The Area Panel felt that they didn't want to approve the bid on the information that they had as they would be funding a fence that had nothing in it. It was mentioned that there were also ASB issues but this wasn't in the report. The Area Panel members would have liked more information, photo's and a plan to be included in the report. On this basis it was decided to defer the bid until the next Area Panel meeting.

AP51 2012 Deferred

6.1.4 AP65 2012 Beverley Court waste bin area, AP66 2012 Durham House waste bin area, AP67 2012 Lincoln Court waste bin area, AP68 2012 Ripon House waste bin area, AP69 2012 York House waste bin area

These are five bids that are for bin areas outside. It was decided to deal with these bids as one as they are essentially the same bid but for five different blocks of flats.

At the moment these blocks don't have an external bin provision. The residents use wheelie bins that are on their landings and the refuse collectors put the rubbish into a 'dumbwaiter' type lift to take out the rubbish. This is a fire risk and also there is an unsavoury odour left behind.

There were concerns that, while the current situation is not satisfactory, if the residents were to have an external bin area some might have difficulty physically taking the rubbish down flights of stairs.

SG mentioned that as the current situation poses a fire risk, funds could be sought from the fire safety fund rather than the Area Panel funds.

PT expressed an interest in visiting the blocks, SG suggested that he could go and have a look, alternatively if there was more interest a 7 seater taxi could be booked.

The bids went to vote and the Panel voted to reject the bid on the basis that the bid may not be appropriate and that funding could come from Fire Safety.

AP65 2012, AP66 2012, AP67 2012, AP68 2012 and AP69 2012 were all rejected.

6. 2.0 Update on Previous Bids

6.2.1 The Area Panel needs to commit as much of the funding as possible tonight. The budget sheet for Outer West shows that, before the above bids were approved, the Area Panel had £32,426 left to spend. With the above bids this takes the Panel over their budget but there will either be the option of using surplus funds from other Area Panels if they have not committed or we will be able to prioritise the bids and carry bids over to next years budget.

SG and KS are to have a meeting about budgets to look at the best options.

SG/KS

6.2.2 *SG is to chase CASAC on the bid for CCTV for an update. We are not delivering the work ourselves for this bid and there is concern about timescales.*

SG

6.2.3 The Good Garden Competition was a success and two Area Panel members from the Outer West were invited as judges.

6.3.0 Community Engagement and Inclusion Team Report

6.3.1 Evaluation of Area Panel Bids

The Community Engagement and Inclusion Team will be undertaking evaluations of approved Area Panel bids and will be surveying residents concerned 6 months after the projects have been completed to see if they have achieved their objectives, for example dealing with ASB issues.

The process has been started and LW was keen for feedback from the Area Panel members as to what format the report should be in. Two examples were shown. Example 1 was in a report form with a lot of information, Example two had less information on it but had before and after photographs.

The panel agreed that they would like a combination of the two, a report with more information but with before and after photo's on it. LW commented that getting the after photo's would be easy but they would be reliant on NMO's providing the 'before' photo's.

The response figures at 10% for the surveys was disappointing, the CEIT aim for 17%. They can carry out phone surveys as well but this is dependent on the type of bid and the amount of residents affected by the bid.

6.3.2 Report

Item 6.0 of the report is about Tenant Scrutiny. Stephen Towler, the Tenant Scrutiny Project Officer, is putting together a showcase event which will take place on Tuesday 23rd October. LW suggested that the Area Panel members encourage as many residents to go and also that it would be a good opportunity to meet Area Panel members from other areas. The showcasing event is not necessarily a recruiting exercise but is an opportunity to find out what is going on.

7.0 **Local Performance Framework**

7.1 The number of estates graded excellent have reduced and these are now in good and acceptable gradings. Grass cutting has had a great impact on the gradings, the weather meant that there was a lot of 'clumping' of the clippings. There are also a lot of embankments within the Outer West area which are proving difficult to deal with. There are still a lot of problems with repairs.

7.2 It was suggested that opening times may affect the figures for queuing times. The Wortley office extended it's opening times till 6pm for 8 weeks but there were no customers coming in after 3pm and so the original hours were restored.

8.0 **Any Other Business**

8.1.0 Neighbourhood Action Plans.

The Neighbourhood Action Plans are a work in progress and it is hoped that they will give a good idea of what is happening in the areas. Consultation is ongoing with partners, ward members and residential groups. Any feedback will be welcomed and it is preferred to have too much information than not enough.

8.2.0 External Funding Update

The role of the External Funding Officer is to work with staff, customers and partners to identify projects and to apply for funding that would be over and above the Area Panel remit and others.

8.2.1 External funding can come from the Big Lottery fund and from other charitable trusts. This funding wouldn't be available for projects such as fencing but would look at how to deal with unused land, especially where there is low level ASB. For example, land could be improved by being landscaped or by placing a playground on it.

8.2.2 DA is happy to help residents to identify funding needs, fill in application forms and contact funding providers. If there are any resident groups that would like DA to attend their meetings, they are to contact her.

8.2.3 Some projects that are being put together include litter picks, bulb planting and dance classes. DA is also working with sheltered scheme groups, partnering with West Yorkshire Playhouse and IT charities to engage older people with IT skills. There is also an arts based project, again with West Yorkshire Playhouse.

8.2.4 DA is putting together a 'library' of ideas so when funding becomes available for a particular type of project, the ideas are already there.

8.2.5 The projects need to come from groups who have a constitution (they will need a bank account and to be able to manage funds etc.), so there must be a connection with WNWhL or a residential group.

8.3.0 Margaret Rimington is leaving the Outer West Area Panel. KS thanked MR for her input and commitment to the group and presented MR with a bouquet of flowers.

9.0 Date, Time and Venue of Next Meeting

9.1 **Date:** 5th December 2012
Time: 5.00pm (4.30pm – Refreshments)
Venue: Westfield Chambers Board Room

Report of the Assistant Chief Executive (Customer Access & Performance)

Report to West (Outer) Area Committee

Date: 14th December 2012

Subject: West (Outer) Area Committee Business Plan Update Report

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

Summary of main issues

1. This report presents an update on the work to date to deliver the actions outlined in the West (Outer) Area Committee Business Plan 2011-2015.
2. It is proposed that between December 2012 and March 2013, the Area Support Team will review the actions within the Business Plan. The timescale will ensure that Members have opportunity to be consulted on a refreshed plan that continues to be fit for purpose and reflects the current city wide priority plans and performance monitoring principles.
3. The refreshed Business Plan will be presented to the Area Committee in March 2013 for final approval.

Recommendations

The Area Committee is asked to:

- Note the progress made against the Business Plan actions at **Appendix 1**.
- Agree that the Area Support Team undertake a review of the Business Plan for 2013/14.
- Agree to receive a refreshed Business Plan at the Area Committee meeting in April 2013 for approval.

1 Purpose of this report

- 1.1 This report presents an update on the work to date to deliver the actions within the West (Outer) Area Committee Business Plan 2011-2015. The report also seeks approval to undertake a review of the business plan to ensure that it continues to be fit for purpose and reflects the current city wide priority plans.

2 Background information

- 2.1 The Leeds Strategic Plan brought together the themes in the Vision for Leeds and Local Area Agreement to provide an integrated framework for partners to tackle city wide priorities. To translate city wide priorities and outcomes to local improvement priorities, the Area Committee approved a three year Area Delivery Plan (ADP) in June 2008.
- 2.2 The 2008-2011 Area Delivery Plan (ADP) which underpinned the work of Area Support Team, came to a formal end in March 2011, however the work programme has continued with many projects rolling forward from the ADP.
- 2.3 The ADP was replaced with a new area Business Plan for 2011-2015. This plan reflected changes to the city and council planning and partnership framework and incorporate local community engagement planning and actions. The Business Plan continues to outline local priorities and actions for the outer west and provides a framework for the work programme of the West (Outer) Area Committee and the spending of the Wellbeing Budget. The Business Plan helps enable the Area Committee to fulfil the principles of integrated locality working.

3 Main issues

- 3.1 The West (Outer) Business Plan 2011-2015 which includes local priorities for action, has now been in place since April 2012. This has formed the basis of the work programme for both the Area Committee and the Area Support Team in outer west.
- 3.2 Attached at **Appendix 1** is the Area Business Plan Action Table which details the local priorities and actions agreed by the West (Outer) Area Committee and highlights what progress has been made against each of these. The table shows the range of work that has been undertaken by the Area Committee and its partners to address local priorities and needs.
- 3.3 The Action Table also shows that the Area Committee has commissioned a range of projects through its Wellbeing Fund which help to address both local and citywide priorities as set out in the Area Committee Business Plan and City Priority Plans.
- 3.4 It is proposed that between November 2012 and March 2013, the Area Support Team will, in consultation with Members and partners, review the current business plan to ensure that the Area Committee and Area Support Team are delivering on those actions previously agreed. The review will also highlight those areas which need more work and identify any additional actions and priorities which have come to light since the plan was originally approved.
- 3.5 Once this review has been undertaken, a revised Business Plan will be brought to a future Area Committee meeting for approval.

- 3.6 The timeline below outlines the process previously agreed for the production and monitoring of the four year business plan and the public facing Action Plan. It includes regular engagement with Members and an annual refresh and review cycle.

<i>October 2011</i>	<i>Members consulted and commented on Business Plan format at Area Committee.</i>
<i>November 2011</i>	<i>Member workshop (working towards Outcome Based Accountabilities criteria) held to furnish Business Plan.</i>
<i>November 2011</i>	<i>Area Support Team developed Business Plan taking into account Members views.</i>
<i>December 2011</i>	<i>Received a draft update at Area Committee.</i>
<i>January 2012</i>	<i>Update on progress at ward based briefings.</i>
<i>March/April 2012</i>	<i>Area Committee adopt 2011-2015 business plan.</i>
<i>August – October 2012</i>	<i>Review business plan.</i>
<i>November – February 2013</i>	<i>Refresh business plan.</i>
<i>March/April 2013</i>	<i>Area Committee adopt refreshed 2011-15 Business Plan.</i>
<i>August – October 2013</i>	<i>Review business plan.</i>
<i>November – February 2014</i>	<i>Refresh business plan.</i>
<i>March/April 2014</i>	<i>Area Committee adopt refreshed 2011-15 Business Plan.</i>

- 3.7 This process will ensure that Members have been consulted on the production of the plan and that it reflects the views of local elected members and the communities that they represent. In addition, the timescale ensures that it reflects the city wide priority plans and performance monitoring principles.
- 3.8 This report and the proposed review of the West (Outer) Business Plan will form part of the performance monitoring process by the Area Committee.

4 Corporate Considerations

4.1 Consultation and Engagement

- 4.1.1 Members were consulted on the development of the West (Outer) Business Plan during 2011. The final Business Plan was presented for adoption by the Area Committee in March 2012 and this report forms part of the ongoing consultation around the plan.

4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 Equality, diversity, cohesion and integration are key issues for the Area Committee and the Business Plan takes this into account with a number of actions identified to help address these.

4.3 Council Policies and City Priorities

- 4.3.1 The themes in the proposed Business Plan will mirror the themes and priority outcomes at a city wide level and also reflect the delegated functions and priority advisory functions of the West (Outer) Area Committee.

4.4 Resources and Value for Money

4.4.1 As outlined in the Function Schedule 2011/12, the Wellbeing Budget delegated by Executive Board is used to finance projects which meet the needs of the Area Business Plan. Members of the Area Committee are keen that wherever possible the use of Wellbeing brings in additional match funding to the area.

4.5 Legal Implications, Access to Information and Call In

4.5.1 There are no legal implications as a result of this report and it is not eligible for Call In.

4.6 Risk Management

4.6.1 This report provides an update for Members and therefore no risks are identifiable.

5 Conclusions

5.1 The West (Outer) Area Committee Business Plan sets out the key priorities for the year that links to city wide policies and provides a framework for the spending of the well being budget.

5.2 The Business Plan supports and contributes to changes already being put in place to the council framework at a city wide level. It illustrates how the Area Support Team continue to work with partnerships and local services in this process and continue to champion the role of the Area Committee.

6 Recommendations

6.1 The Area Committee are asked to:

- Note the progress made against the Business Plan actions at **Appendix 1**.
- Agree that the Area Support Team undertake a review of the Business Plan for 2013/14.
- Agree to receive a refreshed Business Plan at the Area Committee meeting in April 2013 for approval.

7 Background Documents

7.1 None

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.

Improvement Priority	What will the Area Committee do to address this priority?	Who ? Service	Performance Measure (evaluates the service)	Indicator (quantify the achievement)
Sustainable Economy and Culture				
<p>Provide as many opportunities as possible for people to get jobs or learn new skills</p>	<p>Provide skills and training at Community Centre(s) within our portfolio as part of community development work.</p> <p>Increase skill range and level of local residents particularly in Priority Neighbourhoods to take advantage of existing and new employment opportunities.</p> <p>Identify specific locations of NEETs to inform targeted work.</p>	<p>Leeds Ahead</p> <p>Swinnow Development Worker (Healthy Living)</p> <p>Jobs & Skills and other relevant partners</p> <p>Children's Services/Jobs and Skills</p>	<p>Sustain and promote Pudsey Business Forum.</p> <p>Provision of skills and training events and attendance by local community</p>	<p>The Pudsey forum continues to be run by Leeds Ahead. A forum has been established at Swinnow Community Centre and a number of activities have now taken place. Local residents have actively been involved.</p> <p>WNW Area Leadership team have set worklessness and NEET as key themes. Priority neighbourhoods identified and a work stream group established. Data from Families first has been matched with priority neighbourhoods for further work on targeting resources.</p> <p>Children services are working with partners on initiatives to ensure children are engaged in learning. Cluster developments have allowed re-aligning of resources to build capacity at early stages.</p> <p>Make the grade (MTG) focuses on pre NEET work providing students leaving education the basic skill required by employers. MTG programme is currently being undertaken at Crawshaw school alongside anchor businesses. There has been interest in</p>

				introducing the programme in other schools.
Make better use of our community buildings	<p>Support our community centres in the area to have sustained and where possible, increased/efficient usage.</p> <p>Assist in reviewing the Council's assets (buildings) by developing community involvement /usage /running/ disposal</p>	<p>Area Management</p> <p>Area Management</p>	<p>Continued use of community centres/increased /alternative usage</p> <p>Running of buildings by third party organisations. Disposal of under utilised assets.</p>	<p>A community development worker from Healthy Living Network (HLN) recruited to undertake work on creating a committee for Swinnow Community Centre. A forum and steering group has been established. There has been partnership working to increase resident involvement and a number of activities have been organised.</p> <p>The Swinnow Community Centre is coming into use by local organisations and community members.</p>
Work with local businesses to support a flourishing local economy	<p>Provide sponsorship opportunities for local businesses to promote their services e.g. Xmas lights event Pudsey/Children in Need, Shop Local Campaign;</p> <p>Work with investors to support the regeneration of the area;</p> <p>Promote local district centres to reduce the number of empty shop units;</p> <p>Support Employment Leeds and large organisations such as the ALMO to engage with local communities on new employment</p>	<p>Leeds Ahead</p> <p>Employment Leeds</p>	<p>Flourishing and diverse local economy.</p>	<p>Leeds Ahead, Business Management Project</p> <ul style="list-style-type: none"> - Provide opportunities for jobs or learning in all 3 Outer West Wards. - Conducting business outreach, working with local businesses. Currently in regular contact with 300 businesses. - Goldman Sachs 10000 program promoting business support for long-term sustainable growth and job creation - Reward Card initiative proves to be popular and there is interest from businesses to join. 75 businesses currently engaged. - Better use of community buildings. Businesses offering in kind services for meeting spaces. - Make the grade (pre NEET) provides students leaving education the basic skill required by employers. Programme currently being undertaken at Crawshaw school alongside anchor businesses. Interest in introducing in other schools. - Signposting to initiatives that are of real value

	<p>opportunities coming into the Area.</p> <p>Ensure business engagement with the Area Leadership Team and Area Committee.</p>	Area Leadership Team	Local Business involvement in Area Leadership Team.	<p>to businesses to help them to survive and grow. This includes business resources on funding streams and apprenticeship's.</p> <ul style="list-style-type: none"> - NEET's, promoting apprenticeships and work trials. Working with WNWhL apprenticeship training scheme - LEP funding to support working in communities. This includes partnerships between local authorities and businesses. 5-3-2 pledge aims to boost investment in skills. 11 pledges received from local businesses. - Working with business forums
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Safer and Stronger Communities				
<p>Fight crime and antisocial behaviour, with a particular focus on reducing burglary rates</p>	<p>Work with partners to identify hot spot areas to tackle crime through Locality Working to problem solve and provide solutions e.g. Phoenix Park. In turn provide residents with support, advice and equipment to help them prevent burglary.</p>	Area Management / Neighbourhood Policing Team	<p>Reduction in crime figures, particularly burglary and anti-social behaviour. Increased perception of community safety amongst residents.</p>	<p>Targeted operations to tackle burglary / crime with Outer West multi-agency tasking meetings providing partnership approach to problem solving.</p> <p>Operation Optimal providing strategic pre-emptory approach to tackling burglary.</p> <p>CASAC delivering target hardening for vulnerable residents.</p> <p>Immobilise.com allowing property registration. Operational Analgesic examined crime and youth related ASB during summer holidays. The Annual Community Safety report showed a decrease in burglary across the Outer West Area</p> <p>Operational data shows an increase in</p>

				<p>community confidence in the Police and partners in tackling anti social behaviour.</p> <p>The off road bike project has reduced the number of incidents of nuisance motorcycles.</p> <p>The FNP runs at a time when anti-social behaviour in the area is reported as at its highest and aims to reduce this by providing an alternative place to go.</p>
<p>Listen to the views of local people in our decision making and support local events that bring people together</p>	<p>Provide a range of ways for residents and partners to have their say (empower) about local priorities, including the development of Wedge Leadership Teams to oversee the neighbourhood improvement plans for our priority neighbourhoods.</p> <p>Support local community events across the area throughout the year e.g. Queen's Golden Jubilee, Summer Bands;</p> <p>Work with local providers to deliver a range of activities for young people and families during the year.</p>	<p>Area Management/ West North West Homes/Parks and Countryside/ Streetscene/ Youth Service/Sports Development/ Extended Services</p>	<p>Holding of community engagement events e.g. Swinnow Fun Day, Wateringcoates Project including regular Community Forums.</p> <p>Holding of community events and relevant activities for families and young people.</p>	<p>The Jubilee Events and Festive lights events in Pudsey & Farsley were funded by the Outer West Area Committee. The events attracted local residents who enjoyed the entertainment from local school choirs and local bands. There were funfairs and extravagant firework displays for the children. The events received positive feedback from residents who enjoyed the community spirit.</p> <p>The HLN Development Worker has worked with local residents in the Swinnow area to organise a number of activity based events.</p> <p>Neighbourhood forum's have continued with a new structure for the Pudsey forum to engage with more residents. The PACT meetings continue to be an item on the agenda for both forums.</p> <p>The Friday Night Project (FNP) provides activities in sports, arts and crafts, music and dance to young people aged 8-18 years of age and the gym for more senior users.</p> <p>I Love West Leeds provide an annual arts</p>

				<p>festival rooted in the community enabling residents to participate, experience and initiate creativity in their own community. The festival offers opportunities for dialogue between older members of the community and young people.</p> <p>Summer bands project also brings together the local communities.</p>
<p>Support volunteering within our local communities</p>	<p>Provide information on getting involved with volunteering at all our events and support the European Year of the Volunteer; host an annual event to thank our voluntary organisations and celebrate the work that they do.</p>	<p>Area Management (Possibly with business sponsorship)</p>	<p>Increased number of volunteers.</p>	<p>There are a number of volunteers within the Swinnow community, supporting with events and activities</p> <p>I Love West Leeds have 20 volunteers working on their festival projects.</p> <p>FNP work in partnership with the sport development team to create volunteering opportunities in sport and club members are encouraged to take up volunteering opportunities where this is an interest to them.</p>

<p>Consult local people on changes that may affect their lives and support them to get involved in local decision making.</p>	<p>Undertake annual consultation through the Leeds Citizens Panel to identify Area Committee priorities.</p> <p>Provide the public with information to assist them in understanding local issues through a range of communication channels including public meetings</p> <p>Seek the views of the public on key developments that will affect the areas where they live.</p> <p>Support local voluntary, community and faith organisations to play a lead role in the development and implementation of neighbourhood activities.</p> <p>Establish Community First Panels in Pudsey and Farnley and Wortley and ensure elected Member representation to meet local priorities.</p>	<p>LCC Corporate Communications and Area Management</p> <p>Area Management</p> <p>Area Management , LCC Regeneration Service</p> <p>Area Management, West North West Homes</p> <p>Area Management/ Local Community/ Ward Members</p>	<p>Survey undertaken, analysis complete and findings reported to area committee.</p> <p>Undertake up to 8 forums and public drop in meetings in the Outer West, and public meetings as appropriate.</p> <p>Provision of Forums</p> <p>Number of voluntary supported per year.</p> <p>Community First Panels established</p>	<p>There are currently 3919 members on the citizen's panel which includes 361 residents in the outer west area. The Citizen's Panel is currently being asked a variety of questions relating to council performance one of which is around satisfaction about the environmental condition of neighbourhoods. The Area Committee received progress updates in June and December on the Citizen's Panel.</p> <p>There are 2 regular community forums held in the outer west area covering Pudsey and Tyersal. Agenda items include planning issues, changes to the Fire Service, Metro and First Bus and updates from the Neighbourhood Policing Teams (PACT).</p> <p>Community First Panels have been established in Pudsey and Farnley & Wortley.</p>
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<p>Improve the local environment and our parks and open spaces</p>	<p>Work with Streetscene to deliver the new revised Service Level Agreement to meet community need around Streetscene and environmental improvements.</p>	<p>Area Management/ Streetscene</p>	<p>Successful implementation of Streetscene Delegation.</p>	<p>Continued development of the Environmental Delegation to Area Committees has provided greater local influence over the Service.</p>
	<p>Work with residents and local groups to make sure our streets and open spaces are kept clean;</p>	<p>Area Management</p>	<p>Improved cleanliness of streets and pavements.</p>	<p>The Environmental sub group meets 6 times a year and receives regular updates on performance against the Service Level Agreement (SLA) between Outer West Area Committee and the WNW Environmental Locality Team.</p>
	<p>Take enforcement action where there are problems e.g. dog fouling, working better with local businesses and schools, litter picking and street sweeping where it is needed.</p>	<p>Environmental Action Team</p>	<p>Two way feedback from Community Forums</p>	<p>The Area Committee has provided funding for a full-time site-based gardener to work in parks in Farnley & Wortley. The project helps improve the physical environment and security issues at the above parks.</p>
	<p>Work with relevant partners to reduce numbers of derelict buildings and land.</p>	<p>Area Management/City Projects/ Planning</p>	<p>Increased number of enforcement actions/fixed penalty notices</p>	<p>Additional patrols were funded by the Outer West Area Committee to tackle problems of dog fouling.</p>
	<p>Work with partners through Locality Working to resolve land ownership issues which may result in unsatisfactory grass</p>	<p>Area Management/ Streetscene/ Parks and Countryside/ West North West Homes</p>	<p>Reduction in numbers of derelict buildings/land./eye sore sites.</p>	<p>A list of derelict sites has been established with input from Members of the Environment Sub Group. A priority list is being established across the city.</p>
			<p>Timely (joined up) grass cutting and litter picking. Areas looked at in the whole, not part.</p>	<p>The Area Support Team continues to develop strong working relationships with environmental services delivery partners. Pilot joint working is being considered in Wortley to test out how staff/resources can be shared and tasked to focus on common local priorities. Work on the Tong estate has already been carried out.</p>
			<p>Summer band concerts encourages more</p>	

	cutting/litter picking service (rationalise service provision). Support and promote Friends of and In-Bloom groups who contribute to environmental improvements	Friends of groups/In-Bloom groups and other relevant groups	Number of voluntary groups supported per year	individuals to enjoy using their local park. Farsley, Calverley and Pudsey in bloom continue to be supported by the Outer West Area Committee.
Health and Wellbeing				
Promote healthy lifestyles and tackle health inequalities	Deliver projects to target health issues through local health and well-being groups (with a focus on prevention) and priority neighbourhoods in conjunction with Public Health e.g. Pudsey Health and Wellbeing Centre.	Area Management/ Public Health	Area Profile information provided through Joint Strategic Needs Assessment	HLN Development Worker and her activities. The Friday Night Project (FNP) provides activities in sports, arts and crafts, music and dance to young people aged 8-18 years of age and senior users the use of a gym. The Thornbury cricket club ran a schools coaching programme in 2 local primary schools (Bolton Royd Primary / Tyersal Primary).
Tackle high rates of teenage pregnancy	Targeted work in “hot spot” post code areas e.g. LS12 5 (Farnley) and LS28 7 (Pudsey) including focused work through all Secondary Schools, recognising the link between attendance and teenage pregnancy rates.	Area Management/ Children’s Services/ Clusters	Teenage Pregnancy rates	FNP provide signposting to young people into appropriate support services i.e. Careers advice, Sexual Health information, Connexions Personal Advisors
Tackle Fuel Poverty	Work with	Area Management/	Inclusion in	The Leeds Affordable Warmth partnership has

	<p>Environmental Action Team to address fuel poverty through Neighbourhood Plans. Promote initiative which tackle fuel poverty at Forums.</p> <p>Promote the Government's "Green Deal" framework which enables private firms to offer consumers energy efficiency improvements to their homes, community spaces and businesses at no up-front cost and to re-coup payments through a charge in instalments on the energy bill.</p>	<p>EAT</p> <p>Area Management/ Planning and Sustainable Development</p>	<p>Neighbourhood Plans. Promotion at Forums.</p> <p>Promotion of Forums</p>	<p>been established to address fuel poverty problems. Cllr David Blackburn was appointed as the area committee representative to provide views from a locality perspective and influence decisions on service provision.</p>
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Children and Families				
Promote young peoples participation in high quality sporting activities	Actively Support Sports Coaching Scholarship promoted for young sports leaders in the West of the City, in partnership with the Leeds schools partnership West.	Area Management/		The Friday Night Project (FNP) provides activities in sports, arts and crafts, music and dance to young people aged 8-18 years of age and senior users the use of a gym. Leeds City Council Sports development provide a range of sporting and recreational opportunities at local sport clubs.
Work closely with the Clusters to deliver local improvements for children and families	Focused joint work with the clusters particularly in the Priority Neighbourhoods. Align Well-Being spend to deliver jointly funded projects.	Area Management/ Clusters	Number of projects supported. Amount of Well-Being funding matched with Cluster funding.	Children services working with partners on initiatives to ensure children are engaged in learning. Cluster developments have allowed re-aligning of resources to build capacity at early stages.
Housing and Regeneration				
Encourage public services to work together with local residents to improve our most deprived neighbourhoods	Use our Well-being budget to help community groups and voluntary organisations to deliver projects to improve the area through Locality Working to improve our most deprived and unclean areas. Review and develop Neighbourhood Improvement Areas/Models e.g.	Area Management (relevant Council Departments)	Improvement in ranking of most deprived neighbourhoods (SOAs)	A locality working initiative is being developed between WNW Homes and the Area Support Team to deliver joined up environmental services. Work has already been undertaken on the Tong estate.

	Bawns/Gambles & Heights/Waterloos			
Support Leeds Bradford Corridor work to benefit Outer West Leeds	Support Regeneration Programme Team to deliver improvements and ensure community engagement and awareness.	Area Management Regeneration Programmes Team	Feedback from Regeneration Programme Team to Area Committee	

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St Johns The Evangelist, Dixon Lane Road, Wortley, LS12 4RU.



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