



WEST (OUTER) AREA COMMITTEE

**Meeting to be held at Farsley Community Church (Map attached) on
Friday, 18th January, 2013 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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Governance Services Unit
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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 - 14 DECEMBER 2012</p> <p>To confirm as a correct record the minutes of the meeting held on 14 December 2014</p>	1 - 6
8			<p>HLN DEVELOPMENT WORKER</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	7 - 12

Item No	Ward	Item Not Open		Page No
9			<p>WELLBEING MONITORING REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	13 - 18
10			<p>AREA UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	19 - 32
11			<p>WELLBEING COMMISSIONING 2013/14 AND UPDATE REPORT</p> <p>To receive and consider the attached report of the Assistant Chief Executive (Customer Access and Performance)</p>	33 - 38
12			<p>DATE AND TIME OF NEXT MEETING</p> <p>Friday, 22 March 2013 at 1.00 p.m.</p> <p>MAP OF TODAY'S VENUE</p> <p>Farsley Community Church</p>	

WEST (OUTER) AREA COMMITTEE

FRIDAY, 14TH DECEMBER, 2012

PRESENT: Councillor J Jarosz in the Chair

Councillors A Blackburn, A Carter,
M Coulson, J Hardy, D Blackburn and
J Marjoram, Rev'd K Dowling

35 Declaration of Interests

There were no declarations of interest made.

36 Apologies for Absence

Apologies for absence were submitted on behalf of Councillor R Lewis, Councillor R Wood and Rev'd P Ayers.

37 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.

Mr Mustafa Mohammed of Sparkle Dental Labs Limited informed the meeting of a new dental laboratory that had been established in Wortley. The laboratory would employ 37 people and was a large initiative with an initial investment of £0.5 million. Further issues highlighted included the following:

- £100m of NHS funding was currently going to companies in China for the work that could be carried out at the new laboratory.
- The laboratory would employ a number of apprentices and trainees – there had been a fall in the number of dental technicians in the UK over the past 10 years and there had been a lack of training and investment in this area.
- The laboratory was also equipped for the employment of disabled people and was also working with the Help for Heroes programme.

It was agreed for Mr Mohammed to liaise further with the Area Support Team to promote the new laboratory and it was reported that there would be an official opening in the New Year.

38 Minutes - 12 October 2012

RESOLVED – That the minutes of the meeting held on 12 October 2012 be confirmed as a correct record.

39 WNW Environmental Services Locality Team

The report of the Locality Manager (West North West) provided the Area Committee with 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 from the period May to November 2012.

Jason Singh, Locality Manager (West North West) presented the report.

The following issues were highlighted from the report:

- Services currently included in the delegation.
- Education and enforcement issues.
- Updates on work carried out.
- Service requests received.
- Role of Elected Members and how they could influence what works they wished to see carried out.

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

- Missed mechanical sweeping rounds – there were issues regarding cover for sickness/absence and this would be discussed further with the Environmental sub-group.
- Support at Community events was welcomed.
- Improvements in ginnels were noted.
- Leaf clearance – problems with this had been noted and raised with the Environmental Sub Group.
- Dog fouling – discussion regarding procurement of out of hours services to increase enforcement.
- Unemptied litter bins – Members were asked to report these and they would be emptied within 24 hours.
- Details of updated out of hours emergency contacts were requested.
- Fly tipping – particular problems at Woodhall Road.

RESOLVED – That the report be noted.

40 Community Safety Report

The report of the Director of Environment and Neighbourhoods provided details on crime trends and a range of community safety activities that had taken place during 2011/12. It also updated Members on the key priorities for

2012/13 and provided information on wellbeing spend on community safety issues.

Inspector Marc Adams and Gill Hunter, Community Safety Co-ordinator were in attendance for this item.

The following issues were highlighted from the report:

- Maintaining the focus on burglary prevention – there had continued to be significant reductions across Outer West Leeds and the division as a whole.
- Multi agency and partnership work.
- Offender management – linking in work with the Youth Service, Probation Service and Signpost.
- Overview of Leedswatch and CCTV.
- Offroad bikes – these were also deployed near burglary hotspots.
- The Families First project.
- There had been a total of 716 less offences in the West Outer area within the last year.
- Speedwatch scheme.
- Light up/lock up campaign to reduce the number of walk in burglaries.
- The nominated neighbour scheme.
- Pro-active approach to drug crime – increased numbers of stop and search and execution of drug warrants.
- Increasing officer visibility and footprint.

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

- Families First initiative – involvement of schools. A meeting would be held with the Targeted Services Leader and links to the clusters would be discussed.
- Reduction in anti-social behaviour in Pudsey following the issue of an Anti-Social Behaviour Order to a persistent offender.
- Pro-active approach to assisting prisoners on their release from prison.
- Burglar Demographics – the last 9 burglars arrested had come from outside the area.

RESOLVED – That the report be noted.

41 Wellbeing Monitoring Report

The report of the Assistant Chief Executive (Customer Access and Performance) sought 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.

Harpreet Singh, Area Project Officer presented the report.

Members attention was brought to applications that had been received for funding, one from the 2012/13 budget and two applications to be agreed in principle from the 2013/14 budget.

RESOLVED –

- (1) That the revenue well-being budget available for 2012-13 be noted.
- (2) That the application for Cow Close Community Corner for £4,893 be approved.
- (3) That the application for Summer Bands in Leeds Parks 2013 for £3,000 be provisionally approved subject to the funds being available from the 2013/14 wellbeing budget.
- (4) That the application for Farsley Festival 2013 for £2,500 be provisionally approved subject to the funds being available from the 2013/14 wellbeing budget.

42 Area Update Report

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:

- Completion of the Farsley Town Centre Scheme.
- Site visit to discuss revised plans for Andrew Square.
- Make the Grade event at Crawhsaw School.
- CCTV at Farfields was scheduled for completion.
- Update on the Healthy Living Network: Community Development Worker
- Success of Christmas light switch on events
- Leeds Citizens Panel Update
- West North West Homes new High Rise Management Team

RESOLVED – That the report be noted.

43 Business Plan Update Report

The report of the Assistant Chief Executive (Customer Access and Performance) presented an update on the work to date to deliver the actions outlined in the West (Outer) Business Plan 2011-2015.

Harpreet Singh, Area Project Officer presented the report.

Attention was brought to the appendix to the report which set out priorities for action and Members were asked to agree a review of the Business Plan for 2013/14.

RESOLVED –

- (1) That the progress made against the Business Plan actions be noted.
- (2) That the Area Support Team undertake a review of the Business Plan for 2013/14.
- (3) That a refreshed Business Plan be submitted for approval at the Area Committee meeting in April 2013.

44 Date and Time of Next Meeting

Friday, 18 January, 2013 at 1.00 p.m.

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Report author: Harpreet Singh /
Carol Clarkson
Tel: 0113 3367862

Report of the Assistant Chief Executive

Report to Outer West Area Committee

Date: 18th January 2013

Subject: Community Development Worker (project update)

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): 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 provides the Area Committee with an update on progress so far, on 'Community Development Worker' (Swinnow and Heights & Gambles) run by Healthy Living Network.

Recommendations

1. Members are invited to:
 - i. Note the contents of the presentation by Healthy Living Network.
 - ii. Note the attached 3 month update report from Healthy Living Network, for the Community Development Worker at **appendix 1**.

1 Purpose of this report

- 1.1 This report seeks to update members on the progress made by the Health Development worker employed through Healthy Living Network.

2 Background information

- 2.1 This report summarises progress in provision of community support and capacity building to the Swinnow and the Heights and Gambles estates. It was anticipated that this would be achieved through 1) placing a Health development worker in the areas for 18.5 hours per week and 2) running activity sessions in suitable venues in the areas to stimulate involvement and community cohesion.

3 Main issues

- 3.1 The Outer West Area Committee funded a community development post between November 2010 and November 2011 which focussed on reducing health inequalities and building capacity in Swinnow. Over this time initiatives targeted hard to reach and vulnerable groups. Intergenerational work such as family cookery was very successful; as was an older people's health course, give it a go taster programme, men's health comedy, exercise classes and encouraging local residents to volunteer with organising and delivering activities. The Healthy Living Network had supported the post for an extra 3 months from December to March 2011/12 as it was felt it was very important for the work to continue.
- 3.2 An application was approved at the Outer West Area Committee in March 2012 to continue with this project. It was suggested that the model could be extended into the Heights and the Gambles where there was little work being undertaken but where there was a high area of need.
- 3.3 The project proposed the following activities in the two respective areas.

Swinnow:

- Youth committee for developing activities not only for young people but for the whole community;
- Tea time club running once a week;
- Ongoing community development work using different methods to engage with the community e.g. facebook, events, activity sessions.

Heights & Gambles:

- Courses run for young people with different groups looking at the issues in a non prescriptive way, as peer health educators. Also linking with other groups in the area, community health team etc and developing a referral system for local schools to signpost targeted children.

- Activities run with and for local residents building on what they need and finding suitable venues including travel to another venue if more appropriate.

3.4 The project proposed the following main outcomes and benefits in the two respective areas.

Swinnow:

- Increased involvement of young people in activities in the area;
- Increased involvement of community members in day to day promotion, involvement and running of the centre;
- Improved opportunities for health and well being family activities in the area.

Heights and Gambles

- Improved awareness of young people in the area of issues such as staying safe, sexual health, substance misuse and emotional well being and self esteem.
- Increased engagement and involvement of isolated residents with activities in the area.

3.5 It was suggested that 9 hours of the post was spent in Swinnow and 9.5 in the Gambles and Heights

3.6 Please find attached at **appendix 1**, the 3 month update report from Healthy Living Network, for the Community Development Worker.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 Ward Members are consulted on wellbeing projects within their ward which link to the Area Support Team work programme and locality priorities. This is undertaken via regular updates on projects and wellbeing monitoring information. Ward members are consulted via “Two Way Feedback” meetings, held with Area Support Team, and / or ad hoc meetings/telephone conversations as and when required.

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 Conclusions

5.1 In conclusion, the update 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 Recommendations

6.1 The Outer West Area Committee members are invited to:

- iii. Note the contents of the presentation by Healthy Living Network.
- iv. Note the attached 3 month update report from Healthy Living Network, for the Community Development Worker at appendix 1

7 Background documents¹

7.1 None

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

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

Report to Outer West Area Committee

Date: 18th January 2013

Subject: Well-Being Fund 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 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

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.

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 £153,273 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 December 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 / Calverley / 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
Cow Close Community Corner	Armley Junior	£4,893

- 3.3 Since December, no grants have been submitted. An application from Armley Juniors was received at the December Area Committee for a new project underway at the former Cow Close Library. Armley Juniors were seeking funding to the amount of £4,893 for the 'Cow Close Community Corner'. The Area Committee at its December meeting approved the project and therefore the remaining Well-being balance for the financial year 2012/13 is **£1,160**.
- 3.4 The following applications were also agreed in principle and are to be ratified once the 2011/13/14 budget has been agreed. The applications submitted were for the summer bands 2013 and the Farsley Festival 2013.

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 no skip requests received since the last Area Committee and there is **£242** remaining in the skips budget for 2012/13.
- 3.6 Members may also wish to consider that there are projects that have been funded annually. For information, they are listed below with the amount that was granted in 2012/13:

Project	Amount Funded in 2012/13
Farsley In Bloom	£3,000
Calverley In Bloom	£3,000
Pudsey in Bloom	£3,000
Pudsey Festive Lights	£8,000
Farsley Festive Lights	£5,000
CCTV Monitoring & Maintenance (11 cameras)	£30,000

I Love West Leeds	10,000
Site based Gardeners	£23,534
Summer Sports & Coaching	£2,500
Police off road bikes	£1,500
Total	£89,534

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

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



Report author: Harpreet Singh
Tel: 0113 3367862

Report of Assistant Chief Executive (Customer Access and Performance)

Report to Outer West Area Committee

Date: 18th January 2013

Subject: Area Update 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.

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 1** providing an update on the Outer West Environment Sub Group.

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 Discussions took place about resurfacing the grassed area with Yorkshire stone kerbs (from Henshaw Depot) instead of paving due to its short supply. However following an assessment by NPS these kerb stones were determined not to be suitable materials to undertake the required works.
- 3.4 A further site visit to Henshaw Depot allowed assessment of other granite stone paving. Farsley Councillors confirmed they would be happy to commence the additional works with the alternative flags. Highways informed they would need to be a nominal fee of £200, which City Development have been made aware of and have confirmed that this could be factored into the costs of the project as previously discussed.
- 3.5 City Development will be providing a highlight report regarding the project to their Programme Board and are awaiting comments from NPS regarding the use of the alternative granite paving.

Environment Sub Group

- 3.6 The Outer West Environmental Sub Group continues to meet to monitor the Service Level Agreement and identify relevant environmental issues. Leaf clearing was the main priority for the remainder of the year and this would be undertaken by Continental Landscapes. Please find attached at **appendix 1**, notes from the December Environment Sub Group meeting.

CCTV Farfield Avenue / Pudsey Town Centre

- 3.7 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.
- 3.8 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.
- 3.9 The project is underway and scheduled for completion by the end of January.

Festival Lights event

- 3.10 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.
- 3.11 Both events were a great success and the weather held up and very positive feedback was received from residents who enjoyed the community spirit.

Seniors Network Support in Calverley

- 3.12 The Seniors Network Support scheme is jointly run in Leeds by Libraries and Adult Social Care. It is part of a European funded scheme and the ideas will be shared with other countries working on similar projects.
- 3.13 It is know that in places where there are local community groups, networks or activities older people are much more likely to benefit from being a part of the local community and to be able to find out about what's available locally.
- 3.14 The scheme aims therefore to see what can be done to make sure that there are more local groups, networks and activities around for people to get involved in. There are already a number of groups and networks for older people in Leeds, such as the Neighbourhood Network Schemes, and the idea is to build on these networks and see what can be done to support and connect up groups, and to help groups to develop where they don't currently exist.
- 3.15 The overall aim is to improve the health, wellbeing and independence of older people in Leeds. The scheme will encourage and support networks and social groups for older people.

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 Outer West Environment Sub Group.

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.

Project: Health Development Worker – Swinnow, Heights and Gambles

Quarterly Progress Report:

This report summarises progress in provision of community support and capacity building to the Swinnow plus the gambles and the Heights estates. It was anticipated that this would be achieved through 1) placing a Health development worker in the areas for 18.5 hours per week and 2) running activity sessions in suitable venues in the areas to stimulate involvement and community cohesion. Progress is reported under the following subheadings: i) progress over the past 3 months; ii) summary of primary objectives; iii) project outputs, iv) issues; and v) targets for the next 3 months.

1. Progress over the past 3 Months

- Community Action group meetings over the last months have attracted several local residents. Residents have started to find their voice, take on responsibilities and suggest/ help organise events and are close to being ready to run meetings themselves. As the residents focus was almost entirely on regenerating the community centre, a decision was made to make the meetings a Community centre steering group, with an aim to start up a management committee early in 2013.
- Partnerships have been sought with other organisations within Swinnow and a structure for the steering group which will facilitate involvement from other organisations and individuals who can support the aims of the steering group in the longer term.

2. Summary of Primary Objectives

- 2.1. To improve links between the local organisations and the community centre in Swinnow and surrounding area by running activities and developing groups, especially those supporting intergenerational work.**

EVENTS HELD

- Family Fun day 15.09.12 In partnership with: Community Police, sunshine club, Rycroft residents association, children's centre, Bramley Cavies rescue and local residents

£170 was raised towards improving the centre

- 'World' cafe type consultation events 22.09.12 – designed to get residents talking to each other about local issues and ways forward to improve community life.
- Apple pressing day 22.09.12, run by Pudsey land share organisation with input from HLN.
- Community Clean up day 13.10.12, in partnership with Community Police, Rycroft residents association, with help from Councillor Coulson and Councillor Lewis. All hands on deck to cut back overgrown bushes and uplift weeds to improve the area outside the community centre visually. Commitment from local councillors to ensure the appropriate services do not allow the area to fall into neglect again. Also plans to support the development of a children's community garden in the area.
- Halloween event 26.10.12, aimed at families with young children with dancing and healthy versions of Halloween snacks, also to showcase the sort of activities that the centre could be used for in future.
- Coffee morning 17.11.12, Launch of membership drive to encourage local resident to 'save there community centre'

MARKETING

- A newsletter was published by volunteers highlighting the various upcoming activities, events and volunteering opportunities for residents. This was distributed at local events and resources including the local doctor's surgery.
- Distributed leaflets door to door for the following events along with local volunteers: Coffee morning at community centre, Opportunity knocks events run by the NHS, Christmas event run by local charity 'Bramley cavies rescue'

2.2. To encourage and build a bank of volunteers to run activities within the centre.

- Bank of 14 local volunteers established in the Swinnow area. Worked with these volunteers at various times on the above events, plus a team of 4 volunteers from the Healthy Living Network. A core of approx 8 volunteers now regularly attend meetings and get involved in events when they are available.
- Worked in depth on a one to one basis with local resident volunteers as well as hosting meetings such as the 'world cafe' event to encourage residents to identify local issues as well as the skills and resources available within there own community to help them move forward as a group to tackle issues.

- Coffee morning held to encourage a variety of ways to support community life and to engage residents in discussions with each other on the potential of the centre for volunteering opportunities.

2.3 To build capacity and develop sustainability and involvement of the local community in heights and gambles areas.

- Mapping of all activities, programmes, venues and events within the gambles and the Heights areas
- From mapping process identifying gaps in provision, prioritising need, and looking for opportunities for partnership work
- Meetings on going with all community workers to discuss local issues and needs and best ways to work in partnership
- Identified need for better communication to local residents of what activities are already in place. Looking into possibilities for creating a community newsletter run by local volunteers.

3. Project Outputs

Summarise progress milestones/deliverables achieved during the last 3 months.

Swinnow

- Steering group established which is working to gain 200+ local 'members', both adults and junior members. Adult members can then vote in a management committee for the community centre. Approx 80 members joined at the time of writing.
- 14 local residents recruited as volunteers who helped set up and run a variety of community events and meetings.
- Good working partnerships established between new steering group and: Community police, Bramley Elderly Action, Swinnow live at home, Swinnow children's centre, Rycroft residents association, Youth services, Pudsey land share organisation, Fairfield community centre and the local Co-op supermarket.

Gambles and Heights

- Mapping of activities and programs in area 90% complete.
- Good relations established with all major agencies and community representatives.

- Opportunities identified at Neighbourhood Policing team forum meeting for skills exchange scheme plus need for better communication using online technology rather than traditional forums, plus raising aspirations and pride in the area with 'good news' publicity . Partnerships to look at ways of working on these issues are planned for early 2013.

3. **Issues**

Swinnow

- Access to the community centre still remains highly problematic and a barrier to agencies and local residents using it as a venue for regular activities.
- Loss of the local schools engagement worker post, who worked in partnership with HLN. Carol to hold talks with School head to ensure links and partnership work remains in place with steering group.

Heights and Gambles

- Lack of suitable central venues for activities to be run from. Central church in bad sate of repair and health and safety issues around subsidence. This also means a lack of an intergenerational focal point for volunteering opportunities to be created.
- Apathy in area due to many activities being tried in area but a lack of continuity. Also dissolution with the community centre being closed down 5 years ago and no replacement being found.
- Lack of community forums to bring together different generations and areas, to discuss and work on issues in partnership. These have been tried many times in the past, but again a lack of a central focal point for activities resulted in a split between the 2 areas.
- One venue which has good facilities is the working men's social club, but unfortunately membership is now closed. Also as a membership organisation it is not ideal for community events as it could have a non inclusive reputation putting a large segment off the community off getting involved. As a venue that serves alcohol this is also a possible barrier to community involvement for many people and families for a variety of health and religious/ideology reasons.

4. Targets for the Next 3 Months

Swinnow

- Start up a management committee of local residents in place for the community centre by March 2013
- Establish long term support for the steering group from a wide range of local agencies and charities plus local councillors
- Ensure all committee members gain training in aspects of committee work and running a community facility
- Continue to work with a wider range of local volunteers in partnership with the committee, to help plan a range of community events and activities for all age groups throughout the year.
- Heights and Gambles
 - Hold a community consultation to ascertain interest in skill share and local volunteering schemes.
 - Work with key partners on development of a skill share system and offer support for new volunteers in this scheme
 - Work towards improving online methods of communication across the whole of both areas, where possible bringing in local volunteers in order to ensure its sustainability.
 - Start activities in appropriate venues around skill sharing.
 - Offer follow on advice and support for any individuals wishing to continue in the skill sharing scheme.

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Outer West Area Committee

Environmental Services Sub Group



Note of 19 December 2012 Meeting 9.30 at Henshaw Depot

Present

Cllr Coulson (Chair)	– Pudsey Member
Cllr Blackburn	– Farnley & Wortley Member
Jason Singh	– Locality Manager Environment & Neighbourhoods
Sam Woodhead	– Service Manager Environment & Neighbourhoods
Phil Staniforth	– Parks & Countryside's
Harpreet Singh	– WNW Area Management

Apologies

Cllr Wood	– Calverley & Farsley Member
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Key Issues discussed:

1. Partnership Working

Work being undertaken to pathways on the Tofts were discussed and complimented by councillors for the work that had been undertaken in partnership. Further work is underway to improve partnership working with Parks & Countryside's and WNWHL. Work was already underway behind the scenes on providing a more joined up service. Joint working on the Kitson estate was also discussed.

2. Mechanical sweeping blocks

Following on from queries raised at the Outer West Area Committee of 14 December, Mechanical sweeping blocks were discussed. It was noted that the main contributing factor for why blocks were being missed was due to sickness and holidays. Some of the issues in relation to holidays had been inherited. It was also noted that the West North West area was the largest of the three areas; however performance levels were consistent with the other locality areas. No particular blocks were being continually missed.

Satellite tracking on vehicles was also discussed and the possibilities of using the software to increase productivity going forward.

3. Dog fouling and voluntary out of hours staff

Issues relating to 'dogs on leads' controlling orders at Victoria Park were discussed. Discussions also linked to designated Community Parks and that there was currently no formal agreements with any of the local schools. Work will be undertaken by Parks & countryside's to consult with schools that use the park, to consider formalising agreements. This would make it much easier for controlling orders to be put in place.

It was noted that if any orders were to be put in place it would also be important to ensure there is enforcement action being undertaken where necessary. JS informed that work on enforcing action against dog fouling could be looked at as part of the Ward Plan activity and would be happy to undertake targeted work.

Cllr Coulson suggested that the Calverley & Farsley Ward councillors brought forward and discussed what they would like.

4. Parks & Countryside's update

PS provided an update on works being undertaken by Parks & Countryside's. It was noted that the s106 Developer Contribution would be changing to Community Infrastructure Levy and made recommendations for allocating some funding to green space investment.

Actions:

1. Cllrs Blackburn requested that leaf clearing on the HRA to be included on the agenda for the next meeting **HS**
2. Cllr Blackburn at the meeting of 19 October 2012 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 at the meeting of 19 October 2012 that WNWhL brought performance information relating to environmental works to future meetings. **SG / KB**

Next Meeting: Thursday 7 March 2013 9.30am at Henshaw Depot

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

Report to Outer West Area Committee

Date: 18th January 2013

Subject: Wellbeing Commissioning 2013-14 and Update Report

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Calverley & Farsley, Pudsey, Farnley & Wortley	<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 provides information on processes adopted by other Area Committees for commissioning Wellbeing projects.
2. The report also asks the Area Committee to consider Wellbeing priorities for 2013/14.

Recommendations

Members are asked to:

- Consider a process for Wellbeing commissioning for 2013/14, including the requirement for a supplementary workshop to be held in February/March 2013.

1 Purpose of this report

- 1.1 This report considers the process by which Wellbeing funding is spent by the Outer West Area Committee and provides details on how other Area Committees commission projects for their area.

2 Background information

- 2.1 Area Committees have a delegated responsibility for the allocation of Area Wellbeing Funding. The amount of Wellbeing funding provided to each committee is calculated using a formula agreed at Full Council taking into consideration both population and deprivation of an area. The formula used to allocate funding to each Area Committee, was revised in 2010/11 from a formula based on 25% deprivation and 75% population to one based on 50% deprivation and 50% population.
- 2.2 The Outer West Area Committee seeks to ensure that the Wellbeing fund is managed in the most transparent, structured and efficient way possible.
- 2.3 In comparison the Inner West and Inner North West Area Committee's aim to ensure recipients are able to commence delivery of their projects as early as possible in the financial year. To facilitate this process, a commissioning round is held prior to the financial year and the Area Committee meets to agree which projects will be funded in the year ahead.

3 Main issues

Wellbeing Budget Statement 2012/13

- 3.1 The latest Wellbeing Budget Statement for 2012/13 is provided in the Wellbeing report. This sets out the current budget position for Wellbeing projects showing the amount approved by the Area Committee and the value of funds spent to date.

2013/14 Wellbeing Funding Commissioning and Priorities

- 3.2 In an effort to ensure that limited funds are targeted at the areas where they are needed most, the Area Committee is asked to consider how it wishes to express its priorities for Wellbeing Funding to perspective applicants for the year ahead.
- 3.3 Having reviewed the priorities from recent years, the following set of priorities is suggested to be offered to Wellbeing Fund applicants for 2013/14. These priorities link to the current Area Committee Business Plan.

THEME	PRIORITIES
Sustainable Economy and Culture	<ul style="list-style-type: none"> • <i>Provide opportunities for people to access jobs or learn new skills.</i> • <i>Make better use of our community buildings.</i> • <i>Support the regeneration of local district centres.</i>
Safer and Stronger Communities	<ul style="list-style-type: none"> • <i>Fight crime and antisocial behaviour, with a particular focus on reducing burglary rates.</i> • <i>Consult local people about changes that may affect their lives and support them to get involved in local decision making.</i> • <i>Develop strong network of community groups so they are able to contribute to improving their neighbourhoods.</i> • <i>Support volunteering within our local communities.</i> • <i>Improve the local environment including parks and open spaces and streetscape.</i>
Health and Wellbeing	<ul style="list-style-type: none"> • <i>Promote healthy lifestyles and tackle health inequalities.</i>
Children and Families	<ul style="list-style-type: none"> • <i>Provide opportunities for children and young people to access out of school activities.</i>
Housing and Regeneration	<ul style="list-style-type: none"> • <i>Improved public service co-ordination ensuring that services work together with local residents to improve our most deprived neighbourhoods.</i> • <i>Ensure that the public are informed of planning issues as they relate to the Inner North West.</i>

3.4 Should the Area Committee agree these priorities, they will be included in the guidance note to applicants. Applicants could be advised that there are limited funds available and that projects which help to achieve these priorities will score more favourably on assessment.

3.5 Commissioning Round Process

3.6 To facilitate the distribution of Area Committee Wellbeing, a commissioning round is proposed to take place with the following key milestones:

- Area Committee recommended to approve wellbeing priorities and details of the proposed commissioning round.
- Commissioning round begins. All previous applicants and Area Committee and forum contacts to be informed. A press release be produced announcing the launch of the commissioning round.
- Commissioning round ends. Deadline for all Wellbeing Funding applications to be received.
- Members briefing to review Wellbeing funding applications.

- Area Committee meets to agree Wellbeing Funding allocations.
- Letters written to successful applicants requesting them to complete funding agreements and project delivery statements. Letters written to unsuccessful applicants inviting them to receive feedback.
- All funding agreements returned by successful applicants. Projects begin implementation of project activity.

3.7 There may be the requirement for a supplementary Area Committee meeting to be held in an effort to ensure projects are able to begin within agreed timescales.

3.8 It should be noted that at the point of writing this report, it is unclear what level of funding will be available for the Area Committee to recommend allocation at its March meeting.

4 Corporate Considerations

4.1 Consultation and Engagement

4.1.1 The Area Committee has previously been consulted on the projects detailed within the report. Local priorities are set through the Area Business Plan process and the commissioning round would begin with communication to all Area Committee contacts.

4.2 Equality and Diversity / Cohesion and Integration

4.2.1 All Wellbeing funded projects are assessed in relation to Equality, Diversity, Cohesion and Integration. In addition, the Area Committee Wellbeing process is currently being reviewed citywide, which will include undertaking a new Equality Impact Assessment to ensure the Wellbeing process continues to comply with all relevant policies and legislation.

4.3 Council policies and City Priorities

4.3.1 Projects submitted to the Area Committee for Wellbeing funding are assessed to ensure that they are in line with Council and City priorities as set out in the following documents:

- 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 Aligning the distribution of Area Committee Wellbeing funding to local priorities will help to ensure that the maximum benefit can be provided.

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

4.6 Risk Management

4.6.1 Risk implications and mitigation are considered on all well-being applications. Projects are assessed to ensure that applicants are able to deliver the intended benefits.

5 Conclusions

5.1 The Outer West Area Committee Wellbeing Fund provides an important opportunity to support local organisations and drive forward improvements to services. This report informs members on the Wellbeing programme for 2012/13 and seeks approval to consider the commissioning process for 2013/14.

6 Recommendations

6.1 Members are asked to:

- Consider the Wellbeing funding priorities for 2013/14.
- Consider a process for Wellbeing commissioning for 2013/14, including the requirement for a supplementary workshop to be held in February/March 2013.

7 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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**Farsley Community Church
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